

# Materials, Services, Facilities and Technology Fee Fiscal Year 2018-2019 Budget Request Form

**DUE: Friday, January 19, 2018**

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

## ▼ Application

### Project or Activity Title

Topanga Hall Computer Lab Equipment Upgrades

### Requestor

Luke Matjas

### Requestor Phone Number

805-437-2705

### Requestor Email

Luke.Matjas@csuci.edu

### Amount of MSFT Funding Requested

17048.50

### Date Funding Needed by

12/15/18

### Are you a member of the Division of Student Affairs?

- No  
 Yes

### Please select your AVP/Dean

Meriwether, James H - Interim Dean of Arts & Sciences

### Will you receive funds from any other source(s)?

- No  
 Yes

### Has this project or activity previously received MSFT funding?

- No  
 Yes

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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 files as needed (applicants may be requested to meet with the committee to discuss proposals)

## 1. Brief Project Description

Describe the project and its benefits to the educational or co-curricular experience of students at CI. Please provide specific information about how MSFT funds will be used and their impact on the campus. Please describe how this project benefits CI students? Please describe items and provide justification if your request includes the purchase of computers, equipment, furniture or other materials. Please provide a timeline for implementation of the proposed project. If physical improvements are requested please describe need, scope and impact of work to be completed. If the project includes provision of services please indicate the type of service, personnel costs and level or quantity of service to be provided with project funds.

## 2. Project/Activity Budget

Please enclose a complete detailed budget of the entire project. Indicate 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?

## 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.

## 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.

### Brief Project Description

Since its inception, CI Art has had a unique philosophical approach to creative production. Whereas many universities separate “traditional” studio practices from more “technologically-driven” approaches, we have continually sought to immerse students in both worlds. Digital media courses often explore traditional techniques such as drawing and printmaking, while studio courses such as sculpture, painting, and ceramics, have gotten deeper into digital modeling and 3D Printing. Above all, the Program is committed to helping students develop diverse, well-rounded portfolios, and preparing them for the challenges they will encounter in the creative industry.

The Art Program is seeking MSFT funds in order to update digital media equipment and to provide more advanced tools for students enrolled in classes in the Topanga Hall digital media labs. Essentially we are seeking the industry-standard tools that will help our students gain an upper hand in their attempt to enter an array of highly competitive fields.

In recent years, many tools have been developed to help bridge the gap between traditional and digital media. Drawing tablets are common in design-based settings, and they allow students to use natural drawing techniques and movements in order to create digital designs. In the Topanga Digital Lab, the Art Program currently has a set of 25 Wacom tablets that are over 10 years old, and the earlier technology used by these drawing tablets has become nearly obsolete. We seek to replace these outdated tablets with newer devices that are much more sensitive to pressure and subtle movements, allowing for much greater accuracy in creative production. The updated devices will allow students to create work that resonates much more closely with traditional paintings and drawings.

In addition to a new set drawing tablets, we are seeking to purchase a small number of more advanced devices that will allow students to interface directly with the screen itself. The screen-based tablet known as the “Cintiq,” is the industry standard for individuals who are going into the field of digital illustration, animation, and motion graphics. The Cintiq acts almost like a digital canvas – allowing the most natural method of interacting directly with digital media artworks. Unlike a tablet, students actually draw on the screen. It takes a great deal practice to work with these devices, and this is precisely the type of experience we seek to provide for students in an academic setting. Using these tools and becoming accustomed to the interface will ultimately allow students to produce more advanced work.

Finally, we are seeking to update the three computers that are in the Program's small 3D printing "Fab-Lab." In this setting, sculpture students use 3D modeling software to print sophisticated three-dimensional works of art. Again, it's a process that combines traditional and technological sensibilities. The current computers in this space are 10-12 years old. These particular machines were cast-offs that were scavenged over the years from old campus-wide upgrades – essentially they were saved before being sent to the recycling facility. In some cases these computers are running antiquated versions of Windows that are no longer serviceable, and it is becoming more and more difficult to upgrade the software the complies with the actual 3D printing machines. Purchasing five new basic PC computers will make an immediate improvement in the lab

space. It will allow more seamless workflow with the 3D printers, and an additional two computer stations will allow a greater number of students to access the lab.

## Brief Project Description Additional Documents

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### Project/Activity Budget

The costs associated with this project are directly related to technological equipment, and the budget is included below. PC computers can be purchased through IT and need only be outfitted with the basic features. Wacom manufactures both the “Cintiq” and the “Intuos Pro” tablets. The company does not offer either volume or academic discounts.

From the CI Division of Innovation and Technology website, the basic PC computer costs are as follows:

5 x Dell Optiplex 7450 All-in-One Computer @ \$958.95 = \$4794.75

From the manufacturer’s website, the Wacom drawing tablet costs are as follows:

25 x Intuos Pro Pen & Touch Small @ 249.95 = \$6248.75 (+ 7.5% tax) = \$6771.41  
(<https://us-store.wacom.com/Catalog/Pen-Tablets/Intuos-pro/Intuos-Pro-small#/undefined1>)

From the manufacturer’s website, the Wacom “Cintiq” costs are as follows:

3 x Cintiq 22HD Interactive Pen Display @ \$1699.95 = \$5099.85 (+ 7.5% tax) = \$5,482.34  
(<https://us-store.wacom.com/Product/cintiq-22hd-interactive-pen-display#/undefined1>)

Total Amount Requested for Computer Topanga Hall Digital Media Lab Upgrades: \$17,048.50

## Project/Activity Budget Additional Documents

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### Project Assessment

These computer labs serve hundreds of students per semester. Maintaining a cutting edge digital environment demonstrates a commitment to students – it shows that we are providing the necessary tools to help them succeed. Upgraded technology draws positive attention and could potentially increase class enrollments. The impact even extends to prospective students who visit the campus. The introductory Art classes taken in Topanga Hall include both majors and non-majors alike, and these tools will give students the opportunity to work in a professional creative environment and to produce professional results. Funding this project will provide students with the “right tool, for the right job.” These upgrades will greatly enhance workflow, giving students more time to commit to their practice, and the more they are immersed in a particular toolset, the greater their skills will become. Assessment in the Arts comes when students exhibit their work. Whether it's the Annual Student Exhibition, a variety of campus galleries and exhibition spaces, or other public settings, students will have many opportunities to showcase their skills amongst their peers and families.

We will readily acknowledge the support of this funding through the appropriate signage.

## Project Assessment Additional Documents

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### Sources of Project Support

Because of the costs of these types of upgrades, the funding necessary to complete this project exceeds the Operations Budget of the Art Program. MSFT funding would be the sole source that would allow this project to move forward.

## Sources of Project Support Additional Documents

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**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.

 Luke Matjas Jan 20 2018

▼ AVP/Dean Review

I approve of this MSFT Fee Application

 James Meriwether Jan 20 2018