2012 Student Technology Fee (STF) Proposal Form

Title of Project: Fairhaven Recording Studio Update

Department/Organization: Fairhaven and CFPA

Name(s) of Project Applicant(s)

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Principal Contact:
Name Russell Fish Email: russ.fish@wwu.edu Phone 253.389.8805

Amount Requested for Project

Proposed Budget:
1. Equipment total $72,679
2. Plus site preparation (not STF funded) + $
3. Total Project Cost (spreadsheet total from part IV of this form, Total Project Budget) = $72,679
4. Less organization’s contribution – $0
5. Less site preparation – $0
6. STF Grant Request = $72,679

PREREQUISITES

1. Review the policies (two) and procedure (one) below for using lab fees to purchase equipment. You may decide that this route is more effective for funding your proposal.
   - POL-U1400.03 Establishing and Changing Course and Lab Fees
   - POL-U1400.04 Administering and Spending Course and Lab Fees
   - PRO-U1400.03A Establishing a Course or Lab Fee, or Changing the Amount or Purpose of an Existing Course or Lab Fee, Fixed or Variable

2. Read the updated STF Proposal Form and Instructions on the Student Technology Fee website.

Important Notes:
- As of 2009-10, the Student Technology Fee Committee no longer accepts proposals for computer lab upgrades. Existing computer labs are now upgraded on a rolling schedule, and the Student Technology Fee continues to fund these upgrades.
- THE STF Committee will only accept complete proposals by the announced deadline. Every section of the proposal must be addressed.
I. **Project Abstract**

Give an overview of the existing environment, and summarize the items being requested. Briefly explain how the requested technology will:

- improve *student access* to technological resources, and/or
- enhance the *quality* of the student academic experiences through the use of technology, and/or
- increase the *integration* of technology into the curriculum.

The Fairhaven Recording Studio currently serves as Western's primary student recording facility. Four formally instructed courses and numerous independent study projects utilize the studio for an approximate average of 12 hours per day, 9 out of 10 weeks of the quarter, fall through spring. The studio's limited Pro Tools HD system does not accurately reflect professional studio environments. A significant upgrade of select pieces of equipment must be integrated into the studio in order to better prepare Western students for the technical challenges they will face as successful professionals in the highly competitive field of audio recording.

In an effort to keep the recording studio in working order Fairhaven uses course fees for immediate, ongoing maintenance and small upgrades. The entire recording studio's budget is roughly $3,000 per quarter making larger upgrades and essential infrastructure changes impossible without STF funds.

The studio lacks technological resources on three essential fronts: professional outboard mastering processors, industry standard digital mixing plug-ins, and a significant upgrade to increase the functional capabilities of the studio's existing Pro Tools HD system (the industry standard computer based recording platform).

Additionally, for the first time Fairhaven audio courses will be integrated into a brand new minor for Western students. It would be fitting for this new academic benchmark to be christened with top-of-the-line equipment.

II. **Relationship to STF Objectives and Impact on Existing Academic Programs**

Describe your proposed project in detail. Tell us how it would provide positive benefits to specific courses or instructional programs.

1. From a *student perspective*:
   a. How would this project provide additional student *access* to technological resources?

   Many students have asked when Fairhaven will offer an audio mastering class. With the proposed Mastering Processors component of this grant the college will have the necessary infrastructure in place to offer this highly demanded course. A new mastering course will be offered through Fairhaven as a result of this new equipment.

   Additionally, course fees will be used to purchase a prox card system for the room that the
mastering processors and digital plug-ins will be used in order to help make it more accessible and secure for students.

b. How would this project broaden or enhance the quality of the student's academic experience through the proposed technology?

It should be noted that many recording students have stated that the Fairhaven Audio Recording courses provided their primary interest in attending WWU. To maintain the attractiveness of the program, the quality of equipment used to support the education must be improved. By equipping the studio with technologies like those in professional studios, students will be able to develop a broader understanding of the modern recording facility and be equipped with the necessary skills to make it in the real world.

Currently large student recording projects are unable to be fully accessed on our HD system because of its lack of processing power. The proposed upgrade will eliminate that problem and better emulate real world scenarios.

c. How would this project integrate technology into coursework?

The coursework within the Fairhaven recording classes is largely technical. Integrating many of the most common industry standard pieces of mastering equipment and digital plug-ins will be a fluid and simple task. Students will utilize new mastering processors, digital processors, and Pro Tools upgrades on a daily basis. Nearly every component of student work within the Fairhaven recording classes relies on the integration of technology into coursework.

2. From a faculty perspective, explain how this project will enhance your ability to help students meet their educational goals.

Many students enroll in the Fairhaven recording courses to learn the technical skills essential in becoming a successful audio recording engineer. Currently, the studio is not properly equipped to meet this desire with regards to the audio mastering process. Countless students have asked me when the studio's functionality and educational breadth will include mastering. Additionally many of the most commonly used digital audio plug-ins are missing from my student's educational experience. An adequate selection of the most common professional mastering processors, digital plug-ins, and an up to date Pro Tools system would vastly increase the breadth and relevance of course topics. As an instructor I look forward to working in a facility that does not regularly limit student development with regard to technology.

3. Will other departments be involved with this project? If so, please describe.

Students in the music department taking these Fairhaven courses will benefit greatly as the content will enhance their degree experience and be directly applicable to many post-graduate working situations. Furthermore, students in an eventual CFPA arts-tech degree program currently in development will possibly use these courses as an official requirement.

4. Has any part of this project previously been funded by the Student Technology Fee?

No ■ Yes □ Please describe:

III. Utilization

1. Please list the anticipated number of times and duration per each use—per quarter or per academic year—that the proposed technology would be used by students. The committee is
looking for the **total student hours** and the **total number of unique students** who would use the technology in that time period. Explain how you arrived at this utilization.

The Mastering Processors and Digital Plug-ins will be used by students in two Pro Tools based recording classes (Fair370P and 370Q) and independent study projects. Every piece of studio equipment will be available to students during classtimes, and recording sessions. This is an approximate average of 12 hours per day, 9 out of 10 weeks of every quarter during the academic year. The classes together seat about 24 students each quarter as well as 3-6 independent study project students each quarter. Summer quarter usually includes about 15-18 independent study project students.

The Pro Tools HD system upgrades will be used by the Pro Tools HD class (Fair370Q) and numerous independent study project students. As only upper level recording students utilize this equipment, it is used approximately 24 hours per week, 9 out of 10 weeks of every quarter (including Summer) during the academic year. The class seats about 12 students each quarter as well as 3-6 independent study project students each quarter (same as above less Fair 370P enrollment). Summer quarter usually includes about 15-18 independent study project students (same as above).

Students involved in the classes are historically a little less than 50% Fairhaven students and a little more than 50% main campus students according to enrollment data of 2009-2010. Students from just about every department on campus will use the equipment in this grant.

The hand-me-down gear the PAC would receive from Fairhaven as a result of this grant is operated by 5-6 interns but the recordings made in this studio represent the performances of hundreds of students and dozens of faculty and guest artists. These recordings become part of our students' portfolios and are also used for fundraisers and promotion for the music department and the CFPA.

### IV. Total Project Budget

This section details the estimated cost of the project. Include costs that would be covered—by your department or another source—for ongoing costs such as personnel or operating expenses.

To assist you in preparing your budget, please consult with relevant campus support departments (ATUS, Purchasing, Space Administration, etc.). For more information about these contacts, see the beginning of "II. STP Proposal Form and Instructions" on the STF website.

Please complete all of the following sections (attach Excel spreadsheet for any additional details).

**Note:** Spreadsheet totals should match the projected budget figures on page 1 of this proposal. (See box on page 1.)

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Item Cost</th>
<th>Total</th>
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<tbody>
<tr>
<td>Pro Tools HD upgrade</td>
<td>*</td>
<td>*</td>
<td>$43,412</td>
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</table>
We recognize your proposed budget as an estimate. Final funding for successful projects will be established after thorough technical review; some costs may need adjusting due to price changes. The STF Committee may impose special conditions on a project; see the STF Program Overview.

1. What funding or contributions are available from your department or other sources?

   Note: “Contribution” is defined as a monetary contribution. A vendor discount, for example, is not considered a contribution.

   The Fairhaven audio courses course fees, while limited, could contribute around $1,000-$3000 to this project.

2. Could this project be divided into discrete elements that could be funded separately?

   Note: A “no” response to this question creates an “all or nothing” proposal. That is, if the STF Committee decides against funding your entire proposal, it will not consider any elements for partial funding. If elements of a proposal could be funded separately, the applicant is responsible for prioritizing these elements before submitting the proposal.

   No □  Yes □ Please summarize and prioritize project segments with cost estimate for each segment.

   If necessary the three labs could be funded separately. Their order of priority from most important to least important is
   1. Pro Tools Upgrade
   2. Mastering Processors
   3. Digital Plug-ins

3. Are lab fees charged for any of the courses that will use this equipment?

   No □  Yes □ If yes, please note: The total funding requested from the Student Technology Fee must reflect the amount collected from course fees for equipment replacement and/or equipment acquisition. All proposals asking for course fees will be reviewed by the Academic Budget Office.
The course fees have already been reviewed by the Academic Budget Office and these fees are the only budget source that the recording studio has to draw from. Approximately 60% of the recording studios budget goes to purchase or maintain equipment.

V. Impact on Existing Resources

The proposal should address your project’s potential impact on existing resources. Special attention should be given to impact on data transmission networks (e.g., sources accessed, networking equipment, etc.), and personnel (e.g., staffing, administrative support, faculty support, etc.).

Any proposal that includes the replacement of computers should specifically address the feasibility and cost effectiveness of upgrading the computers rather than replacing the computers.

1. Describe how existing equipment is used. Contrast this to projected use if your project was funded.

Nearly every piece of equipment in the Fairhaven Recording studio is heavily used on a daily basis. With the addition of new equipment, students will have access to a wider selection of professional gear, less computer problems with the HD system, and a brand new audio mastering class. Use of equipment will be more evenly dispersed between pieces; enabling substantially longer equipment-life.

2. Is similar equipment or technology available elsewhere on campus—such as the Student Technology Center, Classroom Services, Video Services, Western Libraries, a college lab? If so, please describe why the existing equipment does not meet the needs outlined in this proposal.

No, it is not available anywhere else on campus.

3. If this project involves the replacement of equipment:

   a. Describe the “before and after” configuration changes. A spreadsheet reflecting these changes may be attached.

   The Fairhaven recording studio will be upgraded with a new Mac Pro and HD3 core system as well as numerous professional digital audio plug-ins.

   The Fairhaven Mixing suite will house the mastering processors, greatly increasing the functionality of the space and meeting the demands of current audio students. A new mastering course will be offered through Fairhaven as a result of this new equipment.

   Components from the current Pro Tools HD system and Mac Pro will be transferred to CFPA’s recording studio in PA 166. This studio is used to record, mix and master almost every concert in the Concert Hall and serves the entire Music Department. All student recitals, ensemble concerts, and many guest artists are recorded with this system. The current set-up is outdated and in dire need of an upgrade. A few additional pieces of gear will be purchased for PA 166 (see spreadsheet) to help accommodate the new system.

   With this grant PA 166 will be getting a very long-needed and high quality fix with the Fairhaven’s current Mac Pro and HD system. This grant will be effectively mobilizing two great Pro Tools HD systems (the proposed and current system) where they are very much needed. The music department lacks funds to purchase a new system for the PAC’s demanding recording needs. We feel that the system the PAC would receive from Fairhaven would be adequate for some years, and we propose this shift of assets as a nod to frugality in challenging econonic times as well as environmental stewardship.
b. Describe the costs and benefits of replacing vs. upgrading (if applicable).

N/A

4. Will this equipment be available to students outside your department?

No ☐ Yes ☑ If the proposed technology would be used by students outside of your department, please describe how they would gain access, how the availability of the equipment would be publicized, the hours/week when the equipment would be available, and any costs that would apply.

Access to the Fairhaven-based Pro Tools systems would be 24/7 to any student on campus. Additionally, all WWU students are eligible to take the FAIR370P, and FAIR 370Q class. Registration is advertised via the Western and Fairhaven College course catalogs as well as Classfinder. As stated above, according to the 2009/2010 academic year's enrollment lists, the majority of students utilizing Pro Tools Mixing Suite and Recording Studio were from WWU departments other than Fairhaven College. 17 Fairhaven students and 19 Non-Fairhaven students used the suite in 2009-2010.

Individual course fees are clearly posted in all registration advertisements listed above. These fees would only apply to students enrolled in the class.

5. Does this project involve the check-out of equipment to students?

No ☐ Yes ☑ If yes, please discuss whether or not the Student Technology Center could be assigned this task.

6. Does the department have adequate operating funds to provide ongoing maintenance and support?

No ☐ Yes ☑ Please describe.

Course fees provide adequate funds for maintenance and support only. Significant technological additions are not possible without aid. However, course fees will be available to fund the installation of a new prox card and alarm system on the mixing suite in order to increase security, accountability, and student accessibility with the new gear.

7. Does the department have adequate personnel funds to provide ongoing staff support for this project?

No ☐ Yes ☑ Please describe.

Continued classes and ISP's are taught 4 quarters per year by the Studio Coordinator.

VI. Space and Site Information

This section addresses any space alteration or site preparation necessary for the proposed project. Site alterations include painting, holes in walls, security systems, carpeting, construction, lighting changes, or conversion of a lab or office.

Special If this project requires any site preparation, or if this project uses any space not currently
Note: under your department’s control, you must submit a draft proposal to Space Administration by November 22, 2011. Space Administration and Facilities Management will conduct a site survey and respond back to you concerning project feasibility, cost, and schedule. The site survey response must be included in the final project proposal.

*Proposals for projects that involve any site preparation will be considered only after the required site surveys by Space Administration and Facilities Management have been completed.*

1. Location for installation of equipment or technology.

   FA 108 (Fairhaven Recording Studio)
   FA 113 (Fairhaven Mixing Suite)
   PA 166 (CFPA recording studio)

2. Would site modification be required?

   No [ ] Yes [ ] If yes, please describe (electrical, air, painting, lighting, security, network access, etc.).

3. Would this project use space not currently assigned to your department or area?

   No [ ] Yes [ ] Please describe.

**VII. Project Schedule**

This section describes your overall implementation schedule. Project awards will be announced by the end of spring quarter. It is anticipated that projects will be substantially completed by the end of the calendar year. If there is any site preparation involved, please align your project schedule with the schedule provided by Space Administration and Facilities Management.

Any new equipment must be received by September 2012 to allow adequate time for Studio Coordinator to perform installation and configuration.

**VIII. Constraints**

This section should list any external or internal factors that could affect your project schedule, project objectives, or the project budget (e.g., if external approval is required for curricular changes, or if funding must be received by a certain date).

1. Please describe any constraints to this project.

   None

**IX. External Funding**

This section must be completed for any projects over $100,000. For project budgets of this scale, the applicant should investigate opportunities for obtaining external funding for all or part of the proposed project.
1. Describe the external organization(s) able to provide funding in support of this project.
   N/A

2. Describe the funding cycle for these requests (submission dates, projected award dates).
   N/A

3. Indicate the amount of external funding that would be requested.
   N/A

4. In cases where joint funding is requested, what will happen if the Student Technology Fee award is made and the external grant is not awarded?
   N/A

5. Has a grant proposal already been submitted for all or part of the proposed Student Technology Fee project?
   N/A
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<th>Item</th>
<th>Quantity</th>
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<td>Waves Grand Masters Bundle (native)</td>
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