**EMPLOYEE NAME/TITLE
FY24**

**Accomplishments for current year (expand as needed, including adding more rows)**

|  |  |  |
| --- | --- | --- |
| Employee Goal | Accomplishments (including impact on Department, Division, or University) | **Links to Stockton’s Strategic Plan** |
| Strategic Theme  | Priority#  | Goal # |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**FY25**

**Goals for new year (expand as needed, including adding more rows)**

|  |  |  |
| --- | --- | --- |
| Employee Goal | Expected accomplishments (including anticipated impact on Department, Division, or University) | **Links to Stockton’s Strategic Plan** |
| Strategic Theme  | Priority # | Goal # |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**FY25**

**Professional Development and Growth Goals for new year (expand as needed, including adding more rows)**

|  |  |  |  |
| --- | --- | --- | --- |
| Activities to Further Enhance My Professional Development: | Benefits to Staff Member: | Benefits to Institution: | Support Needed From Supervisor (e.g. time, connections, funding, etc.): |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Manager Evaluation and Review: Mid-Year Check-In and Update (to be completed in December)**

1. **Workload Management:**

|  |  |  |
| --- | --- | --- |
| Factor | Manager Self Input: | Supervisor Feedback and Comments: |
| Workload: Have you been able to effectively manage volume/demand during the last six months?  |  |  |
| Job Responsibilities/Tasks: Please share an update on how you effectively, efficiently, and skillfully executed on your position requirements during the last six months. |  |  |
| Changes: Have there been any shifts or changes to your responsibilities, job expectations, and/or priorities that has impacted your work within the last six months? |  |  |
| Obstacles: What obstacles or challenges are you facing? Have you developed a strategy for addressing these challenges? |  |  |

1. **Progress on FY Goals:**

|  |  |  |
| --- | --- | --- |
| Employee Goal | Accomplishments to Date (including impact on Department, Division, or University) | Obstacles/challenges encountered, strategy for moving forward, and supervisor support needed: |
|  |  |  |
|  |  |  |
|  |  |  |

1. **Development and Growth update:**

|  |  |
| --- | --- |
| Activities Completed Within the Last Six Months: | Anticipated Support Needed from Supervisor (e.g. time, connections, funding, etc.) for the next six months: |
|  |  |
|  |  |
|  |  |

1. **Areas of Increased Focus for the Remainder of the Review Year:**