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Career Center Assessment Plan

Career Center Mission Statement:

The mission of the Career Center is to provide opportunities and career services for students and alumni from Colorado State University-Pueblo to: develop a career objective, obtain relevant work experience, and conduct a successful self-directed job search.

I. Career Center Objectives (CCO)

- A. Provide students who are new to the university with meaningful, user friendly intake. The 2012-2013 academic year will be the baseline year (with a **target of 80%** student satisfaction), then by 2013-2014 students will report positive, helpful satisfaction with Career Center staff throughout every interaction at a rate of at least 80% or above.

II. Student Learning Outcomes (SLO)

- A. Students new to the Career Center registration process in 2012-2013 will complete an intake registration form and state on that form the current status of their career exploration process, and what career path they are seeking. After an advising session, students will have the skill set to conduct a self-directed career search.

III. Methods for Assessing SLO's

- A. Post intake Satisfaction Survey will be given utilizing Student Voice (CampusLabs)-Career Center offers students survey following the initial appointment, student completes survey (CCO #I.A and SLO #IIA)

Timeline:

Academic Year 2012-2013 will be the baseline year. Post-Intake Satisfaction Survey will begin during the Fall 2012 semester. Report of findings will be generated June 2013. During academic year 2013-2014 changes will be made to Post-Intake Survey as needed.

IV. Assessment Results

Results of assessment will allow the Career Center to make changes in the intake process, address issues to better assist students in making career decisions, being better prepared as professional staff to meet the personal needs of students and alumni regarding their ability to be competitive in a global employment market.

V. Continuous Assessment

The Career Center is responsible for program improvement and ensuring that prior results drive the future changes. As assessment results are gathered/evaluated at the end of each academic year, adjustments will be made as needed to ensure that the department and students are meeting goals for learning outcomes while gaining the skills to conduct a self-directed job search once they leave CSU-Pueblo.