Director’s Perspective: A Year in Review

2012 was an exceptional year for The Career Center. Nine new staff joined the center and my tenure began as the director leading this extremely talented and committed team. Even with transitioning roles, the Career Center staff continued their commitment to excellence by delivering effective and innovative career and employability programs and services to students, alumni, and community members. A university-wide internship portal was created to provide students and employers easy access to internship information. “100 Days” programing was created to drive students to activities that will help them successfully transition into the world of work or graduate school. Inaugural events and programs such as The Student Veterans Networking Night, Fast to the Future, a speed career exploration event for students in Psychology, and Preparing Future Professionals, a certificate program for graduate students were implemented to prepare students for career success. The Garnet and Gold Scholar Society increased the numbers of inductees by 61%. While quality career programs, collaboration with academic partners, and exceptional customer service to our clients were the focus throughout the year, metrics and performance indicators were also established to provide key stakeholders critical data.

The Career Center, in collaboration with the Division of Student Affairs and the Provost’s office, successfully conducted a fall graduating senior survey obtaining a 91% response rate. Through this survey, students reported their satisfaction in programs and services, indicating that the number one way they found employment was through the use of Career Center services. The mock interview program also helped students reach their successful destination; 97% of mock interview participants reported feeling more confident in their interview skills after participating in a mock interview. Revisions to the ePortfolio were completed, and once integrated into the infrastructure will provide students a more effective platform to document the top skills employers seek in new graduates such as critical thinking, leadership, communication, and research, etc.

The Career Center continues to use technology and social media to improve students’ career preparedness and successful transition to their destination, as well as to promote center services and programs. A Career Center LinkedIn group was formed, and students were given an opportunity to have their professional photo taken for their personal LinkedIn account. ProfessioNole, an alumni networking database that provides career and employment information to students, underwent a rebranding and marketing campaign and was developed to serve as a platform for mentorship programs in the College of Business and the College of Criminology and Criminal Justice.

Staff also contributed to the profession through scholarly work that included the publishing of the 4th edition of the Career Planning textbook, Career Development and Planning: A Comprehensive Approach, and by participating in numerous presentations at professional organizations such as the National Career Development Association, Cooperative Education and Internship Association, National Academic Advising Association, Southern Association of Colleges and Employers, and the International Association for Education and Vocational Guidance Conference.

2012 was an exceptional year and 2013 holds even greater opportunities for the Career Center to help prepare students for their future.

Myrna P. Hoover
THE CAREER CENTER’S MISSION

The Florida State University Career Center’s mission is to:

- Provide comprehensive career services
- Train career service practitioners
- Conduct life/career development research
- Disseminate information about life/career services and issues to the university community, the nation, and the world.

The Career Center has creatively developed an effective, collaborative, interdepartmental array of career services for students and other university constituents.

“The Career Center is directly involved in instruction and research to support this mission. Although administratively located in Student Affairs, Career Center interventions impact virtually every facet of university life, including new student recruitment, employer/community relations, research, and alumni affairs.”
## EXECUTIVE SUMMARY

<table>
<thead>
<tr>
<th>Service</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Advising/Counseling/Career Library</td>
<td>13,843</td>
</tr>
<tr>
<td>Career Outreach Programs</td>
<td>572 programs; 24,303 participants</td>
</tr>
<tr>
<td>Career Planning Class, SDS 3340</td>
<td>12 sections; 388 students</td>
</tr>
<tr>
<td>Cooperative Education, Internships and Part-Time Jobs</td>
<td>2,124 student registrants; 304 self-reported; 2,103 internship, cooperative education, volunteer opportunities listed via SeminoleLink; 1,815 Student Employment positions listed</td>
</tr>
<tr>
<td>Mock Interviews</td>
<td>510</td>
</tr>
<tr>
<td>Career Fairs</td>
<td>14 expositions; 789 employers; 10,457 students</td>
</tr>
<tr>
<td>On-Campus Recruiting</td>
<td>2,364 registrants via SeminoleLink; 143 employers; 417 employer interview schedules; 2,634 interviews</td>
</tr>
<tr>
<td>Job Listings and Resume Referrals</td>
<td>7,117 job listings referred to SeminoleLink for web-based listing; 7,933 resumes via Seminole Profiles sent to employers</td>
</tr>
<tr>
<td>Career Portfolio Users</td>
<td>5,287</td>
</tr>
<tr>
<td>Garnet and Gold Scholar Society</td>
<td>92 inductees</td>
</tr>
</tbody>
</table>
CORE PROGRAMS

Career Advising, Counseling, & Assessment Contacts

SDS 3340 Student Enrollment

Co-op & Intern Placements
Career Advising and Counseling

<table>
<thead>
<tr>
<th>Visits</th>
<th>Spring 2012</th>
<th>Summer 2012</th>
<th>Fall 2012</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Advising</td>
<td>5388</td>
<td>1850</td>
<td>5526</td>
<td>12764</td>
</tr>
<tr>
<td>Individual Career Counseling*</td>
<td>321</td>
<td>146</td>
<td>178</td>
<td>888</td>
</tr>
<tr>
<td>Total</td>
<td>5709</td>
<td>1956</td>
<td>5704</td>
<td>13367</td>
</tr>
</tbody>
</table>

Career Outreach Programs

The Career Center went on the road and provided students with information about career and employability skills by presenting **572 workshops** to **24,303 students** in classes and student organizations. These included job search strategies, resume writing, interviewing, second interviews, choosing a major, business etiquette, applying to graduate school, how to develop an ePortfolio, and how to become a Garnet and Gold Scholar, just to name a few.

SDS 3340: Introduction to Career Development

<table>
<thead>
<tr>
<th>2012 Total Semester Enrollment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2012</td>
</tr>
<tr>
<td>162</td>
</tr>
</tbody>
</table>

SDS 3340 Class Levels by Semester, Spring 2012-Fall 2012

<table>
<thead>
<tr>
<th>Class Level</th>
<th>Spring’12</th>
<th>Summer’12</th>
<th>Fall ‘12</th>
<th>Total</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>15</td>
<td>7</td>
<td>39</td>
<td>61</td>
<td>16</td>
</tr>
<tr>
<td>Sophomore</td>
<td>38</td>
<td>14</td>
<td>40</td>
<td>92</td>
<td>24</td>
</tr>
<tr>
<td>Junior</td>
<td>35</td>
<td>12</td>
<td>31</td>
<td>78</td>
<td>20</td>
</tr>
<tr>
<td>Senior</td>
<td>74</td>
<td>32</td>
<td>51</td>
<td>157</td>
<td>40</td>
</tr>
<tr>
<td>Semester Total</td>
<td>162</td>
<td>65</td>
<td>161</td>
<td>388</td>
<td>100</td>
</tr>
</tbody>
</table>
Co-ops, Internships, and Part-Time Jobs

<table>
<thead>
<tr>
<th>Co-op/Internship Placements (Includes URP, CICP, GGSS, Academic)</th>
<th>Spring 2012</th>
<th>Summer 2012</th>
<th>Fall 2012</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1923</td>
<td>1719</td>
<td>1363</td>
<td>5005</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Experiential Learning Opportunities (Internships, Co-ops, Volunteering, Summer Jobs, Externships, Fellowships)</th>
<th>Spring 2012</th>
<th>Summer 2012</th>
<th>Fall 2012</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1194</td>
<td>364</td>
<td>545</td>
<td>2103</td>
<td></td>
</tr>
</tbody>
</table>

| Part-Time Job Fair
Registered Employers | Spring 2012 | Summer 2012 | Fall 2012 | Total |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
<td>N/A</td>
<td>25</td>
<td>55</td>
<td></td>
</tr>
</tbody>
</table>

| Part-Time Job Fair
Student & Community Participants | Spring 2012 | Summer 2012 | Fall 2012 | Total |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>814</td>
<td>N/A</td>
<td>941</td>
<td>1755</td>
<td></td>
</tr>
</tbody>
</table>

| Student Employment Program (SEP)
(Part-time, Temporary, & Seasonal Jobs) | Spring 2012 | Summer 2012 | Fall 2012 | Total |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>984</td>
<td>403</td>
<td>428</td>
<td>1815</td>
<td></td>
</tr>
</tbody>
</table>

Mock Interview Program

<table>
<thead>
<tr>
<th>Spring 2012</th>
<th>Fall 2012</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>235</td>
<td>275</td>
<td>510</td>
</tr>
</tbody>
</table>
Career Fairs

<table>
<thead>
<tr>
<th>2012 Career Fairs</th>
<th>Students</th>
<th>Organizations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering Day (Spring)</td>
<td>573</td>
<td>37</td>
</tr>
<tr>
<td>Seminole Futures (Spring)</td>
<td>1,479</td>
<td>111</td>
</tr>
<tr>
<td>Communication Career Day (Spring)</td>
<td>240</td>
<td>34</td>
</tr>
<tr>
<td>Health and Human Services (Spring)</td>
<td>140</td>
<td>12</td>
</tr>
<tr>
<td>Education and Library (Spring)</td>
<td>76</td>
<td>25</td>
</tr>
<tr>
<td>Tallahassee Engineers Networking Night (Spring)</td>
<td>50</td>
<td>12</td>
</tr>
<tr>
<td>SEC-ACC Virtual Career Fair</td>
<td>433 (FSU)</td>
<td>63</td>
</tr>
<tr>
<td>Statewide Expo (Summer)</td>
<td>1,378 (total)</td>
<td>132</td>
</tr>
<tr>
<td>Engineering Day (Fall)</td>
<td>597</td>
<td>54</td>
</tr>
<tr>
<td>Seminole Futures (Fall)</td>
<td>1,322</td>
<td>120</td>
</tr>
<tr>
<td>Communication Career Day (Fall)</td>
<td>257</td>
<td>35</td>
</tr>
<tr>
<td>Graduate &amp; Professional (Fall)</td>
<td>1,500 (estimated)</td>
<td>150</td>
</tr>
<tr>
<td>Seminole Success Night</td>
<td>100</td>
<td>30</td>
</tr>
<tr>
<td>Veterans Networking Night</td>
<td>42</td>
<td>20</td>
</tr>
</tbody>
</table>

On-Campus Recruiting (OCR)

New Plus! Registrants 2364
Unique Employers 143
Employer Visits 334
Schedules 417
Interviews 2634

Job Listings and Resume Referrals

Job Listings - Symplicity/NaceLink

Full-Time Job Postings 4429
Total Job Postings 7117

Seminole Profiles: Resume Referrals

# of Employer Requests 94
# of Resumes Sent 7933
Credential File Service

New Registrants 35
Credentials Packages Sent 1268

ProfessioNole

New Volunteers 65
Total Active Volunteers 589

Career Portfolio Program

Statistics on Student Usage, 2009-Present*

<table>
<thead>
<tr>
<th>Calendar Year</th>
<th>Spring</th>
<th>Summer</th>
<th>Fall</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
<td>3014</td>
<td>2584</td>
<td>3106</td>
<td>8704</td>
</tr>
<tr>
<td>2011</td>
<td>1724</td>
<td>1515</td>
<td>2048</td>
<td>5287</td>
</tr>
<tr>
<td>2010</td>
<td>1150</td>
<td>1384</td>
<td>2052</td>
<td>4586</td>
</tr>
<tr>
<td>2009</td>
<td>1068</td>
<td>1243</td>
<td>2207</td>
<td>4518</td>
</tr>
</tbody>
</table>

*All numbers include students and alumni up to five years after graduating or leaving Florida State University. The 2012 Career Portfolio Contest received 46 submissions, a 56% increase in submissions over 2011.

Garnet and Gold Scholar Society

- 92 students inducted
- 334 students submitted an Intent to Participate
- 283 intents were approved
- 528 students seen in advising
- 1156 students seen at 16 tabling events
- 925 students attended 18 presentations
- 87 overall program advisors
- 7 training sessions conducted for area contacts, area approvers and overall program advisors
Online Resources

During 2012, The Career Center has been increasingly involved in providing critiquing services for distance students/alumni. Here is some data about our critiqued documents.

Distance Learning / Alumni Critiqued Documents

<table>
<thead>
<tr>
<th>Critiqued Documents</th>
<th>Spring '12</th>
<th>Summer '12</th>
<th>Fall '12</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resumes</td>
<td>16</td>
<td>21</td>
<td>23</td>
<td>60</td>
</tr>
<tr>
<td>Cover Letters</td>
<td>3</td>
<td>5</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Personal Statements</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>Curriculum Vitae</td>
<td>0</td>
<td>1</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>23</strong></td>
<td><strong>28</strong></td>
<td><strong>28</strong></td>
<td><strong>79</strong></td>
</tr>
</tbody>
</table>

Distance Services Include:
- SeminoleLink
- Resume Builder
- Job Listings
- Employer Database
- ProfessioNole
- Resume Critiquing
- Credentials
- ePortfolio
- Garnet and Gold Scholar Society
- Skype and Phone Mock Interviews
- SeminoleLink Chat / Career Center Chat

Career Center Facebook Group “Likes”

2,248

Career Center LinkedIn Group Members
(since launch in December 2012)

448

Career Center Website Views

12,935 approximate views per month

Newsletters

38 newsletters reaching 40,371 students
11 faculty/staff newsletters reaching 16 college and 13 departments
Senior Survey (Fall 2012)

Response Statistics:
Total Fall 2012 Graduates 1,626
Total Senior Survey Respondents 1,493
Response Rate 91.8%

Education:
45.6% of graduates who have applied to institutions for post-college education have been accepted to at least one institution.

Employment:
52.5% of graduates who are seeking employment have received at least one job offer or are currently working. 44.3% of non-STEM majors have accepted a position or are currently working, compared to 36.5% of STEM majors*.

Plan after Graduation

<table>
<thead>
<tr>
<th>Plan after Graduation</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employment</td>
<td>1007</td>
<td>67.4</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>385</td>
<td>25.8</td>
</tr>
<tr>
<td>Military Service</td>
<td>29</td>
<td>1.9</td>
</tr>
<tr>
<td>Starting or raising a family</td>
<td>15</td>
<td>1</td>
</tr>
<tr>
<td>Taking time off</td>
<td>42</td>
<td>2.8</td>
</tr>
<tr>
<td>Volunteering e.g. AmeriCorps, community service, etc</td>
<td>15</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL</td>
<td>1493</td>
<td>100</td>
</tr>
</tbody>
</table>

Chart 1: Annual Salary

<table>
<thead>
<tr>
<th>Salary Range</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prefer Not to Say</td>
<td>13.4%</td>
<td></td>
</tr>
<tr>
<td>$20,000-$29,999</td>
<td>25.0%</td>
<td></td>
</tr>
<tr>
<td>$30,000-$49,999</td>
<td>20.9%</td>
<td></td>
</tr>
<tr>
<td>$50,000-$69,999</td>
<td>8.2%</td>
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<tr>
<td>$70,000 or more</td>
<td>1.8%</td>
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Chart 2: How Seniors Found Employment Opportunities

<table>
<thead>
<tr>
<th>How Seniors Found Employment Opportunities</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actively seeking employment</td>
<td>916</td>
<td>---</td>
</tr>
<tr>
<td>Secured employment</td>
<td>388</td>
<td>42.4</td>
</tr>
</tbody>
</table>

Employment Status

<table>
<thead>
<tr>
<th>Employment Status</th>
<th>#</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actively seeking employment</td>
<td>916</td>
<td>---</td>
</tr>
<tr>
<td>Secured employment</td>
<td>388</td>
<td>42.4</td>
</tr>
</tbody>
</table>

Classification of Employment

<table>
<thead>
<tr>
<th>Classification of Employment</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>77.3%</td>
<td>22.7%</td>
</tr>
<tr>
<td>Self-employed</td>
<td>5.4%</td>
<td>94.6%</td>
</tr>
<tr>
<td>In Florida</td>
<td>82.7%</td>
<td>17.3%</td>
</tr>
<tr>
<td>Requires college degree</td>
<td>53.1%</td>
<td>46.9%</td>
</tr>
<tr>
<td>Related to major</td>
<td>63.4%</td>
<td>36.6%</td>
</tr>
</tbody>
</table>

*Board of Governors (BOG) definition of STEM
** "FSU Career Center services" includes graduates who indicated using one or more of the following Career Center services to find employment: ProfessionNole, On-campus interviewing, Career Center-listed internship, Career fairs, and job listings.
First Annual Report

- **Published and distributed** via print and web the first Career Center Annual Report to Deans, Administration, and the Career Center Advisory Board.

Veterans Networking Night

- Held the inaugural Student Veterans Networking Night: A Celebration of Leadership & Service on September 19, 2012. Student veterans, ROTC members, and leaders on campus networked with employers.

Preparing Future Professionals

- **Created** a certificate program now available for graduate students.

Social Media

- **Launched the first LinkedIn group** in December 2012 for current FSU students, alumni and business partners, to provide information on upcoming Career Center events and activities, and to serve as a forum for career-related information and discussion.

Fast to the Future

- **Co-sponsored** the first “Fast to the Future,” a speed career exploration event, with the FSU Psychology Department. The event provided students from various majors the opportunity to explore 21 different Psychology related career areas.

100 Days Website

- **Created the 100 Days website** in conjunction with the OVPSA, the Student Class Council, and the Alumni Association, to identify and create FSU events and programs that assist students in their college transition.

Graduating Senior Survey

Conducted a fall graduating senior survey that resulted in a 91% response rate.

First Internship Portal

- **Launched** the University-wide Internship Headquarters website/portal.

Student Disability Resource Service Visit

- **Coordinated and promoted** the Workforce Recruitment Program’s (WRP) campus and interview visit. This program recruits college students and recent graduates with
disabilities and connects them to federal and private sector employers.

Garnet and Gold Scholar Society

• Increased the number of Garnet & Gold Scholar Society (GGSS) inductees by 61%. Built the student portal and administrative back-end system was also built. Five Career Center staff members serve as Overall Program Advisors.

Media

• Presented a Webinar entitled Hope for the Future: Career Counseling for Military Personnel and Veterans with Disabilities for the American Counseling Association’s first Webinar series.

• Implemented a fourth mock interview option, Skype mock interviews, for students and employers in Spring 2012.

Panama City Campus Workshops

• Presented outreach workshops for students, faculty, and staff, in addition to holding Garnet and Gold general information sessions, drop-in advising sessions, and overall program advisor training.

Florida Youth Leadership Forum

• Presented at the Florida Youth Leadership Forum (YLF) Business Etiquette Dinner and Mentor’s Luncheon, an annual career and leadership training forum which works to reduce the dropout rate of youth with disabilities and improve their participation in employment related activities.

Career Portfolio

• Coordinated efforts to transition the Career Portfolio to Version 2 and ensure effective and seamless integration into the new campus solutions system.

Additional Highlights

The Career Center’s annual Career Guide, written and published by Career Center staff, delivers career planning, interviewing, job search, on-campus recruiting, and post-graduate information to over 6000 students. The most recent guide, consisting of 104 pages, published in August 2012, was entirely paid for by selling advertisements to organizations and educational departments and institutions who want to recruit and reach FSU students. The guide was printed in color due to a 98% increase in advertisement sales.

Myrna Hoover, Janet Lenz, and Jeff Garis completed an Employer Relations Monograph proposal that was accepted for publication by NCDA (National Career Development Association).

Myrna Hoover served as the 2012 Chair of the Employer Relations Knowledge Group for SoACE (Southern Association of Colleges and Employers).

Janet Lenz received an NCDA (National Career Development Association) Presidential Recognition award at the 2012 Conference.

Christen Perry served as Employer Relations Knowledge Group Conference Planning Liaison for SoACE (Southern Association of Colleges and Employers) and was asked to serve as Employer Relations Knowledge Group Assistant Chair for 2013.

Kathy Dorsett was awarded the “Silent Superlative Award” by the FSU Division of Student Affairs in May 2012.

Seth Hayden was elected President-elect of the Association of Counselors and Educators in Government, the division of the American Counseling Association that focuses on military related issues. He assumed his role in July, 2012 and will become President in July, 2013.

Megan Waldeck served as the Professional Development Director for FCPA (Florida Career Professionals Association).

The Career Center hired a consultant to provide a comprehensive systems analysis of library resources and management.

Myrna Hoover and Scott Maynard, Career Services Director at Mississippi State University, made a consultative visit to the University of Central Florida where they evaluated and provided recommendations on their career programs and services based on the National Association of Colleges and Employers Career Services’ standards.
Emily Kennelly served as campus advisor for the National Society of Collegiate Scholars (NSCS); during fall 2012 approximately 300+ students were inducted into the FSU Chapter.

The Career Center hosted several groups both internal and external informing them of our Center and the manner in which we serve students at Florida State University.

Sarah Clark and Seth Hayden hosted career center staff from Savannah State University, who visited the Career Center in July, 2012.

Janet Lenz and Seth Hayden hosted three professionals from the Vietnam National University in December, 2012. Both parties were provided with detailed information related to the Career Center, in addition to resources designed to assist them in their provision of services to students at the university.

Myrna Hoover gave a tour of Dunlap Success Center and an overview of Career Center programs and services to the Council of Deans in November, 2012.

Kathy Dorsett and Janet Lenz facilitated the hosting of Career Center intern Marie Despods, a career counseling graduate student from the University of Lausanne, in Lausanne Switzerland, resulting in an international sharing of career counseling best practices in spring 2012.

Janet Lenz and Bob Reardon traveled to Switzerland in September 2012, to meet with Marie and faculty and staff from the University of Lausanne. During this visit they learned more about the University of Lausanne’s career counseling training and service delivery and discussed the possibility of future joint research projects.

Janet Lenz gave an overview of Career Center programs and services and hosted a meeting of the Graduate Enrollment Management Committee (GEMC) at Dunlap Success Center in October, 2012.

Myrna Hoover and Janet Lenz met with Kari Pitkanen, Vice-President of Strategic Planning for the University of Finland to discuss career services and programs, April, 2012.
Grants or Financial Awards

Received $14,000 from SGA sweepings during December 2012. Funds were used to support the Spring 2013 Part-Time Job Fair; January 2013 Seminole Success Night: A Celebration of Learning and Diversity and a photo booth that provided students with professional headshots to be used for their LinkedIn profiles.

Diversity & Inclusion

The Career Center supports and promotes diversity and inclusion by:

- providing Seminole Success Night: A Celebration of Learning & Diversity and Veterans Networking Night;
- offering career information from alumni with diverse backgrounds through ProfessioNole;
- promoting our diverse student population to prospective employers;
- providing diversity training to career advisors and mock interview mentors;
- connecting career services and employment opportunities to students with disabilities;
- maintaining a recruitment process that is fair, equitable, and accessible to all;
- ensuring that reasonable accommodations are available so that students can effectively utilize Career Center services.
PARTNERSHIPS

FSU Departments

College of Applied Sciences
• Outreach workshops were conducted at the Panama City campus on November 19th including presentations on resume building to the Civil & Engineering students as well as Public Safety and Security students.
• Garnet and Gold Scholar Society information sessions were also held at the Panama City campus.

College of Arts and Sciences
• Outreach activities were planned for this college resulting in a series of meeting with Deans, department heads, and advisors. Career-focused workshops were offered in the areas of computer science, biology, and math.
• Information regarding the Graduating Senior Survey was presented at the college's annual executive council meeting.

College of Business
• Assisted the College of Business Sales Institute in hosting the first International Collegiate Sales Competition on October 19-21.
• Twenty one sections (692 students) of Business Communication visited the Career Center during the spring and fall semesters to attend a workshop on successfully using Career Center services. All College of Business students are required to complete this class.
• Hosted Insurance Days February 2012, in the Dunlap Success Center. This event was coordinated through SeminoleLink resulting in 29 employers, 64 interview schedules, and 385 total interviews.

College of Communication and Information
• Collaborated to publicize and register students for the Career Day.

College of Criminology
• Worked with College of Criminology Alumni Office to create a student application in Symplicity to be used for their new mentoring program, Mentors Offering Real-World Education (MORE).

College of Education
• SDS 3340 Introduction to Career Development, involves a partnership where the course is jointly funded with Educational Psychology and Learning Systems (EPLS). This class provides supervised teaching experiences for both
doctoral and master’s level students in counseling, counseling psychology, and higher education.

- **Twelve sections of the class are offered each year** and more than 20 instructors are involved with the course each semester.

- The course also serves as a research subject pool for doctoral students and for the **Center for the Study of Technology in Counseling and Career Development**, which is based in The Career Center.

### College of Engineering

- **Continued collaboration with the College of Engineering to host Engineering Day**, a career fair held in the fall and spring semesters where students and alumni can meet employers with opportunities in the engineering field.

- **Provided essential networking opportunities for students** by engaging them with local engineering organizations at the Tallahassee Engineering Networking Night, held at the College of Engineering each spring.

### College of Human Sciences

- Continued partnership with the **Retail Merchandising Product Development (RMPD) internship class** offered every fall and spring semester that consists of 50 students who are **required to complete a Career Center Mock Interview**.

### College of Law

- **Participated in the College of Law Open House and Pre-Law Advisor training.**

- **Attended the second and third year law student orientations** in October. Hosted the assistant dean and assistant director of the College of Law Placement Office for a tour of the Career Center and discussion about resources for law and pre-law students.

### College of Medicine

- **Partnered with the College of Medicine and Mock Interview Program** to better prepare students for pre-med interviews. Hosted a “pre-med school interview” workshop for the Mock Interview Mentors and provided a handout to the mentors to better conduct pre-med interviews. Additionally, the program coordinator presented outreach workshops to various FSU pre-med student organizations to promote the Mock Interview Program.

### College of Motion Pictures

- **Began to develop a liaison role** with this college and provided them with contact information of employers interested in providing internship opportunities.

### College of Music

- **Developed a new liaison partnership** leading to numerous workshop presentations and ongoing involvement in the Introduction to Music Entrepreneurship course.

- **Incorporated sample resumes** for music majors into the Career Center’s resource library.
College of Visual Arts, Theatre, and Dance
- **Increased liaison activity** by providing workshop presentations with theatre management, art education, and interior design classes.
- **Created a partnership** with the Art Success Strategies course by offering a Career Center Tour and Scavenger Hunt.
- **Shared graduating senior survey information** and Career Center resources with the Dean and department chairs at the Dean’s Administrative Council Meeting.

College of Nursing
- **Hosted Health Professions Expo** on February 16th in Duxbury Hall. There were 12 recruiting organizations and 140 students in attendance.

College of Social Sciences
- **Established a new partnership** with FSU Social Sciences Scholars Program providing the prestigious group with Career Center information and resources.

College of Social Work
- **Collaborated on a joint career fair** for students in the College of Social Work and the College of Nursing scheduled for February 2013.
- **Met with the Dean and Associate Dean** to discuss collaborative events and assist in implementing the multi-school environment which will allow students to view internships through Symplicity.

Center for Academic Retention & Enhancement
- **Attended welcome reception for the new CARE students.**
- **Met with the CARE director** to discuss CARE student involvement in SDS 3340 and possible future research projects.
- **Provided tours of the Career Center** to all CARE students and discussed services, programs, and resources available to assist them in their career development.
- **Participated in CARE’s Lunch and Learn Series** for the Summer Bridge Program.

Athletics
- **Met with Athletic Academic Advising staff** to share updates on Career Center programs and services.
- **Participated in the Athletic Student Services Senior Transition Night** to share information on job search resources for student athletes.

Dean of Students
- **Presented at 33 Orientation sessions** and assisted the department as evaluators for Orientation Leader and Recruitment Counselor.
- Two staff members were trained as Hearing Officers for Student Rights and Responsibilities.
• Participated in New Student and Family Program’s FSUchat program, answering questions for student and family members about finding part-time jobs.

Student Disability Resource Center

• Participated in the Student Disability Resource Center’s Johnson Scholarship Committee by reviewing applicants and dispersing over $500,000 in scholarships to students with disabilities.

First Year Outreach

• Presented an overview of Career Center services and programs to 1410 students in 142 freshman English Classes.

The Globe

• Partnered with the Center for Intensive English Studies to provide mock interviews for prospective international students preparing to interview with various FSU faculty and staff for university admittance.

• Provided a series of career-related workshops for international students.

• Promoted information to Career Center staff on Center for Global Engagement programs including Global Partner Certificate. Met to create a strategic plan for the academic year to strengthen partnership and provide additional job search services for international students.

The Graduate School

• Co-authored an article in the NACE Journal on providing services to graduate students which included national and FSU data.

• Assisted in the creation of a certificate program now available called Preparing Future Professionals. Service continues on the Graduate Enrollment Management Committee (GEMC).

Undergraduate Studies/Advising First/Exploratory Advising

• Completed another successful year of collaboration for exploratory students with Academic Advising including 6 Pizza and A Major Workshops for 400+ students, 6 Exploratory Career Panels, and the Student Success Conference with 300+ attendees.

• Met with the Director of the Advising First program to discuss strategies to strengthen the existing relationship and revise the current “guide” used to advise exploratory students.

Veterans Center

• Participated in the Veterans Benefit Expo held in May. Also assisted in providing content for the Expo related to career development of veterans.

• Co-facilitated and hosted a Veterans Networking Night designed to connect Veterans and Employers. This event occurred in September 2012 in conjunction with Seminole Futures to enable continuing communication between employers and veterans.

• Colvenbach, M., & Perry, C. (2012, December) Refreshing your employer relations strategy. Southern Association of Colleges and Employers (SoACE), St. Petersburg, FL.


• Dorsett, K., & Smith, K. (2012, June). Meeting the unique needs of undecided college students: Career Center & Academic Advising partnering for an exploratory dream team. Presented at the National Career Development Association Global Conference, Atlanta, GA.


• Hayden, S. (September, 2012). Connecting research and practice: changing the perception of research in counselor training. Content session presented at the Southern Association for Counselor Education and Supervision Conference, Savannah, GA.


success. Southern Association of Colleges and Employers Conference, St. Petersburg, Florida.

- **Kennelly, E.** (2012, June). Practice makes perfect: strategies for developing a mock interview program. Presentation at the National Career Development Association Global Conference, Atlanta, GA.


- **McDonald, J.** (April 2012). No intern left behind: Career Internship Certification Program. 49th Cooperative Education & Internship Association 49th National Conference, Chicago, IL.


**STAFF PUBLICATIONS**


- Galles, J., Lenz, J. G., & Keller, B. (2012). Graduate student career services: What are the needs and how can we meet them? NACE Journal, 31-36


assessments tool for adults in career decision-making. Presentation at the National Career Development Association Global Conference, Atlanta, GA.


GRADUATE STUDENT
PUBLICATIONS & PRESENTATIONS


• Foutch, H., Reardon, R., & Messer, M. (2012, June). Using a database based on holland’s theory and related applications. Presentation at the National Career Development Association Global Conference, Atlanta, GA.

• Harvey, E., & Rosenberg, G. (2012, June). Reaching career goals through alternative routes. Presentation at the National Career Development Association Global Conference, Atlanta, GA.


• McClain, M. C., & Melvin, B. M. (2012, June). Family factors in career decision making: application of cognitive information processing (CIP) theory. Roundtable presentation at the National Career Development Association Global Conference, Atlanta, GA.
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