

PROFESSIONAL DEVELOPMENT REPORT

SECTION I

NAME

DATE

POSITION

An interview should precede and follow the preparation of this report.

EVALUATION CRITERIA

PERFORMANCE EFFECTIVENESS:

CONTRIBUTIONS TO THE DEPARTMENT AND COLLEGE:

COMMUNITY CONTRIBUTIONS:

EMPLOYEE RESPONSE:

Employee Signature

Date

Supervisor Signature

Date

PROFESSIONAL DEVELOPMENT REPORT

SECTION II

**To Be Completed Only For Those Administrators
Eligible For A Promotional Increment.
(SEE PSH 8.4)**

CANDIDATE'S STATEMENT:

SUPERVISOR'S STATEMENT:

Employee's Signature

Date

Supervisor's Signature

Date

SUPERVISING DEAN'S STATEMENT AND RECOMMENDATION:
(To be submitted to the President no later than May 15)

Dean's Signature

Date