

MPP Employee Performance Evaluation Fiscal Year (FY): 2024-2025

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- Overview
- Goals
- Competencies
- Contributions
- Summary
- Overall Performance
- HEERA Manager & MP...



Employee Bronco
7/1/2024 - 6/30/2025

0%

Overview

The evaluation of MPP employees is an ongoing process. Formal evaluations occur at the first 6-months and 1-year of service, and subsequently on an annual basis. Evaluations are broken down into different parts that address the following:

PART A – MPP EMPLOYEE SELF-EVALUATION

- Goals: Select goal(s) and update final goal progress achieved over the specified evaluation period.
- Competencies: Complete the competency narrative and provide observable examples that demonstrate the applicable competency.
- Contributions: Summarize major contributions & accomplishments achieved over the specified evaluation period.

PART B – HEERA MANAGER EVALUATION

- Goals: Review and rate the MPP's goal progress.
- Competencies: Evaluate and rate the MPP's narrative on observable examples that demonstrate the applicable competency.
- Contributions (read-only): MPP's summary of major contributions & accomplishments achieved.
- Overall Performance: Provide a summary evaluation of the MPP's overall performance and contributions.
- Summary: A preview of the ratings summary will display the overall rating score as determined by the HEERA Manager. For rating purposes, Goal and Competency Ratings are weighted equally.

PART C – REVIEW DISCUSSION AND HEERA MANAGER SIGNATURE

- Review Discussion: This is an opportunity for the HEERA Manager to schedule a meeting and discuss the evaluation with the MPP Employee. HEERA Manager should consider the MPP's input for any appropriate modifications to the above sections.
- Overall Rating Summary: The ratings summary will display the final overall rating score as determined by the HEERA Manager.
- HEERA Manager Signature: Confirms content is finalized in reflection of the MPP's input, discussion, and evaluation of the MPP's work performance.

PART D – MPP EMPLOYEE SIGNATURE

- Review Read-Only Version: Upon discussion with the HEERA Manager, the MPP Employee should request to reopen Part C if any modifications need to be made.
- Overall Rating Summary: A ratings summary will display the final overall rating score as determined by the HEERA Manager.
- Employee Signature: Acknowledges receipt of the performance evaluation and does not necessarily represent agreement with the contents.

The MPP Employee, HEERA Manager, VP, President, and ELR will be able to access a copy of this evaluation within the Cornerstone platform after all appropriate signatures have been obtained. For guidance and support with the performance evaluation process, please contact ELR.

Review Step Progression



MPP Employee Self-Evaluation
Due : 6/21/2025



HEERA Manager Evaluation



Review Discussion and HEERA Manager Signature



MPP Employee Signature



Get Started

MPP Employee Performance Evaluation Fiscal Year (FY): 2024-2025

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Goals

Select Goal

Select, review, and update final goal progress on established work deliverables during the specified review period.

To add goals to the performance review, click the **SELECT GOAL** button. A pop-up will appear, allowing the selection of the goal(s) to include.

To update goal progress, if applicable, click on the drop-down icon located to the right of the goal title and select the **Manage Goal** option. This will open the Manage Goals page, where the goal's progress can be updated. Once the updates are complete, you will be redirected back to the Goal Rating section to continue with the performance review.

Goal (1) MPP Employee (Reviewee) will be rated on



Goal description is displayed here.

Progress :**93%**

Status : On Track

Start Date : 7/1/2024

Due Date : 6/30/2025

Strategic Alignment : Initiative 5 - Advance organizational development and employee excellence

Goal Category : [5.5] Improve campus infrastructure and efficiency by redesigning administrative processes.

Show Less

- Goal : Comments
- Goal : Attachments
- Manage Goal

Goal (2) MPP Employee (Reviewee) will be rated on



Goal description is displayed here.

Progress :**100%**

Status : Completed

Start Date : 7/1/2024

Due Date : 6/30/2025

Strategic Alignment : Initiative 5 - Advance organizational development and employee excellence

Goal Category : [5.5] Improve campus infrastructure and efficiency by redesigning administrative processes.

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Complete the competency narrative and provide observable examples from the specified review period that demonstrate the applicable competency.

Competencies are observable and measurable skills and behaviors that contribute to workplace effectiveness and career success (Korn Ferry 2019).

Competencies are observable and measurable skills and behaviors that contribute to workplace effectiveness and career success (Korn Ferry 2019).

Plans and prioritizes work to meet deadlines and outcomes; provides clear direction and delegates as needed; clearly communicates roles, expectations, and timelines; monitors work to ensure goals and deadlines are consistently met; executes work to quality standards.

Comments :

This is where the MPP Employee (Reviewee) completes a competency narrative and provide observable examples.

Demonstrates professional, collegial, and collaborative interactions with all levels of staff and management, listens actively to others, explains ideas clearly, participates effectively in group discussions, accepts criticism constructively, answers inquiries in a timely and professional manner, and produces clear and concise written communications in a timely manner. Where applicable, consider writing or presentation skills.

Comments :

This is where the MPP Employee (Reviewee) completes a competency narrative and provide observable examples.

Acts professionally and calmly when interacting with others; treats all with dignity, respect, and fairness; honors commitments to others and models and maintains high ethical standards; is responsive to other staff; earns trust through consistent alignment of words and actions.

Comments :

This is where the MPP Employee (Reviewee) completes a competency narrative and provide observable examples.

Develops priorities for areas of responsibility and formulates and implements effective strategies that are aligned with the organization's mission, values, and priorities; demonstrates a personal commitment to student success and the organization as a whole.

Comments :

This is where the MPP Employee (Reviewee) completes a competency narrative and provide observable examples.

Understands market, industry, and environmental trends; addresses issues to create or sustain competitive advantage; uncovers new opportunities to create value and leverage the organization's strengths; anticipates change and develops long-term plans. Associated Attribute: Credible, Learner

Comments :

This is where the MPP Employee (Reviewee) completes a competency narrative and provide observable examples.

Creates a work environment where people feel cared for and valued; fosters collaboration and team effectiveness; works cooperatively and effectively with others to achieve common goals; participates in building a group identity characterized by pride, trust, and commitment. Associated Attribute: Collaborator, Compassionate

Comments :

This is where the MPP Employee (Reviewee) completes a competency narrative and provide observable examples.

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Contributions

Summarize major contributions and/or accomplishments achieved over the past evaluation period.

MPP Employee: Summarize major contributions and/or accomplishments achieved over the specified evaluation period.

Comments:

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This is where the MPP Employee (Reviewee) summarizes major contributions and/or accomplishments achieved over the specified evaluation period.

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Characters: 142

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