



Sample: Succession Planning Oversight Committee (SPOC) Report

| Sr. Leader | Goal Period | Competency | Development Assignment | Target completion | Current Status | Notes |
|-------------------|-------------|---|--|-------------------|--|--|
| Deputy Director X | FY16-17 | Negotiation Skills | Negotiation Skills Workshop through CSUSB continuing education program | Q3 FY17 | Enrolled to start September | Practical application will include involvement in upcoming labor agreement negotiation cycle |
| Deputy Director Y | FY16-17 | Coaching Staff for Improved Performance | Executive Coaching program with Dr. S. Valdez, High Impact Consulting | Q4 FY17 | Two sessions of the 12 session program have been completed | At program conclusion will conduct executive team briefing on coaching principles for managers |