DATE: March 20, 2015

TO: Campus Community

FROM: Mariam Salameh, 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 invites applications for recognition of new IRA programs.

Departments, programs, or groups seeking 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 EOs based on that statute).

A memo to request 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 Faculty Affairs, ATTN: Nancy Giagou, MSR 340, not later than Wednesday April 1, 2015. Requests submitted after this deadline may be declined for review.

Requests should address the question of funding proposal eligibility only. Please do not include funding proposals or requests for specific funds.