

Chapter 200, Campus Organization and Management
Section 45, Development and Review of Administrative Computing Systems: An Integrated Approach

Sample Scenarios

Scenario 1: Online Faculty Merit/Promotion Voting

The dean of college A believes an online system must be developed to streamline the process for faculty who review and vote on department members' merit and promotion actions. The dean's office technical staff develop a preliminary plan to develop such a system at the college level.

The dean and the Vice Provost for Information and Educational Technology (VP-IET) jointly appoint an ad-hoc workgroup composed of representatives from campus technical leads, the Vice Provost-Academic Personnel, the Academic Senate, and the Administrative Management Group (AdMAN). The functional review reveals widespread interest in such a system and indicates that a number of departments have developed, or are planning to develop, their own versions, using several different approaches. While these local efforts will address some departmental needs, there is no structure to coordinate their development to minimize duplication of effort. There is also no mechanism to link local systems so they may be used for further review at the college or Academic Personnel Office level. Finally, the architecture of many of these local systems is based on a document management approach, limiting their flexibility for use for other purposes.

The Administrative Computing Coordinating Committee report results in the decision by campus leadership to prioritize development of a single campus-wide system, sponsored by Academic Personnel in partnership with IET. This system will use a database approach with the goal of integrating with related systems and the capacity to gradually expand to address additional functionality (including functions outside the academic personnel process). The partnership and resulting system will reflect close consultation with the Academic Senate, the Administrative Management Group (AdMAN), the Campus Council for Information Technology (CCFIT), the Council of Deans and Vice Chancellors (CODVC), and other venues. Academic Personnel and IET jointly seek central campus funding through appropriate mechanisms outside the Administrative Computing Policy.

Scenario 2: Faculty Area of Interest

The dean of College B, one of the largest colleges on campus, is about to undertake a major interdisciplinary research project and an associated development campaign. These projects bring with them an immediate need to collect and categorize faculty areas of interest; in the absence of a suitable centralized repository of this information, the dean's office technical lead is asked to develop a system to address these needs now and well into the future. He is also asked to explore the interest by other academic units outside the College to use (and invest in) the resulting system.

The ad-hoc workgroup and Administrative Computing Coordinating Committee confirm that the needed functionality is anticipated from two applications being implemented campus-wide – InfoEd and InfoVault. However, this functionality is also likely at least two years away. Given the immediate needs of College B, the dean decides to proceed. The process, however, has helped the dean limit her initial investment as well as expectations for ongoing enhancements of the College B system. The process has also helped Academic Personnel, the Office of Research, and IET by essentially providing a "pilot" that will help inform the approach (at least on a functional level) to campus-wide collection and reporting of Area of Interest information for faculty.

Scenario 3: Online Staff Development System

The Associate Vice Chancellor of Human Resources receives an audit report indicating that the online enrollment system used by the campus training and development unit (SD&PS) is unstable and non-compliant with campus cyber-safety standards. He engages IET to partner with his functional and technical staff to propose a system replacement.

The ad-hoc workgroup appointed by the Vice Chancellor – Office of Administration and the Vice Provost-IET reviews the preliminary plan that outlines the deficiencies of the existing system and also contains the proposed specifications for a request for proposals (RFP) that would solicit bids from commercial vendors. The preliminary plan also identifies a range for one-time and ongoing costs associated with a commercial-grade system.

The workgroup and subsequent Administrative Computing Coordinating Committee reports identify a system-wide initiative for a “Learning Management System” (LMS) that the Office of the President is planning to implement to address needs for UC-wide training compliance. Based on the report from the Administrative Computing Coordinating Committee, the Vice Chancellor-Office of Administration makes the decision to invest in the existing SD&PS application only to the extent of ensuring it is more stable and meets cyber-safety requirements, and to partner with IET to support the UC-wide LMS effort to leverage this system to meet local campus needs.