# Office of Institutional Effectiveness and Accountability

*iea*

August 21, 2012

TO:     Andrew Christie

        IT Application Development


        Thank you for completing the Support Services Review Annual Update for AY12.

        The SSR subcommittee has reviewed your update for IT Application Development and has completed the evaluation rubric.  Please take the time to review the evaluation.

         The comments are meant to provide feedback to help you strengthen your report.

         If you are satisfied with your report, you may proceed to present the SSR report **AND** this letter to the reporting line Executive of the IT Application Development department.


        Thank you for your help in advance.

Unit Review leader
Signature:

_____


Administrator Signature:

_____


Date:

___/___/____


**PLEASE RETURN THIS FORM SIGNED TO OIEA EITHER SCAN/ EMAIL OR INTEROFFICE DUE**
## AUGUST 31st