

Ancillary Unit Annual Review
Reporting Period: AY 2022 - 2023

Deadline for submission to Reporting Administrator: October 30

**This report is required by FAM 105.4 – POLICY GUIDELINES FOR THE FORMATION
AND REVIEW OF CSUSB ANCILLARY UNITS**

Basic Information

Ancillary Unit's name	Institute of Applied Research
Director(s)	Barbara Sirotnik
Administrator to whom the unit reports ("Reporting Administrator")	Tomas Gomez-Arias
Purpose and goals of the Ancillary Unit (from the original proposal or updated operating documents)	

Advisory Board

Please list your current Advisory Board, their positions outside the Advisory Board, and their roles on the Advisory Board (if applicable)	
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Ancillary Unit Activity

Please summarize the top three (3) accomplishments of your Ancillary Unit (AU) during this reporting period. This should highlight the substantive activities that support and advance the purpose/goals of the AU, and the relationship between the activities and the purpose/goals.

Please highlight the most significant activities of the AU that engage the community or other entities on campus, if any.

Substantive Activities undertaken by the AU during reporting period

Activity (please describe)	Funds spent	Goal advanced (and extent)

Describe planned activities for the current academic year and how each of them will advance the purpose/goals of the AU.

Planned Activity	Connection to Purpose

Complete the Annual Use of Funds form

	Year 1		Year 2		Year 3	
	Internal	External	Internal	External	Internal	External
Salaries	\$	\$ 67000	\$	\$ 50000	\$	\$
Assigned Time	\$ 7500	\$ 7500	\$ 7500	\$ 7500	\$	\$
Travel	\$	\$	\$	\$	\$	\$
Supplies	\$	\$ 400	\$	\$ 500	\$	\$
Contractual	\$	\$ 16800	\$	\$ 18200	\$	\$
Other*	\$	\$ 10000	\$	\$ 10200	\$	\$
TOTAL	\$ 7500	\$ 101700	\$ 7500	\$ 86400	\$	\$

***Other can include items such as: External Contracts, Grants, Sponsorships, Marketing and Outreach, Communications, Data Processing, Facilitates Operation, Printing, Postage**

Additional Attachments

Certification

Barbara Sirotnik _____

Director Name

Barbara Sirotnik _____

Director Signature

Unit Reporting Person recommendation

Name and title: Tomas Gomez-Arias, Dean, JHBC

Recommendation: Active

Recommendations and comments including the criteria and data reviewed. Please attach additional page(s) as necessary.

The IAR should prepare a succession plan. I recommend maintaining its active stat



Dec 7, 2023

Unit Reporting Person Signature

Date