

**Office of the Registrar**

333 East Campus Mall  
Suite 10101  
Madison, WI 53715-1384

**GRADE REPORT**

**Term:** Fall 2011-2012

**Name:** Rashad Simmons

**Career:** Law

**Program:** Law Professional

**Year:** Professional Year 1

**Run** Jan 29, 2012

**Date:**

Dept. Name	Course	Session	Descriptive Title	Credits	Grade	Grade
LAW	711	Regular	Contracts I	4	B	3.0
LAW	714	Regular	Civil Procedure I	4	B	3.0
LAW	715	Regular	Torts I	4	B+	3.3
LAW	726	Regular	Intro-Substan Criminal Law	4	C	2.0

Cumulative GPA: 2.83

Cumulative Grade: B-

Cumulative Credits: 16

Honors & Awards: Advance Opportunity Fellowship Recipient (tuition scholarship)



PERFORMANCE MANAGEMENT SYSTEM

You are logged in as Rashad Simmons

MY FORMS

INSTRUCTIONS

## Engagement Feedback

Employee Name: Rashad Simmons

Employee ID: 01039

Level: Analyst

Practice: OC

Evaluator Name: John Burnett-doering

Performance Coach: Senthil Rajakrishnan

Engagement Name: University of California Strategic Sourcing - Trav

Engagement Number: 02299-003

Start Date on Engagement: 8/1/2005

End Date on Engagement: 10/28/2005

Estimated Time on Engagement: 400+ hours

Engagement Manager (if different from evaluator):

Individual's Role on Team: Contributor

Extent of Contact with Individual: Extensive

### Engagement Description

Strategic Sourcing project for the University of California system. The commodity area Rashad was engaged in was for Travel Management Services.

### Brief description of individual's responsibility on engagement

Rashad primary responsibility was to own and drive the data analysis for the engagement. In addition, he contributed to the development of one business case, and was solely responsible for developing the University of California Travel Card Spend Business Case. In addition, he was responsible for developing the US Bank negotiations materials.

	Exceptional	Strong	Valued	Meets Some Requirements	Needs Improvement
<b>Competencies</b>					
Teamwork/Organizational Commitment		X			
Client Service Focus - Impact/Feedback		X			
Technical Knowledge		X			
Developing Self and Others			X		
<b>Attributes/Skills</b>					
Flexibility/Adaptability		X			
Initiative/Self-Motivation	X				
Professionalism	X				
Financial/Data Analysis		X			
Problem Solving			X		
Communication			X		
Teamwork		X			

### Describe the individual's contributions on the engagement and the impact/relationship with the client (e.g. impact on future revenue generation, asset management, etc.)

Rashad contributed greatly to the Travel data analysis. His excellent analysis allowed us to develop a Travel Card business case that identified \$1-2mm in annual savings, and in another business case, identified \$8 - 12 mm in annual travel savings for the UC System - resulting in high levels of client satisfaction. John also contributed to the development of negotiation materials for the US Bank business case.

**Describe the individual's strengths**

Rashad has excellent analytical skills and technical knowledge. This enabled him to develop a very strong/high quality Travel Card data business case. Rashad took over the development of a business case when the person who was working on it left for vacation. He delivered a high quality product, and did so without missing a beat. Rashad also takes the initiative and provides updates on his work and key findings. Another of Rashad's strengths is his ability to work with little direction and guidance.

**Describe the individual's areas of improvment/development**

How to ensure that Rashad further develops his oral skills in order to maximize his impact when conveying his excellent insight and opinions to other members of the team

**Overall Comments**

Overall, Rashad is a very strong performer who has strong analytical skills. Moreover, he is able to deliver a high quality product on time. As Rashad gains more project experience, his value to the practice will continue to grow.

**Individual's Comments:**

**Completed on:** 11/1/2005 10:35:16 AM

I have read and accept this Engagement Feedback Form.

**Comments:** No Comments

CANCEL FORM

UCOP Travel Management Services



PERFORMANCE MANAGEMENT SYSTEM

COMMENT

You are logged in as Rashad Simmons

MY FORMS

INSTRUCTIONS

## Feedback Form

Employee Name: Rashad Simmons

Performance Coach: Senthil Rajakrishnan

Feedback by: Maricel Ramos

Engagement Name: UCOP Travel Management Services

Level: Analyst

Practice: OC



## CORE COMPETENCIES

## Client/Service Focus

## Area of Strength

Rashad demonstrated strong initiative and follow-up when contacting clients and setting up meetings during our data collection phase. Rashad's pro-active approach helped the team obtain the required data in a timely manner. What I also liked about Rashad's performance in this area is the fact that Rashad sought coaching whenever he needed it when it came to communicating directly with the client (either with the content of e-mails, voicemails, or one-on-one conversations). This showed Rashad was focused on quality delivery. Too often, new consultants do not take the time to think and plan before acting. This results in poor delivery and service. The fact that Rashad took his time outlining his initial communication and ensuring that he knew how to respond to clients' concerns and questions before he reached out to them shows his willingness to take on new challenges, and most important, learn. I am confident that with time and more experience, Rashad will develop a greater comfort level when initiating contact with clients and it will be him coaching others on quality.

## Area of Improvement

## Teamwork and Organization Commitment

## Area of Strength

## Area of Improvement

## Developing Self and Others

## Area of Strength

## Area of Improvement

## Technical Knowledge

## Area of Strength

## Area of Improvement

## Other

## Area of Strength

Leadership - Rashad did a good job of managing resources (up to four different analysts) from the TLC to assist him in critical data entry efforts for the UCOP project. Rashad kept his team focused and motivated during the project while he was under some time constraints (the project had to be completed within one week). He also demonstrated some good project management skills, allocating work well among a team of resources that changed from day to day.

## Area of Improvement



## OTHER COMMENTS (OPTIONAL)

Due to changes on the project, Rashad and I only got to work together for a little over two weeks. In that short time, Rashad was able to demonstrate strong skills in leadership and client service. I hope I get the chance to work with Rashad again.

**Project Development Assessment (PDA): Overall Assessment**

**To Be Completed by the Individual**

**What do you see as particular strengths that were highlighted or enhanced during this engagement?**

Rashad did an excellent job in working with his fellow employees. He demonstrated flexibility and team-work skills when he volunteered to do a presentation that his co-worker was unable to attend. In addition, Rashad was responsive in communicating with his peers, providing timely and accurate feedback on the progress of his projects.

**In what areas could you improve, and what steps will you take to make those improvements?**

Rashad needs to establish more face to face time with the clients. Moreover, it is important for Rashad to participate in, and coordinate with Senior Managers and Managers, in order to gain experience with the engagement economics of the projects. To achieve these two objectives, Rashad should not hesitate to communicate with the client when appropriate, whether this communication is achieved through a simple, "Hi, how are you," while walking through the hallway, or by identifying a solution to the clients needs. Second, Rashad should be pro-active in seeking out the opportunity to take on additional roles in the engagement process by communicating this objective to his Manager and Senior Managers.

**Do you believe that the comments made by the feedback provider accurately reflect the way you performed on this engagement?**

☐ Yes  
☐ No

**(Check only the the appropriate box)**

**Explain, if no:**

**To Be Completed by Feedback Provider**

*lease provide comments that support your assessment using the Development Expectations Framework as your guide. Discuss specific examples and action plans that will help the individual understand what to do in order to grow and improve. Address specific strengths and development needs, keeping in mind the degree of difficulty associated with the Project. Please specify at least two strengths and two development needs.*

**Strengths to Build on:** Great attitude

Fast learner

Communication of project status and issues

**Development Needs:** More interaction with clients

Training in service line offerings and consulting skills

**Overall Assessment for Project:**

☐ Exceptional ☐ Excellent ☒ Very Good ☐ Good ☐ Not Achieved ☐ N/A

**Comments:**

Rashad is a recent under-grad college graduate new hire and this was his first engagement. He performed very well as he had minimal supervision. He was able to complete his work on time. Rashad was also instrumental in keeping the project team up-to-date on the status and any issues.

**To Be Completed by the Engagement Partner**

*lease provide comments that support your assessment using the Development Expectations Framework as your guide. Address specific strengths and development needs, keeping in mind the degree of difficulty associated with the Project. Please specify at least two strengths and two development needs.*

**Strengths to Build on:** - Good attitude

- Flexible and willing to learn
- Team player

**Development Needs:** - Continued development of consulting skills

- Enhanced knowledge of firms tools/methodologies

**Comments:**

Rashad's contributions to the CCG project were key to the success of the engagement.

**Acknowledgement of PDA**

*This section will be filled in automatically when all electronic signatures are received online.*

**Reviewee Signature :** \_\_\_\_\_

**Feedback Provider Signature :** \_\_\_\_\_

**Engagement Partner Signature :** Frank Borgsmiller Signed electronically on 1/17/2004