



Channel Islands

CALIFORNIA STATE UNIVERSITY

**Materials, Services, Facilities and Technology
Fee Fiscal Year 2017-2018 Budget Request Form***

DUE: Friday, January 20, 2017@ 5:00P.M.

Please return completed requests via email to gina.matibag@csuci.edu

If you have questions about this form, please contact Gina Matibag at (805) 437-3320
For additional information please consult the MSFT web page.

Project or Activity Title: Topanga Hall Furniture Refresh

Name of organization requesting funds: Art Date: January 17, 2017

Requestor: Luke Matjas Contact Phone Number: (805) 437-2772
E-mail: luke.matjas@csuci.edu

Amount of MSFT Funding Requested:

Date Funding Needed by: Summer 2017

Will you receive funds from any other source(s)? YES **NO X**

If yes, please detail amount requesting from other source(s) as well as your total request for fiscal year 2016-2017 (including request from MSFT).

Has this project or activity previously received MSFT funding? No
If yes, please attach copy of report

Please describe how the use of MSFT funds for this project or activity will benefit the CI student body.

Please provide the following in your application. You may attach additional pages and materials (applicants may be requested to meet with the committee to discuss proposals):

1. Brief Project Description.

The Art Program is seeking MSFT funds to purchase new furniture that will help provide an improved classroom experience and a communal studio environment for Topanga Hall.

Located near the eastern edge of the campus, Topanga Hall was one of the first buildings to open in CI's earliest days. While it has been exciting to see new facilities across the campus continue to develop and evolve, Topanga has remained virtually unchanged for 15 years. Fortunately, two of the building's

classrooms (1976 and 1978) have been slated for a major refresh that will include new carpeting, new blinds, updated projection equipment, new paint and added sound insulation. The funding for the refresh is already in place, and these upgrades will help to once again bring this facility up to the level of other high-quality classrooms located across the campus.

Alongside these important renovations, the Program seeks to upgrade the outdated furniture in Room 1976, much of which is in a state of disrepair. Between 100 and 125 GE and foundation-level students use this classroom each semester. We are looking to replace the wobbly, run-down drafting desks with large studio worktables, similar to those being used for foundation classes held in Napa Hall. Not only will new furniture provide a boost in morale and enhanced aesthetics, the upgrade to communal worktables will allow students to sit around the perimeter and face one another as they work. These tables provide an ideal environment for improved interactions, where not only can students discuss projects, they can see each other while they are working – they can compare techniques, spread out materials, and experiment with media, formatting, and scale. Working in this capacity is a hallmark of artistic practice, and our goal is to provide students with an experience that closely matches a professional studio environment. Along with the antiquated desks, we are seeking to replace the classroom stools. After 15 years of continuous use, these stools are bent and twisted out of shape, the arms are crumbling, and the fabric is worn through. Together, these desks and chairs have served us well, and they have been repaired numerous times by our technicians. With the renovation of this space, now is time to make these important classroom upgrades that will enhance students' artistic output, create a positive and professional setting, and maximize the capabilities of this space.

2. **Project/Activity Budget.** Please enclose a complete detailed budget of the entire project. Indicate (in **bold**) specific items of requested MSFT funding including (where applicable) a schedule and priority of project items to be considered if the project is funded at a reduced level. Were other, less costly, approaches considered when preparing the budget for the project? Are there elements that could be eliminated or deferred if funding is not available for the entire project?

Projected costs are included below. As with most campus furniture, seating is provided by BKM, and the identical "Node" stools are already in use in other campus classrooms, including lab spaces in Aliso Hall. BKM does not offer a suitable "industrial-style" worktable for a studio environment, and in the past, we have used Global Industrial for purchasing large worktables. Because these are tables intended for a more "rustic" studio environment, they are likely to be less costly than desks or comparable laboratory tables sourced from BKM. With the heavy-duty laminate plastic top, these tables are the most rugged and cost-effective option for the space, and each table can accommodate four students.

3. **Project Assessment.** Describe how the effectiveness of the project will be assessed and measures that will be used to determine if it has attained its objectives. Please note a report will be due at the end of the semester (or fiscal year for annual projects). If funded, how will the project acknowledge the use of student funds so that students are aware that their student fees made (or helped to make) it possible? If appropriate, indicate how the project or activity promotes sustainability at CI.

For the students and faculty who frequent this classroom, this furniture will help to provide a professional environment that is conducive to creativity and collaboration. We visualize the space will

become a popular workroom for students to plan and lay out projects. Many of the students enrolled in these foundation courses are freshmen, and this revamped classroom will improve their first impressions of the university. The effectiveness of these upgrades will also be gauged by the high quality work that is produced in the classroom. Whereas now this space is, in many ways, "off the radar" at CI, we hope to highlight and exhibit student work in this new setting. Any opportunity to exhibit student work builds a sense of esteem and pride for those enrolled in Art courses, and students in a range of classes will have the opportunity to experience the work of their peers. We will readily acknowledge the support of MSFT funding by providing nicely designed signage in the room.

- 4. Sources of Project Support.** Please list the other sources of funding, and additional support for the activity. If this project or activity has been conducted previously please indicate how it was funded. Please explain if MSFT is the only source of support for the project.

Fiscal Management: Project sponsor's unit or department may be responsible for incurred over and above what is funded through the MSFT. If support is requested for costs beyond initial award, or for use on activities or materials not included in approved proposals, the project sponsor must seek approval from the MSFT committee. The project sponsor will be responsible for managing purchases and transfers of funds related to approved projects.

Please review MSFT web page for information about the fund and its objectives before submitting your application.

Standing Height Industrial Studio-Grade Worktables for Topanga 1976

(Note: each table will seat 4 students)

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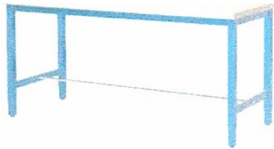
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Price: \$433.95



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Detail	Dimensions	Unit Price	Quantity	Gross Amount
Production Workbench Plastic Laminate Square Edge	96" x 36"	433.95	6	2,603.70
Shipping				474.97
Tax				195.28

BKM "Node" Stools (as used in Aliso Hall)



Foot ring height on stool

	Unit Price	Quantity	Gross Amount
Node Stools	313.91	25	7847.75
Tax			588.58
TOTAL			11,710.28