

Career Services

Student Affairs

Administrative Unit Assessment

FY 18 (July 2017 July 2018)

Department and Assessment Report Information

Prepared on: 7/23/2018 5:06:09 PM	By: melinda.moffett@mga.edu
For which department or area are you reporting?	Career Services
What is the name and MGA email address of the person responsible for this report?	Melinda Robinson Moffett, Director of Career Services melinda.moffett@mga.edu

Departmental Mission and Goals

The mission of the Career Services department is to provide comprehensive career guidance and support to all students, faculty, and staff. The department is committed to helping individuals explore their interests, develop their skills, and prepare for successful careers. The department offers a variety of services, including career counseling, resume writing, job search assistance, and internship opportunities. The department also provides resources for students interested in graduate school and professional development. The department's goal is to ensure that every student has the information and support they need to make informed decisions about their future.

What is the mission statement for this department/area? Your mission should explain why the department/area exists and who it serves.	The mission of the Career Services department is to provide comprehensive career guidance and support to all students, faculty, and staff. The department is committed to helping individuals explore their interests, develop their skills, and prepare for successful careers. The department offers a variety of services, including career counseling, resume writing, job search assistance, and internship opportunities. The department also provides resources for students interested in graduate school and professional development. The department's goal is to ensure that every student has the information and support they need to make informed decisions about their future.
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What are the goals for this department? These should be the "big things" the department/area intends to accomplish within 5 years.

1. Expand the number of career counseling sessions provided to students.
2. Enhance the department's outreach efforts to underserved populations.



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Objective 2

<p>Objective 2: What was this department's second objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</p>	<p>Department of Public Administration          2018.</p>
<p>Objective 2: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>2018.</p>
<p>Objective 2: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>...</p>

Objective 2: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75%)

### Objective 3

Objective 3: What was this department's third objective for this fiscal year? Objectives should be specific,

Objective 3: What did your department learn from working toward this objective? What changes will you make based on this effort next year?

It is important to have a clear vision of the future and to communicate that vision to all stakeholders. This is especially true in a time of rapid change and uncertainty. We need to be able to adapt to new circumstances and to be flexible in our thinking. We also need to be able to work together and to support each other. This is the only way we can succeed in the long run.

**Objective 4**

<p>Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.</p>	<p>As the ...</p>
<p>Objective 4: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)</p>	<p>...</p>
<p>Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)</p>	<p>...</p>

Objective 4: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)

100% ...

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<p>Objective 4: Did your department meet this objective?</p>	<p>6 6 6 6 6</p>
<p>Objective 4: What did your department learn from working toward this objective? What changes will you make based on this effort next year?</p>	<p>6 6 6 6 6 6  6 6 6 6 6 6  6 6 6 6 6 6  6 6 6 6 6 6  6 6 6 6 6 6</p>



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