TECHNOLOGY FEE POLICY

Category: Computing and Instructional Technology
Responsible Office: Chief Information Officer

Date Established: 04/20/2015
Date Last Revised: 05/20/2016
Date Posted to Library: 07/20/2017

POLICY SUMMARY

This policy guides the disbursement of the funds collected from the broad-based Technology Fee in support of student learning.

POLICY

Policy Statement

All requests for the use of Technology Fee funds must be approved through Resources for Information, Technology and Education (RITE) Governance.

Pre-approved Exceptions

A purchase may be made using Technology Fee funds without additional approval by RITE Governance under any of the following conditions:

1. The purchase is for student use and is required for ADA compliance and the purchase is not covered by other funding
2. The purchase is for new software for an existing lab, the software is not installed in any other campus lab, and the total cost does not exceed $2,500 one-time expense and/or more than $2,500 annually
3. The purchase is required to upgrade existing lab software previously funded by Technology Fee, and the total cost does not exceed $2,500
4. The purchase is for student use and is required to maintain an existing level of capability, but only to the extent that the existing hardware and/or software was initially funded by the Technology Fee
5. The purchase is for a campus copy of software for faculty use, provided the software will be used for instruction or the development of instructional materials, and the total cost does not exceed $1,000
6. The purchase is required in order to maintain or support existing RITE operations/infrastructure.

Background

The Technology Fee is a mandatory fee collected from enrolled SUNY Buffalo State students. It is a portion of the Broad-Based Fee and subject to SUNY rules as such. The fee supplements state funding allowing SUNY Buffalo State to provide technology services and support for students. All expenditures are recorded and regularly shared with governance members and students via the Broad-Based Fee website.

Applicability

This policy applies to any use of funds deposited to the Education Technology Fee account.

Definitions

Technology Fee – Fee descriptor in use on the Tuition and Fees website and throughout SUNY. Originally this was established as the Educational Technology Fee. The official name of the state account is the Education Technology Fee account.

Responsibility

Chief Information Officer and budget delegates for the Education Technology Fee account.

RELATED INFORMATION

Related Links:

Tuition and Fees

Broad-Based Fees

Resources for Information, Technology and Education (RITE) Governance

CONTACT INFORMATION

Resources for Information, Technology
and Education (RITE)   Phone: (716) 878-3694
Cleveland Hall, Room 515   Website: http://RITETeam.buffalostate.edu
1300 Elmwood Avenue   E-mail: RITE@buffalostate.edu
Buffalo, NY 14222

REVISION HISTORY

Date of change: 04/23/2015
Brief description of edit: Adapted to standard template

Date of change: 05/20/2016
Brief description of edit: Editorial changes relating to RITE reorganization

Date of change: 07/18/2017
Brief description of edit: Pre-approved Exceptions 1, 2, and 3 modified

APPROVAL

Approved prior to 2016

President's Cabinet, 07/18/2017