**Staff Performance Review Process 2023**

**We're Ready!**

While evaluating your previous year's work and accomplishments, keep the following in mind:

- **APPROACH**
  - Focus on feedback and development

- **BAYLOR’S CORE COMMITMENTS**
  - Evaluate your work and goals based on Baylor's 6 Core Commitments

- **PROCESS DEADLINES**
  - Be mindful of the Performance Process deadlines

**Due Dates** - Each step of the process will have due dates noted below.

- **Process Begins:** Self-Assessment Opens
  - March 1

- **Employee Self-Assessment Closes**
  - March 20

- **Manager Access to Complete Form Ends**
  - April 14

- **Feedback Discussions & Sign Offs Complete**
  - April 28

**Training**

Search IGNITE with keyword "performance" to find available classes to support the Performance Review Process.

www.baylor.edu/hr/performance

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