Council of Faculty Chairs
November 7, 2013
Did you know?

- Collaboration is crucial to addressing key research questions - communication and administrative infrastructure provided by the university can simplify coordination. [Birnholz et al, 2013]

- The single most-mentioned pain point in the Academic Review process is difficulty finding the necessary data to build dossiers

- Reports going back to 1988 called for increased efficiency and transparency of the Academic Review process
Imagine...
Opus will make it easy to see the lay of the land.
Opus provides

- Transparency of Process
- Clarification of Policy
- Quality Data
- Collaboration Support
Opus provides

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Use Case #1

- My promotion review is in process, but the only way to find out the status of the case is to call my department, then the Dean’s office, or APO, trying to figure out where it sits.
Visual Case Tracker

- See where your case is in the review process
John Smith
Current Action: Promotion I 8 Year Review

Case Number: 123456
Candidate Name: John Smith
Candidate Department: Electrical Engineering
Case Type: Promotion Assistant Professor VI to Associate Professor
Case Review Time Period: 2013-2014

Your Review Status

- Candidate Creates Dossier
- Department Audit
- Candidate Certifies Prior to Department Vote
- External Letters Received
- Department Review Committee
- Candidate Certifies After Dept. Vote
- Department Vote
- Department Chair's Review
- Dean's Office Audit
- Dean's Review
- APO Audit
- CAP Review
- APO Audit
- Review Completed

Additional Information Requested by CAP
What will Opus provide for faculty?

- Transparency of Process
- Clarification of Policy
- Quality Data
- Collaboration Support
Use Case #2

- My case went to CAP with an insufficient number of external letters. Now it has to come back to the department for additional letters.
Case requirements checklist & contextual help

- Click on the policy link to find out why there is a requirement.
Required Documents

- Data Summary
- Academic History
- Dean's Statement
- Department Vote
- Department Report
- List of Extramural Authorities
- Copy of Solicitation Letter
- Letters of Evaluation, minimum of 5 (you have submitted 3/5 letters)
- Peer Evaluation of Teaching
- Sabbatical Report
- CAP Report
- RC Report (non-redacted)
- RC Report (redacted)
- Vice Chancellor's Letter
- CV

Optional Documents

- Chair's Individual Recommendation
- Departmental Committee Report (required if committee convened)
- Candidate's recommended Extramural Authorities
- Department Chair's recommended Extramural Authorities
- Unsolicited Letters (3)
- Department Chair's recommendations for CAP Review Committee
- Dean's recommendations for CAP Review Committee
- Additional Supporting Documents
  - Offer letter for Book
  - New York Times Write Up

CAP requires a minimum of 5 letters. Click here to go to the section of The CALL that discusses external letters. Click here to go to a guide on external letters written by APO & CAP. If you feel you cannot provide 5 letters, contact Marsha Proctor, Director of the Academic Personnel Office to discuss your concerns.
Opus provides

- Transparency of Process
- Clarification of Policy
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- Collaboration Support
Use Case #3

- I’m completing my data summary, and I can't remember the date on which one of my doctoral students advanced to candidacy. For that matter, the whole form asks for information that’s difficult to track down—enrollment of courses last year, dates of grants, etc.
We locate the data for you
Jane Bruin: ACADEMIC PROFILE

Current Appointment: Associate Professor III
Department: Electrical Engineering

TEACHING

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<th>Term</th>
<th>Course Number</th>
<th>Course Title</th>
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PROFESSIONAL ACTIVITIES

Scholarly Societies

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<th>Activity Description</th>
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<td>Research Awards Selection Committee</td>
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Use Case #4

- Some of my research is of a sensitive nature and I want to make sure that my profile is kept private.
Curate Your Profile
Privacy & Visibility

Research

- Data Elements from Data Summary
- What Data?
- Find applicable university and UC policy
- What Policy?
- How are people currently using the data?
- What uses?
- What Risks
- Public records requests
- Reporting

Solutions

- Who can view
- Access
- Who can edit
- Visibility Control
- Defaults
- Options
- Exceptions
- Create process for dealing with new uses
- Retention
- Create retention policy for profile
Opus provides

- Transparency of Process
- Transparency of Policy
- Quality Data
- Collaboration Support
Use Case #5

- I’m going to be part of a UCLA Grand Challenges effort, and I want to reach out to potential collaborators here on campus.
Collaborator Matchmaking: Find and be Found
## Search for Scholars

### Find a scholar

```
Dobbins History Medieval
```

**Result:**

```
"Dobbins History Medieval" we found 24 items!
```

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**Sort By:** Department
A Brief History & Current State

Joint Senate/Administration committee report calls for an end-to-end electronic, data-driven system for academic review and faculty information management

- 6/2/2010
  - Opus receives seed funding for initial planning

- 11/1/2010
  - Opus Director starts

- 10/1/2011
  - Standard data outline vetted

- 8/1/2012
  - Book of Record policy effort launch

- 1/1/2013
  - UCLA Academic Recruit full launch

- 7/1/2013
  - Opus receives funding & begins recruitment

- 2/1/2014
  - Prototyping and user experience testing

- 5/1/2014
  - Today

- 2/1/2015
  - Initial launch of Opus
    - Optional for 7/1/16 actions
    - Required for 7/1/17 actions

Opus

6/2/2010

11/1/2010

10/1/2011

8/1/2012

1/1/2013

7/1/2013
Opus

Questions?
Website: http://apo.ucla.edu/initiatives/opus
Join our discussion list: opus@lists.ucla.edu
Email us: OpusTeam@lists.ucla.edu