<table>
<thead>
<tr>
<th>Department Code (e.g., HIS)</th>
<th># of Requests</th>
<th>Priority (1=highest)</th>
<th>Goal Category</th>
<th>Equipment Name</th>
<th>Definitive Unit Price (incl. tax, shipping)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH</td>
<td>1</td>
<td>1, 2, 7, 8</td>
<td>Forensic/archaeology field training module</td>
<td>$12,320</td>
<td></td>
</tr>
<tr>
<td>ANTH</td>
<td>2</td>
<td>1, 2, 7, 8</td>
<td>Forensics/paleoanthropology/arcaheology laboratory module</td>
<td>$7,798</td>
<td></td>
</tr>
<tr>
<td>ANTH</td>
<td>3</td>
<td>1, 2, 7, 8</td>
<td>Facilities upgrade</td>
<td>$11,198</td>
<td></td>
</tr>
<tr>
<td><strong>ANTH Total</strong></td>
<td><strong>3</strong></td>
<td></td>
<td></td>
<td><strong>$31,316</strong></td>
<td></td>
</tr>
<tr>
<td>ART</td>
<td>1</td>
<td>1</td>
<td>4x5 View Camera Kits</td>
<td>$11,153</td>
<td></td>
</tr>
<tr>
<td>ART</td>
<td>2</td>
<td>2</td>
<td>Studio Lighting Kits</td>
<td>$13,209</td>
<td></td>
</tr>
<tr>
<td>ART</td>
<td>3</td>
<td>1</td>
<td>Video Capture Production Kits</td>
<td>$11,540</td>
<td></td>
</tr>
<tr>
<td>ART</td>
<td>4</td>
<td>2</td>
<td>Digital Back Kits for 4x5 View Cameras</td>
<td>$37,561</td>
<td></td>
</tr>
<tr>
<td><strong>ART Total</strong></td>
<td><strong>4</strong></td>
<td></td>
<td></td>
<td><strong>$73,463</strong></td>
<td></td>
</tr>
<tr>
<td>COMM</td>
<td>1A</td>
<td>1, 2, 7, 8</td>
<td>TV Studio Control Room Upgrade</td>
<td>$51,101</td>
<td></td>
</tr>
<tr>
<td>COMM</td>
<td>1B</td>
<td>1, 2, 7, 8</td>
<td>TV Studio Lighting Upgrade</td>
<td>$73,190</td>
<td></td>
</tr>
<tr>
<td>COMM</td>
<td>2A</td>
<td>1, 2, 3, 6, 7, 8</td>
<td>Computer Refresh Journalism Lab</td>
<td>$26,035</td>
<td></td>
</tr>
<tr>
<td>COMM</td>
<td>2B</td>
<td>1, 2, 3, 6, 7, 8</td>
<td>Computer Refresh Broadcast Labs</td>
<td>$91,681</td>
<td></td>
</tr>
<tr>
<td>COMM</td>
<td>3</td>
<td>1, 2, 3, 5, 6, 7, 8</td>
<td>Computer Bundle</td>
<td>$82,959</td>
<td></td>
</tr>
<tr>
<td>COMM</td>
<td>4</td>
<td>2, 6, 7, 8</td>
<td>Mobile Studio Unit</td>
<td>$32,551</td>
<td></td>
</tr>
<tr>
<td><strong>COMM Total</strong></td>
<td><strong>6</strong></td>
<td></td>
<td></td>
<td><strong>$357,517</strong></td>
<td></td>
</tr>
<tr>
<td>MM</td>
<td>1</td>
<td>7</td>
<td>High Def. MM Video Camera (SCARLET-X Ti PL Mount Package) Bundles</td>
<td>$81,562</td>
<td></td>
</tr>
<tr>
<td>MM</td>
<td>2</td>
<td>7</td>
<td>8-Core Mac Pro Computers</td>
<td>$28,525</td>
<td></td>
</tr>
<tr>
<td><strong>MM Total</strong></td>
<td><strong>2</strong></td>
<td></td>
<td></td>
<td><strong>$110,087</strong></td>
<td></td>
</tr>
<tr>
<td>MUS</td>
<td>1</td>
<td></td>
<td>Recital Hall Lighting</td>
<td>$52,500</td>
<td></td>
</tr>
<tr>
<td>MUS</td>
<td>2</td>
<td></td>
<td>Pianos</td>
<td>$237,239</td>
<td></td>
</tr>
<tr>
<td>MUS</td>
<td>3</td>
<td></td>
<td>Audio Production</td>
<td>$36,026</td>
<td></td>
</tr>
<tr>
<td>MUS</td>
<td>4</td>
<td></td>
<td>Percussion</td>
<td>$12,358</td>
<td></td>
</tr>
<tr>
<td><strong>MUS Total</strong></td>
<td><strong>4</strong></td>
<td></td>
<td></td>
<td><strong>$338,123</strong></td>
<td></td>
</tr>
<tr>
<td>THEA</td>
<td>1</td>
<td>1</td>
<td>Univ Theatre Speaker/Amplifier Replacement</td>
<td>$146,215</td>
<td></td>
</tr>
<tr>
<td>THEA</td>
<td>2</td>
<td>1, 2</td>
<td>Theatre Sound Control Replacements/Upgrades</td>
<td>$68,495</td>
<td></td>
</tr>
<tr>
<td>THEA</td>
<td>3</td>
<td>1, 2</td>
<td>Technology Package</td>
<td>$32,651</td>
<td></td>
</tr>
<tr>
<td>THEA</td>
<td>4</td>
<td>1</td>
<td>Dance Studio LED Lighting</td>
<td>$50,504</td>
<td></td>
</tr>
<tr>
<td><strong>THEA Total</strong></td>
<td><strong>4</strong></td>
<td></td>
<td></td>
<td><strong>$297,865</strong></td>
<td></td>
</tr>
<tr>
<td><strong>CLASS Total</strong></td>
<td><strong>23</strong></td>
<td></td>
<td></td>
<td><strong>$1,208,371</strong></td>
<td></td>
</tr>
</tbody>
</table>

ANTH=Anthropology; ART=Art; COMM=Communication; MM=Multimedia; MUS=Music; THEA=Theatre & Dance
### Academic Affairs Instructional and Research Equipment Requests, FY 2011-2012

#### Department Summary Sheet for CLASS

**Department:** Anthropology

<table>
<thead>
<tr>
<th>Department code (e.g., HIS)</th>
<th>Priority (1=highest)</th>
<th>Goal Category</th>
<th>Equipment name</th>
<th>Definitive Unit Price (incl. tax, shipping)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH</td>
<td>1 1, 2, 7, 8</td>
<td>Forensic/archaeology field training module</td>
<td>12320.01</td>
<td></td>
</tr>
<tr>
<td>ANTH</td>
<td>2 1, 2, 7, 8</td>
<td>Forensics/paleoanthropology/archaeology laboratory module</td>
<td>7798.34</td>
<td></td>
</tr>
<tr>
<td>ANTH</td>
<td>3 1, 2, 7, 8</td>
<td>Facilities upgrade</td>
<td>11197.51</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>6</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>10</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Grand Total Price**

$31,316$

Please submit this Summary Sheet, together with all the individual request forms of your Department.

**Deadline:** 12/13/2011, Tuesday, Noon
A2E2 Anthropology 2011-2012

Backgrounder

Funds requested here are for the development of a state-of-the-art forensic/archaeological/paleoanthropological fieldwork and curation training facility. The modernization of outdated equipment will provide support for several courses, student projects, and faculty research programs. It will also allow us to offer up-to-date coursework that will attract students and provides them with the skills they need in the job market today.

Rapid globalization over the last 150 years has been bringing people of vastly different backgrounds into direct contact in an unprecedented way. Development of culture theory and the illumination of a common human prehistory, done in large part from anthropology departments over the last 150 years, have proven fundamental in this process. The American school of anthropology is very well known for its role in this intellectual/social transition, but many of the seemingly less sublime contributions of anthropology often go unnoticed. Plio-Pleistocene paleontology, forensic anthropology, and archaeology are highly empirical, methods-driven fields, and the engineering and computational aspects of these sciences are highly reliant on emerging technology. Cal State East Bay’s anthropology department is strong in expertise in these STEM-related fields, but does not have an adequate infrastructure.

Many techniques used in modern crime scene analysis come from anthropology and paleontology. Modern museum presentation practices trace directly to the natural history and ethnographic (=anthropological) museums of the Enlightenment. For these and many other reasons, anthropology as a science has stayed at the cutting edge of technical data collection, recording, curation, and presentation. Several related skills with valuable utility beyond anthropology, like still-subject photography, mold and cast production, geographic information processing, and data architecture have become integral to forensic anthropology, field archaeology/paleoanthropology, and museum studies. Additionally, as our society has become more conscientious about prehistoric remains, field archaeology has become a fundamental component of commercial land development, and many anthropologists with baccalaureate degrees and adequate technical training earn a living as contract archaeologists.

Several courses in anthropological field methods and specimen curation taught at CSUEB have traditionally shared equipment and laboratory resources:

- 3101 Human Evolution II (area B6 GE, required, ~40 students/year)
- 3200 Science in Archaeology (~20 students/year)
- 3710 Anthropology and Museums (required, ~20 students/year)
- 4240 Data Analysis in Archaeology (required, ~20 students/year)
- 4250 Field Course in Archaeology (required, ~20 students/year)
- 4260 Human Osteology Laboratory (required, ~20 students/year)
- 4270 Field Course in Paleoanthropology (not currently taught due to lack of infrastructure)
6251 Advanced Archaeological Field Methods (taught as needed for advanced students)
6260 Graduate Osteology (taught as needed for advanced students)

Obsolescence of equipment, a high level of faculty expertise in current methods, changes in the nature of course content and structure, the addition of a new course in forensic osteology (4280 Forensic Osteology), ongoing major international science projects (Kesem Kebena Paleoanthropology Project in Ethiopia, FOROST forensic osteology collaboration between UNAM México and CSUEB) have obviated the need for improvements in the teaching/research infrastructure.

The equipment requested here can be conceptually divided into 3 integrated components:

1. Archaeological, paleontological, and forensic technical data collection in the field
2. Molding, casting, recording, and preservation of collected specimens
3. Curation, storage, and data management

Proper collection and processing of specimens requires a methodology that integrates all of these components, and each is emphasized in most of the courses listed above. For these classes we are currently operating with worn out equipment from the 1970’s and 1980’s that does not prepare out students with the specialized training they need to find work in today’s job market.

1. Field archaeology and forensic data collection

Priorities for this aspect of the equipment request include 2 total stations (used for digital 3 dimensional plotting of crime scenes and excavations for use in geographic information systems), equipment for crime scene analysis (forensic photography scales and backgrounds, fingerprint kits, luminol teaching kits, low quality plastic skeletons for crime scene recreations, evidence bags, etc.), and excavation gear.

2. Molding, casting, recording, and preservation of collected specimens

This aspect of the equipment request includes equipment for the development of a mold and cast production facility in the physical anthropology laboratory at CSU East Bay. The basic requirement for such a facility, an industrial sink, is already in place, so development of this module will be highly cost-effective for its return in teaching a research facilitation. Planned purchases include plaster, dental molding compounds, vacuum pumps, molding rubber, and accessories. Molding and casting are not currently part of the teaching curriculum at CSUEB, but they are a critical part of forensic anthropology, archaeology, and paleoanthropology. Investment in a small production facility will provide significant learning and research benefits. Photographic accessories are also included here. These will be paired with a high-end digital camera already recently purchased for the department.

3. Curation, storage, and data management
This aspect of the equipment request includes an alarm for facilities where the equipment will be stored, corrugated rubber table coverings for laboratory tables (the current carpet covering is sub-standard for human osteology), and the installation of high-end lighting recently obtained by the anthropology museum.
The equipment outlined in this request will make possible a number of things.
• Cal State East Bay will be able to brag more of its integrated forensics/criminal justice program (recently featured in University Magazine).
• Our department will be able to allow faculty to fully disseminate the knowledge they have.
• Development of a specialized research skill is a major objective for the MA degree, and this will allow us to provide for the training and practice of several specialized skills inhouse.
• The new forensic osteology course, ANTH 4280, currently has no teaching materials. There is significant overlap in infrastructure with pre-existing human osteology laboratory, but we need a teaching infrastructure specific to forensics.
• It will allow for teaching ANTH 4270 (Field Course in Paleoanthropology), a course with ample expertise in the department (one of our core strengths, actually) but no infrastructure.
• Vastly improve the quality of courses currently taught and allow for their modernization. Currently the field archaeology class is taught using antiquated equipment. Faculty with training in electronic data recording will be able to disseminate their knowledge, and molding/casting will be taught.
• Projects like the Kesem Kebena project and the FOROST project will be able to engage students much more effectively. There is currently no way to bring these international projects to students in classes in anything but a superficial manner. This equipment request would bring students into the loop, and would provide opportunities for them to get involved more directly with these research opportunities. As requested in the instructions, names of faculty involved in research use of equipment include George Miller and Henry Gilbert.

The equipment being requested is easily maintained in-house and is unlikely to require future repair. Faculty are experience with all aspect of managing equipment requested. There is no noise or other intrusive vibration that will result from any outlined equipment.

The equipment request being made here has multiple components with a singular purpose: the improvement of our ability to teach and engage in applied anthropological skills related to technical specimen collection and storage, skills increasingly in demand outside of the traditional academic infrastructure of anthropology, in places like crime laboratories, NGO’s affiliated with human rights, and contract archaeology. Cal State East Bay now has active international research projects in paleoanthropology and forensic osteology, and these need to be supported with infrastructure to thrive. We also have the ability to be a major trainer of contract archaeologists and forensic osteologists, and the equipment outlined in this request would allow us to do this.
UNIT: Requestor: ANTHROPOLOGY DEPARTMENT

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Requestor</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forensic photo kit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>234314 Tuf-Flock Velour (Vinyl Backing) Black</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Black Velvet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Epson Perfection V700 Photo scanner</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evidence markers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>48486W Vinyl Tags, White, 2-3/4&quot;H x 1-3/8&quot;W, Pkg of 25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finger print kit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lumino Mini Experiment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evidence making kit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plastic skeleton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brushes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wood stakes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ABO/Rh Simulated Blood Typing Kit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crime scene tape</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GTS-105N 5&quot; Total Station Demo/Rental units w/warranty.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accessory Kit: Tripod, Prism, 8' Pole</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SECO 1' Mini Prism Pole</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 1/2&quot; Heavy Duty Philadelphia Style Pointing Trowel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>107669 PVC Stake Flags, Orange-Glo, 4&quot; x 5&quot;, Pkg of 50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SECO® Surveyor's Steel Arrows, Pkg of 11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shipping</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Quantity 1 Unit Cost $11,200 &amp; Tax $1,120 Total Cost $12,320</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Reason: Instruction ✔️  Safety ☐  Research ☒️

Program/Programs affected: Forensic anthropology, Forensic osteology, Field archaeology, Museum studies, Collection management

Undergraduate Courses: ANTH 3101 (40-80), 3200 (~20), 3710 (~20), 4240 (~20), 4250 (~20), 4280 (~20), 4270

Graduate Courses: 6251, 6260 (both taught as needed for advanced students)

Interdisciplinary: Yes ☐  No ✔️

Other funding sources (explain): ☐

Written Justification: (Use additional pages if necessary)

Category 1: Replacement of broken, worn-out or stolen equipment.

Category 2: Equipment’s main purpose is for use in upper-division major courses (when justified by student demand).

Category 7: Equipment to provide access to new technology in the field.

Category 8: Equipment to make possible the addition of new courses, specializations or other activities.

The obsolete equipment now in the department, analog surveying equipment, is no longer professionally utilized in the field. Additionally, forensic data collection requires a specialized set of tools beyond a traditional archaeological toolkit.
Additionally, forensic data collection requires a specialized set of tools beyond a traditional archaeological toolkit.

Obsolescence of equipment, a high level of faculty expertise in current methods, changes in the nature of course content and structure, the addition of a new course in forensic osteology (4280 Forensic Osteology), and ongoing major international science projects (Kesem Kebena Paleoanthropology Project in Ethiopia, FOROST forensic osteology collaboration between UNAM México and CSUEB) have obviated the need for improvements in the teaching/research infrastructure.

Priorities for this aspect of the equipment request include 2 total stations (used for digital 3 dimensional plotting of crime scenes and excavations for use in geographic information systems), equipment for crime scene analysis (forensic photography scales and backgrounds, fingerprint kits, luminol teaching kits, low quality plastic skeletons for crime scene recreations, evidence bags, etc.), and excavation gear.

Revised: October 31, 2011
# ANNUAL EQUIPMENT REQUEST FORM

**Unit:** Anthropology Department  
**Requestor:** Henry Gilbert

<table>
<thead>
<tr>
<th>Item</th>
<th>Supplier</th>
<th>Unit Price</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acetone</td>
<td>Douglas and Sturgess Inc</td>
<td>$30.00 per 5 gallon</td>
<td>1</td>
</tr>
<tr>
<td>Air Compressor</td>
<td>Grainger</td>
<td>$500.00</td>
<td></td>
</tr>
<tr>
<td>Alcohol</td>
<td>Douglas and Sturgess Inc</td>
<td>$28.00 per 5 gallon</td>
<td>1</td>
</tr>
<tr>
<td>Alginate impression Material</td>
<td>Zahn Dental Supply</td>
<td>$6.50 per lb</td>
<td>1</td>
</tr>
<tr>
<td>Balance triple beam</td>
<td>Cole-Palmer</td>
<td>$112.00</td>
<td></td>
</tr>
<tr>
<td>Beakers</td>
<td>Researchsupply.net</td>
<td>$4.14 per 50ml</td>
<td>1</td>
</tr>
<tr>
<td>Beeswax</td>
<td>Douglas and Sturgess Inc</td>
<td>$9.00 per lb</td>
<td>1</td>
</tr>
<tr>
<td>Coecal Buff Plaster</td>
<td>Zahn Dental Supply</td>
<td>$20.00 per 25lb</td>
<td>1</td>
</tr>
<tr>
<td>Ehrlenmeyer Flasks</td>
<td>Researchsupply.net</td>
<td>$2.50 per 250ml</td>
<td>1</td>
</tr>
<tr>
<td>Cotton tipped applicators</td>
<td>Henry Schein Inc.</td>
<td>$5.99 per 1000</td>
<td>1</td>
</tr>
<tr>
<td>Cattersil Light</td>
<td>Zahn Dental Supply</td>
<td>$18.00 per 140m</td>
<td>1</td>
</tr>
<tr>
<td>Dental Tools</td>
<td>Zahn Dental Supply</td>
<td>$4.14 per 250ml</td>
<td>1</td>
</tr>
<tr>
<td>Disposable Vinyl Gloves</td>
<td>Zahn Dental Supply</td>
<td>$9.00 per box of 140m</td>
<td>1</td>
</tr>
<tr>
<td>Flexibles</td>
<td>Zahn Dental Supply</td>
<td>$3.59 per 350cc</td>
<td>1</td>
</tr>
<tr>
<td>Gauze</td>
<td>Henry Schein Inc.</td>
<td>$5.99 per 12 rolls</td>
<td>1</td>
</tr>
<tr>
<td>Glass Wax Drying Rack</td>
<td>Cole-Palmer</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td>Gypsum Hardener</td>
<td>Buffalo</td>
<td>$19.00 per gallon</td>
<td>1</td>
</tr>
<tr>
<td>Hydralcal B-11</td>
<td>Rmc Lonestar Industries</td>
<td>$25 per 10lb bag</td>
<td>1</td>
</tr>
<tr>
<td>Hydralcal Fgr-95</td>
<td>Rmc Lonestar Industries</td>
<td>$4.50 per 100lb</td>
<td>1</td>
</tr>
<tr>
<td>Hydrostone</td>
<td>Douglas and Sturgess Inc</td>
<td>$4.25 per 10lb bag</td>
<td>1</td>
</tr>
<tr>
<td>Jelltrale Plus</td>
<td>Douglas and Sturgess Inc</td>
<td>$8.99 per lb</td>
<td>1</td>
</tr>
<tr>
<td>Vacuum Pump/Dental vibrator/accessories</td>
<td>Whipmix</td>
<td>$1,725.00</td>
<td></td>
</tr>
<tr>
<td>Casts of hominids</td>
<td><a href="http://www.angelfire.com">www.angelfire.com</a></td>
<td>$120-200 per case</td>
<td>1</td>
</tr>
<tr>
<td>S-485* 2 1/2 x 3&quot; plastic bags</td>
<td>Uline</td>
<td>$4@51</td>
<td></td>
</tr>
<tr>
<td>S-487* 4 x 6&quot; plastic bags</td>
<td>Uline</td>
<td>$4@72</td>
<td></td>
</tr>
<tr>
<td>S-2002 8 x 8&quot; plastic bags</td>
<td>Uline</td>
<td>$2@132</td>
<td></td>
</tr>
<tr>
<td>S-2005 13 x 20&quot; plastic bags</td>
<td>Uline</td>
<td>$2@113</td>
<td></td>
</tr>
<tr>
<td>Digital Calipers Mitutoyo, Mfr #: 500-753-10</td>
<td>MSC direct</td>
<td>$2@257</td>
<td></td>
</tr>
<tr>
<td>Digital Calipers Mitutoyo, Mfr #: 500-505-10</td>
<td>MSC direct</td>
<td>$2@257</td>
<td></td>
</tr>
<tr>
<td>Rubber switchboard matting for osteology tables (Item # 5ZV9)</td>
<td>Grainger</td>
<td>$3@275.10</td>
<td></td>
</tr>
</tbody>
</table>

**Shipping**  
Payment:  
Shipping:  
Quantity: 1  
Unit Cost: $7,089  
& Tax: $709  
Total Cost: $7,798

**JUSTIFICATION:**  
Reason:  
☐ Safety  
☐ Instruction  
☐ Research [include additional faculty name(s) below]:

Program/Programs affected:  
Undergraduate Courses: ANTH 1100 (~210), 3101 (~40-80), 3200 (~20), 3710 (~20), 4240 (~20), 4250 (~20), 4280 (~20), 4270  
Graduate Courses: 6251, 6260 (both taught as needed for advanced students)

☐ Major  
☐ General Education  
☐ Service:  
Enrollments: ~370/year

Interdisciplinary:  
☐ Yes  
☐ No  
If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)
Category 1: Replacement of broken, worn-out or stolen equipment.

Category 2: Equipment's main purpose is for use in upper-division major courses (when justified by student demand).

Category 7: Equipment to provide access to new technology in the field.

Category 8: Equipment to make possible the addition of new courses, specializations or other activities.

A high level of faculty expertise in current methods, changes in the nature of course content and structure and ongoing major international science projects (Kesem Kebena Paleoanthropology Project in Ethiopia, FOROST forensic osteology collaboration between UNAM México and CSUEB) make training in mold and cast production crucial for paleoanthropologists, archaeologists, and forensic scientists.

This aspect of the equipment request includes equipment for the development of a mold and cast production facility in the physical anthropology laboratory at CSU East Bay. The basic requirement for such a facility, an industrial sink, is already in place, so development of this module will be highly cost-effective for its return in teaching a research facilitation. Planned purchases include plaster, dental molding compounds, vacuum pumps, molding rubber, and accessories. Molding and casting are not currently part of the teaching curriculum at CSUEB, but they are a critical part of forensic anthropology, archaeology, and paleoanthropology. Investment in a small production facility will provide significant learning and research benefits. Photographic accessories are also included here. These will be paired with a high-end digital camera already recently purchased for the department.

Casts to be purchased will upgrade our current inventory, which is mostly over 30 years old. Nearly every cast is broken or damaged. These will be used for teaching molding techniques, measuring techniques, and as specimens in physical anthropology courses.

Revised: October 31, 2011
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Anthropology Department  Requestor: Henry Gilbert

Item: (Include name, special features, product #, and catalog):

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Unit Cost</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alarm CSUEB Planning and Design</td>
<td>$3,300.00</td>
<td>$3,300.00</td>
</tr>
<tr>
<td>Installation of lights purchased from museum in 2011. CSUEB Planning and Design</td>
<td>$7,000.00</td>
<td>$7,000.00</td>
</tr>
<tr>
<td>Rubber switchboard matting for osteology tables (item # 5Z Grainger 3@275.10)</td>
<td>$825.30</td>
<td>$825.30</td>
</tr>
</tbody>
</table>

Shipping
Quantity 1 Unit Cost $11,125 & Tax $72 Total Cost $11,198

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason: Safety Instruction Research [include additional faculty name(s) below]:

Program/Programs affected:
Undergraduate Courses: ANTH 3101 (40-80), 3200 (~20), 3710 (~20), 4240 (~20), 4250 (~20), 4280 (~20), 4270
Graduate Courses: 6251, 6260 (both taught as needed for advanced students)

Interdisciplinary: Yes No If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

Category 1: Replacement of broken, worn-out or stolen equipment.
Category 2: Equipment’s main purpose is for use in upper-division major courses (when justified by student demand).
Category 7: Equipment to provide access to new technology in the field.
Category 8: Equipment to make possible the addition of new courses, specializations or other activities.

This aspect of the equipment request includes an alarm for facilities where the equipment will be stored, corrugated rubber table coverings for laboratory tables (the current carpet covering is sub-standard for human osteology), and the installation of high-end lighting recently obtained by the anthropology museum.

We need professional installation to get new high-tech track lighting operational for upper division courses. The table covering will be used in all osteology-related teaching. The alarm will protect new teaching equipment, and valuable equipment and specimens in currently un-alarmed space.

Revised: October 31, 2011
### Academic Affairs Instructional and Research Equipment Requests, FY 2011-2012

**Department Summary Sheet for CLASS**

Department:

<table>
<thead>
<tr>
<th>Department code (e.g., HIS)</th>
<th>Priority (1=highest)</th>
<th>Goal Category</th>
<th>Equipment name</th>
<th>Definitive Unit Price (incl. tax, shipping)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART</td>
<td>1</td>
<td>1</td>
<td>4x5 View Camera Kits</td>
<td>$11,153</td>
</tr>
<tr>
<td>ART</td>
<td>2</td>
<td>2</td>
<td>Studio Lighting Kits</td>
<td>$13,209</td>
</tr>
<tr>
<td>ART</td>
<td>3</td>
<td>1</td>
<td>Video Capture Production Kits</td>
<td>$11,540</td>
</tr>
<tr>
<td>ART</td>
<td>4</td>
<td>2</td>
<td>Digital Back Kits for 4x5 View Cameras</td>
<td>$37,561</td>
</tr>
</tbody>
</table>

5
6
7
8
9
10

**Grand Total Price**

$73,463

Please submit this Summary Sheet, together with all the individual request forms of your Department.

**Deadline: 12/13/2011, Tuesday, Noon**
Academic Affairs
Annual Equipment Request Form

Unit: ART DEPT
Requestor: Phillip Hofstetter

Item: (Include name, special features, product #, and catalog):
4 - 4x5 View Camera Kits
Sinar F2 camera bodies w/ Sinar Auto-Aperture shutters and 210MM lenses in DB mounts. Kit includes: View camera cases; Manfrotto 405 Pro tripod gear heads w/ 410PL quick release plate, and Sinar rail extensions 6”; Sinar rail extension 12”.

Quantity: 4
Unit Cost: $2,526
Shipping & Tax: $1,049
Total Cost: $11,153

Requires contractual service for installation, uncrating, assembly, etc. No Installation Cost.

Justification:
Reason: Instruction and student project creative production

Program/Programs affected:
Art Department & Photography Option
Undergraduate Courses: ART 3660, 3661, 3670, & 3671, plus Special Topics courses, Senior Project, and 4900
Graduate Courses: 
Required for Major: 
Enrollments: 80+ per annum
Interdisciplinary: Yes No 
If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)
This request is for camera equipment that would allow the students in the studio lighting and other photography classes to all be using the same professional camera rigs. Our current setup is a collage of parts and accessories that force the students to learn different controls from week to week and distract from the actual lessons at hand. These camera kits are meant to replace cameras and accessories that are 20 to 30 years old and whose controls are worn out and whose lenses and shutters are inadequate to contemporary professional practice. All these in combination delay instruction, lead to mishaps in the technical process of taking images, and too often produce unprofessional results.

Revised: October 31, 2011
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: ART DEPT  Requestor: Phillip Hofstetter

Item: (Include name, special features, product #, and catalog): 2 - Studio Lighting Kits

Profoto Acute2 2400 strobe pack with strobe head and replacement modeling lamp and flash tube. Kit includes Sekonic L-358 light meter; Softlight Reflector; Lastolite Cube Light Tents; Profoto softbox and ring; Profotot Hardbox; small Spotlight; small Fresnel light; and 7’ studio umbrella.

Shipping
Quantity 2  Unit Cost $5,985  & Tax $1,239  Total Cost $13,209

 Requires contractual service for installation, uncrating, assembly, etc. No Installation Cost.

JUSTIFICATION:

Reason: ☐ Safety  ☐ Instruction  ☐  and student project creative production

Program/Programs affected: Art Department & Photography Option

Undergraduate Courses: ART 3660, 3661, 3670, & 3671, Special Topics courses, Senior Project, 4900 and other upper div. courses

Graduate Courses:

Requ[ ] for Major ☐  ☐  Enrollments: 120+ per annum

Interdisciplinary: ☐ Yes  ☐ No  If yes, Area or Program: 

Other funding sources (explain): 

Written Justification: (Use additional pages if necessary)

These updated studio lighting kits will allow our studio space to have safe and reliable lighting units and the accompanying light shaping tools that are consistent across our photo classes. They will replace the 25 year old power packs that use non-compatible accessories and cause unwarrented confusion in the classroom.

Revised: October 31, 2011
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: ART DEPT Requestor: Phillip Hofstetter

Item: (Include name, special features, product #, and catalog): 4 - Video Capture Production Kits

Sony HDR-CX550V 64GB HD Handycam Camcorder w/extended warranty, battery pack & accessories; Sony - LCS-X20 Soft Carrying Case; Manfrotto 055XDB Tripod Legs (Black) with 700RC2 Mini Video Fluid Head & Case; Lowel - DV Core 250 Light Kit & Case; Rode - VideoMic Camera Mounted Shotgun Mic & Dead Cat Wind Muff B&H Kit with Cable.

Shipping

Quantity 4 Unit Cost $2,589 & Tax $1,183 Total Cost $11,540

Requires contractual service for installation, uncrating, assembly, etc. No Installation Cost.

JUSTIFICATION:

Reason: Instruction and student project creative production

Program/Programs affected: Art Department & Multimedia Option

Undergraduate Courses: ART 3800. 3820. 3825. Senior Project, 4900 and other upper div. courses

Graduate Courses:

Requires for Major: Enrollments: 80+ per annum

Interdisciplinary: Yes No If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

These updated video production cameras and associated recording equipment will replace old, worn and/or damaged video gear. They will also be compatible with the most recent computer hardware, software, and best practices -- and in some cases replace some of our incompatible video recording cameras which do not work with present hardware/software configurations or reflect the most current professional best practices.

Revised: October 31, 2011
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: ART DEPT Requestor: Phillip Hofstetter

Item: (Include name, special features, product #, and catalog): 4 - Digital Back Kits for 4x5 View Camera

Please note this request adds to the equipment of the request in priority #1: 4x5 View Camera. Mac Mini with 19” monitor; Leaf Aptus II 28 digital back; Graflok adapter; 32 Gb Flash Cards; Shutter sync cable;

Quantity 4 Unit Cost $8,393 & Tax $3,989 Total Cost $37,561

Requires contractual service for installation, uncrating, assembly, etc. No Installation Cost.

JUSTIFICATION:

Reason: Instruction and student project creative production

Program/Programs affected: Art Department & Photography Option

Undergraduate Courses: ART 3660, 3661, 3670, & 3671, Special Topics courses, Senior Project, 4900, and other upper div. Photo

Graduate Courses:

Required for major: Enrollments: 80+ per annum

Interdisciplinary: Yes No If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

These items will allow us to digitize our studio and transition our advanced photo and lighting classes away from outdated and increasingly difficult to find transparency film. Not only will digital backs give our professors more efficient teaching tools and our students a chance to learn on industry standard equipment, but will actually pay for themselves over their lifetime by eliminating our need for slide film, instant proofing film, and processing. Course fees could be eliminated or sharply reduced for these classes. Film costs in the past for these classes has been about $65 per student.

Revised: October 31, 2011
TO: Kathleen Rountree, Dean, College of Letters, Arts & Social Sciences

FROM: Gale Young, Chair, Gale Young Communication Department

SUBJECT Instructional and Research Equipment Requests (IRE)

DATE: December 12, 2011

The Communication Department respectfully submits four (4) Instructional and Research Equipment Requests (IRE) totaling approximately $357,517. The Equipment is for student use in required courses designated with an activity/workshop component. Students learn the technology skills essential for broadcast, print, Internet, and visual skills layout proficiency, all of which are essential to success in the field of communication.

**Current Request**

The $357,517 requested will replace equipment that is broken, obsolete, or of insufficient quantity to meet student demand. Listed by priority number below these items fall into 4 categories:

1. TV Lighting & Control Room Upgrade ($124,291);
2. Computer refresh in Journalism & Broadcast Labs ($117,715);
3. Computer Bundle for Production Student Staff & Comm. Lab students who need tutoring ($82,959);
4. Mobile Studio Unit ($32,551).

**Last Year’s Funding (10-11).** In spring 2011 the Comm. Dept received $175,000 of our $494,000 request. We replaced in the TV Studio: 16 video cameras; some minor studio lightening equipment; presentation audio-visual cart; Adobe CS-5 & Final Cut Pro software. In the Newsroom we were able to buy 7 cameras for our reporters, 7 replacement computers; iLife software, a media cart for presentations; and a printer. Finally, for Advertising we bought a color printer.

**Prior Funding.** Prior to 2010-11 the Comm. Department received funding for its equipment from a variety of sources in piece meal purchases from one or more units: CLASS, IT, MATS, and IRA funds.

The current request, if fully funded will meet the demands for the next 2-3 years in 8 media studio/labs, not withstanding equipment breaking or damaged.

**Increased Enrollments.** This request includes the expected growth in students who will enroll in media-technology related courses, due to the new 2-option curriculum. We are currently offering 11 media-technology dependent courses a quarter @300 students. We expect in the next 2 years the number of media-dependent courses to increase to 15 per qtr or approx 435 students.
The Communication Department Houses 8 Studio/Labs:

**Journalism**
1. The Pioneer Newsroom MI 1074
2. The Journalism Computer Lab MI 1106
3. Pioneer Online Production Studio MI 1098

**Broadcast**
4. The TV Broadcast Studio LI 1092
5. The Video Editing Computer Lab LI 1092
6. The Internet Broadcast Portal LI 1092

**Advertising**
7. The Advertising Agency MI 1075

**Communication Lab (Tutors General Education Public Speaking)**
8. The Communication Lab MI 3021

University & Community Wide Productions & Publications. Weekly the department presents to the University, its communities, and the on-line world, 4 representations of its integrated curriculum and technological knowledge and skills:


*Pioneer Web TV* [http://pioneerwebtv.com/Pioneer_Web_TV/Home.html](http://pioneerwebtv.com/Pioneer_Web_TV/Home.html) News Show, Campus News Show @7 shows a qtr.; R&D Spanish Speaking Community News @3 shows a qtr.; Sports Show @3 per qtr.

*Pioneer Web Radio*, R&D with streaming and produced pod-casts. *(See link)*

*Pioneer Advertising Agency* sells and designs ads for Pioneer productions.

Need Competitive Edge. Employers expect the 400+ Communication majors to acquire the most up-to-date technological skills and able to deliver effective and artful messages across a variety of media. Thus the 20-activity/workshop courses are crucial for a successful career in the media. Our media production emphasis is a sought after degree locally and internationally but our equipment is insufficient and obsolete. The local Community Colleges clearly outshine us. A combination of fast paced developments in media technologies, lack of sustained support, and the financial downturn leaves us struggling to provide the basics, on our aging equipment.

Curricular Need. Communication majors need access to this equipment to complete their courses because the courses are bound to the department’s productions. Course workshops and media productions are an essential part of the requirements for the Communication degree. The equipment requested is essential to fulfilling the mission of the department, which includes providing students with a professional education.

Explanation for Current Request

**Priority One ~ TV Lighting & Control Room Upgrade.**
This equipment is essential to broadcast production. The components in the current system are seriously out of date (most over 10 years old) or malfunctioning. The students need to be working in a production studio that prepares them for their future work. As is, they are not competitive in this area because our equipment is not comparable to current industry standards. When the system fails, as it often does, the course work and the
weekly productions on Pioneer Web TV are compromised.

**Priority Two ~ Computer Refresh Journalism and Broadcast Labs.**

The computers have been out of warranty since September 2011 and have already begun to break down. Our labs are used during and between classes by 120-150 plus students a quarter per lab. If the refresh is not done, the computers will start failing and we have no back up. When this happens students will be required to share computers, which severely hinders their educational experience.

**Priority Three ~ Computer Bundle for Production Student Staff and Tutors.**

The requested computers will go to three locations for two purposes.

- **Production Computers.** The student production staff in the Newsroom for the production of the Pioneer Newspaper, print and on-line, and in the TV Studio will use Five (5) computers for *The Pioneer Web TV* shows. Production computers must be separate from computer labs that are used for classroom space. The current production computers in use are insufficient in quantity to support for the student demand and those that we do have are aging and in need of replacement.

- **Communication Lab Computers.** Nine (9) will go to the Communication Lab to refresh of the computers that are 10 years old. The Communications Lab, which should be part of SCAA, is responsible for tutoring students in the general education oral communication competency requirement in public speaking. During Fall Qtr, 334 students were tutored thru the Comm. Lab. The Communication faculty train graduate and upper division students as tutors. Specialized assistance is given to the increasing number of non-native speakers of English. New software is available to assist students with researching, preparing and practicing their public presentations. We do not have the computers that will run this new software, thus we cannot tutor as many students, nor give them as much time as they need. We need these computers to augment the hands-on tutoring.

**Priority Four ~ Mobile Studio.**

Currently we do not have a mobile control room unit. Without it students cannot film a multi-cam shoot in the field. This unit will allow students to stream live from location to the TV Studio. Clearly students need these skills for their professional success.

**Sustaining Currency.** Now that our curriculum meets the 21st century communication needs, we need the equipment to manifest it. IRA funding is inadequate and no longer reliable. To stay competitive and current we propose a 4-way revenue stream to fund Media equipment.

<table>
<thead>
<tr>
<th>Proposed 3-Way Revenue Stream</th>
<th>Progress-To-Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Reliable state-side allocation</td>
<td>1. Submitted IRE equipment request for stateside support from student A2E2 fees.</td>
</tr>
<tr>
<td>2. Donations to fund and name one of the 4 Media Studios: Newsroom; TV Studio; Advertising Agency; Web Radio.</td>
<td>2. Met with Advancement. Submitted proposal. Provided details for potential benefactors interested in endowing one or more of Studios</td>
</tr>
<tr>
<td>3. Share resources, as appropriate, with Art, Multimedia &amp; Music</td>
<td>3. Continue to collaborate with Art, Multimedia, and Music including consolidating some of our activities in the Video-Broadcast Studio.</td>
</tr>
</tbody>
</table>
### Academic Affairs Instructional and Research Equipment Requests, FY 2011-2012

**Department Summary Sheet for CLASS**

**Department:** Communication Department 10700

<table>
<thead>
<tr>
<th>Department code (e.g., HIS)</th>
<th>Priority (1=highest)</th>
<th>Goal Category</th>
<th>Equipment name</th>
<th>Definitive Unit Price (incl. tax, shipping)</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM</td>
<td>1A</td>
<td>1,2,7,8</td>
<td>TV Studio Control Room Upgrade</td>
<td>$51,101</td>
</tr>
<tr>
<td>COMM</td>
<td>1B</td>
<td>1,2,7,8</td>
<td>TV Studio Lighting Upgrade</td>
<td>$73,190</td>
</tr>
<tr>
<td>COMM</td>
<td>2A</td>
<td>1,2,3,6,7,8</td>
<td>Computer Refresh Journalism Lab</td>
<td>$26,035</td>
</tr>
<tr>
<td>COMM</td>
<td>2B</td>
<td>1,2,3,6,7,8</td>
<td>Computer Refresh Broadcast Labs</td>
<td>$91,681</td>
</tr>
<tr>
<td>COMM</td>
<td>3</td>
<td>1,2,3,5,6,7,8</td>
<td>Computer Bundle</td>
<td>$82,959</td>
</tr>
<tr>
<td>COMM</td>
<td>4</td>
<td>2,6,7,8</td>
<td>Mobile Studio Unit</td>
<td>$32,551</td>
</tr>
</tbody>
</table>

**Grand Total Price**

$357,517

---

Please submit this Summary Sheet, together with all the individual request forms of your Department.

**Deadline: 12/13/2011, Tuesday, Noon**
Category #: 1, 2, 7 & 8

category #: 1, 2, 7 & 8  

Unit Priority: 1A

ACADEMIC AFFAIRS

ANNUAL EQUIPMENT REQUEST FORM

Unit: Communication Department 10700
Requestor: Dr. Gale Young

Item: (Include name, special features, product #, and catalog):
(1) Tricaster 42,301
(1) Apple iMac 1,268
(4) Control Room Camera Monitor 2,800
(1) Mixer 500
(1) Speakers 120

46,989

Shipping
Quantity 1 lot  Unit Cost $46,989  & Tax $4,112  Total Cost $51,101

Reason: □ Safety  □ Instruction  □ Research [include additional faculty name(s) below]:

Program/Programs affected: Media Production
Undergraduate Courses: COMM 3100, COMM 3232, COMM 4006, COMM 4890
Graduate Courses: □ Major  □ General Education  □ Service: Enrollments:

Interdisciplinary: □ Yes  □ No  If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

Category 1 - Replaces broken, faulty, and irreparable control room equipment. Updates current control room equipment to be tapeless and fully HD capable. Control Room will not function without this new equipment. Currently having trouble functioning due to old/faulty equipment.

Category 2 - All equipment requested supports upper division major courses:
COMM 3100 – Introduction to Professional Video Production. This upgrade provides learning tools for the process of teaching fundamental principles of video production and direction for visual platforms including online television. Students must learn how to operate in a studio environment at a basic professional level.
COMM 3232 - Media Workshop Video/Documentary. Upgrade is needed to facilitate the production of Pioneer Web TV News and special shows such as Mente Latina and Sports. Advanced studio techniques are incorporated in curriculum.
COMM 4006 - Intermediate Video Production. Equipment is key for advanced video production. Advanced Studio techniques are incorporated for special interviews and project needs. All projects are created for internet broadcasting on the CSUEB Pioneer Web TV Portal.
COMM 4890 - Senior Project: Media Production. Advanced video and studio production continued. Upgrade is needed for students to create a comprehensive project synthesizing the skills learned in the Media Production option. Projects include studio production. The class is intended to be a career-oriented class, giving Seniors material to help them obtain a job in the media production business.

Category 7 – Upgrades current control room studio to improve show quality, eliminate the need for tapes enable seamless streaming and allow us to film and produce HD productions. Due to the high price of the TriCaster unit and other items in this bundle, our current budget does not allow us to upgrade the pieces that we need.

Current technology is out of date, out of warranty, and some does not function properly. Without this equipment, students will not be able to be made career ready with their classes.

Category 8 – Upgrade will allow the addition of new student productions and/or the addition of appropriate electives.
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Communication Department

Requestor: Dr. Gale Young

Item: (Include name, special features, product #, and catalog):
To replace & upgrade current Control Room System

TV Studio - Lighting upgrade

Dimmer w/ Electrical 42,301
Wiring/Electrical Contractor 25,000
67,301

Quantity 1 lot
Unit Cost $67,301
Shipping & Tax $5,889
Total Cost $73,190

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason: ☑ Safety ☑ Instruction ☐ Research [include additional faculty name(s) below]:

Program/Programs affected: Media Production
Undergraduate Courses: COMM 3100, COMM 3232, COMM 4006, COMM 4890
Graduate Courses: ☑ Major ☐ General Education ☐ Service: Enrollments:

Interdisciplinary: ☐ Yes ☑ No If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

Category 1 Replaces broken, worn out or stolen equipment
Replaces old and discontinued lighting dimmer that controls power to our TV studio lights. Current dimmer has no warranty and has been discontinued for a number of years. Repairs to the unit are challenging to do because only refurbished parts can be found. The unit and its parts are discontinued. Enables power for the TV studio lighting grid. Communicates with the lighting palette to control the lights. Without this dimmer, the studio will not function.

Category 2 All equipment requested supports required upper division major courses & student demand (filled to capacity)
COMM 3100 - Introduction to Professional Video Production. The class teaches beginning video production.
1. Gives students a fully functional lighting grid to learn basic studio lighting skills for projects.
2. Replaces old and discontinued problematic dimmer.
3. Is compatible with existing lights and lighting palette control.
4. Lets instructors teach the students current lighting practices in video production.
5. Without this dimmer upgrade, the class cannot function. The current dimmer will not last much longer, last much longer.

COMM 3232 - Media Workshop Video/Documentary. The class teaches advanced video production with emphasis on studio production.
1. Gives students a fully functional lighting dimmer to learn advanced studio lighting skills to light blue screen sets and curtained sets.
2. Replaces old, discontinued and problematic dimmer.
3. Is compatible with existing lights and lighting palette control.
4. Lets instructors teach the students current lighting practices in video production.
5. Student projects are dependent upon adequate lighting.
6. Without this dimmer upgrade, the class cannot function. The current dimmer will not last much longer.

COMM 4006 - Intermediate Video Production. The class teaches advanced video techniques with heavy emphasis on advanced lighting skills such as multiple light fades and color effects. Blue screen lighting is especially important.
All projects are created for internet broadcasting on the CSUEB Pioneer Web TV Portal.

1. Gives students a fully functional lighting dimmer to learn advanced studio lighting skills to light blue screen sets and curtained sets.
2. Replaces old, discontinued and problematic dimmer.
3. Is compatible with existing lights and lighting palette control.
4. Lets instructors teach the students current lighting practices in video production.
5. Student projects are dependant upon adequate lighting.
6. **Without this dimmer upgrade, the class cannot function. The current dimmer will not last much longer.**

COMM 4890 - Senior Project: Media Production. Advanced video production continued. Light dimmer is needed for students to create a solid studio production displaying all of their skills in video production. Bad lighting = bad project. The class is intended to be a career-oriented class, giving Seniors material to help them obtain a job in the media production business.

1. Gives students a fully functional lighting dimmer to learn advanced studio lighting skills to light blue screen sets and curtained sets.
2. Replaces old, discontinued and problematic dimmer.
3. Is compatible with existing lights and lighting dimmer control.
4. Lets instructors teach the students current lighting practices in video production.
5. Student projects are dependant upon adequate lighting.
6. **Without this dimmer upgrade, the class cannot function. The current dimmer will not last much longer.**

**Category 8: Equipment to make possible the addition of new courses, specializations or other activities**

All equipment requested makes it possible for the addition of appropriate electives.

Without a proper dimmer upgrade, the program cannot expand to accommodate other classes, let alone function for our current curriculum.

No Dimmer = No Light. Without light, video looks grainy, lowering the quality of work that the Communication Department strives to achieve.

Revised: October 31, 2011
Requestor: Dr. Gale Young

Item: iMac Pro

iMac - Apple 2.7GHz Quad Core Intel core i5 - 27” Display, 8GB 1333MHz DDR3 SDRAM - 2x4GB, 1TB Serial ATA Drive, AMD Radeon HD 6770M 512 MB GDDR5, Apple Magic Mouse, Apple Keyboard with Numeric Keypad (English) & Ussers Guide, AppleCare Protection Plan for iMac - Auto Enroll

Quantity 30 Unit Cost $1,898 Shipping $0 $56,940
IT Portion 30 Unit Cost ($1,100) & Tax $2,095 Total Cost ($33,000)
Adj Unit Cost $798 $2,095 Total Cost $26,035

JUSTIFICATION:

Reason: ☑ Safety ☑ Instruction ☐ Research [include additional faculty name(s) below]:

Program/Programs affected: Communication Department 10700
Media Production

Undergraduate Courses: COMM 3010, COMM 3220, COMM 3222, COMM 3223, COMM 3224, COMM 3340, COMM 4520, COMM 4530

Graduate Courses:

☑ Major ☐ General Education ☐ Service: Enrollments:

Interdisciplinary: ☐ Yes ☑ No If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)
Category 7 - *Equipment to provide access to new technology in the field*
Current budget does not allow us to purchase the extra computers we require and keep up with technical status quo

Category 8 *Equipment to make possible the addition of new courses, specializations or other activities*
Intent to create an internet lab for new instructional use, curriculum expansion, and to integrate courses. This is needed as part of the integration plan.
Allows for advanced media programs such as the Pioneer Newspaper, Pioneer Online, Pioneer Advertising, and the Pioneer Web TV to accommodate student class needs
Without these computers there are not enough computers for newspaper staff, advanced editing and web management stations for the Pioneer Web TV program, and for faculty upgrades to accommodate program needs.
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Communications Department Requestor: Dr. Gale Young

Item: (Include name, special features, product #, and catalog):

Mac-Pro

Quantity 22 Unit Cost $4,932 Shipping $108,504
IT Portion 22 Unit Cost $(1,100) & Tax $(24,200)
Unit Cost $3,832 $7,377 Total Cost $91,681

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason: ☑ Safety ☑ Instruction ☐ Research [include additional faculty name(s) below]:

Program/Programs affected: Media Production

Undergraduate Courses: COMM 3100, COMM 3232, COMM 4006, COMM 4890

Graduate Courses:

☐ Major ☐ General Education ☐ Service: Enrollments:

Interdisciplinary: ☐ Yes ☑ No If yes, Area or Program: 

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

Category 1 Replaces broken, worn out or stolen equipment
Computers in TV Lab will be out of warranty Spring 2012. Historically, IT replaced all the computers every 3 years

Category 2 All equipment requested supports required upper division major courses & student demand
_filled to capacity_
COMM 3100 – Introduction to Professional Video Production.
The class teaches beginning video editing and graphic incorporation into video production.
COMM 3232 - Media Workshop Video/Documentary. The class teaches advanced video editing techniques with advanced graphic generation.
COMM 4006 - Intermediate Video Production. The class continues to teach advanced video techniques, incorporating advanced video editing skills. Projects are created for Internet broadcasting on the CSUEB Pioneer Web TV Portal.
COMM 4890 - Senior Project: Media Production. Advanced video production continued.
Computers are needed for students to create a comprehensive project synthesizing the skills learned in the Media Production Option.
Projects are video based and cannot be created without an editing station.
The class is intended to be a career-oriented class, giving Seniors material to help them obtain a job in the media production business.
Category 6 - **Equipment to enhance faculty access to computing in support of instruction or research**

Faculty will have a model that matches the student computers. Allows instructors to review software sensitive material on a computer that can keep up with software requirements.

Category 7 - **Equipment to provide access to new technology in the field**

Current budget does not allow us to purchase a lab refresh.

Category 8 - **Equipment to make possible the addition of new courses, specializations or other activities**

Allows for advanced media programs such as Pioneer Web TV to accommodate for student class and staff needs. Without these computers there are not enough computers to accommodate our lab, portal office, captioning and podcasting.
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM 2011 2012

Unit: Communication Department 10700
Requestor: Dr. Gale Young

Item: (Include name, special features, product #, and catalog):

(6) Apple iMacs with 2.5GHz Quad Core Intel core i5 - 21.5" Display, 4GB 1333MHz DDR3 SDRAM - 2x2GB, GDDR5, 500GB Serial ATA Drive, AMD Radeon HD 6750M 512 MB, Apple Magic Mouse, Apple Care Protection Plan for iMac - Auto Enroll
Advertising/Pioneer
(6) @1,288 = $ 7,608

(3) Apple iMacs 2.7GHz Quad Core Intel core i5 - 27" Display, 8GB 1333MHz DDR3 SDRAM - 2x4GB, 1TB Serial ATA Drive, AMD Radeon HD 6770M 512 MB GDDR5, Apple Magic Mouse, Apple Keyboard with Numeric Keypad (English) & Users Guide, AppleCare Protection Plan for iMac - Auto Enroll
Podcasting/TV
(3) @1,898 = $ 5,694

(9) Apple iMacs 2.7GHz Quad Core Intel core i5 - 21.5", 4GB 1333MHz DDR3 SDRAM - 2x2GB, 1TB Serial ATA Drive, AMD Radeon HD 6770M 512 MB GDDR5, Apple Mouse, Apple Keyboard with Numeric Keypad, Users Guide, AppleCare Protection Plan for iMac - Auto Enroll
COMM Lab
(9) @ 1,518 = $ 13,662

(10) Apple Mac Pros Two 2.4GHzQuad-Core Intel Xeon "Westmere" (8 cores), 8GB (4X2GB), 1TB 7200-rpm serial ATA 3Gb/s hard drive, 1TB 7200-rpm Serial ATA 3Gb/s hard drive. ATI Radeon HD 5870 1GB. One 18x SuperDrive Apple LRD Cinema Display (27" flat panel). Apple Mpuse. Apple Keyboard with Numeric Keypad (English) & Users Guide. AppleCare Protection Plan for Mac Pro - Auto Enroll
Pioneer, Podcasting & TV
(10) @ 4,932 = $ 49,320

Shipping

Quantity 1 Lot Unit Cost $76,284 & Tax $6,675 Total Cost $82,959

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason: [ ] Safety [ ] Instruction [ ] Research [include additional faculty name(s) below]:

Program/Programs affected: Communication Major, Media Production Option
Undergraduate Courses: COMM 1000, COMM 3010, COMM 3220, COMM 3221, COMM 3222, COMM 3223, COMM 3224, COMM 3340, COMM 4520, COMM 4530
Graduate Courses: [ ]

Interdisciplinary: [ ] Yes [ ] No If yes, Area or Program: __________________________

Other funding sources (explain): __________________________

Written Justification: (Use additional pages if necessary)

Category 1
Replaces broken, worn out or stolen equipment
Students in the COMM Lab are using computers that are obsolete and unable to run needed software for non-native speakers of English.

Category 2
All equipment requested supports upper division major courses
COMM 3010 - Intermediate News Writing and Editing
COMM 3220 - Media Workshop Print., COMM 3221 - Media Workshop: Magazine & Feature Writing, , COMM 3222 - Media Workshop: Editorial & Opinion Writing, COMM 3223 - Media Workshop: Advertising & PR, COMM 3224 - Media Workshop Internet, COMM 3340 - Graphic Communication, COMM 4520 - Advertising Form & Function and COMM 4530 - Advertising PR Campaign. Upgrades are necessary for the online print process of the Pioneer Newspaper, which ties in with the Print workshop. Students learn how to incorporate print and media clips for journalism and use them for the newspaper.
Will give the Pioneer student editors the ability to do advanced journalistic writing & editing.

Dr. Gale Young
for the weekly production of the Pioneer and the student Advertising Team the ability to do
to do print & online layout during weekly production of the Pioneer
Faculty will be able to have a computer refresh with a model that matches the student
computers. Allows instructors to review software sensitive material on a computer that
can keep up with software requirements.

Category 3  
*All equipment requested supports lower division required major courses and student demand*
(filled to capacity)
COMM 1000 - Public Speaking, COMM 1004 Interpersonal Communication
COMM 2200 - Intro to Journalistic Writing, COMM 2320 - Communication Writing & Design

Category 5  
*Equipments main purpose is for use in General Education Courses.*
COMM 1000 - Public Speaking, COMM 1004 Interpersonal Communication

Category 6 -  
*Equipment to enhance faculty access to computing in support of instruction or research*
Give the faculty advisor the ability to work along side with student staff during production.

Category 7 -  
*Equipment to provide access to new technology in the field*
Currently the journalism and advertising student staff are using obsolete 4 year old equipment and
outdated software. This thwarts student learning and their ability to be employment ready in the fields of
journalism & advertising.

Category 8  
*Equipment to make possible the addition of new courses, specializations or other activities*
Intent to create an internet lab for new instructional use, curriculum expansion, and to
integrate courses. This is needed as part of the integration plan. Will also further research and
development in Pioneer Internet radio and support the internet for all media productions.
Allows for advanced media programs such as the Pioneer Newspaper, Pioneer Advertising and the Pioneer
Web TV to accommodate for student class and staff needs.
Without these computers there are not enough computers for newspaper staff, advanced
editing and web management stations for the Pioneer Web TV program, and for faculty upgrades to
accommodate class needs.

Revised: October 31, 2011
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Communication Department 10700
Requestor: Dr. Gale Young
Mobile TV Studio

Item: (Include name, special features, product #, and catalog):

NewTek Tricaster 450 extreme
Control Mixer
Mixer Case
XLR Cabling
100 ft -Video
Field Communication Sys

Shipping $35

Quantity 1 lot
Unit Cost $29,900
& Tax $2,616
Total Cost $32,551

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason: 
☐ Safety  ☑ Instruction  ☐ Research [include additional faculty name(s) below]:

Program/Programs affected: Media Production

Undergraduate Courses:
COMM 3100, COMM 3232, COMM 4006, COMM 4890

Graduate Courses:

☑ Major  ☐ General Education  ☐ Service: Enrollments:

Interdisciplinary:  ☐ Yes  ☐ No
If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

Category 2 All equipment requested supports upper division major courses: COMM 3100 Introduction to Professional Video Production, COMM 3232 Video Workshop, COMM 4006 Intermediate Video Production, Comm 4890 Senior Project Media Production. This upgrade provides learning tools for students to do field production in a location other than our TV Studio. Teaches the fundamental rules of working as a team in a professional environment other than a TV Studio.

Category 6 Equipment to enhance faculty instruction. Enables instructors to teach students how to operate a multi-cam shoot with the ability to stream video live to the studio.

Category 7 Provides students with access to new technology that they can use to further advance their skills in the field. Gives them multi-cam capabilities that we cannot currently provide.

Category 8 Upgrade will allow the addition of new student productions and/or the addition of appropriate electives. Will allow for on-location student shows, live productions on location, and specialized shows with Pioneer Web TV.
### Department Summary Sheet for CLASS

**Department:** Multimedia Program

<table>
<thead>
<tr>
<th>Department code (e.g., HIS)</th>
<th>Priority (1=highest)</th>
<th>Goal Category</th>
<th>Equipment name</th>
<th>Definitive Unit Price (incl. tax, shipping)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MM</td>
<td>1</td>
<td>7</td>
<td>High Def. MM Video Camera (SCARLET-X Ti PL Mount Package) Bundles:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1. SCARLET-X Ti PL Mount Package</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2. SCARLET Base Production Pack</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3. Red Rocket PCI RED RAW Video Card</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>4. RedMote</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5. Manfrotto 190XB Tripod</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>6. Avid Media Composer 6.0 (Software License for Mac &amp; PC)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$81,562</td>
</tr>
<tr>
<td>MM</td>
<td>2</td>
<td>7</td>
<td>8-Core Mac Pro</td>
<td>$28,525</td>
</tr>
<tr>
<td>Grand Total Price</td>
<td></td>
<td></td>
<td></td>
<td>$110,087</td>
</tr>
</tbody>
</table>

Please submit this Summary Sheet, together with all the individual request forms of your Department.

**Deadline:** 12/13/2011, Tuesday, Noon
### ACADEMIC AFFAIRS
#### ANNUAL EQUIPMENT REQUEST FORM

**Unit:** Multimedia Graduate Program  
**Requestor:** Rafael Hernandez

**Item:** (Include name, special features, product #, and catalog):

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Shipping &amp; Tax</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. SCARLET-X Ti PL Mount Package</td>
<td>3</td>
<td>$15,515</td>
<td>$2,500</td>
<td>$49,045</td>
</tr>
<tr>
<td>2. Scarlet Base Production Pack</td>
<td>3</td>
<td>$1,350</td>
<td>$250</td>
<td>$4,300</td>
</tr>
<tr>
<td>3. Red Rocket PCI RED RAW Video Card</td>
<td>3</td>
<td>$4,750</td>
<td>$750</td>
<td>$15,000</td>
</tr>
<tr>
<td>4. RedMote</td>
<td>3</td>
<td>$1,650</td>
<td>$250</td>
<td>$5,200</td>
</tr>
<tr>
<td>5. Manfrotto 190XB Tripod</td>
<td>3</td>
<td>$240</td>
<td>$50</td>
<td>$770</td>
</tr>
<tr>
<td>6. Avid Media Composer 6.0 (Software License for Mac &amp; PC)</td>
<td>3</td>
<td>$2,399</td>
<td>$50</td>
<td>$7,247</td>
</tr>
</tbody>
</table>

**Grand Total**  
(Requesting 3 sets. Subtotal for each Set is: $27,187 )  
$81,562

**JUSTIFICATION:**

Reason: Safety ☑  Instruction ☐  Research ☐

Program/Programs affected: Multimedia Graduate Program

Undergraduate Courses:

Graduate Courses: MM 6100, MM 6120, MM 6130, MM 6102, MM 6103, MM 6860, MM 6870, MM 6880, MM 6899

Major ☐  General Education ☐  Service: Enrollments: 25 per course

Interdisciplinary: Yes ☐  No ☑

Other funding sources (explain):__

Written Justification: (Use additional pages if necessary)

Each of the items in the Red bundle will bring the visual media production component of the Multimedia Graduate Program into the 21st century. Students will have access to contemporary tools of video and interactive media production, thereby equipping them for success in the various production industries.

1. RED Scarlet X: State of the art 4K resolution camera with HDRx, 120fps, and SSD storage. The RED RAW codec captures more sensor data than any other digital camera codec and conveniently stores the footage on high speed SSD drives. The storage of high resolution footage on high bandwidth flash media eliminates the high costs of traditional film capture, while retaining many of its benefits. The large 35mm quality sensor provides cinema quality production firepower on set and provides industry-leading flexibility for post-production in digital workstations. These tripods would be used with the RED cameras. They are a professional tripod which is lighter and more compact than older models. The ergonomics of the leg angle release mechanism and the quick action leg locks themselves have also been greatly improved.

2. RED Production Pack: The Scarlet Base Production Pack includes the basic elements necessary for handheld or camera support configurations of the Scarlet camera including different camera mounts and dovetail for shoulder use.

3. RED Rocket: The RED ROCKET allows playback, decoding, and DeBayering of 4K R3D files in full resolution at real time speeds. It will drastically accelerate transcode times for still image sequences and video formats (e.g. QuickTime, DPX, etc). It provides real time, full quality playback, onto a 4k monitor or projector via quad DVI and 2K/1080 with dual link HD-SDI. It also allows for full quality 4K real time playback onto a computer monitor through a graphics card.

Each of the items in the Red bundle will bring the visual media production component of the Multimedia Graduate Program into the 21st century. Students will have access to contemporary tools of video and interactive media production, thereby equipping them for success in the various production industries.
4. REDmote: The REDmote allows for wireless camera control. Charges and can be used for menu navigation when docked directly to brain or indirectly via brain module. Aids in crane shots where the brain is elevated and out of the controller's reach.

5. Manfrotto Tripod: These tripods would be used with the RED cameras. They are a professional tripod which is lighter and more compact than older models. The ergonomics of the leg angle release mechanism and the quick action leg locks themselves have also been greatly improved.

6. Avid Media Bundle: Footage from the RED camera will be edited with Final Cut Pro and Avid Media Composer. The program already has licences for Final Cut Pro and would only need three licenses of Avid Media Composer. Avid Media Composer is the leading software for video editing professionals and has the performance and features to fully take advantage of the benefits in shooting in RED.
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Multimedia Graduate Program
Requestor: Rafael Hernandez

Item: (Include name, special features, product #, and catalog): 8-Core Mac Pro

Shipping

Quantity 8
Unit Cost $3,500
Shipping $525
& Tax
Total Cost $28,525

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason: Safety
Instruction
Research [include additional faculty name(s) below]:

Program/Programs affected: Multimedia Graduate Program
Undergraduate Courses:
Graduate Courses: MM 6100, MM 6120, MM 6130, MM 6102, MM 6103, MM 6860, MM 6870, MM 6880, MM 6899

Major
General Education
Service: Enrollments: 25 per course

Interdisciplinary: Yes
No
If yes, Area or Program: ____________________________

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

The red bundle requires a powerful computer to edit and render footage. Each of the proposed Mac Pros would be used by Multimedia Graduate Students in order to edit, compose, and render footage captured by the RED Scarlet cameras.
### Academic Affairs Instructional and Research Equipment Requests, FY 2011-2012

**Department Summary Sheet for CLASS**

#### Department:

<table>
<thead>
<tr>
<th>Department code (e.g., HIS)</th>
<th>Priority (1=highest)</th>
<th>Goal Category</th>
<th>Equipment name</th>
<th>Definitive Unit Price (incl. tax, shipping)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS</td>
<td>1</td>
<td>5</td>
<td>Recital Hall Lighting</td>
<td>52500</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>2</td>
<td>Pianos (2-1, 2-2, 2-3)</td>
<td>237239</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>3</td>
<td>Audio Production (3-1, 3-2)</td>
<td>36026</td>
</tr>
<tr>
<td></td>
<td>4</td>
<td>4</td>
<td>Percussion (4-1, 4-2)</td>
<td>12358</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>6</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Grand Total Price</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$338,123</strong></td>
</tr>
</tbody>
</table>

Please submit this Summary Sheet, together with all the individual request forms of your Department.

**Deadline: 12/13/2011, Tuesday, Noon**


ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Music
Requestor: Rafael Hernandez

Item: (Include name, special features, product #, and catalog):
Musson Theatrical Lighting

Quantity 1
Unit Cost $50,000
Shipping & Tax $2,500
Total Cost $52,500

JUSTIFICATION:
Reason: Safety

Undergraduate Courses: All music coursework and other events that use MB 1055
Graduate Courses:

Major General Education Service: Enrollments: Varies widely

Interdisciplinary: Yes No
If yes, Area or Program:

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

The lighting system currently in MB 1055 is a temporary system installed permanently. It doesn't provide sufficient stage lighting to read music and also isn't to code (temporary units installed permanently aren't allowed). This lighting upgrade is sorely needed so that performers can have adequate lighting to read music and there can more more flexible lighting options for performances and presentations in mb 1055.

Revised: October 31, 2011
## ACADEMIC AFFAIRS

**ANNUAL EQUIPMENT REQUEST FORM**

**Unit:** Music  
**Requestor:** Rafael Hernandez

**Item:** (Include name, special features, product #, and catalog): Steinway Model B, ebony finish

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Shipping &amp; Tax</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$72,165</td>
<td>$6,434</td>
<td>$78,599</td>
</tr>
</tbody>
</table>

Requires contractual service for installation, uncrating, assembly, etc.

**JUSTIFICATION:**

**Reason:**  
- ☐ Safety  
- ☐ Instruction  
- ☐ Research  

- [include additional faculty name(s) below]:

**Program/Programs affected:**

- Undergraduate Courses: MUS 3500-3530, MUS 1210-99, MUS 3210-99, MUS 3500-99, MUS 6210-99

- Graduate Courses:

- ☐ Major  
- ☐ General Education  
- Service: Enrollments: Varies (upwards of 250 total)

**Interdisciplinary:**  
- ☐ Yes  
- ☑ No  

- If yes, Area or Program:

**Other funding sources (explain):**

**Written Justification: (Use additional pages if necessary)**

With an effective age of 50 years, the current 'workhorse' grand piano that serves as the University's main instrument is in need of replacement. The proposed Steinway Model B would replace the current B (which would then be refurbished and placed into a studio for student use). These pianos are used heavily and a quality instrument is needed in order to last a long time (50 years is a pretty good age for an institutional piano).
Category #: 1  Requested previously: Yes  Unit Priority: 2-2

ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Music  Requestor: Rafael Hernandez

Item: (Include name, special features, product #, and catalog): Steinway Model A, ebony finish

Shipping

Quantity 2  Unit Cost $63,835  & Tax $11,452  Total Cost $139,122

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason:  ☐ Safety  ☐ Instruction  ☐ Research

[Include additional faculty name(s) below:]

Program/Programs affected:

Undergraduate Courses: MUS 3500-3530, MUS 1210-99, MUS 3210-99, MUS 3500-99, MUS 6210-99

Graduate Courses:

☐ Major  ☐ General Education  ☐ Service: Enrollments: Varies (upwards of 250 total)

Interdisciplinary:  ☐ Yes  ☐ No

If yes, Area or Program: __________________________

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

This piano will replace a piano in a specialized practice studio meant for piano majors to practice. The current piano is effectively 43 years old and the recommended replacement cycle for these pianos is 25-30 years. The piano it is replaced needs to be refurbished and moved into other less piano-intensive studios.
## JUSTIFICATION:

Reason: 
- Safety
- Instruction
- Research [include additional faculty name(s) below]:

Program/Programs affected:

- Undergraduate Courses: MUS 3500-3530, MUS 1210-99, MUS 3210-99, MUS 3500-99, MUS 6210-99
- Graduate Courses:
  - Major
  - General Education
  - Service: Enrollments: Varies (upwards of 250 total)

Interdisciplinary: 
- Yes
- No

If yes, Area or Program: ______________________

Other funding sources (explain):

### Written Justification: (Use additional pages if necessary)

These pianos will replace three practice room pianos. Practice room pianos are amongst the most heavily used instruments in the Department and the youngest is 15 years old. With an average age of 28 years, this aging fleet needs upgrading sooner than later to avoid costly mass replacement (which is slowly becoming an inevitability).
With the acquisition of new mixing consoles, microphones, and other audio production equipment last year, the main, 30-station teaching facility is in need of an upgrade of its main software editing environment. The software proposed to be upgraded here is Pro Tools, the recording industry standard for audio production work.
ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Music
Requestor: Rafael Hernandez

Item: (Include name, special features, product #, and catalog):
Microphone preamps, microphones, and signal processing equipment

Quantity 1
Unit Cost $21,381
Shipping & Tax $3,371
Total Cost $24,752

JUSTIFICATION:

Reason: Safety  Instruction  Research

Program/Programs affected:

Undergraduate Courses: MUS 1085, MUS 2085, MUS 2086, MUS 2087, MUS 2086, MUS 3085, MUS 3086, MUS 6085, MUS 6086

Graduate Courses:

Major  General Education  Service: Enrollments: 20-30 per class

Interdisciplinary: Yes  No  If yes, Area or Program: ____________________________

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

With the acquisition of new mixing consoles, microphones, and other audio production equipment last year, the main, more equipment is still required to create a true teaching environment found in current recording studios. In order to provide students with a true representation of equipment found in studio, additional microphones, preamps, and signal processing equipment is needed. We are limited even with the equipment acquired last year to provide students a true working system.
Category #: 1  Unit Priority: 4-1

ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Music  Requestor: Rafael Hernandez

Item: (Include name, special features, product #, and catalog): Adams Philharmonic Chimes, 1.5 octave

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Shipping &amp; Tax</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$6,146</td>
<td>$922</td>
<td>$7,068</td>
</tr>
</tbody>
</table>

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason: ☐ Safety  ☐ Instruction  ☐ Research [include additional faculty name(s) below]:

Program/Programs affected:

Undergraduate Courses: MUS 3500-3530, MUS 1210-99, MUS 3210-99, MUS 3500-99, MUS 6210-99

Graduate Courses: ☐ Major  ☐ General Education  ☐ Service: Enrollments: Varied (upwards of 250 total)

Interdisciplinary: ☐ Yes  ☐ No  If yes, Area or Program: __________________________

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

Current set of chimes is over 30 years old and in desperate need of replacement. These chimes are used by the Needed to replace aging set that are used heavily by major and minor performing ensembles. Current chimes are being repaired by staff at least once a term because of age.

Revised: October 31, 2011
Category #: 1  
Requested previously: No  
Unit Priority: 4-2

ACADEMIC AFFAIRS
ANNUAL EQUIPMENT REQUEST FORM

Unit: Music  
Requestor: Rafael Hernandez

Item: (Include name, special features, product #, and catalog): Adams Artist Xylophone, 4 octave, rosewood bars

Shipping

Quantity 1  
Unit Cost $4,600  
& Tax $690  
Total Cost $5,290

Requires contractual service for installation, uncrating, assembly, etc.

JUSTIFICATION:

Reason: ☐ Safety  ☐ Instruction  ☐ Research [include additional faculty name(s) below]:

Program/Programs affected:

Undergraduate Courses: MUS 3500-3530, MUS 1210-99, MUS 3210-99, MUS 3500-99, MUS 6210-99

Graduate Courses:

☐ Major  ☐ General Education  ☐ Service: Enrollments: Varied (upwards of 250 total)

Interdisciplinary: ☐ Yes  ☐ No  
If yes, Area or Program: __________________________

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

Current xylophone is old and in need of replacement. Needed to replace aging set that are used heavily by major and minor performing ensembles. The current instrument is in need of complete overhaul, service, and chassis swap.

Revised: October 31, 2011
### Department Summary Sheet for CLASS

**Department:** Theatre and Dance

<table>
<thead>
<tr>
<th>Department code (e.g., HIS)</th>
<th>Priority (1=highest)</th>
<th>Goal Category</th>
<th>Equipment name</th>
<th>Definitive Unit Price (incl. tax, shipping)</th>
</tr>
</thead>
<tbody>
<tr>
<td>THEA</td>
<td>1</td>
<td>1</td>
<td>Univ Theatre Speaker/Amplifier Replacement</td>
<td>146215</td>
</tr>
<tr>
<td>THEA</td>
<td>2</td>
<td>1,2</td>
<td>Theatre Sound Control Replacements/Upgrades</td>
<td>68495</td>
</tr>
<tr>
<td>THEA</td>
<td>3</td>
<td>1,2</td>
<td>Technology Package</td>
<td>32651</td>
</tr>
<tr>
<td>THEA</td>
<td>4</td>
<td>1</td>
<td>Dance Studio LED Lighting</td>
<td>50504</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>6</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>8</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Grand Total Price</strong></td>
<td></td>
<td></td>
<td><strong>$297,865</strong></td>
</tr>
</tbody>
</table>

Please submit this Summary Sheet, together with all the individual request forms of your Department.

**Deadline:** 12/13/2011, Tuesday, Noon
# ANNUAL EQUIPMENT REQUEST FORM

**Unit:** Theatre and Dance  
**Requestor:** Tom Hird, Chair

**Item:** (Include name, special features, product #, and catalog):

<table>
<thead>
<tr>
<th>Item</th>
<th>QTY</th>
<th>Make</th>
<th>Model</th>
<th>Description</th>
<th>NOTES</th>
<th>Price</th>
<th>Extended</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>Meyer Sound</td>
<td>CQ-2</td>
<td>Narrow Coverage Loudspeaker</td>
<td></td>
<td>8,970.00</td>
<td>17,940.00</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
<td>Meyer Sound</td>
<td>UPJ-1P</td>
<td>Compact VariO Loudspeaker</td>
<td></td>
<td>4,380.00</td>
<td>8,760.00</td>
</tr>
<tr>
<td>3</td>
<td>2</td>
<td>Meyer Sound</td>
<td>UPQ-1P</td>
<td>Wide Coverage Speaker System</td>
<td></td>
<td>8,620.00</td>
<td>17,240.00</td>
</tr>
<tr>
<td>4</td>
<td>1</td>
<td>Meyer Sound</td>
<td>Galileo 616</td>
<td>System Controller</td>
<td></td>
<td>8,440.00</td>
<td>8,440.00</td>
</tr>
<tr>
<td>5</td>
<td>5</td>
<td>Meyer Sound</td>
<td>UPM-1P</td>
<td>UltraCompact Wide Coverage Loudspeaker</td>
<td>Front Fill speakers (front of stage)</td>
<td>2,560.00</td>
<td>12,800.00</td>
</tr>
<tr>
<td>6</td>
<td>2</td>
<td>Meyer Sound</td>
<td>600-HP</td>
<td>Compact Sub Woofer (no handles)</td>
<td></td>
<td>6,850.00</td>
<td>13,700.00</td>
</tr>
<tr>
<td>7</td>
<td>1</td>
<td>Meyer Sound</td>
<td>RMS</td>
<td>Real-time Windows monitoring system for status/system perf</td>
<td></td>
<td>4,860.00</td>
<td>4,860.00</td>
</tr>
<tr>
<td>8</td>
<td>4</td>
<td>Meyer Sound</td>
<td>MJF-212A</td>
<td>Powered Lo-Profile stage monitor (Powered)</td>
<td>Prefer factory installed</td>
<td>7,470.00</td>
<td>29,880.00</td>
</tr>
<tr>
<td>9</td>
<td>17</td>
<td>Meyer Sound</td>
<td>RMS Module</td>
<td>One per speaker</td>
<td></td>
<td>430.00</td>
<td>5,590.00</td>
</tr>
<tr>
<td>10</td>
<td>1</td>
<td>Meyer Sound</td>
<td>RIGGING Hardware</td>
<td></td>
<td></td>
<td>2,350.00</td>
<td>2,350.00</td>
</tr>
<tr>
<td>11</td>
<td>1</td>
<td>Any</td>
<td>RIGGING cables</td>
<td></td>
<td></td>
<td>2,000.00</td>
<td>2,000.00</td>
</tr>
<tr>
<td>12</td>
<td>1</td>
<td>Whirlwind</td>
<td>MS-32-10-XL-150</td>
<td>Snake - Box to Fan, MEDUSA, 32 XLR inputs, 10 XLR returns, 150' W42PR</td>
<td></td>
<td>1,649.00</td>
<td>1,649.00</td>
</tr>
</tbody>
</table>

**Subtotal** $125,209.00  
**Tax** 8.75% $10,955.79  
**TOTAL** $136,164.79

Shipping $11,050

Requires contractual service for installation, uncrating, assembly, etc.
JUSTIFICATION:

Reason:  

☐ Safety  ☑ Instruction  ☐ Research [include additional faculty name(s) below]:

Program/Programs affected: Theatre and Dance, Music

Undergraduate Courses: THEA 1490-4499 (all backstage and production courses); THEA 3254, 2424, 2428; MUS ensemble courses

Graduate Courses: ☑ Major  ☐ General Education  ☐ Service:  Enrollments: Est AY = 400 in class, plus audience incl required ass

Interdisciplinary: ☑ Yes  ☐ No  If yes, Area or Program: Music, campus/community events

Other funding sources (explain):

Written Justification: (Use additional pages if necessary)

We've ticked off several aspects of the sound reinforcement and playback system that are past due for replacement. This equipment was requested last year and remains a high priority. Technology for selecting speakers has improved immeasurably in recent years and Meyer, a local company, is one of the leaders in this area. They gave us a free analysis several years ago, resulting in the items requested here. One value of their speakers is that they are self-powered (amplifiers in the speaker cabinets). Speakers are used in all of our shows, to supplement many Music performances, and for all outside events. While we sometimes think of them as electrical, speakers are essentially mechanical and wear out with use. Ours are used often and usually at the highest levels of stress. While the current set still makes sound, fidelity is increasingly problematic.

INSTALLATION: The cost shown for installation covers temporary hanging and testing first, to make sure the system works according to the computer analysis. For this we've included hanging hardware for the various speakers that will work for permanent placement, too. The reason for a two step process is that actual placement and hanging points of existing speakers might not work perfectly for the new system. Once actual placement is determined, there will be a need for Facilities to determine whether there is a need for supplemental structural or electrical work to meet codes.

STUDENTS SERVED: Besides classes, over 50% of our audiences are students, including those required to attend to meet a course requirement. Remember also that ASI, student clubs, and other campus offices use the University Theatre regularly.

Revised: October 31, 2011
### ACADEMIC AFFAIRS

#### ANNUAL EQUIPMENT REQUEST FORM

<table>
<thead>
<tr>
<th>Item</th>
<th>QTY</th>
<th>Manufacturer</th>
<th>Model</th>
<th>Description</th>
<th>Price</th>
<th>Extended</th>
<th>Tax</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>SOUNDCRAFT</td>
<td>SI1</td>
<td>Digital Audio Console (16 Faders) 32 in, 4 stereo in, 24 bus out</td>
<td>17,280.00</td>
<td>17,280.00</td>
<td>2,160.00</td>
<td>$19,440.00</td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>SOUNDCRAFT</td>
<td>Compact Stagebox</td>
<td>48in x 8dig x 8 analog CAT5</td>
<td>Input output box (requires MADI Card in stagebox and in console)</td>
<td>6,000.00</td>
<td>6,000.00</td>
<td>750.00</td>
</tr>
<tr>
<td>3</td>
<td>2</td>
<td>SOUNDCRAFT</td>
<td>CAT5 MADI i/o Card</td>
<td>Input output box (requires MADI Card in stagebox and in console)</td>
<td>951.00</td>
<td>1,902.00</td>
<td>237.75</td>
<td>$2,139.75</td>
</tr>
<tr>
<td>4</td>
<td>1</td>
<td>SOUNDCRAFT</td>
<td>SPARE PSU</td>
<td>Redundant console power supply</td>
<td>960.00</td>
<td>960.00</td>
<td>120.00</td>
<td>$1,080.00</td>
</tr>
<tr>
<td>13</td>
<td>3</td>
<td>SHURE</td>
<td>UR14D+</td>
<td>UR4D+ Dual Channel Receiver and Two UR1 Bodypack Transmitters</td>
<td>4,319.00</td>
<td>12,957.00</td>
<td>1,619.63</td>
<td>$14,576.63</td>
</tr>
<tr>
<td>5</td>
<td>32</td>
<td>COUNTRYMAN</td>
<td>E6XO Flex Earmics</td>
<td>For Shure Wireless</td>
<td>442.00</td>
<td>14,144.00</td>
<td>1,768.00</td>
<td>$15,912.00</td>
</tr>
<tr>
<td>6</td>
<td>1</td>
<td>DBX</td>
<td>1046</td>
<td>Quad Compressor</td>
<td>546.00</td>
<td>546.00</td>
<td>68.25</td>
<td>$614.25</td>
</tr>
<tr>
<td>7</td>
<td>1</td>
<td>DBX</td>
<td>2231</td>
<td>Dual31 Band Graphic Equalizer</td>
<td>546.00</td>
<td>546.00</td>
<td>68.25</td>
<td>$614.25</td>
</tr>
<tr>
<td>8</td>
<td>3000</td>
<td>Belden</td>
<td>1192A</td>
<td>Star-QuadMic/Line Cable Four-Conductor Star Quad, Low-Impedance Cable</td>
<td>2.00</td>
<td>6,000.00</td>
<td>750.00</td>
<td>$6,750.00</td>
</tr>
<tr>
<td>9</td>
<td>50</td>
<td>NEUTRIK</td>
<td>NC3MXX</td>
<td>Male XLR inline connector</td>
<td>3.00</td>
<td>150.00</td>
<td>18.75</td>
<td>$168.75</td>
</tr>
<tr>
<td>10</td>
<td>50</td>
<td>NEUTRIK</td>
<td>NC3FXX</td>
<td>Female XLR inline connector</td>
<td>3.00</td>
<td>150.00</td>
<td>18.75</td>
<td>$168.75</td>
</tr>
<tr>
<td>11</td>
<td>50</td>
<td>SWITCHCRAFT</td>
<td>297</td>
<td>Male TRS inline connector</td>
<td>5.00</td>
<td>250.00</td>
<td>31.25</td>
<td>$281.25</td>
</tr>
</tbody>
</table>

**TOTAL** $68,495.63

Quantities | see table |
Unit Cost |
Shipping & Tax | $68,495.63 |

Requires contractual service for installation, uncrating, assembly, etc.

**JUSTIFICATION:**

Reason: | ☑️ Safety | ☐ Instruction | ☐ Research [include additional faculty name(s) below]:

Program/Programs affected: Theatre and Dance, Music, other users

Undergraduate Courses: THEA 1490-4499 (all backstage and production courses); THEA 3254, 2424, 2428; MUS ensemble courses

Graduate Courses: ☐ Major | ☐ General Education | ☐ Service: | ☐ Enrollments: | ☐ Est AY 400 in class, plus audiences |

Interdisciplinary: | ☑️ Yes | ☐ No | If yes, Area or Program: Music, campus/community events

Other funding sources (explain):
We've ticked off several aspects of the sound reinforcement and playback system that are past due for replacement. Short of production and playback computers in a separate request, this completes the needed sound system improvements. The equipment here will allow us to take the sound system fully digital from input to speaker. With this and the technology package, we should be set for sound for a number of years. Included here are wireless mics to bring us up to the channels needed for all the musicals we've done recently, plus a selection of mics to suit a better range of voices and skin colors. The wiring package is needed to repull mic lines between the stage and booth and in-house mixing station. This wire has not been replaced for 35 years, including three system replacements. Half of our microphone problems result from old wiring and receptacles.

STUDENTS SERVED: Besides classes, over 50% of our audiences are students, including those required to attend to meet a course requirement. Remember also that ASI, student clubs, and other campus offices use the University Theatre regularly.
Category #: 2  
Requested previously: Yes or No  
Unit Priority: 3

**ACADEMIC AFFAIRS**  
**ANNUAL EQUIPMENT REQUEST FORM**

Unit: Theatre and Dance  
Requestor: Tom Hird

Item: (Include name, special features, product #, and catalog):

<table>
<thead>
<tr>
<th>Item</th>
<th>QUAN</th>
<th>Item Descript</th>
<th>Cost</th>
<th>Extend</th>
<th>Tax/Ship</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Apple Mac Pro configured as Media Server</td>
<td>2 - 2.4GHz quad core, 12GB RAM, 2 ATi Radeon HD 5770 video cards, 2 TB 7200rpm Hard Drive</td>
<td>3964</td>
<td>3964</td>
<td>495.50</td>
<td>$4,459.50</td>
<td></td>
</tr>
<tr>
<td>2 Apple Mac Pro configured for sound prod</td>
<td>2.8 GHz quad core, 8 GB RAM, 2 TB 7200rpm Hard Drive, ATi Radeon</td>
<td>2772</td>
<td>5544</td>
<td>693.00</td>
<td>$6,237.00</td>
<td></td>
</tr>
<tr>
<td>3 Apple iMac 27&quot;</td>
<td>3.4 GHz quad 4 Intel Core i7, 1TB Serial ATA Hard Drive, AMD Radeon HD</td>
<td>2259</td>
<td>4518</td>
<td>564.75</td>
<td>$5,082.75</td>
<td></td>
</tr>
<tr>
<td>4 Audio Interface</td>
<td>Focusrite Saffire 6 USB</td>
<td>199</td>
<td>796</td>
<td>99.50</td>
<td>$895.50</td>
<td></td>
</tr>
<tr>
<td>5 Multichannel Interface</td>
<td>MOTU 24 ch</td>
<td>1420</td>
<td>1420</td>
<td>177.50</td>
<td>$1,597.50</td>
<td></td>
</tr>
<tr>
<td>6 Wide format printer</td>
<td>Epson Stylus Pro 7980 24&quot; ink</td>
<td>2995</td>
<td>2995</td>
<td>374.38</td>
<td>$3,369.38</td>
<td></td>
</tr>
<tr>
<td>7 Arranger Workstation</td>
<td>Yamaha PSR-S910, 61-key, USB</td>
<td>1749</td>
<td>1749</td>
<td>218.63</td>
<td>$1,967.63</td>
<td></td>
</tr>
<tr>
<td>8 computer shelf</td>
<td>Wilson WTM1E</td>
<td>225</td>
<td>450</td>
<td>56.25</td>
<td>$506.25</td>
<td></td>
</tr>
<tr>
<td>9 ticket printer</td>
<td>BOCA Lemur-S, locking compartment</td>
<td>1100</td>
<td>2200</td>
<td>275.00</td>
<td>$2,475.00</td>
<td></td>
</tr>
<tr>
<td>10 Windows computer w. monitor</td>
<td>Dell, Inspiron 570</td>
<td>520</td>
<td>1040</td>
<td>130.00</td>
<td>$1,170.00</td>
<td></td>
</tr>
<tr>
<td>11 ticket scanner</td>
<td>BOCA Lemur-S, locking compartment</td>
<td>1500</td>
<td>1500</td>
<td>187.50</td>
<td>$1,687.50</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>$32,650.88</strong></td>
<td></td>
</tr>
</tbody>
</table>

---

**JUSTIFICATION:**

Reason: ☑ Safety  ☑ Instruction  ☐ Research [include additional faculty name(s) below]:

Program/Programs affected: Theater and Dance/ Music/ other

Undergraduate Courses: THEA 1490-4499 (all backstage and production courses), THEA 3254, 3255, 3270, 2420-30, and others

Graduate Courses:

☑ Major  ☐ General Education  ☐ Service: Enrollments: Est AY 400 & others (see justif., too)

Interdisciplinary: ☑ Yes  ☐ No  
If yes, Area or Program: Music/ outside renters

Other funding sources (explain):  

**Written Justification:** (Use additional pages if necessary)
Technology plays several growing roles in our program, including projection/multimedia production and performance; sound production and performance (reinforcement and playback), drawing plans, media graphics, and box office (should have online sales by winter, 2012). As a result we've created this package to replace and upgrade instruction and service. We purchased a new high-power projector last year, but if you saw "The Laramie Project" in November, you know the video sequences ran poorly due to the computer. Our teaching, as well as our other sound performance improvement proposals, will benefit from completing the sound production lab with equipment proposed here. One of our recent sound students has already worked for commercial and professional non-profit theatres, as well as film projects nominated for awards, but she had to go to other schools to complete her technology training after finishing her BA. We also need to upgrade technology related to design of sets, lights, and costumes, as well as the graphics needed to publicize our program to the campus and community. Lastly, the box office will begin to sell tickets online, necessitating additional sales windows and ticket scanning.

STUDENTS SERVED: Besides classes, over 50% of our audience is students, including those required to attend to meet a course requirement. Remember also that ASI, student clubs, and other campus offices use the University Theatre regularly. We are joining ASI's online ticketing system to keep the cost of box office ticket sales as inexpensive as possible.
### ACADEMIC AFFAIRS

#### ANNUAL EQUIPMENT REQUEST FORM

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>SKU Description</th>
<th>Unit price</th>
<th>Item Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>12</td>
<td>SS-PAR-100 Altman Spectra Par 100 RGBW LED Includes 4 lenses, safety cable, c-clamp, and male edison connector attached.</td>
<td>$1,698</td>
<td>$20,376</td>
</tr>
<tr>
<td>2</td>
<td>12</td>
<td>10-3108 8” Barndoor</td>
<td>$65</td>
<td>$780</td>
</tr>
<tr>
<td>3</td>
<td>8</td>
<td>SS-CYC-100 Altman Spectra CYC 100 Cyclight</td>
<td>$1,575</td>
<td>$12,600</td>
</tr>
<tr>
<td>4</td>
<td>14</td>
<td>20-7005 5’ DMX Cable for Daisy Chaining</td>
<td>$25</td>
<td>$350</td>
</tr>
<tr>
<td>5</td>
<td>6</td>
<td>20-7025 25’ DMX Cable</td>
<td>$36</td>
<td>$216</td>
</tr>
<tr>
<td>6</td>
<td>8</td>
<td>20-7010 10’ DMX Cable</td>
<td>$30</td>
<td>$240</td>
</tr>
<tr>
<td>7</td>
<td>8</td>
<td>20-70100 100’ DMX Cable</td>
<td>$80</td>
<td>$640</td>
</tr>
<tr>
<td>8</td>
<td>10</td>
<td>15-1030 Drop Over Cable Protectors</td>
<td>$70</td>
<td>$700</td>
</tr>
<tr>
<td>9</td>
<td>1</td>
<td>4808 Pathway DMX 8 Way Installation Repeater</td>
<td>$975</td>
<td>$975</td>
</tr>
<tr>
<td>10</td>
<td>1</td>
<td>29-7701/11 Single Gang Faceplate with Male DMX Insert</td>
<td>$45</td>
<td>$45</td>
</tr>
<tr>
<td>11</td>
<td>8</td>
<td>29-7701 Single Gang Faceplate with Female DMX Insert</td>
<td>$45</td>
<td>$360</td>
</tr>
<tr>
<td>12</td>
<td>1</td>
<td>DMX and power wiring estimate here</td>
<td>$4,500</td>
<td>$4,500</td>
</tr>
<tr>
<td>13</td>
<td>6</td>
<td>20-7010 10’ DMX Cable</td>
<td>$30</td>
<td>$180</td>
</tr>
<tr>
<td>14</td>
<td>1</td>
<td>20-3313 SmartFade ML Lighting Control Console</td>
<td>$2,150</td>
<td>$2,150</td>
</tr>
<tr>
<td>15</td>
<td>20</td>
<td>17-120 Male Edison Connectors</td>
<td>$5</td>
<td>$100</td>
</tr>
<tr>
<td>16</td>
<td>20</td>
<td>17-121 Female Edison Connectors</td>
<td>$9</td>
<td>$180</td>
</tr>
<tr>
<td>17</td>
<td>500</td>
<td>15-123 12/3SJO Cable Per Foot</td>
<td>$1</td>
<td>$500</td>
</tr>
</tbody>
</table>

**Subtotal** $44,892

**Tax and shipping** $5,612

**TOTAL** $50,504

---

**JUSTIFICATION:**

<table>
<thead>
<tr>
<th>Reason</th>
<th>Safety</th>
<th>Instruction</th>
<th>Research [include additional faculty name(s) below]:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

---

**Program/Programs affected:**

- Theatre and Dance (also, see justification)

**Undergraduate Courses:**

- THEA 1490-4499 (all backstage and production courses), DANC (most courses - recitals)

**Graduate Courses:**

- ✓ Major
- ✓ General Education
- □ Service

**Enrollments:**

- est. AY 380 students (+ audience)

**Interdisciplinary:**

- □ Yes
- □ No

**If yes, Area or Program:**

---

**Other funding sources (explain):**
Lighting: The Dance Studio system has been mostly portable and should be mostly permanent. During summer, 2011, all the fixtures were removed due to asbestos insulation. To do even a simple recital, let alone at least one major concert per year, we have to strip equipment from the Theatre set up the Dance Studio and then return most of it after the event. There are other safety concerns, too. Some sheathing on portable cables is breaking and fraying; there is no code required disconnect on the power feed; and, a hole was improperly cut through the wall. The room is also underpowered for the old standard incandescent fixtures. The traditional incandescent fixtures use expensive lamps and color media. The recommended LED replacement fixtures are more efficient and might well provide sufficient light with a significant reduction in power consumption. Additional savings will result over time because LED won't require bulbs or color media. Dimmers can be removed, saving the need to install a disconnect switch. A controller suitable to the needs of LED lighting is included. Eventually, we will need a second phase to include minor capital funding to add two overhead pipes plus standard control and power wiring in conduit.

SPECIAL CONSIDERATIONS: This setup will provide an modest, theatrically equipped recital space for more of the numerous dance clubs on campus. LED is the future of stage lighting due to substantial operating cost savings. The savings could potentially pay for the fixtures within five years and the complete installation within ten. When fully equipped, the CSUEB Dance Studio will provide one of the first all-LED lighting labs on a university campus in California.