

NMHU Performance Evaluation

FY 2016 Performance Evaluation



Supervisor's Name: _____
Employee's Name: _____
Employee's Banner ID: @_____

Supervisor's Title: _____
Employee's Title: _____
Department: _____

Rating (Mandatory)

- Satisfactory
- Needs Improvement
- Unsatisfactory
- Too New to Rate

1. Supports the NMHU mission and priorities by providing academic excellence, academic integration and student success.

Describe Performance:

2. Performance of basic job responsibilities.

- Satisfactory
- Needs Improvement
- Unsatisfactory
- Too New to Rate

Most important responsibility: _____

Describe Performance:

3. Performance of basic job responsibilities.

- Satisfactory
- Needs Improvement
- Unsatisfactory
- Too New to Rate

Second most important responsibility: _____

Describe Performance:

4. Supports the efforts of the department and departments they support.

Satisfactory
Needs Improvement
Unsatisfactory
Too New to Rate

Describe Performance:

Raters Approval: _____

Date: _____

Next Level Manager Approval: _____

Date: _____

Employee Comments:

Employee Acknowledgement: _____

Date: _____



NMHU Performance Evaluation

FY 2017 Goals

1. Supports the NMHU mission and priorities by providing academic excellence, academic integration and student success.

Goal:

2. Establish individual goal aligned with Department objectives

Goal:

3. Establish personal performance goal for the new year.

Goal:

Supervisor: _____
Approved by Next Level Manager: _____
Employee : _____

Date: _____
Date: _____
Date: _____