**LCC Logo- Transparent Blue.TIF Administrator Performance Appraisal**

**Individual Development Plan**

**Employee:**       **Period Evaluated:**

**Title:**       **From:** **To:**

**Department:**       **Evaluation:**

**Biennial**

**Special**

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1. **Work Goals and Objectives (past):** This portion of the evaluation should set out the progress made towards previously established goals and objectives.

1. **Work Goals and Objectives (future):** This portion of the evaluation should set out the goals and objectives for the future.

1. **General Employee Comments:**

1. **General Supervisor Comments:**

**Employee Signature Date**

**Employee’s signature does not indicate agreement or disagreement with the contents of this evaluation.**

**Supervisor Signature Date**

**President Signature Date**