**EXEC ACTION PLAN GOALS (EXAMPLE)**

Name:

Exec position:

## October-

**Semester 1 Goals**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Goals | Resources | Done? |
| 1  |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

**Review of Semester 1 for Chairs report**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Goals | Completed? | Barriers? | Next Steps if necessary | Top Tips for next year |
| 1  |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |

## February

**Semester 2- Goals**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Goals | Resources | Done? |
| 1  |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

**Review of Semester 2 for Chairs report**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Goals | Completed? | Barriers? | Next Steps if necessary | Top Tips for next year |
| 1  |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |