

Information on Career Center Models

National Association of Colleges and Employers Benchmarking Survey Data Summary

Organization & Reporting Lines

66% under Student Affairs

14.7% under Academic Affairs

4.4% under Enrollment Management

26.7% report to VPSA

16.5% report to Assoc./Assist. VPSA

11.7% report to Dean of Students

5.1% report to Dean of a specific college

3.7% report to an Assoc./Assist. VP for Academic Affairs

91.6% are centralized operations (45.4% completely and 46.2% primarily)

8.4% are de-centralized operations (6% primarily and 2.4% completely)

Main Services Offered

- Academic Advising
- Alumni network/mentor program
- Campus Interviewing
- Career Counseling (Group and Individual)
- Career Guidance Systems
- Career Library
- Career Planning/Employment Readiness Courses for Credit
- Career Planning/Job Search Workshops
- Career and Job Fairs
- Cooperative Education and Internship/Externship Programs
- Employer Information Sessions
- Graduate/Professional School Information and Advising
- Job Listings
- Student Employment (off- and on-campus)
- Mock Interviews
- Personal Assessment Instruments
- Resume Referrals
- Resume Development and Critique
- Administer Standardized Tests

53.4% are only office on campus responsible for career counseling, career assessments and career decision making and development.

A Few Examples

- Texas A&M – Centralized under Academic Affairs

- UT Austin – Decentralized under individual Schools with a central Career Exploration Center (which also handles Internships) under Academic Affairs
- UT Arlington – Centralized with 3 satellite office location reporting to one Director under Academic Affairs
- UT El Paso –Centralized under Student Affairs
- UT San Antonio – Centralized under Student Affairs
- Georgia Tech – Centralized under Student Affairs, with a specific liaison assigned as a contact for each school
- Arizona State – Centralized under Student Affairs
- University of Illinois Urbana-Champaign – Decentralized under Individual Schools

University	Students	Handle the Internship Program	Handle Student Employment	Professional Staff Members	Secretarial Staff	Student Workers	Office Space Size	Corporate Sponsoship
University of Virginia	20,000	Yes	No	23 in UCS, 9 in affiliate offices	None	19 undergraduate, 6 graduate	7500 sq. ft.	Yes
University of North Carolina	24,000	No	Yes	9	9	5 undergraduate	5500+ sq.ft.	Yes
Georgia Institute of Technology	16,000	Yes	No	8	2	5 graduate		Yes
University of California Irvine	24,000	Yes	Yes	14	4			Yes
University of California San Diego	23,000	Yes	Yes	18	10	15	13,000	Yes
University of California Santa Barbara	20,000	Yes	No	8	5	13 Undergraduate, 3 Graduate	Did not know	Yes
University of Texas at Dallas	15,000	Yes	Yes	13	4	3	5200 sq. ft.	No