



## Executive Order on the Establishment of the Calculator Loaner Program

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**By the authority vested in me as the Student Body President of Indiana University Bloomington and the Chief Executive Officer of Indiana University Student Government, it is hereby ordered as follows:**

**Section 1. Policy.** It is the policy of the Indiana University Student Government to support equitable access to educational resources by providing free calculator loaners to students in need, thereby reducing financial barriers and fostering academic success.

**Section 2. Definitions.** For the purposes of this executive order, the following definitions shall apply:

- (a) "Calculator" refers to any graphing, scientific, or four-function calculator provided under this program.
- (b) "Program" refers to the Calculator Loaner Program established under this Executive Order.

**Section 3. Establishment and Operation.**

- (a) The Calculator Loaner Program is hereby established to provide calculators to any eligible Indiana University Bloomington student free of charge.
- (b) The Program shall operate on a first-come, first-served basis to ensure fairness and accessibility.
- (c) Students must present a valid Crimson Card and be enrolled in the current semester to check out calculators.
- (d) Reservations for calculators will be made online, and calculators must be picked up at the time and location provided by the program. The Program Manager, in consultation with the President, is authorized to establish additional procedures for the reservation and check-out of calculators. Such procedures may include, but are not limited to, the imposition of a limit on the number of calculators that may be checked out by a student at any given time or the establishment of a deadline by which a student must check out a reserved calculator. Should the student fail to check out the calculator within the specified time frame, the calculator may be made available for check-out by another student.
- (e) Loaners are available for the entire semester. The program may put additional procedures in place to assess shorter lending periods as needed.
- (f) Other equipment, such as cases and chargers, may be included with calculators at check out.
- (g) The Program Manager, in consultation with the President, is authorized to implement a policy for automatic renewal or extension of the lending period, as deemed necessary.

**Section 4. *Borrowing Responsibilities and Guidelines.***

- (a) Borrowers must sign an agreement accepting responsibility for the care and timely return of calculators.
- (b) Damaged, lost, or unreturned calculators may result in fees or other sanctions as determined by the Program in consultation with the Bursar, General Counsel, and other relevant stakeholders.
- (c) Students who fail to return a calculator on time may be prohibited from participating in the Program in the future.
- (d) Borrowers are responsible for maintaining the condition of calculators and ensuring all equipment is returned.

**Section 5. *Inventory Management and Tracking.***

- (a) Each calculator will have a unique barcode or ID to ensure accurate tracking and accountability.
- (b) Inventory will be assessed at the end of each semester to verify availability and prepare for future semesters.
- (c) The Program will maintain sufficient calculators to meet anticipated demand, including graphing, scientific, and four-function calculators.

**Section 6. *Inventory Management and Tracking.*** The Indiana University Student Government's Department of Academic Affairs is responsible for managing the Program, including training staff, maintaining inventory, and ensuring compliance with these guidelines.

**Section 7. *General Provisions.***

- (a) Nothing in this order shall be construed to impair or otherwise affect the authority granted by law to an executive department or agency, or the head thereof, or that of any IUSG entity.
- (b) This order shall be implemented in a manner consistent with applicable law and subject to the availability of appropriations.
- (c) This order is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against Indiana University, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

**Section 8. *Effective Date.*** This order is effective immediately upon signature.



Cooper Tinsley  
Student Body President  
Indiana University Student Government

12 January 2025