

POLICIES AND PROCEDURES MANUAL

TITLE	Allocation and Use of Technology Resources
LEGAL AUTHORITY	President and Cabinet
DATE APPROVED	May 3, 1999; updated April 7, 2008

Lawson State Community College is dedicated to maintaining state-of-the-art technology for instructional use and for use by faculty and staff. The Administrative Computing and Telecommunications Committee is charged with the development of technology priorities including security issues and how funds and resources are allocated. Sources of funds for technology are the technology fee paid by each student based on the number of credit hours attempted per semester, grants and state bond fund appropriations. The Inventory of Fixed Assets records are used by the aforementioned committee to track the target dates for replacement of equipment and upgrading of software. Maintenance of hardware and software are managed by the MIS Department and are outsourced on an as need basis. The aforementioned committee determines the allocation of funds for maintenance purposes.