

**2013-2014 Unit Evaluation Information Form (Form 1)**

**Operational Goals**

**{*Office and Division*}**

1. ***Office Leader:***
2. ***Division Mission Statement:***

***Office Mission Statement:***

1. ***Describe how the Program/Office Mission Statements aligns/relates to the College Mission Statement:***
2. ***Articulate your office goals and performance outcomes in the table below and align them with Saint Mary’s College Strategic Plan Principals and Goals.***
	1. ***Program Goals*** should connect to your office mission and may link to the strategic plan. These will likely be broad.
	2. ***Expected Performance Outcomes*** should be specific measurable articulations of how the Program Goals are to be realized in your unit. You likely will have multiple performance outcomes for each broad goal. These are the “on the ground” activities that lead to achievement of the Program Goal. (i.e.: the **program goal** may be to “develop professionally” while a **performance outcome** for the goal may be “pursue external professional development opportunities”—a measurable articulation of the goal.)

**Operational Program Goals and Expected Performance Outcomes**

|  |  |  |
| --- | --- | --- |
| **Column 1** | **Column 2** | **Column 3** |
| **Operational Program Goal and #**  | Related College Principle # | Related Strategic Goal # |
| **Program Goal 1:**  |  |  |
|  **Expected Performance Outcomes 1.a:**  |  |  |
|  **Expected Performance Outcomes 1.b:**  |  |  |
|  **Expected Performance Outcomes 1.c:**  |  |  |

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| --- | --- | --- |
| **Operational Program Goal and #** | Related College Principle # | Related Strategic Goal # |
| **Program Goal 2:**  |  |  |
|  **Expected Performance Outcomes 2.a:**  |  |  |
|  **Expected Performance Outcomes 2.b:**  |  |  |

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| --- | --- | --- |
| **Operational Program Goal and #** | Related College Principle # | Related Strategic Goal # |
| **Program Goal 3:**  |  |  |
|  **Expected Performance Outcomes 3.a:**  |  |  |
|  **Expected Performance Outcomes 3.b:**  |  |  |

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| --- | --- | --- |
| **Operational Program Goal and #** | Related College Principle # | Related Strategic Goal # |
| **Program Goal 4:**  |  |  |
|  **Expected Performance Outcomes 4.a:**  |  |  |
|  **Expected Performance Outcomes 4.b:**  |  |  |

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| --- | --- | --- |
| **Operational Program Goal and #** | Related College Principle # | Related Strategic Goal # |
| **Program Goal 5:**  |  |  |
|  **Expected Performance Outcomes 5.a:**  |  |  |
|  **Expected Performance Outcomes 5.b:** |  |  |

**2013-2014 Unit Evaluation Summaries (Form 2)**

**Operational Units**

**{*Office and Division Name*}**

1. ***Office Mission Statement:***

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| **Column 1** | **Column 2** | **Column 3** | **Column 4** | **Column 5** | **Column 6** |
| **Related College Principle # (taken from Form 1, Column 2)** | **Related Strategic Goal(s) #****(taken from Form 1, Column 3)** | **2013-14 Operational Program Goals** **(taken from Form 1, Column 1)**  | **Expected Performance Outcomes****(taken from Form 1, Column 1)** | **Specific Methods of Measurement/Assessment employed in****2013-14** | **Results and Recommendations for Improvements in 2014-2015** |
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