Project Title: Music Instruction Technology (MIT) Lab Software Expansion and Upgrades

Department/Organization: Music
Project Applicant(s):
Principal Contact:
   Name: Bruce Hamilton   MS   Email: Bruce.Hamilton@wwu.edu   Phone: 3711
Others
   Name: Christopher Bianco MS: 9107   Email: Christopher.Bianco@wwu.edu   Phone: 3404
   Name: Mark Miyake MS: 9118   Email: Mark.Miyake@wwu.edu   Phone: 3140

Amount Requested for Project

   Proposed Budget:
   1. Equipment total $11,195
   2. Plus site preparation (not STF funded) + $
   3. Total Project Cost (spreadsheet total from part III of this form, Total Project Budget) = $
   4. Less organization’s contribution – $
   5. Less site preparation – $
   6. STF Grant Request = $11,195

IMPORTANT NOTE

1. THE STF Committee will accept only complete proposals by the announced deadline. Every section (I–VIII) and all items of this proposal format must be addressed.

I. Relationship to STF Objectives / Impact on Current Academic Programs

The STF Committee will use as its primary assessment criteria the three objectives—quality, access, and integration—defined in the STF mission (above). Given this criteria, describe your proposed project in detail.

1. Tell us—focusing on what the students would gain from the project—how the project would provide positive benefits to specific courses or instructional programs. Specifically, answer at least one of a, b, and c below:

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

      Installing the latest versions of innovative music software in the Music Instruction Technology (MIT) Lab of the Performing Arts Center fulfills the STF mission objective of broadening and enhancing the academic experience by giving students the tools they need to be creative and on
the cutting edge of the technology that can help them succeed in their professional and artistic ambitions. Because the Music Department has not been able to afford updating many of the applications in the MIT Lab for three or more years, students may not currently have access to music software that is compatible with what is being used in many other educational and vocational institutions right now.

b. How would this project **provide additional student access** to technological resources?

The MIT Lab in the Performing Arts Center provides students with software that is not available anywhere else on campus. The lab is used heavily by students taking classes in the Music Department and in Fairhaven College and is crucial to the continued success of the Electroacoustic and Audio Technology programs those departments provide. In addition to the classes in the lab that make specific use of programs like Finale, Reason, and Max, the lab is open for general student use on weekdays when the quarter is in session. Ableton Live, which is a considerably different digital audio workstation than Reason, is extremely popular with students, many whom can't afford to own it. The new application Dorico would be an exciting new avenue for our music notation needs alongside standard applications like Finale and Sibelius.

c. How would this project **increase integration** of technology into coursework?

This project will increase the integration of technology into the curriculum by allowing students to learn current techniques and methods available with the latest software that differ substantially from the older software currently available in the MIT lab. Students who are studying music composition, performance, history, theory, and education would benefit academically from upgrades to music notation software Finale 2014 to the latest version of **Finale 25**. Additionally, we plan to purchase some licenses to install and run a new and innovative music notation program called **Dorico**. Many of these same students, in addition to students from across campus, also take courses as part of the Electroacoustic Music program such as **Introduction to Electroacoustic Music**, **Computer Music Seminar**, and **Electroacoustic Music**. Upgrading interactive computer music programming software like Max 7 (2014) to **Max 8** (2018), and Digital Audio Workstation software like Ableton Live 8 (Lite version, 2011) to **Ableton Live 10** (Standard version, 2018) directly enhances the academic quality for students in these classes. A Fairhaven College class—part of their Audio Technology program—on the Virtual Synthesizer and Digital Audio Workstation program, **Reason**, would also benefit greatly from upgrading version 5 (2010) to version 10 (2018). The latest full versions of Reason and Ableton Live also would allow for curricular expansion in the next few years, something that is potentially feasible with anticipated faculty hires.

2. Would other departments be involved with this project?

   - No  **Yes**  If yes, describe.

   Co-sponsors for the project include Assistant Professor Mark Miyake and Instructors Russ Fish and Steven Sehman in the Audio Technology, Music and Society program of Fairhaven College.

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

   - No  **Yes**  If yes, describe.

   The lab itself was initiated in a 1998 STF grant. Since then it has been upgraded with a combination of department funds, college/donor funds, and STF grant & standard computer upgrade funds.

4. Is the proposed project a pilot project?

   - No  **Yes**
II. Utilization

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

Based on the classes that directly use the computer lab (MUS 230 Introduction to Electroacoustic Music, MUS 232 Computer Music Seminar, MUS 328 Technology for Music Educators, Fairhaven 380A Music Production Using Reason) we estimate 50 students who use the MIT Lab approximately 50 hours each per academic year. When paired with countless music students who are working on recitals and/or are in classes such as theory, composition, history, orchestration, and instrument/voice lessons, as well as students from elsewhere on campus who can make use of the software that is available throughout the academic year when a class is not in session, there are possibly 150 total students spending perhaps 2800 total hours in the MIT lab per academic year.

III. Project Budget

This section details the estimated total 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.

1. For assistance in preparing your budget, please consult with relevant campus support departments (Academic Technology & User Services, Budget Office, Purchasing, Space Administration, etc.).

2. For more information about these contacts and helpful tools/links: from the STF website home page (http://www.wwu.edu/stf), choose “STF Tech Initiatives” on sidebar, then section “II. Tech Initiatives Instructions and Forms.”

Attach an Excel spreadsheet if you have additional details.

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Item Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upgrade from Reason 5 to Reason 10</td>
<td></td>
<td></td>
<td>$1200.00</td>
</tr>
<tr>
<td>Upgrade from Max 7 to Max 8</td>
<td>12</td>
<td>$111.00</td>
<td>$1332.00</td>
</tr>
<tr>
<td>Upgrade from Finale 2014 to Finale 25</td>
<td>20</td>
<td>$70.00</td>
<td>$1400.00</td>
</tr>
<tr>
<td>Upgrade from Ableton Live 8 to Ableton Live 10</td>
<td>15</td>
<td>$229.00</td>
<td>$3435.00</td>
</tr>
<tr>
<td>Purchase Dorico</td>
<td>8</td>
<td>$329.00</td>
<td>$2632.00</td>
</tr>
</tbody>
</table>

Subtotal                                                                 $9999.00

Allowance for price increases (3% of subtotal)         $300.00

Shipping (taxable)                                             n/a
**Important Notes from the STF Committee:**

- 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.
- We recommend that you include a 3 percent cushion to allow for price increases.
- We may impose special conditions on a proposal before approval. See STF Proposal Guidelines.
- Funding is not provided directly to departments for purchases. All purchasing is done via the Office of the VPIT/CIO and savings are retained in the Student Technology Fee fund.

3. 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 department will continue with basic maintenance.

4. 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 could be funded separately, the applicant is responsible for prioritizing them before submitting the proposal.

   - **No**
   - **Yes**

   If yes, summarize and prioritize project elements with cost estimate for each.

   The project elements have the following priority:
   1. Upgrade Reason 5 to Reason 10 - $1200.00
   2. Upgrade Finale 2014 to Finale 25 - $1400.00
   3. Upgrade Max 7 to Max 8 - $1332.00
   4. Upgrade Ableton Live 8 to Ableton Live 10 - $3435.00
   5. Purchase Dorico - $2632.00

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

   - **No**
   - **Yes**

   If yes, describe. **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.

**IV. Impact on Existing Resources**

Your proposal must address the project’s potential impact on existing resources. Give special attention to the impact on data transmission networks (e.g., sources accessed, networking equipment, etc.), and personnel (e.g., staffing, administrative support, faculty support, etc.).
1. Describe how existing equipment is used. Contrast this to projected use if your project were funded.

The existing software is used in a computer lab containing 15 iMac computers. This project should not change anything other than the use of updated and/or new software.

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?

   No    Yes

   If yes, describe why the existing equipment does not meet the needs outlined in this proposal.

3. If this project involves the replacement of equipment, including computers:

   a. Describe the “before and after” configuration changes. (A spreadsheet reflecting these changes may be attached.) Or, write “N/A.”

      N/A

   b. Describe the costs and benefits of replacing vs. upgrading. Or, write “N/A.”

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

   No    Yes

   If students outside of your department would use the proposed technology, describe how they would gain access, how equipment availability would be publicized, the hours/week when equipment would be available, and any costs that would apply.

   Students outside of the department can gain access to the MIT Lab whenever a class is not in session during weekdays when the quarter is in session. If the MIT Lab is not open during one of those times, students can contact the Music Office to get access to a code for a key box on the door containing a key to the lab.

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

   No    Yes

   If yes, discuss whether or not the Student Technology Center/ATUS Loan Pool could be assigned this task.

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

   No    Yes

   If yes, describe.

   DRAC funds can allow for basic updates and supplies, along with the automatic computer upgrades.

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

   No    Yes

   If yes, describe.

   We have lab monitors (work study) and instructors, the latter who can keep things running smoothly.
V. 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 Note: If this project would require any site preparation, or if this project would use any space not currently under your department’s control:

a. You must submit a draft proposal to Space Administration by March 12, 2018.

b. Space Administration and Facilities Management will then conduct a site survey and respond to you by March 23, 2018 about project feasibility, cost, and schedule.

c. You must include the site survey response with your final proposal.

1. Location for installation of equipment or technology:

Music Instruction Technology (MIT) Lab, PA 168

2. Would site modification be required?

No Yes If yes, describe the modifications (e.g., electrical, air, painting, lighting, security, network access, etc.).

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

No Yes If yes, describe.

VI. Project Schedule

Describe your overall implementation schedule. (Remember that project awards are announced during spring quarter, and that projects are to be substantially completed by the end of the calendar year.) If any site preparation is involved (see section VI above), align your project schedule with the schedule provided by Space Administration and Facilities Management.

If this project were to be funded, our goal would be to have all of the software updated by the start of Fall Quarter 2018.

VII. Constraints

List or describe any external or internal factors/constraints 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).

Two small, main constraints may present themselves, possibly affecting the schedule or the project budget of this project. One would be if the purchasing of the licenses for upgrade/installing gets held up in anyway by the companies they would be purchased from. This might be due to a change from the estimated cost of the educational licenses we are seeking. The second would be the schedule of people available who can install the software.
VIII. Submitting the Proposal

1. Make sure your proposal does not exceed 12 pages (not including Tech Initiatives Summary Sheet).

2. Complete top portion of a 2018 Tech Initiatives Proposal Summary Sheet for the front of the proposal.

3. Electronically submit the proposal (Word version only) and the summary sheet (Word or PDF version) for prioritizing:
   
   a. Students: Submit by April 2 to AS VP for Academic Affairs at asvp.academics@wwu.edu.

   b. Faculty and staff: Submit by internal due date, per your unit’s process, which must be before proposal due date of April 4.

   Note: Step 4 is for the individuals prioritizing the submitted proposals.

4. Submit prioritized proposals:

   a. (student proposals) AS VP for Academic Affairs:

      i. Ensure AS President approval and priority are on Summary Sheet.

      ii. Email proposal (Word version only) and summary sheet (PDF only) to diane.bateman@wwu.edu (the STF Committee secretary) no later than April 4.

   b. (employee proposals) College Dean/unit head:

      i. Ensure appropriate approvals and priority are on Summary Sheet.

      ii. Email proposal (Word version only) and summary sheet (PDF only) to diane.bateman@wwu.edu (the STF Committee secretary) no later than April 4.

   Note: Paper copies of proposals are no longer required; please do not send.