Student Technology Fee
Grant Proposal Request Form
Fiscal Year 2011-12 Northwestern State University of Louisiana

ALL BLANKS MUST BE FILLED COMPLETELY

Prepared by: Jessica Parr_____ For:_Theatre Department_____

Department/Unit:_Theatre___ College: _CAPA_____ Campus: Natchitoches_

Which NSTEP Goals/Objectives does this project meet?_1, 2, 3, 8, 9_____

Requested equipment will be located/installed/housed? Building _25_____ Room _127__

Does the department requesting funding receive lab fees? (circle one) YES / NO

Are department property policies and procedures in place for requested equipment? yes_____

Which individual will be responsible for property control of the requested equipment?

Signature:_Jessica Parr_____ Date: _10/14/11_____

Proposal Requested Amount: $_2711.94_____ Budget Attached (circle one): YES/NO

Proposal delivered to Student Technology located in Watson Library, Room 113. Date_10/14/11_

The proposal must include all specifications, description, model number, quotation, cost, state contract number, and vendor for each item. If the proposal does not include all requested information, it will be returned to requestor.

1. Describe target audience.
- Theatre Majors and Minors are the primary target audience – especially those earning a BS in Theatre with a Design / Tech concentration
- Secondly, Non-Majors taking Summer Theatre Works classes or Practicum classes
- Thirdly, Student Audience members who attend NSU Theatre productions

- The Sewing Machines will be used in the following classes:
  - THEA 3340 – Costume Construction
  - THEA 3360 – Advanced Costume Construction
  - THEA 2310 – Stagecraft I
    - All theatre majors must take this class. Students in this class work in the costume shop as part of their grade
  - THEA 2030 – Applied Theatre
    - This class is taken by all theatre majors every semester sophomore through senior year. Therefore, these machines will be available to all theatre students throughout their college careers
  - THEA 4270 – Special Problems in Theatre Design / Tech
  - THEA 2300 – Intro to Theatre
    - Students in the class work in the costume shop as part of their grade
  - THEA 3010 – Theatre Practicum
    - This class is for non- majors, and will make the machines available to students outside the theatre department. Students in this class work in the costume shop as part of their grade
  - THEA 3300 – Summer Theatre Works
    - This class is for non- majors, and will make the machines available to students outside the theatre department. Students in this class work in the costume shop as part of their grade

- These individual students will benefit from the new machines:
  - Every student who works in the costume shop will benefit from these machines
    - Approximately 40 Applied Theatre Students work in the costume shop each semester. They log approximately 800 working hours per semester with these machines
    - Approximately 30 Summer Theatre Works Students work in the costume shop each summer. They log approximately 1350 working hours per summer with these machines
    - Each Freshmen taking Intro to Theatre will log 10 hours per semester with these machines
  - Student Costume and Prop designers will benefit from new machines
    - Students designing for both NSU's Mainstage Season and the student produced Second Season will be able to use these machines
    - Approximately 50% of all Mainstage design positions and 100% of Second Season design positions are filled by students
  - Student Actors, Dancers, and Directors who benefit from the improved Costumes and Props
  - Students who attend Theatre Productions as audience members benefit from the improved production values, costumes, and props

2. Describe project/initiative for which you are requesting funds.

This project would replace the Costume Shop's sewing machines and serger with more advanced technology.

Currently. The Costume Shop's oldest sewing machine is from the 1970's and the majority or our machines are from the 1980's. Many advances have been made in sewing machine technology in the last 20 years. Our student would benefit form using current technology.

In addition to replacing our sewing machines, this project would replace our serger, which dates from the 1990's. A modern serger will improve our ability to make dancewear for our growing Dance Concentration.

3. State measurable objectives that will be used to determine the impact/effectiveness of the project.
   - Objective 1. Improve the theatre curriculum, and the technology available in the class room
   - Objective 2. Improve our students' education, broaden their production experience, and make our students more competitive in the job market

4. Indicate how each project objective will be evaluated.
   - Objective 1 will be evaluated by the machines' use in the class room
   - Objective 2 will be evaluated in two ways
     o Student workers and designers utilizing the machines to complete their designs for an NSU theatre production
     o Improved student portfolios and resumes - which are reviewed each spring for all design / tech students

5. If funded, which NSTEP http://www.nsula.edu/nstep/NSTEP.pdf objective(s) will this funding of this project advance? How will funding of the project advance the University and College/ unit technology plan?

Objective 1. To improve access to technology by students, faculty, and staff at
Northwestern State University.
- ○ These machines will give students access to current technology

Objective 2. To provide classrooms with updated technology and multimedia.
- ○ These machines will be used for 8 different courses

Objective 3. To upgrade laboratories with modern technology.
- ○ The Costume shop is the laboratory where theatre students experiment and create new theatre designs and productions. This project upgrades the Costume Shop's current technology, which is 20 -30 years old.

Objective 8. To encourage innovation and research.
- ○ This equipment enables student designers and workers to create new costumes and props as the culmination of their research and design

Objective 9. To maintenance support of hardware and software upgrades, new hardware and software for specialized functions, training for technical support personnel.
This equipment is a long awaited upgrade, which provides a specialized function not supported by our current Student Lab Fees

This equipment's use both in the classroom and in production fulfills two objectives of the Theatre Dept. technology plan.
- Objective 1. Improve the theatre curriculum, and the technology available in the class room
- Objective 2. Improve our students' education, broaden their production experience, and make our students more competitive in the job market

6. Provide a justification for funding of this project. Estimate the number of student that will be served per academic year and in what ways. Please indicate also any unique needs of the target group.

The proposed equipment enhances the Theatre Department in several ways:
- Strengthen our curriculum by expanding the technology used in 8 different Theatre courses
- Improve our Mainstage and Second Season productions by improving the Costumes, and Props used in each
- Enhance our facilities, which enables the Theatre Department to recruit better students, and graduate students with the skills and abilities expected in the professional world of theatre

Approximate Number of students served per academic year:
- Students assigned a position on a Mainstage Productions –80 per show – 400 positions per year
- Students involved in Second Season Productions – 25 per show – 125 per year
- Students taking classes utilizing the machines– 210 per year
- Students in the audience – 1000 per production – 5000 per year

7. List those individuals who will be responsible for the implementation of the project/initiative and indicate their demonstrated abilities to accomplish the objectives of the project.

- Jessica Parr – Asso. Professor - Costume Design
  - Will teach the following classes that utilize this equipment
    - THEA 3340 – Costume Construction
    - THEA 3360 – Advanced Costume Construction
    - THEA 2030 – Applied Theatre
    - THEA 4270 – Special Problems in Theatre Design / Tech –
    - THEA 3010 – Theatre Practicum
  - Will advise and oversee all student costume designers for both the Mainstage Season and the Second Season

- Philip Kidd – Asso. Professor – Scenic Design
  - Will teach the following classes that utilize this equipment
    - THEA 3300 – Summer Theatre Works
    - THEA 2310 – Stagecraft I
    - THEA 2030 – Applied Theatre
    - THEA 3010 – Theatre Practicum
    - THEA 4270 – Special Problems in Theatre Design / Tech
  - Will advise and oversee all student props artisans, master charge artists, and paint crews
- Matthew Egan – Asst. Professor – Scenic Design
  - Will teach the following classes that utilize this equipment
    - THEA 3300 – Summer Theatre Works
    - THEA 2310 – Stagecraft I
    - THEA 4270 – Special Problems in Theatre Design / Tech
- Donna Brewer – Adjunct Professor – Costume Shop Manager
  - Oversees the student workers in the costume shop

- All Faculty members hold terminal degrees in Theatre Design and Technology, which certifies their competency. Ms. Brewer has 30 years professional sewing experience.

8. Describe any personnel (technical or otherwise) required to support the project/initiative.

No additional personnel is needed for this project

9. Provide a schedule for implementation and evaluation.

November 2006 – Order Equipment
    December 2006 – Install equipment
    January 2007 – Equipment is ready for use in class and theatre productions

Evaluation:
- Students using the Machines for Class will be tracked through their course work
- Students using the Machines for a Mainstage or Second Season Production will be monitored

10. Estimate the expected life of hardware and software. Explain any anticipated equipment/ software upgrades during the next five years.
Life expectancy
    -   This equipment should last well over10 years
    -   They have a 25 year warranty on parts and a 5 year warranty on electrical
    -   This equipment will not need any upgrades during the next 5 years
    -   Yearly maintenance and service will be purchased through the Theatre Department's production budgets and student lab fees

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any equipment received through a Student Technology Fee.
   If you are requesting equipment that will be either/or checkout to students or moved within the department, you must provide a checkout/loan policy.
 	
      The Costume Shop will be kept locked whenever it is not in use to protect the equipment. During working hours, the Costume Shop Manager supervises sewing machine use, and is responsible for security.

12. Does the department that is requesting equipment receive lab fees? If so, please provide a justification for requesting funds from tech fee funds over using lab fees from your department.   The Theatre Department does receive lab fees, but they are used for our Student Computer Lab. This project provides equipment with a specialized function, and fulfills the goals of NSTEP Objective 9
13. Attach a detailed budget. see attachment

Attach two (2) letters of support for the project from the following individuals: the requesting department's Dean, the appropriate Vice President (for non-academic units), or the SGA President from the requesting campus (for student requests).

Student Technology Fee Grant Proposal Checklist:

_____ Is all information requested provided (items 1 – 13)?

_____ Is a detailed budget attached?

_____ Is all specifications, description, model number, quotation, cost, state contract number, and vendor provided for each item?

_____ Are your two (2) letters of support attached?

_____ If equipment is to be checked-out/loaned, is your policy attached?

13. Budget

6 – Janome HD 3000 Sewing Machines - $329.00 each ✓   1974.00
6 – Brother SA156 – 10 pk Bobbins - $4.99 each ✓   29.94
6 – Janome 22 – Gathering Foot - $10 each ✓   60.00
2– Janome 53-943100000 - Universal Ruffler Attachments - $42 each ✓   84.50
2 – Janome 15 - Button Sewing Feet - $6 each ✓   12.00
1 – Janome 19 – Even Feed Foot - $29 ✓   29.00
1 – Janome 20 – Bias Binder Foot - $16 ✓   16.00
1 – Janome 21 – Piping Foot - $10 ✓   10.00
1- Janome 23 – Roller Foot - $10 ✓   10.00
1 – Janome 34 – Ribbon Sequin Foot - $9 ✓   9.00
1 – Janome 35 Concealed Zipper Foot $10 ✓   10.00
1 – Janome Serger - My Lock 634D - $399   399.00
1 – Janome 20203104 Serger Blind Stitch foot - $18 ✓   18.00
1- Janome 200248101 Serger Gathering Foot - $14 ✓   14.00
1 - Janome 200208109 Serger Cording Foot B - $39 ✓   39.00
                                                            2713.94

Total - $2711.94
All items are available from the Baton Rouge company, All Brands.Com. The AllBrands
CEO John Douthat is willing to give us this deal on the sewing machines, along with free
shipping.   Attached is an email from Mr. Douthat with the discounted prices.

NORTHWESTERN STATE
University of Louisiana

Natchitoches, LA 71497

Mrs. H. D. Dear, Sr. and Alice E. Dear
School of Creative and Performing Arts

Music	(318) 357-4522
Art	(318) 357-5744
Theatre	(318) 357-4483
FAX	(318) 357-5906

October 17, 2011

Dear Student Technology Grant Committee:

Please accept my support for Ms. Parr's proposal to upgrade the NSU's Costume Shop with modern sewing machines. Both Theatre Majors and Non Majors will use this equipment in the classroom for 8 courses. Students constructing costumes for NSU's theatre productions will work hundreds of hours each semester with this equipment. Currently, students use sewing machines that are 20 – 30 years old; they will greatly benefit from modern technology.
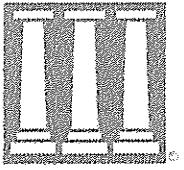
Many NSTEP Objectives are fulfilled through this proposal which updates technology used in the classroom, improves student access to technology, but one of the most important objectives it fulfills is Objective 9:

> Objective 9. To maintenance support of hardware and software upgrades, new hardware and software for specialized functions, training for technical support personnel.

Sewing is definitely a specialized function. Theatre Department's lab fees are currently used to support the student computer lab making this project an excellent candidate for the Student Technology Grant.

Thank you,

Bill Brent
Director, School of CAPA

NORTHWESTERN STATE

College of Arts, Letters, Graduate Studies and Research
Office of the Dean

101 Roy Hall
Natchitoches, LA 71497
O 318.357.4330
F 318.357.4255
liberalarts.nsula.edu

The Graduate
School
(318) 357-5851

Louisiana
Scholars' College
318-357-4577

School of
Creative and
Performing Arts
318-357-4522

Department of
Criminal Justice,
History and
Social Sciences
318-357-6967

Department of
Social Work
318-357-5493

Department of
Language and
Communication
318-357-6272

Department of
Psychology
318-357-6594

October 11, 2011

Dear Student Technology Grant Committee:

Please consider Ms. Parr's proposal to equip NSU's Costume Shop with modern sewing machines. The Costume Shop's current equipment is 20 – 30 years old and the Theatre Department will greatly benefit from the upgrade. This equipment will be used by students both, in the classroom, and to create the costumes for NSU's productions. Non-theatre majors will have the opportunity to use this equipment through the Theatre Practicum class, and the popular Summer Theatre Works class.

Several NSTEP Objectives are fulfilled through this proposal:

> Objective 1. To improve access to technology by students, faculty, and staff at Northwestern State University.

> Objective 2. To provide classrooms with updated technology and multimedia.

> Objective 3. To upgrade laboratories with modern technology.

> Objective 8. To encourage innovation and research.

> Objective 9. To maintenance support of hardware and software upgrades, new hardware and software for specialized functions, training for technical support personnel.

The Theatre Department's current lab fees are dedicated to their student computer lab, so Objective 9's goal to upgrade hardware for specialized functions is particularly appropriate.

Sincerely,

Steven G. Horton, Ph.D.
Vice Provost and Dean
Professor of Education