| **ANNUAL PERFORMANCE EVALUATION CYCLE *(Dates From/To)*:** |  | **to** |  |
| --- | --- | --- | --- |
| **Dept. Name:** |  | **Employee Name:** |  |
| **Supervisor Name:** |  | **Employee ID:** |  |
| **Supervisor Title:** |  | **Employee Title:** |  |

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| **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:](https://www.northcarolina.edu/strategic-planning%22%20%5Cl%20%22spsm_ss)***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>. |

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| **NC STATE UNIVERSITY STRATEGIC PLAN: WOLFPACK 2030: POWERING THE EXTRAORDINARY** |
| This strategic plan builds upon past successes and address areas of needed growth in order to more effectively fulfill our important mission. NC State University’s 2021-2030 strategic plan sets seven extraordinary goals:* Empower students for a lifetime of success and impact.
* Ensure preeminence in research, scholarship, innovation and collaboration.
* Expand and advance our engagement with and service to North Carolina and beyond, defining the standard for a 21st-century land-grant university.
* Champion a culture of equity, diversity, inclusion, belonging and well-being in all we do.
* Improve university effectiveness through transformative technologies, cutting-edge processes and actionable data.
* Lead in developing innovative partnerships, entrepreneurial thinking and applied problem-solving.
* Elevate the national and global reputation and visibility of NC State.

For more information about the NC State Strategic Plan, please visit: <https://strategicplan.ncsu.edu/current-plan/wolfpack-2030-powering-the-extraordinary/#introduction> |

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| **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.  |
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| **GOAL:** |  |
| **Description:** |  |

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| **GOAL:** |  |
| **Description:** |  |

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| **PROFESSIONAL DEVELOPMENT PLANS** |
| At the beginning of the performance cycle, the supervisor should discuss training and professional development opportunities with the employee and list any planned activities below. Supervisors should include resources that will be provided to the employee and indicate deadlines as needed. Progress under the talent development plan should be discussed periodically with the employee. |
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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.  |

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| **Date of Review:** |  |
| **Supervisor Comments:** |  |

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| **Employee Comments:** |  |
| **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.
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| **EXCEEDING EXPECTATIONS** |  | **MEETING EXPECTATIONS** |  | **NOT MEETING EXPECTATIONS** |  |

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| **SIGNATURES FOR ANNUAL PERFORMANCE EVALUATION** |
| **Supervisor:** |  | **Date:** |  |
| **Employee:** |  | **Date:** |  |