

Augusta University

Policy Library

Mandatory Student Device Ownership

Policy Manager: Office of Academic Affairs

POLICY STATEMENT

Academic Programs may require mandatory student ownership of laptops and hand-held devices if these tools serve as an indispensable and valued asset to the educational experience of the student. Student ownership must be determined at the Program level for the purpose of being included in the cost of attendance. Adequate and appropriate utilization of the device must be incorporated into the curriculum if mandatory ownership is required. Associated costs of these technologies should be eligible for inclusion into the student cost of attendance. Minimum standards must be defined in conjunction with Information Technology Services as requisite for the actual device(s). All academic degree programs are eligible. This policy outlines the procedures to be followed by an academic program requesting mandatory student ownership of laptops and hand-held devices.

Augusta University recognizes that the use of laptops and hand-held devices may serve as an indispensable asset to the didactic and clinical education of the student. The hand-held devices must be of a consistent minimum standard for the educational applications to be supported by the devices. Associated costs of these devices should be eligible for inclusion into the student's cost of attendance and meet the compliance standards for which the institution is accountable.

AFFECTED STAKEHOLDERS

Indicate all entities and persons within the Enterprise that are affected by this policy:

- Alumni Faculty Graduate Students Health Professional Students
 Staff Undergraduate Students Vendors/Contractors Visitors
 Other:

DEFINITIONS

Hand-held device

Refers to a pocket-sized, mobile computing device, typically using a small visual display screen for user output and a miniaturized keyboard for user input. In the case of the personal digital assistant (PDA) as well as some "smartphones," the input and output are combined into a touch-screen interface.

Laptop computer

A laptop computer or simply laptop (also notebook computer or notebook) is a small mobile computer, usually weighing 2.2 to 12 pounds (1 to 6 kilograms), depending on size, materials, and other factors. Laptops contain components that are similar to their desktop counterparts and perform the same functions, but are miniaturized and optimized for mobile use and efficient power consumption. Students are permitted to use these systems to take notes, write papers, and perform other college-related activities.

PROCESS & PROCEDURES

Any academic program wishing to require its majors to own a laptop and/or a handheld device that meet minimum standards of functionality must submit a request to the Vice Provost for Instruction that meets the specifications outlined below:

1. The faculty of an academic program that wish to initiate mandatory student ownership of a device will forward a recommendation to their Department or Program Chair outlining how such a device is needed to support the programs curriculum.
2. The Chair will work with IT to identify the Minimum standards of functionality such mandatory devices would need to meet and the relative cost to students associated with their acquisition. Once this information has been obtained the chair will forward the recommendation to the Dean of their school for approval.
3. If the Dean believes that the request meets all requirements identified below the Dean shall forward the recommendation along with all supporting material to the Vice Provost for Instruction for consideration.
4. The Vice Provost (or designee) will then review the application to ensure that the proposed educational application achieves the academic and curricular requirements outlined in this policy.
5. If approved, the Vice Provost of Instruction will forward the request to the AVP of Academic & Research Technology who will ensure that the technology requested feasibly meets the stated objectives in the request and can be supported by Information Technology Services.
6. If the Vice Provost instruction and the AVP of Academic & Research Technology both support the proposal the Vice Provost for Instruction will present a formal recommendation to the Provost for final approval and implementation.
7. Upon approval by the Provost the academic program must update all catalog statements to reflect the mandatory device requirements and the device specifications.

When submitting a proposal or reviewing a proposal for approval the following factors are to be considered:

- In thoughtful consideration of cost-containment for higher education, these technologies must serve as an indispensable and valued asset to the educational experience of the student. Therefore, adequate and appropriate utilization of the device must be incorporated into the curriculum. The following academic and curricular requirements are proposed to ensure sufficient utilization, practical application, benefit, and value to the education of the student:
- Use of the technology must play a significant role in the student's education experience (didactic or clinical).
- Use of the technology must be clearly identified as essential in the didactic curriculum, defined in the learning objectives, and measured as a part of the student learning outcomes.
- The technology must be utilized as a learning resource tool and the academic program must provide learning resources for application to the hand-held devices that support the education of the student.

- The technology must be of a consistent minimum standard for the educational applications to be supported by the devices.

REFERENCES & SUPPORTING DOCUMENTS

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RELATED POLICIES

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APPROVED BY:

Executive Vice President for Academic Affairs and Provost, Augusta University

Date: 2/27/2024

President, Augusta University

Date: 3/16/2024