

# UCLA ADVISORY BOARD ON PRIVACY AND DATA PROTECTION

1-3pm Thursday, May 31, 2012 — 1215 Murphy Hall

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## A. Welcome and introductions

Jim Davis (10 minutes)

- Cheryl Washington, systemwide Chief Information Security and Privacy Officer

## B. Organizing the Board as an campus operational entity (part 1)

Jim Davis (15 minutes)

At our March 1 meeting, we agreed in principle to re-organize to move from our current “think tank” mode to an operational mode. On May 4th, UCLA’s Oversight Committee on Audit, IT Governance, Compliance and Accountability approved recommendations that frame the operational role and in particular the critical involvement of faculty for the Privacy Board.

## C. Opus: UCLA faculty information system

Carole Goldberg, Vice Chancellor, Academic Personnel (60 minutes)

Fred Zimmerman, Professor and Chair, Health Services, School of Public Health and Chair, Opus Committee

Meg Buzzi, Opus Project Director

Opus, now under development, is proposed to be the faculty information system of record for UCLA, including (a) electronic CV/biosketch/dossier, (2) academic action tracking, workflow and review and (c) reporting, decision support and data syndication.

A number of privacy and appropriate use issues have been identified.

**ACTION:** Introduction and discussion, and how to organize to advise Vice Chancellor Goldberg and Chair Zimmerman on Opus privacy issues.

## D. Organizing the Board as a campus operational entity (part 2)

Jim Davis (25 minutes) – **Executive session for Board members only**

**ACTION:** Seek agreement recommendations in the prospectus (to be passed out in the meeting:

1. Create the role of Chief Privacy Officer.
2. Have the Director, Strategic IT and Privacy Policy assume this role as an explicit component and to add the working title CPO.
3. Agree on primary structural and operational elements of the Board.
4. Agree on processes on additional Board decisions.
5. Agree on public facing documentation.
6. Agree on additional campus endorsements by the ITPB and finalize with the Provost’s Office, Council of Deans and the Senate Executive Board.

Marti Arvin, Chief Compliance Officer, Medical Sciences

Stuart Biegel, Education Faculty & Law Faculty

Amy Blum, Senior Campus Counsel

Christine Borgman, Professor and Presidential Chair, Information Studies

Alfonso Cardenas, Professor, Computer Science

Dana Cuff, Professor and Vice Chair, Architecture and Urban Planning

Michael Curry, Professor, Geography

Jim Davis, Vice Provost, Information Technology and Chief Academic Technology Officer (chair)

Sharon Friend, Director, Office of Human Research Protection Program

Maryann Jacobi Gray, Assistant Provost, Office of the Executive Vice Chancellor and Provost

David Harmon, Director, Financial Management Programs, Corporate Financial Services

Leah Lievrouw, Professor, Information Studies

Rafail Ostrovsky, Professor, Computer Science

Dinesh Shadrach, Graduate Student Representative, Anderson School

Gary Strong, University Librarian

Burton Swanson, Professor, Anderson School

Kent Wada, Director, IT Strategic and Privacy Policy

TBD – Faculty member

TBD – Undergraduate Student Representative

### Resources

Ross Bollens, Director, IT Security

Claudia Luther, Senior Media Relations Representative