

INSTRUCTIONAL EQUIPMENT REQUEST  
2017-2018

Internal Use  
IE #: FALL - 09  
Total \$: 1,340.06

Requester Name: Peet Cocke Division Name: Theatre Arts

SECTION 1: SUMMARY INFORMATION

**Brief Title of the Request:**

Flammables cabinet

Equipment Location Building: L4000 Room: 4125

Location Comments:

*Peet*  
*(2)*

## SECTION 2: EQUIPMENT DESCRIPTION (contd)

**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 UFC (Uniform Fire Code) requires the flammables cabinet be secured and have self-closing doors.

## SECTION 2: EQUIPMENT DESCRIPTION

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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:**

Our current flammables cabinet is inadequate and out of compliance with safety standards, which require that said cabinet be lockable and self-closing. Our current cabinet can do neither of these, moreover is too small to accommodate all of the items which should be stored in the cabinet.

## **SECTION 4: EDUCATIONAL ITEMS – PROGRAM REVIEW**

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**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:**

There isn't a place in the Program Review for this level of specificity.

### 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:**

- ❖ **Accreditation:** Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ **Curriculum:** Provide necessary institutional support for curriculum development and maintenance.
- ❖ **Tutoring Services:** Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ **Professional Development:** Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

#### **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. Skills with this foundation technical theatre level equipment will be expected in either an academic or work environment.

This equipment supports the planning priorities through curriculum development and maintenance and through supporting student success in CTE and transfer courses.

## **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:

1. Recognize and use backstage and shop terminology, tools, materials and techniques
2. Work collaboratively with designers, technicians, and other theatre personnel. Specifically with this outcome as the students will likely always be working with multiple partners when charged with scenic painting.

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

There is a de-emphasis in developing skills in scenic painting.

## **SECTION 5: TEACHING AND LEARNING**

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

This equipment will provide exposure and practical experience in the process of instruction in scene shop safety and foundational scenic painting found in a technical theatre shop.

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

Students are completely inexperienced in the safe use of painting and solvent materials, this cabinet is a basic tool found in any scenic construction environment, and it is essential students understand its function.

**Each academic year, this equipment will impact: 5 \_\_\_\_ # of classes/sections 16 \_\_\_\_ # of students**

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.)

N/A

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

This equipment is an upgrade primarily for safety compliance, however since the unit has a 12-year warranty it should be expected to last beyond the warranty period.



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

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

Equipment comes with a 12 year warranty.

**If new storage is needed what are the storage requirements, location requirements, and costs associated with the new equipment: (NOTE: Specific storage costs should be detailed in the "Part A: Initial Start-up Costs" section below.)**

N/A

**If this equipment replaces old equipment but the old equipment will not be retired, are there on-going storage requirements, location requirements, and costs associated with the old equipment? If so, provide details.**

The old equipment will repurposed.

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

N/A

**Part C: Incremental Labor Costs**

**OPERATOR:**

Indicate the key operator: Mike Renaldi, 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: 0

**MAINTENANCE & REPAIRS:**

Indicate the person performing maintenance and repairs: Mike Renaldi

Is this in their current scope of duties? Yes

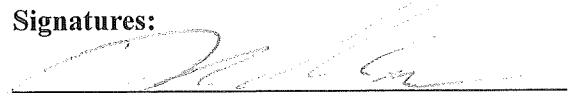
Indicate cost to train for maintenance and repairs: 0

Indicate amount of time per month maintenance will be required: 0

**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:

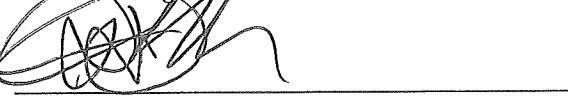
  
Requester

11/6/17  
Date

IT Department (if required)  
\_\_\_\_\_  
Date

  
Dean/Manager

\_\_\_\_\_  
Date

  
Vice President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	1169	
Taxes (9.5%)	111.06	
Shipping or Delivery Charge	60.00	
Installation Costs *	0	
Miscellaneous Costs:	0	
Facilities Modifications	0	
Operator Training	0	
Maintenance & Repair Training	0	
Storage	0	
Other:	0	
Vendor Discount	0	
<b>Grand Total:</b>	<b>\$1,340.06</b>	

\*For items requiring installation, requesters are required to check with District Purchasing (Victoria Lamica) regarding District policies.

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

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance	0	
Estimated Parts Replacement Per Year	0	
Outside Standardization or Calibration Costs	0	
Storage Costs	0	
New Supply Costs	0	
Miscellaneous Costs:	0	
Maintenance & Repair Labor	0	
Other:	0	
<b>Annual Operating Costs:</b>	<b>0</b>	

