Governors State University
Student Affairs and Enrollment Management: Reaching Vision 2020

Focus Area: Career Services and Graduate Student Programming

Leader(s): Darcie Campos

Implementation Year: 2015 -2016 Results and Findings

GOAL 5:   Develop new strategies that are specific to meeting the career development needs of the graduate student population.

Objective 1:	Connect and collaborate with faculty, staff, and campus/community organizations that provide career services for graduate students.
Action Items	- Partner with student club leaders to create and co-sponsor programming of interest to graduate students each semester. - Collaborate and co-sponsor a Student Teacher Workshop with current GPN student president.
Desired Outcomes and Achievements (Identify results expected)	We expected to create a more inclusive, interdisciplinary, and connected graduate student body by providing workshops that bring together different programs and disciplines. For example, we expected to sponsor the Future Teacher Education Career Workshop.
Achieved Outcomes and Results	We partnered with the Student Educators Association to co-sponsor the Future Teacher Career Workshop which had 19 attendees and based on pre/post assessments, participants reported feeling more prepared for the job search specific for their field. Additionally, we partnered with the University/other student groups to co-sponsor GSU's #HigherEdMatters Rally on 3/7/16, the Counseling Center for April's Sexual Assault Awareness Month, each college on Graduate Open House day on 4/16/16, and partnered with orientation leaders to provide information sessions to incoming graduate students during Transfer/Graduate Orientation multiple times throughout the year.
Analysis of Results (Where outcomes met? Exceeded? Progress towards goal. Implications for AY17 Objectives.)	Partnership with Student Educator's Association was key to having student teachers at Future Educators Career Workshop. Partnering with University and other student clubs for #HigherEdMatters Rally was important to promote the interests of graduate students at GSU. Moving forward, early partnership during program planning is instrumental to programming success and should be continued.

Objective 2:	**Increase the number of programmatic offerings and services offered to graduate students to meet their specific needs.**
Action Items	- Create and promote a Leadership Speaker series for graduate students to increase their knowledge of their academic field in the workplace. - Create and promote an OCS volunteer program for graduate students to increase their knowledge of event planning, networking and communication skills. - Reflect on last year's survey data to identify areas of interest.
Desired Outcomes and Achievements (Identify results expected)	Plan to develop leadership speaker series. The OCS is looking to create a volunteer program for graduate students at GSU. Plan to utilize 2015 Graduate Student Survey data to create programs for fall 2015 and spring 2016 semester.
Achieved Outcomes and Results	Leadership Speaker Series was not implemented due to lack of funding and not receiving the Intellectual Life Grant, and data from survey indicated that smaller events that covered more topics would be more valuable to graduate student body. While a formal OCS volunteer program for graduate students was not implemented, the OCS did provide opportunities in line with this action item including utilizing volunteers from Addiction Studies graduate program for spring 2016 Spring Career Fair. Additionally, we selected one graduate student to intern in OCS during the Spring 2016 semester to expose a graduate student to employment in higher education. 2015 Graduate Student Survey led to providing 6 services/information sessions during GPN monthly meetings including: Free professional headshots (41 students took advantage of this service), LinkedIn for students (17 attendees), All About GA positions (15 attendees), Financing Graduate School (10 attendees), and more. Further programs included providing discounted business cards, conducting an Interview Skills Workshop, and Negotiating the Job Offer for Healthcare Professionals workshop.
Analysis of Results (Where outcomes met? Exceeded? Progress towards goal. Implications for AY17 Objectives.)	Information sessions provided during GPN monthly meetings led to an increase in attendees (average AY16 = 13 attendees/meeting which represents an increase from AY 15 = 8 attendees/meeting). Utilizing survey data is important to programing success, so we will continue to utilize data from most recent graduate student survey (March 2016). Leadership Speaker Series should be modified to better fit needs of graduate students and turn into more of a networking event. Graduate students' most valuable resource is time, and networking is a more requested/valuable topic. For OCS volunteer program, in future we would like to make it more structured, but will depend on staff resources as being down a counselor has forced Cynthia (project coordinator for this program) into taking on additional counseling responsibilities.

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Objective 3:	**Create guides and handouts focused on graduate student career issues and career center website resources specific to graduate students.**
Action Items	• Develop guides and online resources to address some of the following areas below: Examples: the academic job search, jobs outside of academia, postdoctoral positions, preparing professional materials, interviewing and negotiating, networking, professional associations, financial aid resources, marketing your skills, university wide resources, international students and relocations, and life changes and transitions.
Desired Outcomes and Achievements (Identify results expected)	Plan to direct graduate students towards OCS website and "Student Resources" section of Blackboard course "Graduate Student Information Center". Plan to place Phoenix articles onto Blackboard so all students can access.
Achieved Outcomes and Results	OCS currently has resources for all students such as interviewing guide, resume guide, etc. that are equally applicable to graduate students. During multiple Graduate/Transfer orientation sessions, the GPN directed students towards Blackboard course "Graduate Student Information Center". IRB process/FAQ information is uploaded. When approved, Capstone Manual version 2.0 will be uploaded to Blackboard (currently version 1.0 is available). Graduate student column in the weekly Phoenix newspaper addresses graduate student needs/interests is uploaded, including 17 articles from AY2016. Resource Guide for International Students has been uploaded to Blackboard as well.
Analysis of Results (Where outcomes met? Exceeded? Progress towards goal. Implications for AY17 Objectives.)	Continue to upload Phoenix articles to Blackboard. While the resource guide for international students is available, it is clear that international students struggle with understanding the job search process and a resource guide for understanding the job search process could be developed.

Objective 4:	**Increase the utilization of the graduate student information center blackboard site.**
Action Items	- Continue to oversee the blackboard course and add important resources for graduate students including but not limited to; guides, links, documents, graduate assistant openings, capstone information, etc. - Promote shell and upcoming events at graduate student orientation and open houses
Desired Outcomes and Achievements (Identify results expected)	Plan to build Blackboard content under "Graduate Student Information Center" as new content becomes available to provide information on the aforementioned topics including links, documents, new graduate assistantships, resource guides, Phoenix articles, etc. Plan to distribute information about OCS and GPN events via Blackboard using announcements, Blackboard email feature, and "Upcoming Events" section.
Achieved Outcomes and Results	We updated the Blackboard course "Graduate Student Information Center" with new information as it became available including IRB process FAQ and Capstone Manual version 2.0 (still seeking approval). Recent Graduate Assistant position hiring manager received 21 applications, which is approximately double from past years which we attribute to Blackboard announcements. GPN events averaged 2+ announcements via Blackboard throughout AY2016. 59% of graduate students reported being aware of selected programs (data from 2016 Graduate Student Survey). Blackboard was the sole means to distribute Graduate Student Survey, which received 537 responses. The survey further indicated that 52% of students had checked out the resources on the Blackboard course, with 87% of those that went to the site finding it helpful.
Analysis of Results (Where outcomes met? Exceeded? Progress towards goal. Implications for AY17 Objectives.)	Continue to update Blackboard course "Graduate Student Information Center" with new information as it becomes available (Capstone Manual version 2.0 once it is approval). 59% awareness of GPN events indicates that we can improve marketing prior to events. Increasing the 52% of students that have checked out the Blackboard course "Graduate Student Information Center" is also valuable since 87% of students that go to the course report it being useful. One key reason for this growth is that during Transfer/Graduate Program Orientation, we have funneled students towards Blackboard which may have contributed to the increase in awareness. Another resource that Student Life recently added was Jaguar Connection, which should help bring awareness and marketing to future events.