

# Project Closeout



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## Project Details

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**Project Name:** OneIT – HR Sub Project 1 – Assessment Tool  
**Project Team Leads:** Dave Ambrisco  
**Project Manager:** Kris Halter

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## Project Overview (What were the goals)

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This subproject was to develop a method and tools to help facilitate staff mobility and deliver a consistent approach to assessment of need during the realignment of work and staff for the success of OneIT@Iowa. This subproject included the tools to aid in the analysis of skills for impacted staff.

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## Project Accomplishments (What was accomplished)

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An employee frequently asked questions (FAQ) guide was developed to help with transitions as staff move between departments due to various campus OneIT efforts.

A new skill-assessment tool was created that could be utilized by project leaders in the transitions of the staff.

A comprehensive communication and change management plan was developed to guide OneIT leadership during these transitional periods with staff.

A people strategy was initiated to guide OneIT leadership to ensure proper handling of personnel during the transition periods so as to not affect moral or additional unplanned attrition.

The project implemented a process for realignment of work and staff utilizing the developed tools, strategies, and plans from this sub project.

No staff positions were eliminated which was significantly less than initially estimated so the need for staff planning was less than expected.

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## What Could Have Been Improved (What would you have done different)

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Assessment tool was being developed the same time as EUS plan was being developed and the two groups were not aligned. So there was a lack of parallel feedback between both teams.

HR team insertion into project earlier in the OneIT project planning process, so that better aligned staffing needs could be integrated.

Better communication between HR and the OneIT project process and campus IT departments.

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## Recommendations for Further Action (What tasks are still left to do)

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No further action is needed.

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## Recommendations for Process Improvement (What can be done better on future projects)

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Better communication between OneIT project teams. Specifically with HR.

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