

**MANAGERIAL PERFORMANCE EVALUATION
AND REAPPOINTMENT RECOMMENDATION
CALENDAR OF EVENTS – FY12
September 1, 2011 – June 30, 2012**

FY12 Manager’s Performance Evaluation and Reappointment Recommendation forms made available online	March 1, 2011
Managers submit self-evaluation, analysis of FY11 goals and new goals for FY12 (Part I) to immediate supervisor	March 8, 2011
Performance evaluation meetings between immediate supervisors and managers	March 10–March 18, 2011
Evaluation, goals, and reappointment recommendation (Part II) from immediate supervisor to unit head and manager	April 1, 2011
Evaluations, goals, and reappointment recommendations (Part II) from unit head to division vice president and manager	April 15, 2011
Evaluations, goals, and reappointment recommendations (Part III) from division vice president to vice president for human resources and manager	May 6, 2011
Vice president for Human Resources forwards files and evaluations to President	May 13, 2011
Board mailing - reappointment recommendations	June 1, 2011
Board of Trustees acts on reappointment recommendations of President	June 8, 2011
Notification to candidates of Board of Trustees action – reappointment	June 13, 2011
Acceptance of reappointment by candidate to Human Resources	July 1, 2011