

UCLA Information Technology Planning Board

October 15, 2008 Meeting

Christine Borgman, Chair

Kathleen Komar, Vice Chair

Agenda

2:00-2:30: Academic Year Planning. Update on where ITPB is now. Introduction of new members. Materials: [ITPB Charter](#), [Membership List](#), [July 2008 Meeting Summary](#). (Christine Borgman, 30 minutes).

2:30-2:50: Budget Status Report. Look at impact on information technology issues. (Steve Olsen; 20 minutes).

2:50-3:05: Information Technology Strategic Planning Task Force overview. Materials: IT Strategic Planning Workbook. (Jim Davis, 15 minutes).

3:05-3:20: Data Management Planning. Overview of the framework for taking the work of the data management working group forward. (Christine Borgman, 15 minutes).

3:20-3:50: : [Policy 404](#) – Policy for Protecting Personally Identifiable Information (PII) Introduction and discussion. (Jim Davis, 30 minutes).

3:50-4:00: New Business. (Christine Borgman, 10 minutes).

Note: IT Strategic Planning workbook will be distributed at the meeting. An ITPB Moodle Site is also being created. Information on using the site will be sent in a subsequent email.

Next Meeting: Will be scheduled.

Academic Year Planning

- Update on where ITPB is now.
 - ITPB [Charter](#)
 - [Membership](#)
 - July Meeting [Summary](#) / Minutes (review and approve)
 - ITPB [Moodle](#) site
 - Privacy and Data Protection Board
- Issues for 2008-09 AY
 - Strategic planning task force (today's agenda)
 - Data Management planning (today's agenda)
 - Common Collaborative Learning Environment (continuing)
 - Other working groups from 2007-08
 - Campus Wireless Infrastructure
 - Research Cyberinfrastructure and Computation
 - Security
 - Technology Infrastructure Fee (spring)
 - Other, TBD

IT Budget: Status Report

Steven Olsen

Vice Chancellor for

Finance, Budget, & Capital Programs

IT Strategic Planning Task Force Overview

Jim Davis

Associate Vice Chancellor,
Information Technology

Research and Education Data Management

ITPB 2007-08 and 2008-09 Priority Area

Christine L. Borgman, Subcommittee Chair, 2007-08

Gary Strong, Subcommittee Chair, 2008-09

Work to date

- Priority area from July 2007 ITPB retreat
- Problem Scope presented at November 1 ITPB mtg
- Subcommittee formed November 1, 2007
 - Christine Borgman, Information Studies, Chair
 - Marilyn Raphael, Geography
 - Alan Robinson, Medical School
 - Gary Strong, University Librarian
 - Sam Morabito, Business enterprise
 - Margo Reveil, ATS
 - Libbie Stephenson, Social Science Data Archives
- Reports to ITPB in January, April, July 2008

Scope of topic

- The campus research and educational data management - i.e., data management as infrastructure
 1. Help for researchers to create data management plans
 2. Develop an institutional response to the directions of grant agencies regarding data
 3. Policy and standards for setting up databases
 4. Who owns the problem

Recommendations and priorities

- **Research: Develop an institutional response to the directions of grant agencies regarding data**
 - Assistance for researchers in developing data management plans
 - Identify “best practices”
 - Identify policy and standards for setting up databases
- **Education: Develop an institutional response to requirements for managing educational data**
 - Records of student activities (in Moodle/CCLE etc)
 - Use learning data for assessment
 - Students and faculty rights and responsibilities (e.g., FERPA, scholarly publications)

Who owns the problem?

- Identify responsibilities for education, curation
 - Within school, department, research group?
 - Campus level?
 - VC for research
 - Library
 - Funding agency?
 - Discipline / research area?
- Identify variability in responsibilities
 - Content (e.g., by type of material)
 - Origins (e.g., locally generated vs. purchased)
 - External criteria (e.g., funding agencies)
 - Practice (e.g., disciplinary variation)

Conclusions and recommendations

- Assign staffing resources
 - Best practices survey
 - Website development and maintenance
- Determine campus responsibilities
 - Education and referral on data management plans
 - Creation and curation of data resources
- Identify long term strategy for best practices in data management and curation

Policy 404: Protecting Personally Identifiable Information (PII)

Jim Davis

Associate Vice Chancellor,
Information Technology

New Business

Christine Borgman, Chair
Information Technology Planning
Board

Adjourned!

Thank you...and see you next time