

# INSTRUCTIONAL EQUIPMENT REQUEST 2016-2017

Internal Use

IE #: Fall 07

Total \$: 3,046.92

Requester Name: Peet Cocke Division Name: Theatre Arts

## SECTION 1: SUMMARY INFORMATION

### Brief Title of the Request:

Purchase of three portable dust collection units.

Equipment Location Building: 4000 Room: 4125

## SECTION 2: EQUIPMENT DESCRIPTION

The equipment is:  A Replacement  An Upgrade  New Equipment/Technology

Describe the specific equipment requested and how it will be used to replace, upgrade or provide new technology to LPC from what is currently in place:

Currently LPC has a non-functioning dust collection system which is part of the building. Plans are in process to make this system function, the purchase of these units are part of that process.

If applicable, describe the legal requirement, mandate, or safety concern for purchase of this equipment, making specific reference to the legal requirement or regulation:

The accumulation of dust from the use of the tools in the scene shop is a health and safety hazard. Additionally the dust is beginning to collect in other areas of the building outside of the scene shop.



### SECTION 3: LPC MISSION STATEMENT AND LPC PLANNING PRIORITIES

#### LPC MISSION STATEMENT:

LPC is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

#### LPC PLANNING PRIORITIES:

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

**Specify how the equipment supports *LPC's Mission Statement and Planning Priorities:***

This equipment supports the mission statement through the career-technical and retraining goals by way of the Technical Theatre certificate program and the AA-transfer degree.  
This equipment supports the planning priorities through curriculum development and maintenance and through supporting student success in CTE and transfer courses.

### SECTION 4: EDUCATIONAL ITEMS – PROGRAM REVIEW

**Specify the educational programs this equipment supports:**

AA Theatre Arts  
AA-Theatre Arts Transfer  
Technical Theater Certificate of Achievement

**If this equipment is included in your Program Review, please include the exact wording. If equipment is not included, explain why:**

This need had not been identified at the time of the 2015 update, additionally it is part of the new CTE Stage Technician Certificate program, for which the program review is forthcoming.

### SECTION 5: TEACHING AND LEARNING

**Describe in detail the impact this equipment will have on teaching:**

A working dust collection system is standard in professional theatrical shops, having the system installed and functioning provides a complete picture and allows for the dissemination of a professional practice.

**Describe in detail the impact this equipment will have on learning:**

The inclusion and operation of dust collection system is standard practice in professional theatrical shops, having the system installed will provide the necessary skills and experience for students outside of an academic setting.

Each academic year, this equipment will impact:  $\frac{5}{2}$  # of classes/sections       $\frac{16}{2}$  # of students



## **SECTION 6: OUTCOMES (SLOs)**

**Using your documented SLOs, specify how the equipment will enable student learning outcomes to be achieved?**

This equipment provides the opportunity for students to develop the skills necessary to achieve the following outcomes:  
Recognize and use backstage and shop terminology, tools, materials and techniques  
and  
Work collaboratively with designers, technicians, and other theatre personnel. Specifically with this outcome as the students will likely always be working with multiple partners in the shop.

**What are the consequences related to learning outcomes if request is not funded?**

Since this is a health and safety issue the college would need to find another avenue to fund this equipment.

## **SECTION 7: TOTAL COST OF OWNERSHIP (FINANCIAL & SUSTAINABILITY)**

**What is the potential life span of the requested equipment?**

8-10 years

**If new storage is needed, describe the storage, location, and costs: (Specific storage costs should be detailed in the "Part A: Initial Start-up Costs" section below.)**

N/A

**What will be required to maintain the equipment, such as regular servicing or upkeep? (Specific on-going costs should be detailed in the "Part B: On-Going Annual Operating Costs" sections below as applicable.)**

This equipment is designed to and can be serviced by the owner. Currently the technical director and theatre arts instructor can service this machine. Barring manufacturer defect the ongoing costs relate only to the plastic collection bags and filter.

**Explain how this equipment meets or exceeds basic sustainability efforts and/or provides renewable resources to the college:**

This equipment will collect and store the dust generated from the scene shop, keeping it out of the other dust sensitive areas of the theatre, allowing for the recycling of the saw dust, and resolving the health and safety issue of not having a working dust collection system.



**Part A: Initial Start-up Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	1,699.98	
Taxes (9.5%)	<del>159.00</del>	161.50
Shipping or Delivery Charge	169.99	Local dealer, possibly picked up rather
Installation Costs *	0.00	
Miscellaneous Costs:	0.00	
Facilities Modifications	0.00	
Operator Training	0.00	
Maintenance & Repair Training	0.00	
Other:	0.00	
Vendor Discount		
Grand Total:	<del>2,022.97</del>	2031.47

**Part B: On-Going Annual Operating Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance	0.00	
Estimated Parts Replacement Per Year	89.00	Bags for dust collection
Outside Standardization or Calibration Costs	0.00	
Storage Costs	0.00	
New Supply Costs	0.00	
Miscellaneous Costs:	0.00	
Maintenance & Repair Labor	0.00	
Other:	0.00	
Annual Operating Costs:	89.00	

Indicate the source of funding for on-going annual operating costs:

Department funds





**Part C: Incremental Labor Costs**

**OPERATOR:**

Indicate the key operator: Mike Renaldi and Peet Cocke

Is this in their current scope of duties? Yes

Indicate cost to train key operator (include in Initial Start-up Costs above): 0

Indicate amount of time per month key operator will use equipment: 24

**MAINTENANCE & REPAIRS:**

Indicate the person performing maintenance and repairs: Mike Renaldi or Peet Cocke

Is this in their current scope of duties? Yes


Indicate cost to train for maintenance and repairs: 0

Indicate amount of time per month maintenance will be required: 30 minutes

**SECTION 8: APPROVALS**

Funded requesters will be expected to respond to a brief RAC feedback survey by a requested deadline. Requests for computer-related equipment and printers must be reviewed by the LPC IT Department.


Signatures:

  
Requester

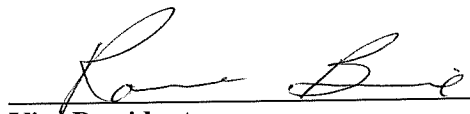
10/14/16  
Date

IT Department (if required)

\_\_\_\_\_  
Date

  
Dean/Manager

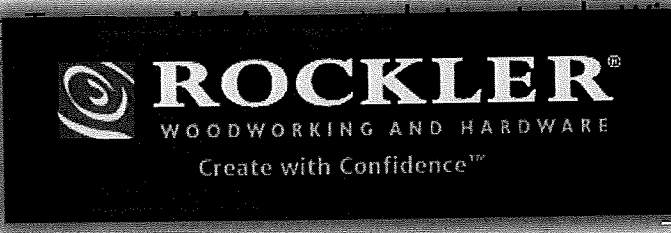
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Vice President

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