



Policy Title	Original Adoption Date	Policy Number
LTC iPad (and handheld tablets)	06/19/2012	IN-674
Responsible College Division/Department	Responsible College Manager Title	
Information Technology Services	Director of Information Technology	
Policy Statement		
<p><u>Purchasing</u></p> <p>Users requesting college-purchased iPads, or other similar tablet devices, must show that the device will significantly enhance the performance of that person's duties.</p> <p>The college will only purchase iPads for full-time faculty or full-time staff.</p> <p>The college will not purchase data plans for the iPads, or similar devices. It is therefore recommended that users purchase the wi-fi only models.</p> <p>If you travel a lot as part of your employment, and need a data connection while travelling, a smartphone would most likely be your best option.</p> <p><u>Usage</u></p> <p>iPads should not be considered as PC replacements. As more and more applications move to a web-based interface (Google, SharePoint, PeopleSoft, etc.), tablets will become more and more functional. But at this point, they are not adequate replacements for PCs.</p> <p>IT / technological support for device users: Priority support will be performed for Institution-owned devices; the IT Department will do their best to support all personal devices used for college / work-related purposes. IT support for personal devices will be done at device owner's chosen risk.</p> <p>Each iPad user must create and maintain their own iTunes user account, using their own personal credit card (or other means of payment).</p> <p>When using college-owned iPads, or similar devices, on-campus or off-campus, employees must adhere to the Computer Use Policy for College Employees.</p> <p>When using personally-owned devices on-campus, employees must adhere to the Computer Use Policy for College Employees.</p>		
Reason for Policy		
The college will consider purchasing iPads, or other similar tablet devices, for staff and faculty on a case-by-case basis. The purchasing will be done at the department or division level, from the department budget, and be approved by the individual's supervisor, dean, or manager.		
Historical Data, Cross References and Legal Review		



Legal Counsel Review and Approval:

Board Policy: III.A. General Executive Constraint, III.B. People Treatment

Definitions