

2010-2011 CLASSIFIED STAFF PERFORMANCE PLANS

Performance Plans

All supervisors of classified staff are reminded that classified staff performance management plans for the 2010-2011 cycle are now due in the HR office.

Performance Management Documents

The 2010-2011 performance management form can be found at:

- please note that you must click "cancel" on the pop-up dialogue box in order to proceed to the form -

<http://www.ucdenver.edu/about/departments/HR/FormsTemplatesProcesses/Documents/Word/PMPFormforPlanYear10-11.doc>

This is the form to use for developing goals and measurements for the period of April 1, 2010 through March 31, 2011. Please submit ONLY photocopies of the signed cover page and the scoring matrix page containing the weights for each of the goals and competencies to the Human Resources Office (campus box A005/130, attn: plans).

Training Requirement for Supervisors

As a reminder, if you are a supervisor of classified staff, you are also required to attend a training session on performance management if you have not already done so. Please visit our website for a schedule of upcoming training:

<http://www.ucdenver.edu/about/departments/HR/training/Pages/ManagersToolbox.aspx>

The CU Performance Management Program plan can be found at:

<http://www.ucdenver.edu/about/departments/HR/FormsTemplatesProcesses/Documents/Word/PerformanceManagementProgram-Final7-2009.pdf>

Please contact Human Resources at 303-315-2700 with any questions.

Thank you.