

March 31, 2004

TO: Deans, Directors, Department Chairs, and Faculty

FROM: Philip P. DiStefano
Provost & Executive Vice Chancellor

CC: Chancellor Richard L. Byyny, MD
Senior Vice Chancellor Ric Porreca
Cheryl Brazeau, Assistant to the Provost

RE: Distribution of Technology Transfer Net Receipts

This past September, the System Office developed an Administrative Policy Statement on “Intellectual Property Policy on Discoveries and Patents for their Protection and Commercialization.” Section 10 of the policy, titled “Distribution of Net Receipts,” details the following terms of agreement for distribution of net receipts:

25 percent to discoverer (s) personally;

25 percent to a University campus account for support of discoverer (s) research;

25 percent to an account for the benefit of the University; and

25 percent to the Campus Chancellor.

Chancellor Byyny and I have decided that for the next three years the 25 percent of the net receipts designated to the Chancellor will be distributed in the following way: 20 percent to the home department and 5% to the Dean of the College/School. The home department and the Dean’s office will need to request these funds each year from the Office of the Provost’s. Formal proposals must be submitted detailing the planned use of the funds along with desired performance outcomes. An annual performance report will also be required. Standardized request and reporting templates will be provided in electronic format.

Proposals will be considered twice each year: April 1 and October 1.