**

**Doane University Employee Feedback and Development Program**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **MISSION** | Doane University creates distinctive educational experiences, rooted in the liberal arts, to prepare our students for careers and lives grounded in inquiry, ethics, and a commitment to lead and serve in the global community. |

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| **VALUES**(in support of the mission statement) | **Inclusion:** Doane values creating an environment in which all individuals and communities are able to fully participate, belong, and thrive in authentic ways.**Integrity:** Doane values ethical and principled decision-making and takingresponsibility for one’s actions.**Innovation:** Doane values forward thinking and the ability to develop and implement new or re-imagined ideas in a collaborative environment.**Transformation:** Doane values enhancing lives and developing potential. |

**How does the employee contribute towards the Mission and/or Values of Doane? (supervisor completes)**

**Accomplishments (employee completes)**

Accomplishments – What are your greatest accomplishments over the last 6 months?

**Goals (manager and employee complete together)**

Position/University Related Goals:

Personal Growth & Development Goals:

**What can your supervisor do to help you be your best? (employee completes)

What are three things you appreciate about this employee? (supervisor completes)**

**Additional Comments:**

**\_\_\_ Job Description Reviewed**

**Signatures:**

Employee Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Supervisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Vice President Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_