



OVCA FORM 149B: ACCOMPLISHMENTS AND ENDORSEMENTS OF OUTGOING ADMINISTRATOR

Name: _____

College/Department/Unit: _____

Position: _____

Please rank by importance your three (3) major accomplishments. Beside each accomplishment, please state if this has been completed or not. If not, briefly state your endorsement for this endeavor. In the last column, please rank the three (3) accomplishments by investment costs, from highest cost to the lowest.

Accomplishments

1.

2.

3.

A. What do you consider to be the three (3) biggest challenges of your position?

Challenges

Comments if Any

1.

2.

3.

B. Please rank by importance the three (3) major plans/programs/initiatives that you would like the incoming administrator to continue. Briefly explain why this is important.

Plans/Programs/Initiatives

Reasons

1.

2.

3.



C. Other Endorsements, if any.

Signature of the Outgoing Administrator

Date