

2008-2009 Annual Plan

Madisonville Community College

January 2008

Unit: Career Services

Unit Objectives (in Priority Order)	Link to Area Goals	Resources Needed to Accomplish Goal	Action Steps (Briefly list steps you will complete to accomplish goal)	Assessment Measure (Link to PI)
Increase employer awareness and usage of Career Services	2.2, 4.2	n/a	<ol style="list-style-type: none"> <li>1. Call on area business and industry to inform them of services we provide</li> <li>2. Participate in community functions</li> <li>3. Provide all job fair vendors with Career Services literature</li> </ol>	???
Increase student access to Career Services	2.2	n/a	<ol style="list-style-type: none"> <li>1. Work with faculty to coordinate career/ employability workshops during class time</li> <li>2. Correspond with students via email and postal mail regarding career information (Career Services Tip of the Week/ Month)</li> <li>3. Provide links from MCC Career Services webpage to relevant career literature</li> </ol>	Exit Survey
Involve students in work-based learning using standardized KCTCS cooperative education guidelines	1.3	n/a	<ol style="list-style-type: none"> <li>1. Work with faculty to facilitate co-op and internship experiences</li> <li>2. Identify community businesses willing to participate in the program</li> </ol>	???