

2014.001

STUDENT TECHNOLOGY  
GRANT PROPOSALS  
2013 - 2014

TRACY BROWN: ACCEPTED  \_\_\_\_\_ OPPOSED: \_\_\_\_\_

COMMENTS: N/A

SIGNATURE: [Signature] DATE: 3/11/14

HEATH FITTS: ACCEPTED \_\_\_\_\_ OPPOSED: \_\_\_\_\_

COMMENTS: N/A

SIGNATURE: Heath Fitts DATE: 3/7/14

SHAWN PARR: ACCEPTED  \_\_\_\_\_ OPPOSED:  \_\_\_\_\_

COMMENTS: N/A

SIGNATURE: [Signature] DATE: 3/10/14

CHRIS PARISH: ACCEPTED  \_\_\_\_\_ OPPOSED: \_\_\_\_\_

COMMENTS: N/A

SIGNATURE: Chris Parish DATE: 3/10/14

BRANDON CRAIG: ACCEPTED  \_\_\_\_\_ OPPOSED: \_\_\_\_\_

COMMENTS: N/A

SIGNATURE: Brandon Craig DATE: 3/10/14

RON WRIGHT: ACCEPTED \_\_\_\_\_ OPPOSED:  \_\_\_\_\_

COMMENTS: would need clarification on how the meets  
criteria for Tech Fee Funding

SIGNATURE: [Signature] DATE: 3.13.14

2014.001

FF

Student Technology Fee  
Grant Proposal Request Form  
Fiscal Year 2013-14  
Northwestern State University of Louisiana

**ALL BLANKS MUST BE FILLED COMPLETELY**

Prepared by:  Jessica Parr  For:  Theatre Department

Department/Unit:  Theatre  College:  CAPA  Campus:  Natchitoches

Which NSTEP Goals/Objectives does this project meet?  1, 2, 3, 8, 9

Requested equipment will be located/installed/housed? Building  25  Room  127

Does the department requesting funding receive lab fees? (circle one)  YES  NO

Are department property policies and procedures in place for requested equipment?  Yes

Which individual will be responsible for property control of the requested equipment?

Signature:  [Signature]  Date:  2-10-14

Proposal Requested Amount: \$  \$ 2169.89  Budget Attached (circle one):  YES  NO

Proposal delivered to Student Technology located in Watson Library, Room 113. Date  2-10-14

**The proposal must include all specifications, description, model number, quotation, cost, state contract number, and vendor for each item. If the proposal does not include all requested information, it will be returned.**

1. Describe target audience.

Theatre Majors and Minors are the primary target audience – especially those earning a BS in Theatre with a Design / Tech concentration

Secondly, Student Audience members who attend NSU Theatre productions

The professional dress forms will be used in the following classes:

- THEA 2030 – Applied Theatre - Costumes for all NSU Theatre and Dance productions are constructed by Applied Theatre students. This class is taken by all theatre majors every semester sophomore through senior year. Therefore, this equipment will be available to all theatre students throughout their college careers
- THEA 3340 - Costume Construction - Students will use the forms for beginning level fitting and patterning

- THEA 3360 - Advanced Costume Construction - This class focuses on patterning techniques and will use the forms throughout the semester
- THEA 4270 – Special Problems in Theatre Design / Tech - This is an independent study course students take to study advanced patterning and draping techniques

These individual students will benefit from this new technology:

- Student performers in NSU Theatre and Dance productions will benefit from the costumes produced with the new equipment - Approximately 120 student performers appear on NSU's stage every semester between theatre productions, dance productions, and the Christmas Gala
- Student Costume Shop Workers will benefit from better equipment
- Student Costume designers will benefit from increased patterning capabilities
- Students designing for both NSU's Mainstage Season and the student produced Second Season will be able to use this equipment
- Approximately 50% of all Mainstage design positions and 100% of Second Season design positions are filled by students
- Students who attend Theatre Productions as audience members benefit from the improved production values

**2. Describe project/initiative for which you are requesting funds.**

This project will provide professional grade dress forms for the Theatre / Dance Department to improve costuming techniques in productions throughout the year, and to provide current technology in the classroom. Professional grade dress forms, like the kind seen on *Project Runway*, are necessary for the patterning technique called draping. Draping is the industry standard for patterning in both the entertainment industry and the garment industry, and cannot be done on the cheap dress forms from the fabric store. We currently do not have enough professional dress forms to teach draping to an entire class. Our oldest form dates from 1970, and we have zero full body forms.

**3. State measurable objectives that will be used to determine the impact/effectiveness of the project.**

Objective 1. Improve the theatre curriculum, and the technology available in the class room

Objective 2. Improve our students' education, broaden their production experience, and make our students more competitive in the job market

**4. Indicate how each project objective will be evaluated.**

Objective 1 will be evaluated by the equipment's use in the class room

Objective 2 will be evaluated in two ways

- Student designers, drapers, stitchers, performers, and wardrobe crews utilizing the equipment for NSU Theatre and Dance productions
- Improved student portfolios and resumes - which are reviewed each spring for all

design / tech students

5. If funded, which NSTEP <http://www.nsula.edu/nstep/NSTEP.pdf> objective(s) will this funding of this project advance? How will funding of the project advance the University and College/unit technology plan?

Objective 1. To improve access to technology by students, faculty, and staff at Northwestern State University.

This equipment will give students access to current technology

Objective 2. To provide classrooms with updated technology and multimedia.

This technology will be used for 4 different courses, and enable us to teach the draping methods currently used in the industry

Objective 3. To upgrade laboratories with modern technology.

The Costume Shop is the laboratory where theatre students experiment and create new theatre designs and productions. This project provides technology currently used in the performance and garment industry, but unavailable to NSU students.

Objective 8. To encourage innovation and research.

This equipment enables student designers and workers to create new draping techniques, patterning techniques, and costumes for the stage as the culmination of their research and design

Objective 9. To maintenance support of hardware and software upgrades, new hardware and software for specialized functions, training for technical support personnel.

This equipment provides a specialized function not supported by our current Student Lab Fees

This equipment's use both in the classroom and in production fulfills two objectives of the Theatre Dept. technology plan.

Objective 1. Improve the theatre curriculum, and the technology available in the class room  
Objective 2. Improve our students' education, broaden their production experience, and make our students more competitive in the job market

6. Provide a justification for funding of this project. Estimate the number of student that will be served per academic year and in what ways. Please indicate also any unique needs of the target

group.

The proposed equipment enhances the Theatre Department in several ways:

Strengthens our curriculum by expanding the technology used in 4 different Theatre courses  
Improves our Mainstage and Second Season productions by improving the Costumes used in each

Enhances our facilities, which enables the Theatre Department to recruit better students, and graduate students with the skills and abilities expected in the professional world of theatre

Approximate Number of students served per academic year:

Students assigned a position on a Mainstage Productions –80 per show – 400 positions per year

Students involved in Second Season Productions – 25 per show – 125 per year

Students taking classes utilizing the equipment– 130 per year

Students in the audience – 1000 per production – 5000 per year

7. List those individuals who will be responsible for the implementation of the project/initiative and indicate their demonstrated abilities to accomplish the objectives of the project.

Jessica Parr – Asso. Professor - Costume Design

Will teach the following classes that utilize this equipment

THEA 3340 - Costume Construction

THEA 3360 - Advanced Costume Construction

THEA 2030 – Applied Theatre

THEA 4270 – Special Problems in Theatre Design / Tech

Will advise and oversee all student designers for both the Mainstage Season and the Second Season

Jessica Parr holds a terminal degree in Theatre Design and Technology, which certifies her competency.

8. Describe any personnel (technical or otherwise) required to support the project/initiative.

None

9. Provide a schedule for implementation and evaluation.

April 2014 – Order Equipment

May 2014 – Install equipment

June 2014 – Equipment is ready for use in class and theatre productions

Evaluation:

Students using the equipment for Class will be tracked through their course work

Students using the equipment for a Mainstage or Second Season Production will be monitored

10. Estimate the expected life of hardware and software. Explain any anticipated equipment/software upgrades during the next five years.

This equipment should last for 10 years, with no equipment / software upgrades.

11. Explain in detail a plan and policy that will be in place to ensure property security/controls for any equipment received through a Student Technology Fee.

If you are requesting equipment that will be either/or checkout to students or moved within the department, you must provide a checkout/loan policy.

The equipment will be locked in the costume shop which is locked whenever not in use. The equipment will only be used in a supervised situation such as class, work calls, shop hours, or stage productions.

12. Does the department that is requesting equipment receive lab fees? If so, please provide a justification for requesting funds from tech fee funds over using lab fees from your department.

The Theatre Department does receive lab fees, but they are used for our Student Computer Lab. This project provides equipment with a specialized function, and fulfills the goals of NSTEP Objective 9

13. Attach a detailed budget.

See Attachment

14. Attach two (2) letters of support for the project from the following individuals: the requesting department's Dean, the appropriate Vice President or for student request, the SGA President from the requesting campus.

Sales Order

PGM-Pro, Inc.  
 5041 Heintz St.  
 Baldwin Park, CA 91706  
 www.pgmdressform.com

Date	S.O. No.
9/13/2013	2119

Name / Address
Jessica Parr 140 Central Ave Natchitoches, LA 71457 parrj@nsula.edu

Ship To
Jessica Parr 140 Central Ave Natchitoches, LA 71457 parrj@nsula.edu

P.O. No.	Terms	Rep	Ship Via
Jessica Parr	Credit Card	BY	UPS-Ground

Ordered	Item	Description	Rate	Amount
1	607-42	Men Form with Hip (Industry Pro)	399.00	399.00
1	608-40 Men ...	Men Full Form (Industry Pro)	660.00	660.00
1	601-14 ( Ne...	Lady form with Hip(Industry Pro)	439.00	439.00
1	605A-10	Ladies Full Body Form ( Industry Professional)	660.00	660.00
1	606A-10 Left...	Left Arm size 10	55.00	55.00
1	606A-10 Rig...	Right Arm size 10	55.00	55.00
1	606A-14 Left...	Left Arm size 14	55.00	55.00
1	606A-14 Rig...	Right Arm size 14	55.00	55.00
		Subtotal		2,378.00
	DISCOUNT	Education DISCOUNT	-20.00%	-475.60
		Subtotal		1,902.40
	Shipping-UPS	UPS Commercial Ground #1ZA0W05703	267.46	267.46
	Shipping-UPS	UPS Commercial Ground #1ZA0W05703	0.00	0.00
	Shipping-UPS	UPS Commercial Ground #1ZA0W05703	0.00	0.00
	Shipping-UPS	UPS Commercial Ground #1ZA0W05703	0.00	0.00
		Los Angeles Sales Tax	9.00%	0.00
<b>Total</b>				<b>\$2,169.86</b>

Signature \_\_\_\_\_



# NORTHWESTERN STATE

College of Arts, Letters, Graduate Studies and Research  
Office of the Dean

128 Caspari Hall  
Natchitoches, LA 71497  
O 318.357.4330  
F 318.357.4255  
liberalarts.nsula.edu

The Graduate  
School  
(318) 357-5851

Louisiana  
Scholars' College  
318-357-4577

School of  
Creative and  
Performing Arts  
318-357-4522

Department of  
Criminal Justice,  
History and  
Social Sciences  
318-357-6967

Department of  
Social Work  
318-357-5493

Department of  
Language and  
Communication  
318-357-6272

Department of  
Psychology  
318-357-6594

February 5, 2014

Dear Student Technology Grant Committee:

Please accept my support for Ms. Parr's proposal to upgrade NSU's Theatre Department with professional quality dress forms. Currently, our student costumers do not have adequate equipment to learn pattern draping, a staple of the entertainment industry. Students will use this equipment in four different classes as well as numerous theatre and dance productions throughout the year; they will greatly benefit from modern technology.

Many NSTEP Objectives are fulfilled through this proposal which updates technology used in the classroom, improves student access to technology, but one of the most important objectives it fulfills is Objective 9:

**Objective 9. To maintenance support of hardware and software upgrades, new hardware and software for specialized functions, training for technical support personnel.**

Pattern draping is definitely a specialized function. Theatre Department's lab fees are currently used to support the student computer lab making this project an excellent candidate for the Student Technology Grant.

Sincerely,

Steven G. Horton, PhD.  
Vice Provost and Dean



**NORTHWESTERN STATE  
University of Louisiana**

Natchitoches, LA 71497

**Mrs. H. D. Dear, Sr. and Alice E. Dear  
School of Creative and Performing Arts**

Music (318) 357-4522  
Art (318) 357-5744  
Theatre (318) 357-4483  
FAX (318) 357-5906

February 10, 2014

Dear Student Technology Grant Committee:

Please consider Ms. Parr's proposal to equip NSU's Theatre Department with professional grade dress forms. It is important our theatre students work with equipment currently used in their industry, and this grant will enable them to do so. This equipment will be used by students both, in the classroom, and to create the costumes for NSU's productions.

Several NSTEP Objectives are fulfilled through this proposal:

Objective 1. To improve access to technology by students, faculty, and staff at Northwestern State University.

Objective 2. To provide classrooms with updated technology and multimedia.

Objective 3. To upgrade laboratories with modern technology.

Objective 8. To encourage innovation and research.

Objective 9. To maintenance support of hardware and software upgrades, new hardware and software for specialized functions, training for technical support personnel.

The Theatre Department's current lab fees are dedicated to their student computer lab, so Objective 9's goal to upgrade hardware for specialized functions is particularly appropriate.

Sincerely,

Dr. Greg Handel  
Director Creative and Performing Arts