UNCSA Family,

The current 2019-2020 performance cycle for EHRA non-faculty employees ends on June 30th. EHRA Ratings and comments with final signatures must be submitted to Human Resources no later than July 31st.

Forms should be sent to: perfeval@uncsa.edu

The Performance cycle should:

1) Recognize accomplishments and/or identify developmental needs;
2) Promote greater understanding of current and/or future goals (University, departmental, work unit), as well as, the employees specific role in facilitating achievement of these objectives; and
3) Discuss skills development/enhancement opportunities to encourage continuous learning and to enable career growth.

Things to remember:

EHRA non-faculty ANNUAL APPRAISAL

- Supervisors rate each Institutional and Individual goal to determine overall rating;
- Comments should support ratings for performance that does not meet, meets and/or exceeds expectations;
- The second-level supervisor of the employee is required to review and sign the annual appraisal before they are issued to the employee.

Please contact Camilla Norris, Employee Relations Manager if you have questions and/or need assistance.