

TICUA

Understandings Regarding The Use Of Information Gathered For TICUA

TICUA members have an interest in assuring appropriate confidentiality for the data they provide through Association and consortia activities. They also have a proprietary interest in that information, since they are assuming the internal costs of compiling it and paying the Association Office for its collection, analysis, and distribution. TICUA has an interest in assuring that this information is not made available to third parties without appropriate permission and compensation, and TICUA members conduct their activities with the following understandings:

1. TICUA members agree that they will use data from other institutions received through TICUA only for their own internal planning and management, and not for external publication. For instance, it is appropriate to use such data in presentations to senior administrators or a board, but not for admissions publications or news releases. Even within the institution, TICUA members shall use discretion in how data for other institutions are used. It is usually appropriate to share data fully with senior administrators and trustees, but it may not be appropriate to provide hard copy to faculty committees, and is almost certainly advisable to share data with students only when institutional identities are masked. The representatives at each institution must assure that anyone to whom data are given understands their confidential character and the ground rules governing their use.
2. Under the "fair play" ground rule, a TICUA institution is entitled to receive information from other members only in those areas and for those years for which it has provided comparable information.
3. While TICUA surveys and reports usually identify data with the institutions from which they came, some TICUA reports will, by request of TICUA members, provide data only in a masked or aggregated form. In those cases, TICUA shall maintain the confidentiality of the institutional data except where specific permission for release is granted by the participating institutions.
4. TICUA explicitly recognizes the value of research and publication in higher education. Accordingly, any TICUA member may undertake and publish studies using TICUA data in professional associations and publications so long as appropriate confidentiality is preserved. At a minimum, participating institutions may not be identified by name without their permission; data shall not be identified by name without specific institutional permission; and TICUA may not be identified as the source of the information without permission of TICUA.

As an official representative from the institution named below to work with TICUA, I hereby signify that I understand and agree to follow the guidelines stated in the Understandings above.

President's Name and Date (Please Print)

Signature

Institution