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Riverside Community College District
Management Performance Evaluation
Goals and Objectives Setting Form

Manager Evaluated: _____

Position Title: _____

This section is for setting goals and objectives for the next review period. Goals and Objectives may be related to areas of improvement, operational needs, or may contribute toward the College/District strategic plan; and, related to the core competencies. To prevent overloading, generally there should be no more than 3-4 goals identified for the upcoming year. Each objective should have a corresponding action plan with some definition of how the objective will be achieved and also a projected completion date. Objectives should be mutually discussed and agreed upon; however, the supervisor may require specific objectives to meet department needs. This section is completed separately from the evaluation but must be completed during the planning period of the evaluation (July).

Goals and Objectives for the Review Period	Action Plan
Goal 1.	Core Competency: Completion Date: Action Plan/Timetable:
Goal 2.	Core Competency: Completion Date: Action Plan/Timetable:

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Goals and Objectives for the Review Period	Action Plan
Goal 3.	Core Competency: Completion Date: Action Plan/Timetable:
Goal 4.	Core Competency: Completion Date: Action Plan/Timetable:

Manager's Signature: _____ Date: _____

Supervisor's Signature: _____ Date: _____

DUE DATE:

On or before July 31, the supervising manager and the manager being evaluated will meet to discuss the management evaluation process and to set goals and objectives.