



HIGHLAND COMMUNITY COLLEGE

SHARED PERFORMANCE EXPECTATIONS

Improved Spring 2015

BE COMPETENT AT YOUR WORK

Know your area of work or study; consistently perform to expectations; use constructive feedback to improve.

COMMUNICATE EFFECTIVELY

Demonstrate the ability to create and understand messages – in written, oral, or visual form.

RESPECT OTHERS

Show respect for other people and the environment; be open to perspectives different from your own; treat people and the environment with courtesy.

MAKE GOOD DECISIONS

Apply critical thinking processes – examine assumptions, gather relevant and reliable data and information; make decisions based on evidence.

ACT RESPONSIBLY

Within your role or roles at HCC, meet your commitments and be accountable for your own behavior and performance.

WORK EFFECTIVELY IN TEAMS

Contribute productively - as a leader or a member of a team.