

Unit Missions

CS Mission Statement

Mission statement

Continue Your Journey...

Helping students and alumni continue their career journey through the facilitation of workshops, information sessions, and job postings. The Office of Career Services will provide a diverse and inclusive posture in providing assistance to students, alumni, and faculty in creating a comprehensive career plan.

User Outcomes

CS 01: UO job placement

Start: 7/1/2012

End: 6/30/2013

User Outcome

Increase number of organizations/employers recruiting/interviewing on campus by 10%.

Data Collection (Evidence)

- Counted numbers of Career Day participants for career fairs held
- Documented number of individual organizations on-campus for visits and interviews

Results of Evaluation

- Anticipated # of employers: 150 employers
- Actual # of employers: 138 employers

Due to the continuing struggling economy, several employers travel budgets were cut. As a result. They were unable to attend career fairs.

Employer recruitment was also effected by the absences of a official director of career services for approximately 5 -7 months. During this time, the office prioritized to the most essential office services.

Use of Results and Recommendations

Data collected will provide guidance of implementation of checks, balances, and the creation of new recruiting opportunities.

Unit Goals

CS 2013_01: Online access to electronic resources

Start: 7/1/2012

End: 6/30/2013

Unit Goal

To improve on-line access and utilization of electronic resources in Career Services.

Evaluation Procedures

Utilized DSU Communication and Marketing Department to gather website tracking numbers to determine the frequency of site utilization by the serviced population.

Actual Results of Evaluation

| Website Visits: | 2010-2011 | 2011-2012 | 2012-2013 |
|----------------------------|------------|------------|------------|
| Page | # of Views | # of Views | # of Views |
| Main Career Services' Page | 9,255 | 9,374 | 9,622 |
| Jobs' Board | 11,018 | 13,586 | 18,354 |
| Resume Review | 426 | 487 | 110 |
| Main Student Page | 4,141 | 4,052 | 15,788 |
| Main Employer Page | 1,378 | 1,296 | 1,768 |
| Main Faculty/Staff Page | 710 | 681 | 1,014 |

Use of Evaluation Results

Data collected will provide guidance of implementation of checks, balances, and the creation of new student engagement opportunities.

Related Items

  SP4.Ind06: Technology infrastructure

 **CS 2013_01: Students Utilizing Career Services**

Start: 7/1/2012

End: 6/30/2013

Unit Goal

Increase number of students utilizing services offered by Career Services' office by 10%.

Evaluation Procedures

- Counted numbers of Career Day participants for career fairs held
- Documented number of individual organizations on-campus for visits and interviews
- Counted all in office student visits, resume reviews, workshops

Actual Results of Evaluation

| Student Attendance: | 2008-2009 | 2009-2010 | 2010-2011 | 2011-2012 | 2012-2013 | % Change |
|--------------------------------|-----------|-----------|-----------|-----------|-----------|----------|
| Total Career Fairs | 1627 | 1279 | 1332 | 1387 | 316 | |
| Workshops/Presentations/Events | 1843 | 1832 | 2051 | 2124 | 668 | |
| Majors' Fair | n/a | 119 | 149 | 162 | 49 | |
| Which Fork | n/a | 114 | 117 | 136 | 50 | |
| In-Office Services | 362 | 628 | 716 | 927 | 289 | |
| Ambassadors | 43 | 61 | 53 | 46 | 30 | |
| Totals: | 3874 | 4033 | 4418 | 4782 | 1402 | -70.68% |

Student recruitment / data collection was effected by the absences of an official director of career services for approximately 5 -7 months. During this time, the office prioritized to the most essential office services.

-  [Student participation results](#)

Use of Evaluation Results

Data collected will provide guidance of implementation of checks, balances, and the creation of new student engagement opportunities.

Related Items

  **SP1.Ind03: Academic and support services**

Section IV.a

Brief Description

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Delta State University's office of Career Services is tasked to provide career related support to the current student as well as alumni. The Careers Services office supports this population by facilitating an array of services that include but are not limited to: resume review, career workshops, dining etiquette workshops, job postings, internship search etc...

Section IV.b

Comparative data

Enrollment, CHP, majors, graduation rates, expenditures, trends, etc.

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

N/A

Section IV.c

Diversity Compliance Initiatives and Progress Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section IV.d

Economic Development Initiatives and Progress Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section IV.e

Grants, Contracts, Partnerships, Other Accomplishments

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section IV.f

Service Learning Data

List of projects, number of students involved, total service learning hours, number of classes, faculty involved, accomplishments.

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section IV.g

Strategic Plan Data

Only use this section if you have strategic plan info to report that is not covered in other areas of your report

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section IV.h

Committees Reporting To Unit

Each unit includes in the annual plan and report a list of the committees whose work impacts that unit or any other aspect of the university; along with the list will be a notation documenting the repository location of the committee files and records. Committee actions affecting the unit's goals may be noted in other applicable sections of the annual reports. Not required to be included in the unit's annual plan and report, but required to be maintained in the repository location, will be a committee file that includes, for each committee: Mission and by-laws, Membership, Process, Minutes.

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section V.a

Faculty (Accomplishments)

Noteworthy activities and accomplishments

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section V.b Staff (Accomplishments)

Judgment

Meets Standards Does Not Meet Standards Not Applicable

Narrative

Student Relations Specialist Noteworthy Activities and Accomplishments:

- 1 Career Services, *Favorite DSU Department*, Student Government Association's 1st Annual Student Choice Awards, 2012
- 1 Career Ambassadors, *Outstanding Student Organization Award*, Year of the Student, 2012
- 1 Member, DSU Courtesy Committee
- 1 Member, DSU Special Programs' Committee
- 1 Member, NACE (National Association of Colleges and Employers)
- 1 Member, SOACE (Southern Association of Colleges and Employers)

Delta State University FY2013 Unit Level Report

Department: Career Services

- 1 Member, MACE (Mississippi Association of Colleges and Employers)
- 1 Leadership Bolivar County Class of 2012

Section V.c

Administrators (accomplishments)

Judgment

- Meets Standards Does Not Meet Standards Not Applicable

Narrative

Director's Noteworthy Activities and Accomplishments:

Nationally Certified Counselor, National Board of Certified Counselors 2012 - Present Member

- 1 MACSAP (Mississippi Association of College Student Affairs Professionals)
- 1 DSU Administrative Staff Council, 2013
- 1 Omicron Delta Kappa, Delta State University Circle
- 1 MACE (Mississippi Association of Colleges and Employers)

Section V.d

Position(s) requested/replaced with justification

Judgment

- Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section V.e

Recommended Change(s) of Status

Judgment

- Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section VI.a

Changes Made in the Past Year

Judgment

- Meets Standards Does Not Meet Standards Not Applicable

Narrative

Section VI.b

Recommended Changes for the Coming Year

Judgment

- Meets Standards Does Not Meet Standards Not Applicable

Narrative

| | 2002 | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | Increase/ Decrease |
|---|------|------|-------|-------|------|------|---------|------|------|------|------|-----------------------|
| | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | |
| Companies Attending All Career Days: | 130 | 40 | 65 | 62 | 197 | 214 | 221 | 156 | 140 | 151 | 110 | -27% |
| Student Attendance: | 949 | 316 | 324 | 539 | 584 | 808 | 1627 | 1279 | 1332 | 1387 | 316 | -77% |
| Companies Attending Business Days: | n/a | n/a | n/a | n/a | n/a | 35 | 65 | 44 | 44 | 46 | 32 | -30% |
| Student Attendance: | n/a | n/a | n/a | n/a | n/a | 134 | 1096 | 792 | 901 | 817 | 85 | -90% |
| Companies Attending A&S Day: | n/a | n/a | n/a | n/a | n/a | 21 | 28 | 18 | 19 | 15 | n/a | |
| Student Attendance: | n/a | n/a | n/a | n/a | n/a | 94 | 126 | 114 | 82 | 108 | n/a | |
| Schools Attending Teacher Recruitment: | 109 | 69 | 40 | 109 | 91 | 99 | 97 | 72 | 60 | 65 | 65 | 0% |
| Student Attendance: | 186 | 98 | 82 | 174 | 131 | 203 | 323 | 254 | 263 | 284 | 137 | -52% |
| Organizations Attending Nurse Day: | 28 | 58 | 65** | 46** | 30 | 27 | 31 0*** | | 17 | 26 | 13 | -50% |
| Student Attendance: | 53 | 96 | 308** | 338** | 115 | 146 | 82 0*** | | 87 | 92 | 94 | 2% |
| Workshops/Presentations/Events Conducted: | 28 | 47 | 34 | 118 | 105 | 74 | 86 | 51 | 56 | 51 | 37 | -27% |
| Student Attendance: | 784 | 822 | 673 | 826 | 784 | 1813 | 1843 | 1436 | 2051 | 2124 | 668 | -69% |
| Departments Participating in Majors' Fair* | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 22 | 22 | 22 | 21 | -5% |
| Student Attendance: | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 119 | 149 | 162 | 49 | -70% |
| Partners Participating in Which Fork Event | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 11 | 14 | 15 | 8 | -47% |
| Student Attendance: | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 114 | 117 | 136 | 50 | -63% |
| Students Utilizing In-Office Services | 413 | 396 | 301 | 394 | 237 | 341 | 362 | 628 | 716 | 927 | 289 | -69% |
| Career Service Ambassadors | 50 | 50 | 70 | 63 | 41 | 32 | 43 | 61 | 53 | 46 | 30 | -35% |

| Student Attendance: | 2008-2009 | 2009-2010 | 2010-2011 | 2011-2012 | 2012-2013 | % Change |
|--------------------------------|-------------|-------------|-------------|-------------|-------------|----------------|
| Total Career Fairs | 1627 | 1279 | 1332 | 1387 | 316 | |
| Workshops/Presentations/Events | 1843 | 1832 | 2051 | 2124 | 668 | |
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