

University of Houston  Clear Lake

# Career Services

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*Student Fee Allocation Committee (SFAC)  
Presentation*

*Dr. LaMar Black – Director, Career Services*

*Friday, October 11, 2024*

# Overview

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The mission of Career Services is to educate and empower students through holistic career development practices that establish meaningful connections throughout the community.

- Budget Overview
- Programs
- Achievements
- What's New?
- Challenges & Opportunities
- Funding Requests
- Potential Budget Reduction

# Base Budget Overview

## Income

Student Service Fees - \$604,437 (93.96%)

- Salaries and Wages for Staff (Professional and Student Workers)
- Fringe Benefits for Staff
- Maintenance and Operations (Copier, Phones, etc.)
- Student Career Services Programming

Central Designated Fund - \$6,000 (0.93%)

- Funds from the university to pay for event space in order to host career fairs.

Other Designated Funds - \$300 (.05%)

- Funds received as part of the Cooperative Education Program (Co-op).

Sales and Services - \$500 (.08%)

- Funds come from programs and assessments that are not offered as a free service to various (alumni, faculty)

Programs/Events Income - \$12,000 (1.87%)

Gift Funds - \$20,000 (3.11%)

**Total Income - \$643,237**

## Expenses

Salaries and Wages for Staff – \$491,914

Fringe Benefits - \$ 111,000

Other Expenses - \$40,323

- Computer/Software- \$6,918
- Maintenance and Operations – \$26,756
- Event Parking - \$6,649

**Total Expenses - \$643,237**

**\$604,437 – SFAC Funds**

**\$38,800 – Gift Funds/Central Funds/Sales**

**\$643,237 - Total Budget for FY26**



# Programs & Services

- Career Counseling & Advising
- Job & Internship Assistance
- Workshops & Skills Development
- Employer Relations
- Career Tools & Assessments



Career Fairs

Employer Panels

Mixers

Recruiters Reception



# Achievements

## ❑ 8 Signature Events

- 170 Employers (9% decr. from FY 23)
- 1159 Students (23% incr. from FY 23)

## ❑ Student Appointments – 1677 (56% incr. from FY 23)

- Satisfaction Surveys

The counselor and I were able to come up with a plan that is useful to me in dealing with my concerns.

✓ *The career counselors achieved an average **Likert score of 4.9 (Scale 5.0)**.*

How likely are you to refer Career Services to others?

✓ *The career counselors achieved an average **Likert score of 4.8 (Scale 5.0)**.*

## ❑ Student Communication (incoming)

- 52% incr. (FY'23 to FY'24)

## ❑ Workshops

- 31 career development events
  - ✓ LinkedIn, Resume Writing, Negotiation Skills, Job Search Strategies, etc.

## ❑ Career Closet

- 90 students served



# Testimonials

“Thank you so much for all of your support through this process. I appreciate you helping me to narrow my scope and go for something I really wanted, as opposed to just taking literally anything else I could like I was ready to in March. You helped me stay focused when I veered off path a bit, and your encouragement helped me stay optimistic, even when I felt overwhelmed”.

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"I just wanted to send you a thank you for your help in preparing me for my job interview. Just got the call a few minutes ago - I got the job! There were four interviewers, and I was told that I impressed them all and that the decision was easy. Had to share the good news!"

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# COMING SOON

## New Programs & Initiatives

- Partnerships
- Department Assessment
- Student Awareness



## Opportunities

- New Leadership
- Enhanced Operations
- External Funding Sources
- Increased Engagement
- Technology
- Community Partner Feedback

## Challenges

- Staffing
- Workshop Attendance

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## New Funding Requests

- No New Funding Requests –
  - FY'24
  - FY'25
  - FY'26

# FY' 26 Budget Reduction

## Salary & Wages

- Reduction in staffing would be detrimental to the operations of the department and cause a disruption of our services.
- Reduce ability to innovate programming and activities.
- Reduce 1:1 engage opportunities with students.

# Questions

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