



Student Technology Fee Committee (STFC) Annual Allocation Request

ALLOCATION REQUEST DATE INFORMATION

Date Created: 2021-02-18 13:52:10

Date Due: 2021-02-19 23:59:00

Date Submitted: 2021-02-19 11:22:10

ALLOCATION REQUEST TITLE/DESCRIPTION

Request Title: Media Equipment Checkout

Request Description: Media Equipment Checkout for students.

ALLOCATION REQUEST INFORMATION

Department Name: Computer Services

Request Code: 21A0283

Contact Names: Joshua Gibson

UW Tacoma Affiliation: Staff

UWT Email Address: jcgibson@uw.edu

Phone Number: 253-692-4661

Title of Request: Media Equipment Checkout

Type of Request: One Time

Department Head Approval: Department Head: Forrest Tyree

Annual Request Information

1. Background: Review and discuss the context of the proposed technology in detail. Explain how this proposal will be used in conjunction with an original proposal or existing technology. If applicable, how is the current technology disabled or inadequate?

We are requesting for digital still cameras, video cameras, microphone kits, audio recorders, projectors, microphones, and accessory items (chargers, bags, lens caps, etc.)

We are requesting the digital still cameras, video cameras, microphone kits, audio recorders, and projectors to replace and add on to the current inventory. In our current inventory, some of these items are over 5 years old and are getting out of date and/or breaking down. Also, in this last year, we have had an increase in faculty assigned production projects. This includes video documentaries, photo essays, research projects and live event needs. This equipment will give students the equipment and opportunity to do those projects without having to pay for it out of pocket.

We are requesting for microphones because we currently only have 2 separate microphones in our inventory and the demand is currently higher. We would like to check out to students that need it.

Accessory items include batteries, battery chargers, lens caps, body caps, SD cards, and various USB/AV cables. These items tend to break easier, get lost or just stop working. We are requesting these to replace the ones that have been broken/lost and have some extra ones to replace more if needed.

Urgent Items:

1. Microphone Kits
2. Audio Recorders
3. Microphones
4. Data Projectors
5. Replacement Items (chargers, bags, lens caps, etc)

Replacement Items due to age:

1. Digital Cameras
2. Digital Video Cameras

2. Benefit to Students: Discuss how students have benefited from the original proposal, if applicable. How will additional funding of the technology benefit students? If this was an unforeseen technology need, discuss how students will benefit from this new proposal and why the need cannot wait for annual allocation funding.

Our main goal for media equipment is to ensure that there will always be cameras and other media equipment available for students to checkout. The demand for camera, speakers and other media equipment is high, and we would like to continue that service for students. For example, there were over 900 media items checked out these last two years. By providing students with new equipment, they will always have dependable and easy to use cameras, projectors, and other media equipment.

3. Access: Describe who will be using or will have access to the resources being proposed. If the access has changed since an original proposal, be sure to note that here. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new requestors, please provide user need data.

Only registered University of Washington Tacoma students will be allowed to check out the media equipment for a week at a time. The schedule that students can stop by and check out the equipment is:

[WG 108 Lab/Helpdesk](#)

Currently: Monday-Thursday 8:00 AM to 7:30 PM, Friday—8:00 AM to 5:00 PM, Saturday & Sunday-CLOSED

4. Timeline: Provide a timeline showing how the proposed technology can be completed during the requested period. Describe when you would like to see this proposal initiated and completed, and why.

Installation will be completed during summer quarter of 2021. All installation will be providing by Media Services at no charge.

5. Resources/Budget: Discuss available financial, personnel and space resources devoted to the proposed technology and level of support. Proposal must detail all the items/resources requested to be purchased. This includes filling out the Item Detail in next section.

Media Services will install and maintain the items requested. No additional procedures will need to be implemented for the equipment.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Sennheiser Wireless Microphone Kit	2	\$900.00	\$0.00	\$91.80	\$1,983.60
Shure VP64A Handheld Microphone	2	\$90.00	\$0.00	\$9.18	\$198.36
Sennheiser CC3 Protective Case	2	\$70.00	\$0.00	\$7.14	\$154.28
Zoom H1N Digital Audio Recorder	10	\$130.00	\$0.00	\$13.26	\$1,432.60
Zoom Protective Case	10	\$40.00	\$0.00	\$4.08	\$440.80
Sandisk 32GB Extreme microSD Card	10	\$15.00	\$0.00	\$1.53	\$165.30
Epson Full HD Portable Data Projector	3	\$800.00	\$0.00	\$81.60	\$2,644.80
Epson Spare Lamp	3	\$70.00	\$0.00	\$7.14	\$231.42
Epson Protective Case	3	\$35.00	\$0.00	\$3.57	\$115.71
Blue Yeti USB Microphone	2	\$150.00	\$0.00	\$15.30	\$330.60
Protective Microphone Case	2	\$35.00	\$0.00	\$3.57	\$77.14
DJI Osmo Mobile 3 Smartphone Gimbal Kit	6	\$150.00	\$0.00	\$15.30	\$991.80
Sony Alpha A6000 Mirrorless Digital Camera w/16-50mm Kit	3	\$700.00	\$0.00	\$71.40	\$2,314.20
Sony NP-FW50 Spare Battery	3	\$70.00	\$0.00	\$7.14	\$231.42
Sony BC-TRW Battery Charger	3	\$60.00	\$0.00	\$6.12	\$198.36
Sony Protective Camera Case	3	\$35.00	\$0.00	\$3.57	\$115.71
Sony E 35mm f1.8 OSS Lens	3	\$500.00	\$0.00	\$51.00	\$1,653.00
Sandisk 64GB Extreme Pro Class 10 SD Card	3	\$30.00	\$0.00	\$3.06	\$99.18
Canon VIXIA HF G50 UHD 4K Camcorder	8	\$1,100.00	\$0.00	\$112.20	\$9,697.60
Canon BP-820 Spare Battery	8	\$100.00	\$0.00	\$10.20	\$881.60
Canon Protective Camcorder Case	8	\$60.00	\$0.00	\$6.12	\$528.96
Insta360 ONE R Twin Edition 360° Video Camera	3	\$600.00	\$0.00	\$61.20	\$1,983.60
Insta360 ONE R Battery Base	3	\$40.00	\$0.00	\$4.08	\$132.24
Ruggard Protective Case	3	\$30.00	\$0.00	\$3.06	\$99.18
Insta360 Bullet Time Accessory Bundle	3	\$70.00	\$0.00	\$7.14	\$231.42
Insta360 ONE R Mounting Bracket	3	\$30.00	\$0.00	\$3.06	\$99.18
Sandisk 128GB Extreme microSD Card	3	\$35.00	\$0.00	\$3.57	\$115.71
Nikon SB-700 Speedlite Flash - Replacement/Backup Items	2	\$400.00	\$0.00	\$40.80	\$881.60
Sandisk 64GB Extreme Pro Class 10 SD Card - Replacement / Backup Items	3	\$30.00	\$0.00	\$3.06	\$99.18
VidPro TC27 Tripod Case - Replacement / Backup Items	8	\$20.00	\$0.00	\$2.04	\$176.32
Nikon MH-24 Battery Charger - Replacement / Backup Items	2	\$60.00	\$0.00	\$6.12	\$132.24
Nikon MH-23 Battery Charger - Replacement / Backup Items	2	\$60.00	\$0.00	\$6.12	\$132.24
Nikon EN-EL14A Battery - Replacement / Backup Items	4	\$60.00	\$0.00	\$6.12	\$264.48
Canon BP-820 Spare Battery - Replacement / Backup Items	8	\$100.00	\$0.00	\$10.20	\$881.60
Nikon Lens Case (small) - Replacement / Backup Items	5	\$20.00	\$0.00	\$2.04	\$110.20
Nikon Lens Case (large) - Replacement / Backup Items	5	\$20.00	\$0.00	\$2.04	\$110.20
Nikon Lens Cap - Replacement / Backup Items	10	\$20.00	\$0.00	\$2.04	\$220.40

Nikon Body Cap - Replacement / Backup Items	10	\$15.00	\$0.00	\$1.53	\$165.30
Nikon Rear Lens Cap - Replacement / Backup Items	10	\$15.00	\$0.00	\$1.53	\$165.30
Canon STV-250N Video Cable - Replacement / Backup Items	4	\$25.00	\$0.00	\$2.55	\$110.20
HDMI to Mini-HDMI Cable - Replacement / Backup Items	10	\$15.00	\$0.00	\$1.53	\$165.30
TrippLite RCA to 1/8" Audio Cable - Replacement / Backup Items	5	\$10.00	\$0.00	\$1.02	\$55.10
USB Cables (assorted) - Replacement / Backup Items	30	\$25.00	\$0.00	\$2.55	\$826.50
Video Cables (assorted) - Replacement / Backup Items	8	\$15.00	\$0.00	\$1.53	\$132.24
OVERALL TOTAL:					\$31,776.17