UNIVERSITY of WASHINGTON TACOMA

Student Technology Fee Committee (STFC)
Annual Allocation Request

Allocation Request Date Information

Date Created:	2026-01-08 18:17:38	Date Due:	2026-01-09 11:59:00	Date Submitted:	2026-01-08 18:49:51

Allocation Request Title/Description

Request Title:	Multimedia Lab - Hardware/Software
Request Description:	Hardware/software/tools in need of updating

Allocation Request Information

Department Name:	Media Services - Information Technology	Request Code:	26A0551
Contact Names:	Paul Lovelady	UW Tacoma Affiliation:	Staff
UWT Email Address:	lovelady@uw.edu	Phone Number:	(253) 692-5742
Title of Request:	Multimedia Lab - Hardware/Software	Type of Request:	One Time

Department Head Approval: ✔ Department Head: Bill Fritz

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?

The Multimedia Lab (MMLab) is a vital campus resource supporting students in the creation of diverse media projects. We provide personalized assistance to students of all academic backgrounds, guiding them through video editing, graphic design, and digital storytelling. From helping RSOs design promotional materials to leading workshops on podcast production and research poster design, the MMLab ensures students have the tools to excel in their creative endeavors.

To maintain modern industry standards, the MMLab seeks to replace:

x2 aging all-in-one Mac workstations with high-performance **Mac Studio** units. This hardware suite will modernize the lab's processing power while providing the necessary audio fidelity for professional-grade media production.

x10 over ear headphones, one for each station. Our batch of workstation headphones have been worn out and we are low on studio-quality units for creatives.

x12 Adobe Creative Cloud device licenses for each station (annual subscription)

x1 renew our royalty-free, content library subscription for ENVATO

x1 annual license for CapCut Pro

x2 Mac Studio workstations
High-Performance Computer + 27" monitor + USB-C DisplayPort Cable + AppleCare
The current all-in-one workstations suffer from slow performance and frequent crashes, particularly when processing complex video edits or high-resolution images. The MMLab utilizes dual monitors for creative work and each new Mac Studio would replace an all-in-one and need another computer monitor and DisplayPort cable.
Upgrading to Mac Studio workstations will:

Professional Audio Monitoring Headphones
As the MMLab expands its support for podcasting and video post-production, accurate audio monitoring has become a necessity. The request for these headphones is based on:

- **Critical Accuracy:** Unlike consumer headphones, pro headphones offer a flat frequency response. This allows students to hear an accurate representation of their audio, which is essential for proper sound mixing and level balancing.
- **Sound Isolation:** In the communal environment of CP 005, the circumaural design of these headphones provides excellent sound isolation. This allows students to maintain focus on their edits without being distracted by—or distracting—other lab users.
- **Durability for High-Traffic Use:** These headphones are built with professional-grade materials designed to withstand daily use by the student body, ensuring a long-term return on this investment.

SOFTWARE Items for Each Workstation

12 Adobe Creative Cloud Device Licenses (10 for MMLab editing stations + 2 WG 108 computer lab computers)
Each MMLab station NEEDS this software.

Software license to cover multiple machines:
Renew Envato Elements Team royalty-free content library + templates
This essential, one-stop-shop subscription helps students kickstart their projects by providing a vast library for all types of media projects that include stock images and videos, music tracks, sound effects, fonts, graphic templates, and other creative assets.

CapCut Pro
This professional level of the popular social media editing platform provides advanced features and a large library of templates, ideal for creating engaging video content.

2. Benefit to Students: Discuss how students have (for returning applicants) or will (for new applicants) benefit from this technology. How will additional funding of the technology benefit students?

By providing students with access to - and direct assistance with - industry-standard hardware and professional peripherals, we are preparing them for the demands of modern creative careers where proficiency with high-end workstations and monitoring equipment is expected.

The hardware and software we are requesting would allow us to continue offering the most up-to-date, industry standard, creative software in Adobe Creative Cloud.
These applications are used heavily by other programs and RSOs on campus and enable us to maintain compatibility with them.

The Mac Studios would also significantly reduce rendering times and more efficiently process multiple tasks from creative software in use simultaneously.
We also routinely provide quarterly workshops, outreach to classes who reach out to us, as well as host full class visits.

3. Access: Describe who will be using or will have access to the resources being proposed. In addition, all previous requestors, please provide historic data highlighting the usage and accessibility of technology. All new requestors, please provide user need data.

All registered students are welcome to visit the MMLab for drop-in or scheduled appointments.
Located in Cherry Parkes 005, the Multimedia Lab is open Monday-Thursday from 10:00 AM to 6:00 PM and Fridays from 10:00 AM to 3:00 PM, with friendly and knowledgeable staff available to assist.

To keep students informed, we will continue to promote these resources through campus TV ads, DawgDen social media notifications, MMLab workshops, and resource fairs.

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.

Information Technology plans to purchase the approved items as soon as the annual allocation budget and worktags are released in July. Purchased items will be ready for the first day of Autumn classes.

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.

Information Technology and Computer Services will install, support, and maintain the requested items. All pricing quotes have been obtained through consultation with Information Technology's Multimedia Services and Computer Services.

Funding Request Items

Item	QTY	Cost Per Item	Shipping Fee	Tax Per Item	Subtotal
Apple Mac Studio M4 - 32GB - 2TB SSD	2	$2,458.51	$40.00	$254.00	**$5,465.02**
AppleCare+ for Schools - 4YR Extended Service Agreement	2	$167.31	$0.00	$17.23	**$369.08**
Dell - 27" Ultrasharp Monitor	2	$333.00	$35.00	$33.27	**$767.54**
Adobe Creative Cloud - Annual Device License (10 for MMLab + 2 for WG 108 Open Lab)	12	$270.00	$0.00	$27.81	**$3,573.72**
USB-C to DiplayPort - 6' cable	2	$30.00	$8.00	$3.09	**$74.18**
Pro Level Headphones (one for each MMLab station)	10	$62.00	$25.00	$6.39	**$708.90**
Envato Elements Team - royalty-free content library (music, graphics, templates, photos)	1	$546.00	$0.00	$56.24	**$602.24**
CapCut Pro Annual Licence	1	$89.99	$0.00	$9.27	**$99.26**
				OVERALL TOTAL:	**$11,659.94**