Subject: UCPath Project activities – schedule changes

Dear UCPath Project Team Members and Stakeholders,

We are writing to inform you that some UCPath project activities, in particular System Integration Testing (SIT), additional Wave 2 & 3 workstream launches, and TAM and ePerformance will be deferred to allow focus on several immediate priorities.

We are continuing to gather relevant information that will lay the foundation for the project going forward and ensure high-quality results. We are taking steps now to refocus efforts of the UCPath PMO to address four critical priorities which surfaced during interviews with Wave 1 stakeholders:

- **Health Check** – A comprehensive, fact-based assessment of current project status, risks, dependencies and blockers upon which any necessary project changes and adjustments will be based.
- **Integrated project plan** – A “roadmap” that includes dependencies and sequencing between locations, the UCPath Center and the central UCPath implementation team.
- **Future state business model** – Well-documented and approved requirements and design that define the University’s future state business process model and are foundational for subsequent development activities.
- **Data conversion requirements** – Documented and approved conversion rules based on future state requirements which ensure that employee data moves accurately from PPS to UCPath.

To redirect efforts to the priorities above, some project activities will be deferred. A guiding principle in determining which activities should be deferred is whether rework will later be required. By applying this principle, the following activities will be deferred:

- Wave 1 system integration testing (SIT) and payroll parallel testing, operational reporting requirements, training, change management, and local business process design.
- Launch of Wave 2 and 3 workstreams not already underway, including CRP demos. At this time, active Wave 2 and 3 workstreams (data conversion, specifically data cleanup activities and interface development) will continue.
- TAM and ePerformance work efforts will be deferred. This only affects UCB, UCD, UCSF and UCIMC.

The results of the Health Check and information developed during work in the other priority areas will inform the project schedule going forward. Look to the weekly UCPath Progress report for further information. Please feel free to contact me if you have any questions.

Sincerely,

*UCPath Project Manager*