

Performance Objectives Plan for 2012-2013 Planning Year

Step 1 – Select an appropriate category for your first Strategic Objective. Steps 1 – 3 will need to be repeated for each objective. It is preferable to tie your objective to a Strategic Initiatives category versus an Operational Initiatives category to best align with the college’s goals.

Plan Year 2012-2013

Step 1 Step 2 Step 3

Focus - Project - Initiative:

Operational Initiatives

- Professional Development
- Operational/Program Development

Strategic Initiatives

- Student Success: The College Experience - Individualized Learning Plans -
- Student Success: The College Experience - Enhanced New Student Orientation -
- Student Success: The College Experience - Career Counseling and Developmental Advisement -
- Student Success: The College Experience - Student Services Portal -
- Student Success: The College Experience - Early Alert -
- Student Success: The College Experience - Other (not listed) -
- Workforce Program Expansion - Financial Aid "Clock Hour" Automation -
- Workforce Program Expansion - Other (not listed) -
- Instruction and Direct student Support - Out of Class Support -
- Instruction and Direct student Support - Business Intelligence Analysis and Development -
- Instruction and Direct student Support - Achieving the Dream -
- Instruction and Direct student Support - Internships and Job Development -
- Instruction and Direct student Support - Student Life Plan/Retention -
- Instruction and Direct student Support - International Education -
- Instruction and Direct student Support - K/12 Community Outreach -

Step 2 – Enter your Strategic Objective

The screenshot shows a web interface with three tabs: "Step 1", "Step 2" (which is active and highlighted in blue), and "Step 3". Below the tabs is a section titled "ENTER OBJECTIVE:". This section contains a rich text editor toolbar with various icons for text manipulation (bold, italic, underline, text color, background color, link, unlink, list, indent, outdent, quote, unquote, undo, redo) and a font color picker. Below the toolbar are four dropdown menus labeled "Styles", "Format", "Font", and "Size". The main text area contains the text "Create and maintain a college-wide SharePoint training site to be used as a resource for college employees". At the bottom of the text area, the word "body" is visible. Below the text area is a "NEXT" button.

Step 3 – Enter a date for the Strategic Initiative to be completed

Plan Year 2012-2013

Step 1 Step 2 **Step 3**

Now please enter a 2012-2013 Strategic Performance Objective

Please, enter the date that the outcome for the objective will be completed: 02/22/2013

SAVE AND ADD MORE SAVE AND VIEW/ADD ATTACHMENTS CANCEL

At any point you can view entered Objectives, add updates to report on the progress and status of their achievement, and add attachments, if needed. At the beginning of next planning year, you will be submitting your performance evaluation based on this year’s approved objectives and the updates that you enter throughout the year.

Performance Evaluation represents your performance appraisal for the previous planning year based on last year’s objectives which are approved by your supervisor. As part of your evaluation preparation, you can enter updates to your approved objectives from previous year and/or change the status of already entered updates.

APPROVAL HISTORY (Click this bar to view the approval history)

FOCUS: Technology and Productivity Enhancements
PROJECT: Other (not listed)

Initiative (Douglas S. Duncan)
Initiative Completion Date:

STRATEGIC OBJECTIVE: [Create and maintain a college-wide SharePoint training site to be used as a resource for college employees](#)
Completion Date: 02/22/2013

STATUS UPDATE (0 found)
[Add updates to this objective](#)

ATTACHMENTS (0 found) [Add attachments to this objective](#)