



CALIFORNIA STATE UNIVERSITY STANISLAUS

OFFICE OF FACULTY AFFAIRS

MEMORANDUM

DATE: March 15, 2012

TO: Campus Community

FROM: Mehran H. Khodabandeh, Chair
Instructionally Related Activities Committee

SUBJECT: Call for Proposals – IRA Recognition

As stipulated in the various CSU Chancellor's Executive Memoranda authorizing the Instructionally Related Activities Fee, and defining the various programs eligible for potential funding, the campus IRA Committee is inviting applications for recognition of *new* IRA programs.

Groups wishing to seek eligibility are urged to study the accompanying document carefully. Please note that not all "instructionally related activities" are *Instructionally Related Activities* as defined by the statute that founded the IRA program (or the CSU EMs based on that statute).

A request for IRA recognition must address the following criteria:

- activity is partially associated or sponsored by an academic discipline or department
- activity is integrally related to a department's instructional offerings
- activity is essential to a quality educational program
- activity is "co-curricular" in nature, as exemplified by such previously-approved activities as: fine and performing arts; radio, television, and film (production only); student newspapers and literary magazines; and student competitions such as intercollegiate athletics, forensics, agricultural judging, etc.

A request for recognition should be sent to the Office of HR/Faculty Affairs, ATTN: Filomena Wojciechowski, MSR 320, not later than **Monday, March 26, 2012**.

Requests should address the question of eligibility *only*. Please do not include proposed budgets or requests for specific funds.

APPENDIX A: *CSU Definition of “Instructionally Related Activities”*

(Ref: EO429 & EP&R 83-58)

*Definition**

“Instructionally related activities” are those activities and laboratory experiences listed below which are at least partially sponsored by an academic discipline or department and which are, in the judgment of the president, integrally related to its formal instructional offerings.

Activities which are considered to be essential to a quality educational program and an important instructional experience for any student enrolled in the respective program may be considered instructionally related.

Instructionally related activities include, but are not limited to, the following categories. Inclusion of a particular activity on this list or in Education Code Section 89230 does not require a campus to fund that activity.

- A. Intercollegiate athletics: costs which are necessary for a basic competitive program, including equipment and supplies and scheduled travel, not now provided by the state. Athletic grants should not be included.
- B. Radio, television, film: costs related to the provisions of basic “hands-on” experience not now provided by the state. Purchase or rental of films as instructional aids shall not be included.
- C. Music and dance performance: costs to provide experience in individual and group performance, including recitals, before audiences and in settings sufficiently varied to familiarize students with the performance facet of the field.
- D. Drama and musical productions: basic support of theatrical and operatic activities sufficient to permit experience not only in actual performance but production, direction, set design and other elements considered a part of professional training in these fields.
- E. Art exhibits: support for student art shows given in connection with degree programs.
- F. Publications: the costs to support and operate basic publication programs including a periodic newspaper and other laboratory experience basic to journalism and literary training. Additional publications designed primarily to inform or entertain should not be included.

*This definition of instructionally related activities is consistent with that contained in Education Code Section 89230. However, that code section legally applies only to instructionally related activities funds appropriated by the Legislature.

- G. Forensics: activities designed to provide experience in debate, public speaking, and related programs, including travel required for a competitive debate program.
- H. Other activities: activities associated with other instructional areas which are consistent with purposes included in the above may be added as they are identified and approved by the campus President. Already identified and approved systemwide are:
- 1) Model United Nations activities;
 - 2) Agricultural judging.

Each campus shall develop and promulgate explicit procedures for evaluating and documenting the eligibility of activities for IRA fee funding. The procedures shall be consistent with the definition of an IRA and *distinct from* procedures for determining the level of funding of eligible activities.