

**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.

**Related Items**

There are no related items.

## 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.

#### Related Items

There are no related items.

**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**



## 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:**

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

- MACSAP (Mississippi Association of College Student Affairs Professionals)
- DSU Administrative Staff Council, 2013
- **Omicron Delta Kappa , Delta State University Circle**
- 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