



Career/Transfer Service

Student Services

Vision/Narrative

The mission of the Career/Transfer Center is to provide a variety of programs, services, and resources, to students and the community, designed to assist with the transfer process to a four-year university and be a resource for career research and job opportunities.

Feedback from Supervisor / Dean



Program Objective 1: Increase the number of students transferring, graduating, or earning a certificate as outlined in Equity report.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2016-17

IEC Program Review:

No: This was a new objective in conjunction with the Equity report.

Progress:

No- None -

Activity 1: Increase number of students seeing university reps.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 2: Increase number of students taking career assessments.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 3: Increase outreach to classes to bring students to CTC.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 4: Increase collaboration with SSSP, Equity, CTE and other programs.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 5: Increase number of students and reps attending Career and Transfer Days,

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 6: Have more recognition events for students who are transferring or earning certificates, etc.

Personnel Request - *none*



Non-Personnel Request - *none*

Activity 7: Work with Retention specialists and other classified staff to create outreach and information events in special programs or with specific majors.

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

Ranker	Comments	Rank
Dean		
Vice-President	Specific strategies for increasing participation in these areas needs to be developed and assessment as to what are best practices, what efforts are less successful and how to improve them.	11
Budget Committee		
President's Council		



Program Objective 2: To increase the effectiveness and scope of the Center, and increase student information related to Career and Transfer options: assess the effectiveness and number of special events, university rep visits, and university visits. Coordinate with other programs, like CTE, to publicize opportunities and increase the number of students transferring.

Strategy and Goal(s):

Not Applicable: RESUBMITTED: Copied from Academic Year 2016-17

IEC Program Review:

No: This is in conjunction with Equity goals.

Progress:

Yes: Developed "Next Step" committee for transfer and career resources

Activity 1: Per Chancellor's office guidelines, develop an advisory committee that will focus on improving transfer and graduation rates for targeted populations identified in the Equity plan.

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 2: Maintain update transfer information

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 3: Continue to offer transfer and career interest workshops on topics such as "Transfer Preparation"

Personnel Request - *none*

Non-Personnel Request - *none*

Activity 4: To get more students to take career interest assessments, collaborate with the SSSP retention specialist to identify Undecided students and have them come in for assessment. Create a survey as follow up to see if students were going to change their major and needed additional career or transfer advice.

Personnel Request - *none*

Non-Personnel Request - *none*

Rankings:

Ranker	Comments	Rank
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**Career/Transfer Service**

Academic Year 2017-18

Dean		
Vice-President		11
Budget Committee		
President's Council		