



Title: Academic Technology Review Policy
Effective Date: August 6, 2024
Issuing Authority: Provost
Policy Contact: Vice Provost
Provost@mercer.edu, 478-301-2110

Purpose

A school or college may request new academic technology beyond what the University currently provides and supports for student learning.

Scope

This policy applies to all schools and colleges at Mercer University.

Exclusions

None

Policy Statement

New academic technology requests must be reviewed before purchase/adoption to enable the University to be proactive in securing the most advantageous pricing and contracts, monitoring data governance, and enabling IT to develop effective support plans. The review will be conducted by the Academic Technology Review Committee with members from the Provost's Office and IT.

Additional Resources

Academic Technology Review Form:

<https://policies.mercer.edu/wp-content/uploads/sites/85/2025/08/Academic-Technology-Review-Form-9.6.22.docx>

The school or college must submit the Academic Technology Review Form for existing and new programs.

- **Existing programs:** The Committee's review and recommendation for new academic technology for existing programs will be sent to the Dean and/or Provost for approval.
- **New programs:** The Committee's review and recommendation must be submitted to the Distance Learning Committee as part of the curriculum proposal process for new or revised programs.

Completed Academic Technology Review Forms with attached quotes must be submitted to provost@mercer.edu by the first day of the month in September, November, January, March, and July. The review committee will meet during the first week of the month.