

## **SAAH Equipment Check Out Procedure: Fall 2020**

The following document outlines the way in which equipment check out will occur for the Fall 2020 semester. Equipment checkout for Moving Image and Photography has been relocated to room 3206 AEH. Telephone number is 312-413-8319.

### **Photo Equipment:**

Access:

- MFA- Full Range of Equipment(list in drive)
- BFA Thesis- Full Range of Equipment(list in drive)
- IDEA 410-Full Range of Equipment(list in drive)
- ART 362- Full Range of Equipment(list in drive)
- ART 260- Full Range of Equipment(list in drive)
- ART Ed- Based on need and arrangement made with instructor
- IDEA-Based on need and arrangement made with instructor

Procedure: Prior to week 2 (when set schedule is made) equipment check out will be made by setting an appointment with chris markin([cmarki1@uic.edu](mailto:cmarki1@uic.edu))

### **Moving Image Equipment:**

Access:

- MFA- Full Range of Equipment(list in drive)
- BFA Thesis- Full Range of Equipment(list in drive)
- IDEA 410-Full Range of Equipment(list in drive)
- ART 372- Full Range of Equipment(list in drive)
- ART 270- Full Range of Equipment per instructor authorization(list in drive)
- ART 170- Basic level equipment (list in drive)
- ART Ed- Art Ed video equipment and accessories per instructor
- IDEA-Based on need and arrangement made with instructor

Procedure: Prior to week 2 (when set schedule is made) equipment check out will be made by appointment with Paul Dickinson ([pdickins@uic.edu](mailto:pdickins@uic.edu))

### **Studio Arts Equipment:**

Access:

- MFA- Full Range of Equipment (1 Week Overnight Granted)
- BFA Thesis- Limited Range of Equipment (1 Week Overnight Granted)
- ART 140 - Limited Range of Hand Tools (Day Check Out Only)
- ART 240 - Limited Range of Hand Tools ( Day Check Out Only)

**Procedure:** 3 Day Overnight Prior Notice equipment check out will be made by appointment with Matt Mancini ([mmancini@uic.edu](mailto:mmancini@uic.edu)). No appointment needed for day only hand tool check out.