**Unit Name: Career Services**

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| **Unit Mission** The mission of RSU Career Services is to help students develop lifelong career management skills to prepare them for the transition from student to professional. Career Services seeks to complement and enhance the academic learning environment for students by providing career assessment and advising as well as career development and job search assistance to help students achieve their professional goals. Furthermore, Career Services assists employers and graduate school representatives with their recruitment efforts on campus with the goal of connecting students to meaningful internships, careers and graduate school opportunities. |
| **Goal 1: Advance Academic Excellence/Goal 5: Enhance Institutional Accountability****This Unit Action Plan Specifically Supports Commitment(s) 5: To provide University-wide student services, activities, and resources that complement academic programs.** |

| **Plan for 2014-2015****This section due by June 2, 2014.** | **Report for 2014-2015****This section due by June 1. 2015.** |
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| **Objective** | **Action or Activity**  | **Evaluation Measure** | **Performance Standard** | **Data/Findings** | **Status\*** |
| 1.2 Strengthen curricular and co-curricular programs to enrich the overall student learning experience5.2 Evaluate continuously university processes, structures, activities and outcomes; modifying as appropriate | Career Services will provide quality one-on-one career advisement to students and alumni and will evaluate these sessions through satisfaction evaluations. | Data Analysis | 75 percent of survey respondents will rate Agree (4) or Strongly Agree (5) to the statement: “I gained valuable career information from this advisement.” | A basic assessment of services was developed. It will need to be evaluated in regards to student learning outcomes before implementation. | In Progress |
| 1.2 Strengthen curricular and co-curricular programs to enrich the overall student learning experience | Career Services will develop, implement and evaluate a stronger online presence utilizing hirehillcats.com, collegecentralnetwork.com, and LinkedIn.com. Online resources for alumni, students, and employers will be added and updated. | Completion of Performance Standard by April 1, 2015. Online poll through collegecentralnetwork.com | Career Services will facilitate educational opportunities through online content and instruction.Students and employers who engage with the Hire Hillcats brand will increase their knowledge and awareness of Career Services. | Career Services utilized hirehillcats.com, colleegecentralnetwork.com, and both Facebook and Twitter pages to better promote services and events to students. Current resources provided were evaluated and updated, with new resources added.Linked In still provides opportunity to connect students, alumni and friends of RSU to opportunities available to our students.  | Should be modified for coming year |
| 1.2 Strengthen curricular and co-curricular programs to enrich the overall student learning experience | Career Services will develop a once per month e-mail newsletter (beginning in Fall 2014) with pertinent information for employers and graduate school representatives.  | Completion of Performance Standard by April 1, 2015. | Career Services will continue to grow the database of employer and graduate school contacts.  | An employer newsletter was developed and executed once per month in the fall 2014 semester. After talking to employers and graduate school representatives, it was determined that twice per semester would be enough to provide information on the opportunities available. | Completed |
| 1.2 Strengthen curricular and co-curricular programs to enrich the overall student learning experience | Increase awareness of employers looking to hire RSU Graduates by creating a physical job board for students to visit. | Completion of Performance Standard by April 1, 2015 | Career Services will update open positions on a weekly basis. | A permanent job board was developed outside the Office of Student Affairs.  | Completed |

\*Appropriate **Status**  descriptors include the following: Completed, Ongoing, In Progress, Rescheduled for next year, Action/Activity withdrawn, or Other. If Other, please briefly describe whether the action or activity is completed, will continue, or has been modified for the coming year.

**Budget Request Supplement for Academic Year 2014-2015**

**Year
Year Five – Strategic Planning Cycle**

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| **This section due by June 2, 2014.**  | **This section due by June 1, 2015**  |
| **University Objective** | **Action for 2014-2015** | **Requested Resources** | **Estimated Cost** | **Was the Budget Request Approved?** |
|  |  | **Human** | **Financial** | **(Enter Amount Approved)** | **Other (e.g., Technology** |  | **(Enter Amount Approved)** |
| Insert rows as needed |  |  |  |  |  |  |  |
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