

DIN: 5140-1-01
Title of Policy: Learner Technology Fee

Policy

Northwest Technical College shall assess on a per-credit basis a technology fee as outlined in the Technology Master Plan. Proceeds from this fee shall be used to support the personnel, hardware, software and technical infrastructure of the College.

Purpose

The purpose of this policy is to:

1. Define the categories of information technology expenses that are applicable to the learner technology fee.
2. Inform learners and employees about the processes and procedures used to determine the level (price) of the learner technology fee.
3. Familiarize learners and employees with the processes and procedures used to determine the budgeting and tracking of the learner technology fee.
4. Define the role of the technology committees in relation to the learner technology fee expenditure.

Responsibility

The table below describes responsibilities for this policy:

Group/Individual	Responsibility
President	Annually approve the learner technology fee.
Provost	Conduct learner consultation in accordance with MnSCU policy 2.3 Student Involvement in Decision-Making
Chief Information Officer	<ul style="list-style-type: none"> • Coordinate annual Technology Master Plan development • Manage technology-fee budget • Consultation with Campus Government • Membership on College Technology Committee
Campus Government	Appointment of learner representatives to serve on Technology Committee. Consultation on technology fee in accordance with MnSCU procedure 5.11.1 Part 3, Subpart L

Supporting References

Listed below are document(s) that support this policy:

- Policy: Information Technology Plan Policy (DIN 5100-1-01)
- Policy: Technology Committee Policy (DIN 5120-1-01)

Compliance References

The most current documentation is electronic; therefore, please discard printed copy after 24 hours. This does not apply to completed forms which are records.			Print Date: 09/27/05 12:34 PM	
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Title: Learner Technology Fee			Implementation Date: 1-8-04	
Approved: President Quistgaard	Date: 1-8-04	Check here if policy should appear in campus handbook:	<input checked="" type="checkbox"/>	

Listed below are references to compliance requirements (e.g. MnSCU policy, federal regulations).

[MnSCU Policy 5.11 Tuition and Fees](#)

[MnSCU Board Procedure 5.11.1 \(Fees\) Part 3, Subpart L – Technology Fee](#)

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