

Meeting Notes 11/7/13

In attendance: Mark Clarke, Jack Fletcher, Allan Jacobson, Dmitri Litvinov, Craig Ness Earl Smith and Vincent Tam.

### Data Review

The committee reviewed the IDC Equity Balances 2009-2013 tables posted on the web site. The data reports five years of equity balances in college and department IDC accounts.

[http://www.uh.edu/af/docs/IDC/IDC\\_EquityBalances.pdf](http://www.uh.edu/af/docs/IDC/IDC_EquityBalances.pdf)

The committee examined the data and discussed how different colleges and departments had different spending patterns.

### Discussion

The committee members described the policies in some colleges and departments as they knew them. An attempt to compile such policies from publicly available materials produced only a list of cited examples of IDC use, not real policy statements. There appears to be no standard distribution or rules of use.

After a discussion of what elements should be in an IDC policy it was agreed that while there should be a set of guidelines or principles regarding IDC distribution policies and policies on allowable use of IDC, the actual policies need to be specific to the needs and characteristic of the colleges and departments.

The committee felt that there should be a clear statement of such college and department IDC policies available to faculty.

### Action Items

It was suggested and agreed that we should conduct a survey of college policies. At the same time we would ask if departments are receiving distributions and if they have their own policies.

Items of interest include both IDC distribution policies and policies on allowable use of IDC.