

Career Services Report  
University of Tennessee at Chattanooga  
Chancellor's Roundtable

August 23, 2016

## Career Services Strategic Task Force - Committee

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## Division of Students by College Enrollment

College	Undergraduate	Graduate	Grand Total
Arts & Sciences	3796	195	3991
Business	1789	324	2113
Engineering & Computer Science	1219	194	1413
Health, Education, Prof Studies	2752	555	3307
No College Designated	528	36	564
<b>Grand Total</b>	<b>10084</b>	<b>1304</b>	<b>11388</b>

## **Task Force Recommendations:**

### **Central Office Staff**

- Central Office to provide full campus support to all colleges, assist with programming and grow employer relationships and track employment outcomes.
- Peer mentors of 15-20 students to assist Central Office student inquiries
- Marketing of Career Development activities

### **Career Development Alliance**

- Organization to foster communication and focus on career initiatives
- Career Representatives from all Colleges (faculty/staff).

## **Task Force Recommendations:**

### **Dedicated Career Development staff within each college**

- Minimum of one FT staff member in each college to manage career readiness programs, and collaborate with the Central Office.
- Provide college-specific expertise to students

### **Partner with Alumni Office and Parents Association**

- Develop system for tracking students and alumni.
- Utilize partnership for experiential opportunities for students (i.e., job shadowing, internships, informational interviews).
- Central Office supports the programming for individual Colleges.

## **Task Force Recommendations:**

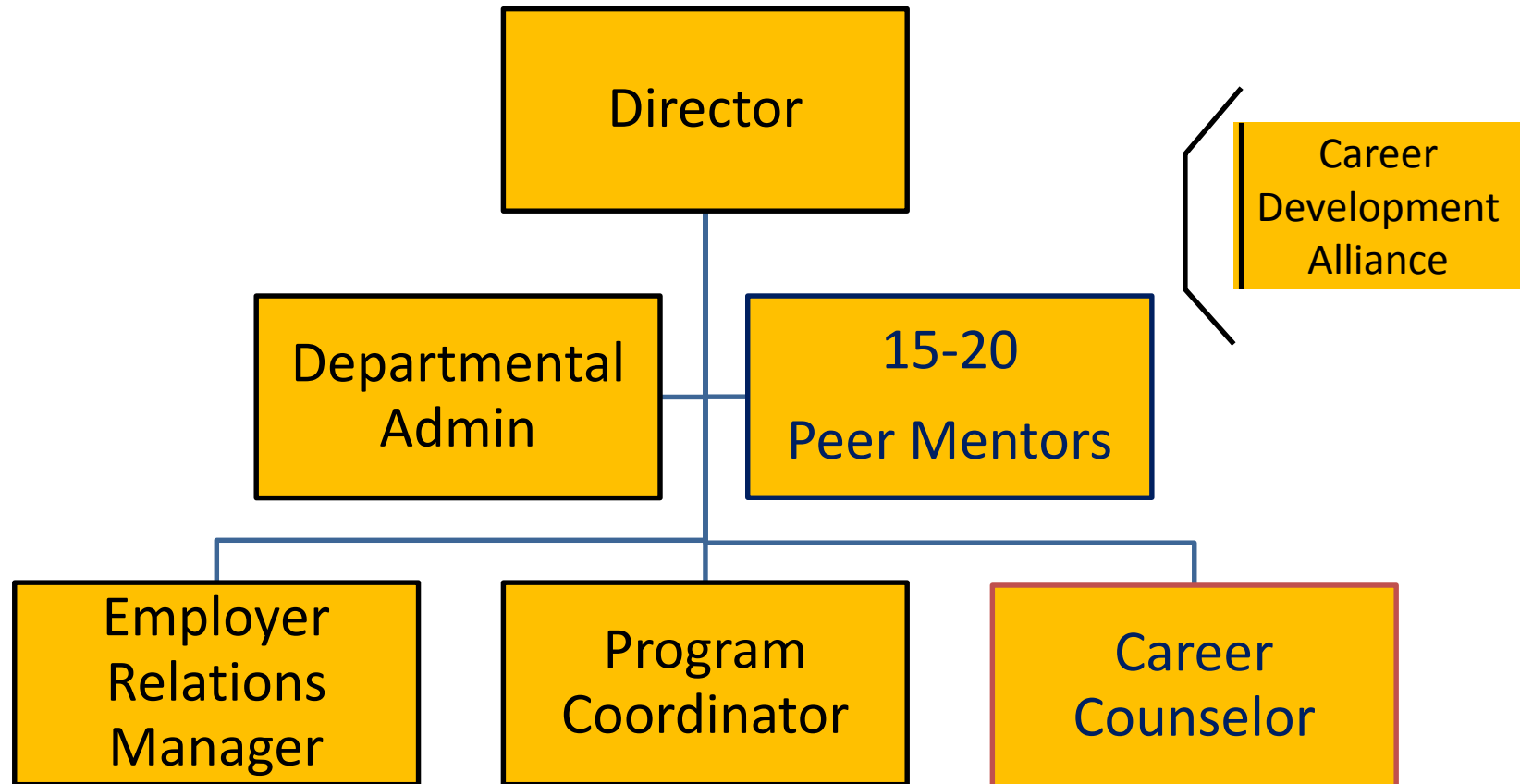
### **Four-year Career Development plans for Colleges**

- Central Office to manage interventions common across all Colleges.
- Programming based on college need specifics.

#### ***Example of suggested framework:***

<b>Year One</b>	<b>Exploration:</b>	<b>Assessment and Exploring Majors</b>
<b>Year Two</b>	<b>Connections:</b>	<b>Networking and Mentoring</b>
<b>Year Three</b>	<b>Launch:</b>	<b>Preparation and Internships</b>
<b>Year Four</b>	<b>Land:</b>	<b>Job Hunting and Negotiation</b>

## Recommendation: Central Office Organizational Structure



## **Non-Negotiables:**

- **Establish dedicated staff within every College.**
- **Select CRM to gather data, track outcomes, and provide reporting.**
- **Establish Career Development Alliance.**
- **Create branded marketing material for Career Services and all colleges.**
- **Develop 4-year career development plan within each college.**
- **Hire 15-20 Peer Mentors.**



# Questions/Discussion