



Presentation/Proposal From

[Add Title Here]

Name: _____

Date: _____

Department: _____

Contact Information: _____

- ❖ Complete Items 1–8 to the best of your ability (see Instructions form for reference).
- ❖ If an item listed is not relevant to your specific presentation to College Affairs, please mark it *N/A*.
- ❖ E-mail the completed checklist to the College Affairs committee support specialist by the specified deadline.

1. PRESENTATION/PROPOSAL ABSTRACT (150–250 words)

2. TYPE OF PRESENTATION/PROPOSAL

- Information Item (requires approval of CA Chair)
- Action Item
 - Information and committee feedback
 - Procedure—*revision* (Attach current procedure with proposed changes highlighted using track changes.)
 - Procedure—*new* (Attach proposed procedure separately.)
 - Identify suggested location in *General Procedures Manual*: _____

- Policy—*revision* (Attach current policy with proposed changes illustrated with track changes)
- Policy—*new* (Attach proposed policy separately.)
 - Identify suggested location in *General Policy Manual*: _____
- Other: _____

3. BUDGET IMPACT

4. INSTRUCTIONAL REQUIREMENTS/IMPACTS

5. OPERATIONAL IMPACT

6. STUDENT IMPACT

7. ANTICIPATED IMPLEMENTATION TIMELINE

8. MOTION TO BE RECOMMENDED

To: College Affairs

From: Matthew Novak, Associate Professor of Psychology

Date: September 28, 2019

Re: Add program fee costs as course fees to Psy 261: Indonesian Field Study

Summary:

I am requesting that a mandatory course fee be placed upon all sections of Psy 261: Indonesian Field Study in the amount of \$3000.00. This money will be used to pay for program costs.

History:

Psy 261: Indonesian Field Study is the COCC extension of a program that began as a collaboration with Pusat Studi Satwa Primata (Primate Research Center, PSSP) at the Institut Pertanian Bogor (IPB University) in the city of Bogor, West Java, Indonesia. Twenty-six years ago, as an undergraduate, I became the first American student to visit and participate in establishing this conduit for international exchange. To date, over 100 students from colleges and universities around the country have participated. In 2011, when I came to COCC, I brought my participation in the program with me. Eight COCC students have now participated, with one student making trips 2 years in a row, and a second student later traveling to Thailand to participate in an affiliated program and then also accepting an internship with Mahasarakham University in Thailand. This year we have three students lined up and preparing to make the trip.

Today:

The program is an interdisciplinary educational program designed to provide field-based **educational, training, and research** opportunities for individuals interested in Conservation Psychology, Biology, Animal Behavior, Primatology, Environmental Science, and Global Health. Students, and Biodiversity. Staff and professionals from Central Oregon Community College may participate. The program is conducted at PSSP-IPB affiliated field sites and facilities in Indonesia. It is an excellent opportunity for participants to experience first-hand the demands and rewards of living and conducting research in tropical field conditions in arguably the most biodiverse country on the planet. This program is emotionally and physically demanding and requires strong commitment and motivation on the part of the participants. Individuals with a sincere interest in research and an appreciation of foreign cultures find this program an exciting, challenging and ultimately a rewarding experience.

The cost of the 2020 program is **\$3500.00**. This price includes:

- The program fee (administrative and operating expenses);
- All necessary transportation while in Indonesia (airport pick-up/drop-off, transportation to/from Cagar Alum Pangandaren);
- Housing (hotel - modest accommodations) for 5 nights in Bogor;
- Room and all meals while at Cagar Alum Pagandaren (field conditions, primitive accommodations).

The course fee in this proposal DOES NOT include:

- \$500.00 deposit
- Airfare;
- Travel documents (passport, Indonesia entry visa);
- Immunizations;
- Health/travel insurance;
- Meals while not at Cagar Alum Pagandaran;

- Special food items to take to or have at Cagar Alum Pangandaran (candy, cookies, soda, etc.);
- Local transportation or side trips;
- Optional side trips (e.g., sight seeing/shopping, rental car costs, other related fees);
- Course material (books, supplies);
- Pocket money;
- Tips (tipping is not needed at restaurants, hotels, taxi); and
- COCC course tuition for Psy 261 – Indonesian Field Study course.

IMPORTANT: In order to make such a program logistically feasible (holding reservations, coordinating transportation, etc.), the schedule and fees for this program are fixed and nonrefundable.

If a participant chooses a different arrival time, wishes to select another hotel, wants to shorten or extend their stay in Indonesia, etc., the respective costs of the program cannot be refunded and scheduled transportation (e.g., to/from airport, etc.) will be forfeited.

A \$500.00 nonrefundable deposit (not applied to the program cost) is due within two weeks from date of acceptance to the program.

Payment should be made by check to: Central Oregon Community College

Rationale:

Prior to this coming year students took classes from COCC but paid their program fees to the University of Washington (UW), our primary domestic collaborating University. Due to increasing interest in this type of training throughout Indonesia, and the rest of Asia, and due to a reorganization of the UW study abroad system this is no longer possible. This change will essentially streamline how student's money is handled, reducing administrative fees and charges that have to be paid, ultimately saving students money and reducing the cost of the program.

This proposal has been reviewed by Deans Annemarie Hamlin and Jenni Newby and also by VPI Betsy Julian.