

Development Plan: Goals, Objectives and/or Priorities

Period:	(i.e., July 1 – Sept 30)	sit no
Name as it appears in SAP:		SN S =
Department:		M
Submitted by:		R =

	Completed (C): Progress was as planned.
	Behind or Incomplete (B/I): Resources were available and the item was not achieved.
	Not applicable (N/A): The situation changed and the item is no longer feasible or applicable.
	SMART GOALS
	S = Specific
	M = Measurable
_	A = Attainable

Submitted by:		R = Relevant & Time Based T = Time Bound		
Goal, Objective and/or Priority #1	С	B/I	N/A	
Item:				
Action Steps & Milestones including target dates: 1. 2.	Additional completion		nrding	
3.				
Completion Date:				
Support:				
This goal is aligned with or directly supports the University's mission, vision, core values, and/or creed. Yes No				
Goal, Objective and/or Priority #2	С	B/I	N/A	
Item:				
Action Steps & Milestones including target dates: 1.	Additiona completio		garding	
2.				
3.				
Completion Date:				
Support:				
This goal is aligned with or directly supports the University's mission, vision, core values, and/or creed. Yes No				

Goal, Objective and/or Priority #3	С	B/I	N/A
Item:			
Action Steps & Milestones including target dates: 1.	Additiona completio		garding
1.	Completio	11.	
2.			
3.			
Completion Date:			
Sugar and the			
Support:			
-			
This goal is aligned with or directly supports the University's mission, vision, core values, and/or creed. Yes No			
End of Period			
Manager's Comments Comment on how the employee performed. Where applicable, describe additional goals, initiatives, or priorities assigned t	o the employe	e and results	the
employee achieved.			
Manager's Signature: Date:			
Employee's Comments:			
Comment on the most challenging aspects and the most rewarding aspects. Additional goals, objectives, or priorities for for Resources needed. Additional comments.	uture interest.	Issues to rev	riew.
Employee Signature: Date:			