



**EMPLOYEE SELF-ASSESSMENT FORM  
FOR THE PERFORMANCE ASSESSMENT PLAN  
Review Period 2007**

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Employee Name: \_\_\_\_\_ Dept \_\_\_\_\_

Title: \_\_\_\_\_

Position  Administrative/Technical  Professional  Manager/Supervisor

Supervisor's Name: \_\_\_\_\_

Review Period: \_\_\_\_\_ Date: \_\_\_\_\_

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**Part I  
2007 Goals and Expectations**

List the goals and Expectations which were emphasized for the year 2007 – include ongoing assignments with standards or deadlines defined; areas for improvement; and development opportunities.

## **Part II**

### **Accomplishments**

List your major accomplishments for the past year. Relate your accomplishments to the University's Strategic Plan and goals identified in Part I of your performance assessment from the previous review period.

## **Part III**

What major challenges did you face during the past performance assessment period that had an impact on your accomplishments?

## **Part IV**

### **Personal Goals**

Please list your personal (work related) goals for the upcoming review period (2008).

## **Part V**

### **Resources**

What resources and support do you anticipate needing to accomplish your goals?

**Part VI**  
**Professional Development & Training**

What are your professional development goals for the year 2008? What Training or Professional Development Programs would be of interest to you?

**Name** \_\_\_\_\_ **Department** \_\_\_\_\_

**Signature of Employee:** \_\_\_\_\_ **Date:** \_\_\_\_\_