


<b>Manager Evaluation – Step 3</b> (To be completed by the evaluator)	
Manager's Name:	Evaluation period:
Manager's Title:	
Evaluator's Name:	Department/Division:
Evaluator's Title:	
<b>Achievement of Goals</b> <i>(degree of success in completing annual objectives, taking into consideration the degree of difficulty inherent in each of the objectives)</i>	
<b>Behavioral Survey Feedback</b> <i>(summary focuses on work behaviors, areas of perceived concern, and areas of perceived effectiveness)</i>	

## Manager Evaluation

Name:

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### **Supervisor Feedback** *(including comments focusing on the areas listed below)*

- Job Knowledge:
- Leadership:
- Communication:
- Judgment/Decision Making:
- Quality and Quantity of Work:
- Other:

### **Special Commendations** *(including recognition of professional activities such as campus or District committee work, extra assignments, involvement with relevant community or state organizations, or professional development activities)*

### **Recommendations of Growth and Development**

*(may also include recommendation for completion of a professional development plan)*

<b>Manager Evaluation</b>	
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<b>General Comments / Overall Effectiveness</b>	
<b>Manager's Response</b> <i>(When applicable, reflects the manager's concerns about the evaluation)</i>	

*(Note: The manager's signature does not signify agreement with the evaluation but does verify receipt of the evaluation.)*

Manager's Signature:

Date:

Evaluator's Signature:

Date: