

## PERFORMANCE COMPONENTS

PERFORMANCE PLAN CRITERIA	ASSESSMENT			
GOALS and JOB DUTIES	<input type="checkbox"/> <b>Achieved:</b> Consistently accomplishes goals, duties and reliably meets deadlines.	<input type="checkbox"/> <b>Achieved on target:</b> Accomplishes goals, duties and deadlines on a fairly consistent basis.	<input type="checkbox"/> <b>Needs improvement:</b> Almost never accomplishes goals, duties and has difficulty meeting deadlines.	<input type="checkbox"/> <b>Deferred:</b> The goal or job duty was postponed due to situations beyond control.
COMPETENCIES	<input type="checkbox"/> <b>Advanced:</b> Skills are consistently performed at a very high level.	<input type="checkbox"/> <b>Skilled:</b> Skills are performed at an intermediate level.	<input type="checkbox"/> <b>Developing:</b> Skills are entry-level and are being refined through training.	
BEHAVIORS	<input type="checkbox"/> <b>Consistently observed:</b> The behavior is demonstrated daily.	<input type="checkbox"/> <b>Frequently observed:</b> The behavior is demonstrated on a recurring basis.	<input type="checkbox"/> <b>Sometimes observed:</b> The behavior is demonstrated inconsistently.	<input type="checkbox"/> <b>Rarely observed:</b> The behavior is almost never demonstrated.
PROFESSIONAL DEVELOPMENT PLANS (optional)	<input type="checkbox"/> Vary by employee			
WORK ENVIRONMENT	<input type="checkbox"/> NOT ASSESSED			
PHYSICAL DEMANDS	<input type="checkbox"/> NOT ASSESSED			

Performance Management

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