

ANNUAL PERFORMANCE EVALUATION CYCLE		<i>(Dates From/To):</i>		to	
Dept. Name:		Employee Name:			
Supervisor Name:		Employee ID:			
Supervisor Title:		Employee Title:			

UNIVERSITY OF NORTH CAROLINA STRATEGIC PLAN

NC State is committed to supporting the University of North Carolina’s system-wide strategic initiatives, as outlined below:

- **Access:** The UNC system must continue its proud heritage of access and student diversity.
- **Affordability & Efficiency:** Ensure a UNC education is within the financial means of all in the state.
- **Student Success:** Increase degree attainment and ensure value and relevance for students.
- **Economic Impact & Community Engagement:** Deepening partnerships that strengthen local communities and the state’s economy.
- **Excellent & Diverse Institutions:** Help institutions achieve excellence within individual missions.

For more information about the UNC Strategic Plan, please visit <https://www.northcarolina.edu/strategic-planning>.

NC STATE UNIVERSITY STRATEGIC PLAN: THE PATHWAY TO THE FUTURE

NC State University’s strategic plan sets five bold goals: boosting student success, funding faculty and infrastructure, spurring interdisciplinary work, imbuing a commitment to excellence and pursuing local and global partnerships. For more information about the NC State Strategic Plan, please visit: <https://strategicplan.ncsu.edu/about/>.

GOALS AND OBJECTIVES

At the beginning of the performance cycle, the supervisor sets at least three (3) goals and objectives for the year based on key business needs and strategic initiatives.

GOAL:	
Description:	

GOAL:	
Description:	

GOAL:	
Description:	

GOAL:	
Description:	

GOAL:	
Description:	

PROFESSIONAL DEVELOPMENT ACTIVITIES

At the beginning of the performance cycle, the supervisor discusses professional development activities with the employee and documents them below.

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ANNUAL PERFORMANCE EVALUATION

At the end of the performance cycle, the supervisor conducts an annual review with the employee in order to assess the employee's performance on established goals and objectives, as well as other expectations communicated during the cycle.

Date of Review:	
Supervisor Comments:	

Employee Comments:	
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OVERALL RATING

As part of the annual evaluation, supervisors select the rating that best describes the employee’s overall performance during the entire performance cycle, as defined below.

- **Exceeding Expectations:** Routinely performs above expected performance of assigned duties and is generally considered among the highest performing employees within the work unit.
- **Meeting Expectations:** Generally performs at, and on occasions may exceed, a successful level of performance of assigned duties.
- **Not Meeting Expectations:** Often performs below an acceptable level of performance of assigned duties or has demonstrated substantial performance deficiencies in certain assigned duties.

EXCEEDING EXPECTATIONS		MEETING EXPECTATIONS		NOT MEETING EXPECTATIONS	
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SIGNATURES FOR ANNUAL PERFORMANCE EVALUATION

Supervisor:		Date:	
Employee:		Date:	