

## College Operating Procedures (COP)



**Procedure Title:** Electronic Devices (Cell phones, lap tops, PDA's, pagers, etc)  
**Procedure Number:** 03-0608  
**Originating Department:** Provost/Vice President, Academic Affairs

**Specific Authority:**

Board Policy n/a  
Florida Statute n/a  
Florida Administrative Code n/a

**Procedure Actions:** Adopted: 06/01/10; 02/15/11

**Purpose Statement:** Electronic devices are commonly brought to and may be used in the classroom. Sometimes these devices may alter the classroom atmosphere and impact the lesson.

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**Guidelines:**

The information outlined below clarifies intent and provides direction for the application of said procedure.

**Procedures:**

Electronic devices, cellular phones, laptops, PDA's and/or pagers should be turned off when entering a classroom. These aforementioned devices may be used with *prior* authorization from the professor. In such a case, any exit from a classroom to respond to a call or page should be made with a minimum of disturbance.