Opus Project Update
UCLA IT Policy Board
11/09/12
Agenda

• General design and project status

• Policy efforts

• Open discussion
Purpose

Design, build, release a faculty information system of record for UCLA.
Values

Transparency and consultation.

Don’t reinvent the wheel.
Coordinate with other campus efforts wherever possible.
Look for opportunities to connect to other initiatives.

Repurpose data and code when appropriate.
High Level Design

Opus Major Functional Components

1. Common Import/Export Interface for Data Integration
2. Faculty CV Profile Tool
3. Academic Review and Business Workflow
4. Reporting and Decision Support
**Opus**

Potential External Data Sources

- E-Scholarship, CDL repository (Merritt)
- UC systems
- Profile / expertise systems
- Author ID schema
- Vivo, Community of Science, SciVal, etc.
- ORCID, Researcher ID, etc.
- EndNote, Zotero, RefWorks, etc.
- Reference management software
- Article, abstract and citation databases
- Scopus, Web of Science, Google Scholar
- Dryad, Dataverse, tDAR, etc.
- Disciplinary repositories (data)
- UCLA repositories
- UCLA Islandora Repository, Social Science Data Archive, Digital Library, licensed databases, etc.
- Disciplinary repositories (articles)
- PubMed, arXiv, ADS, etc.

**Individual faculty will select data sources based on what is most useful to them from a master list of external sources.**

**Sources above are examples of the types of sources we will try to pull from. We are still in the process of exploring potential data sources.**
Executive Steering: Year in Review

- Endorsed general design concept and scope
- Conducted broad survey of campus needs
- Conducted follow up interviews at each school
- Prioritized list of system features
- Documented and framed policy concerns
- Drafted Terms of Use
- Created high level business requirements
- Defined data collection categories for dossier including examples for each type
- Created and recommended a standard dossier outline and data summary to CAP
Team progress

• Established a project structure, charter, and governance, initial staffing, and cross-organizational resources to assist in the effort
• Created high level design and baseline business and system requirements
• Launch and support all work group and committee activity (privacy, external sources, book of record work groups)
• Completed a comprehensive technical analysis of UCD system
• Conducted feasibility studies on existing campus and UC systems
• Coordinated with local UC Path team on interdependencies (e.g., data warehouse)
• Coordinated business process mapping for Academic Personnel offices
• Conducted survey and analysis of campus faculty recruiting practices
• Deploying and supporting UC Recruit
HIGHEST PRIORITY REQUESTS

- Standard dossier outline.
- Clear definitions for scholarly activities.
- Specific guidance on reporting Service.
- Criteria to be included in the self-statement.
- Best practices student & peer teaching evaluations.
## Policy Efforts

<table>
<thead>
<tr>
<th>Task</th>
<th>Action</th>
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<tbody>
<tr>
<td>Create a joint workgroup between Privacy Board, Steering Committee and campus counsel to create educational recommendations, identify policy gaps.</td>
<td>Dialogued with Privacy Board, Opus Executive Steering, and campus counsel to discuss access to and uses of faculty productivity data.</td>
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<tr>
<td>Collect use cases or user stories of challenging scenarios to understand campus concerns.</td>
<td>Reviewed applicable policies and standards across UCLA, the UC system and other tier one research institutions.</td>
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<tr>
<td>Understand UCLA’s current reporting requirements, needs and challenges so that we have a clear picture of the present environment.</td>
<td>Drafted Terms of Access and Appropriate Usage language with Campus Counsel, Privacy Board, and Steering Committee.</td>
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## Individual Information

<table>
<thead>
<tr>
<th>Info that is already publicly available</th>
<th>Info that is not already publicly available but not protected as private</th>
<th>Info that is protected as private</th>
</tr>
</thead>
<tbody>
<tr>
<td>Default Yes display (e.g., title, pubs)</td>
<td>Default Yes display (e.g., research interests)</td>
<td>Default No display (e.g., faculty step)</td>
</tr>
<tr>
<td>Default No display (e.g., salary)</td>
<td>Default No display (e.g., salary)</td>
<td>Default No display (e.g., employee ID)</td>
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</table>

## Aggregate Information (non-identifiable)

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<tr>
<th>Canned reports (e.g., those already required by UCLA, UC, government, accrediting bodies, and within scope of original requirements)</th>
<th>Ad Hoc queries (Should we establish a governance and/or grievance process to address concerns and determine appropriateness of queries?)</th>
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<tbody>
<tr>
<td>Public Records Act would apply</td>
<td>Does the ease of responding to a Public Records Act request impact the way we fulfill it?</td>
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**Policy Efforts**

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<th>Book of Record &amp; Master Data Management</th>
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<td><strong>Convened diverse interview team that will initiate deep-dive interviews with campus data stewards to collect details on faculty information residing in systems.</strong></td>
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<tr>
<td><strong>Held broad discussions with cross-campus data stewards regarding enterprise data challenges and goals.</strong></td>
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<tr>
<td><strong>Work with campus data warehouse group and UCLA PATH project team to understand the future technical landscape.</strong></td>
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<tr>
<td><strong>Reviewed best practices and processes for master data management initiatives and created methodology for carrying out the interviews.</strong></td>
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<tr>
<td><strong>Identify and recommend ways to reconcile disparate data and create paths to correct erroneous data.</strong></td>
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<tr>
<td><strong>Determine the effective “Book of Record” for each faculty data type (e.g., course enrollment would reside in Registrar system).</strong></td>
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Policy Efforts

What is it?
A Book of Record is the authoritative source for a certain data element or set of elements.

Relevance to Opus
In order to build a true faculty information system for UCLA, Opus will need to be formally recognized as a Book of Record for the combined academic history records for UCLA faculty. Opus will be both an amalgam of data from a variety of existing campus sources, and an authoritative source in its own right for certain elements of faculty data.

Current Status
Book of Record policies and practices exist independently within individual units. Each data steward manages their own set of regulatory policy requirements, and any associated UC and UCLA policy requirements and practices. This network of policies and practices impact how data is accessed, shared and/or coordinated across units, as well as the structure of the campus data warehouse. This collection of policy and practice-driven protocols has never been institutionally reconciled and documented.
Next Actions

1. • Finalize Business Requirements and Basic Design  
   • Present to IT Policy Board, Privacy Board, and Common Systems Group in **October - November**

2. • Present update and funding request to CITI for design completion **December, 2012**

3. • More detailed analysis of development effort for final architecture of Opus. Present final plan and to Sponsors by **End of 2012**
CITI presentation

• Initial funding for planning phase has been well utilized
• We are now moving into the Design & Build phase, for which we will need bridge funding to complete detailed technical design
• High-level architecture and engineering estimate by December 2012
Discussion