

College of Arts & Sciences Policy for Use of Education & Technology (E&T) Fees (*effective July 1, 2019*)

1. General

The College of Arts & Sciences has the responsibility for developing an internal policy that governs the use of Education & Technology (E&T) Fees provided by the Provost Office.

2. Education & Technology Fees

Education & Technology Fees are mandatory and assessed to all students, both undergraduate and graduate. E&T fees were instituted as a result of the study of student fees conducted by the Board of Governors in 1992-93 and adopted in May 1993. "These fees provide for specialized instructional supplies and services and for scientific and information technology equipment not provided by state funds." Of the full fee amount, "Education" receives 46.5% and "Technology" receives 53.5%. The College receives the "Education" portion.

2.1 Use of Education and Technology Fees

The Education and Technology Fee is used to support the curricular needs in the department. This fee funds short-term and long-term needs for the purpose of instructing students, including technology, broadly shared materials and equipment, and other expenses relevant to multiple courses in a program. The fee is also used to pay for required, uniquely identifiable materials or services provided to students that exceed the costs of supplies normally required.

Education and Technology fees may be used if they cover any of the following expenses:

- Class costs (e.g., specialized equipment or materials, safety protections, laboratory supplies, products, paper, photocopies, markers, chalk)
- Expendable curricular costs (e.g., computer hardware and software, networking components, cameras, projectors and recorders, maintenance fees, sound equipment, musical instruments, laboratory equipment, gross anatomy program support)
- Personnel costs associated with curriculum support (e.g., technical staff support, lab staff support)
- Field trips and other experiential learning opportunities
- Develop, install, and maintain technology capabilities in lecture halls and classrooms (please engage OASIS before beginning a project)
- Facility remodel for classrooms, classroom labs, or instructional spaces (please engage with the College's Director of Facilities before beginning a project)
- Services that support student learning at the Departmental, College or University level, e.g., tutoring, academic coaching, accessibility, IT support, and other academic enrichment programs directly tied to the academic success of students

E&T fees may not be used to fund any of the following costs:

- The cost of any instructor of record or assistants
- Private instruction (e.g., guest speakers, tutors)

- An object or product of value retained by the student (e.g., artwork, safety gear)
- Administrative equipment and supplies
- Faculty and staff computers, equipment, and general non-program-specific software
- Equipment not used by or accessible to students
- Facility remodeling other than for classrooms and instructional spaces
- Scholarships
- Support of program research requirements and student travel to present research