# Staff Transition Status Report

## University of California, Santa Cruz
### Staff Transition

**For period:** December, 2006  
**Submitted by:** Ann Berry-Kline  
**Distribution:** Bill Hyder, DLs, SMT

### Status Notes:
- Overall Status The overall project is 98% complete. The SOE TSA was signed this month. The Chancellor's Office TSAs will be finalized soon. Bill with the PBSci Dean has developed a plan to progress towards a TSA.
- Schedule Performance: The project remains yellow as TSAs were due 9/1.
- Budget Performance: The project's budget (FTE and Provision $) is currently known.
- Project Risks: Two TSAs remain unsigned. A plan to get to a TSA with PBSci has been developed.

## Accomplishments Since Last Report:
- The SOE TSA was signed this month.
- Continued work towards completing the Chancellor’s Office TSA occurred this month.
- Bill and the PBSci Dean have agreed on a plan to get to a TSA.
- Thank you letters for all the staff that participated in the Staff Transition Project were sent out.

## Upcoming / Next Steps:
- The last revision of the Chancellor’s Office TSA will be finalized and signed. The TSA is expected to be signed in January.
- The plan for the PBSci TSA will be communicated and started.

## Key Issues and Resolutions
- The original milestone date for TSA completion was 9/1. Since TSAs have not been completed for 9 of the 10 divisions, ITS will proceed “as if” the TSAs were in place as staff transition to their new positions. The new deadline for having TSAs signed is 9/29.
- 10/1 – Although there was a lot of progress with getting TSAs written and reviewed, no additional TSAs were signed this month.
- 11/1 – Four TSAs remain unsigned. SOE, Student Affairs and Chancellor’s Office are in various states of negotiation and review. Negotiations regarding the TSA with PBSci have not made forward progress. This issue is being escalated to the IT VP and EVC.
- 12/1 – Three TSAs remain unsigned. Although issues surrounding the PBSci TSA are being worked on, no completion date is known for the PBSci TSA.
- 12/21 – Two TSAs remain unsigned. A plan developed by Bill Hyder and the Dean of PBSci to complete the TSA has been completed. No completion date is known at this time.

## Closed Issues and Resolutions

## Key Upcoming Milestones:

<table>
<thead>
<tr>
<th>Status Item</th>
<th>Current Status</th>
<th>Prior Status</th>
<th>Status Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Project Status</td>
<td>Green</td>
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</tr>
<tr>
<td>Schedule</td>
<td>Yellow</td>
<td>Yellow</td>
<td>Schedule Performance: The project remains yellow as TSAs were due 9/1.</td>
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<tr>
<td>Budget</td>
<td>Green</td>
<td>Green</td>
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<tr>
<td>Project Risk</td>
<td>Green</td>
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</tr>
</tbody>
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**Ann Berry-Kline**  
12/21/06
<table>
<thead>
<tr>
<th>Project Manager</th>
<th>Date</th>
<th>Project Sponsor (if applicable)</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Bill Hyder</td>
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</table>

- **Green**: Strong probability item will meet dates and acceptable quality.
- **Yellow**: Good probability item will meet dates and acceptable quality. Schedule, resource, or scope changes **may** be needed.
- **Red**: Probable that item will **NOT** meet dates with acceptable quality without changes to schedule, resources, and/or scope.