Information Technology Planning Board  
Meeting Summary  
Friday, November 9, 2012  
Murphy 1215

ITPB Attendees:  Julie Austin, Cameron Campbell, Jason Cong, Jim Davis, Todd Grappone (for Gary Strong), Jerry Kang, John Mamer, Jack Powazek, Janice Reiff, Jeremy Reynard, John Riley, Guy Rodgers, Joseph Rudnick, Robert Trelease

Michelle Chen, recorder

Absent:  Jonathan Furner, Franklin D. Gilliam, Jr., Christopher Lee, Warren Mori, Neil Netanel, Chon Noriega, Vincent Riggs

Invited Guests: Meg Buzzi, Mike Levine, Annelie Rugg

Resources:

Chair Jerry Kang called the meeting to order at 3:05 PM.

**Agenda Item #1: Introduction of New Members and Approval of May 14, 2012 Meeting Summary**

The new Board members this year are:

Julie Austin – Director of SEASnet Computing; Chair of CSG
Cameron Campbell – Professor of Sociology
Jason Cong – Professor of Computer Science
Janice Reiff (serving in a new capacity) – Vice-Chair of Academic Senate; Associate Professor of History/Statistics
Robert Trelease – Professor of Pathology & Laboratory Medicine

The summary from the May 14, 2012 meeting was approved.

**Agenda Item #2: Major Decisions with Opus Project (Mike Levine/Meg Buzzi)**

The Opus project is going to be brought to CITI in December to seek funding for the next phase of detailed planning, and the project team is looking to ITPB to gauge support and surface concerns of their plans at a major milestone point.

The purpose of the Opus project is to design, build, and release a faculty information system of record for UCLA. The team would like to provide transparency when working with campus units, coordinate with other campus initiatives, and leverage data that already exists on campus that would go into a faculty dossier. The major functional components of the project are:
common import/export interface for data integration, faculty CV profile tool, academic review and business workflow, and reporting/decision support.

The highest priority requests are for a standardized electronic dossier, clear definitions for scholarly activities, specific guidance on reporting service, criteria to be included in the self-statement, and best practices for teaching evaluations. One standard dossier outline will be created, and the group will try to accommodate the entire campus, with the ability to give users the ability to include self-statements. Some categories will be irrelevant for certain departments.

Only academic appointees will be included in Opus. The group will be deploying UC Recruit at the end of the month, which is a system-wide software out of UCI. UCLA will be launching it as a pilot for next year and it will be integrated with UCPath and Opus.

There are a number of privacy, public access, and appropriate use issues to be resolved, and the project team has met with the Privacy Board to discuss issues such as public records requests and other required reporting. A diverse interview team is being formed to look at Book of Record/Master data Management issues, and the group will conduct interviews with campus data stewards to help identify authoritative data sources for various data elements.

The plan is for Opus to be implemented at the end of 2014, assuming UCPath is deployed on schedule. The actual technological aspects will only take about 18 months, but the policy issues will need to be resolved before implementation.

The ITPB raised concerns about the complexity of the project and that it has many moving parts. Members also asked questions about the functionality of faculty profiles, such as the ability to attach additional media or files, which the project team is considering. They also suggested that the project team look into what other universities are doing with respect to the policy questions. Overall, the tone of the board was one of support, with the project team convincing the ITPB that all critical areas had been identified and were being addressed.

If there are any additional questions or concerns, please contact Meg Buzzi at mbuzzi@conet.ucla.edu.

**Agenda Item #3: Next meeting and adjournment (Jerry Kang)**

The next ITPB meeting is scheduled for December 10, 2012, 1pm-3pm, in YRL 11348. The meeting was adjourned at 4:02 PM.