

WNC FY25 Annual Goal Setting

Goals should be rooted in WNC's Mission/Vision, contribute to the institutional goals and support the goals of your area.

Aligning goals in this way strengthens our focus, as a team, and ensure we can meet our 2024-2025 outcomes for Access & Success, Student Experience, Infrastructure and Visibility. [Goals Graphic](#)

For your department, you should set a minimum of **two** goals and a maximum of **three** goals.

Please complete as SEPARATE FORM for EACH goal you have set for your department by Nov 11th.

* Indicates required question

1. Email *

2. Division/Department *

3. Your Name *

4. Primary Institutional Goal Alignment (select one)

Check all that apply.

- Access and Success
- Student Experience
- Infrastructure
- Visibility

5. **Secondary Institutional Goal Alignment (select all that apply)**

Check all that apply.

- Access and Success
- Student Experience
- Infrastructure
- Visibility

6. **Write your goal in as few words as possible: ***

7. **Your goal should be detailed and SPECIFIC (who? what? where? how?). HOW will you reach this goal? ***

List at least three action steps you'll take:

8. **Your goal should be MEASURABLE. What is the baseline that you will measure from? ***

9. **For your MEASURABLE goal, how will you measure, track or provide evidence using numbers, methods or benchmarks?** *

10. **How will you know when you have reached your MEASURABLE goal?** *
(Examples: "Enrollment will increase by 75%" or "a report will be complete with x-y-z information")

11. **Your goals should be ACHIEVABLE. What items or information do you need to achieve it?**

12. **How will you find the time to ACHIEVE your goal?**

13. **To ACHIEVE your goal, what do you need to learn more about?**

14. **Which people will support you in ACHIEVING your goal?**

15. **Why did you choose this goal and why is it RELEVANT right now?**

16. **How is your goal RELEVANT and aligned to your division/department/office? ***

17. **How does your goal support the College goals? ***

18. **Your goal must be TIMELY. Can you reach this goal by May 30th, 2025 (or no later than June 30)? ***

Check all that apply.

Yes

No

19. **The halfway measure for your goal should be no later than January 15, 2025. What is your halfway mark and what progress will you look for at this point? ***

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