Student Services Fee (SSF)

2025-26

Departmental Report to the Council on Student Affairs and Fees (COSAF)

SECTION 1: DEPARTMENT SSF DATA

The following data was provided to COSAF from Budget & Intuitional Analysis and Student Affairs Divisional Resources

Student Services Fee Recipient:	**The Career Center**
Department Contact:	Andrea Hanson
Finance Contact:	Michael Rogai
Total 2025-26 SSF Projected Allocation:	$3,084,089
Percent of Overall Budget Funded by SSF:	81%
Approximate percent of the overall 2025-26 SSF revenue:	7.6%

Expense	2024-25 SSF Actuals	2025-26 Projected SSF Allocation
Salaries/Benefits	$2,668,310	$3,082,089
Operational Costs	$2,106	$2,000
Other	$0	$0
TOTAL	$2,670,417	$3,084,089

Explanation if over a 10% differential between 2024-25 and 2025-26:

15%

- Labor shows vacant Director in 24-25 but planned to replace in 25-26

SECTION 2: DEPARTMENT RESPONSES

1. Please provide a general description of your department's function

The Career Center, a dynamic team, providing innovative and comprehensive career services to all UC Davis students (undergraduate through PhD and Postdoctoral Scholars) with a commitment to equitable access. The Center holds a campus-wide responsibility for creating experiential education opportunities and guiding students through every stage of career exploration and development. This work encompasses part-time employment, career planning, academic internships, and other forms of hands-on learning, as well as support in securing career employment or graduate school admission upon graduation, with an ultimate goal that students are employed in positions that commensurate with their world-class UC Davis education.

2. Please list the departmental program(s) and/or service(s) specifically funded by the Student Services Fees

Student Services fees fund the salaries of the 22 career staff members at the Career Center. The Career Center staff support all core functions of the Center including: career exploration, job search skills, resume writing and review, employer engagement, interview preparation, and salary negotiation, among others. Student Services Fees are essential in ensuring that every UC Davis student receives the guidance and resources needed to successfully transition to their next step after graduation. Additional information is provided below:

Career exploration/classes

- Students engage in structured opportunities to explore majors and careers through career development courses, panels, and career assessments.
- Specialized classes (AMS 95 and Career Discovery Group (CDG)) guide students in connecting their academic interests to possible career pathways, building a foundation for informed decision-making.
- Career exploration resources include online tools, self-assessments, and staff-led sessions that help students clarify goals early in their academic journey.

Internship and part time job search

- Students access thousands of job and internship postings via Handshake.
- Staff provide guidance on identifying and securing opportunities that align with student goals, while ensuring experiences meet professional standards.
- Transcript Notation allows students to formally document internship experiences on their UC Davis transcript, reinforcing the academic and professional value of these roles.

Advising

- One-on-one career advising appointments cover resume and cover letter development, career exploration, job search strategy, and interview preparation.
- Graduate and professional students receive targeted advising tailored to advanced career pathways (e.g., industry, academia).
- Drop-in peer advising provides undergraduate students quick, accessible guidance on resumes, internships, and other career basics, supporting students at all stages.

Workshops

- The Career Center delivers over 100 workshops each year, covering topics such as career exploration, networking, interviewing, and salary negotiation.
- Workshops are tailored for different student populations (e.g., first-year, transfer, graduate, international students) to ensure relevance and impact.
- Many workshops are offered in collaboration with campus partners to integrate career readiness into the broader student experience.

Employer engagement activities

- The Career Center hosts multiple large-scale career fairs annually, connecting thousands of students with employers across industries.
- Information sessions and networking events allow students to interact with employers in smaller, more targeted settings.
- On-campus interviews provide students with direct access to employment opportunities, often resulting in job or internship offers.

Outreach

- Career Center staff partner with colleges, departments, and student organizations to bring

career programming into classrooms, student spaces, and co-curricular programs.
- Outreach ensures that students who may not otherwise engage with the Career Center still receive access to career readiness support.
- Targeted outreach initiatives serve specific populations, such as first-generation, transfer, and underrepresented students, to promote equitable access to services.

Partner Programs

- The Career Center partners with strategic campus partners to host Shine While you Dine events. The goal of these events are to provide students with a formal etiquette dining experience, which prepares them for future dining experiences. This year the Career Center reached over 150 students through these events.

3. Please provide information regarding the benefit to UC Davis students from the departmental program(s) or service(s) specifically funded by the Student Services Fee

Be as specific and concise as possible. Include the specific type (e.g., undergraduate, graduate, professional, transfer, etc.) and an estimated number of students served.

The primary purpose of the Career Center is to support students in preparing and launching into their next step after graduation. We know students who engage with the Career Center during their first year at UC Davis are three times more likely to have a career position or graduate/professional school acceptance within six months of graduation. The data improves substantially, to two times more likely, if at least one internship is completed and the student has held a part-time job while enrolled. Our primary goal is to reach students early and often to provide them with the tools and resources necessary to succeed on their professional journey. Every fall our primary goal is to meet incoming first year and transfer students through DavisFest, orientation events and the Career Center fall welcome events. During these events we highlight the early and often goal to thousands of students.

One goal we incorporated in our service model was to reach students where they are. For example, last year we piloted a program to host resume review sessions prior to each of our large career fairs in strategic locations on campus (the colleges, the Academic Retention Initiative Centers, the dining commons). Through this approach, we met students who might not have come to the Career Center, and thus, ensured that they knew of our upcoming career fairs and the resources we provide.

In total, the Career Center interacted with 22,000 unique students during the 2024-25 academic year. This number is an accumulation of all service delivery options (advising sessions, workshops, and career fairs).

Undergraduate student services

- Access to one-on-one career advising tailored to career and major exploration, job/internship searches, and professional skill building.
- Support through resume and cover letter reviews, mock interviews, and career readiness workshops.
- Exposure to over 400 employers each year via career fairs, networking events, and on-campus recruitment.
- The Career Center provides 24/7 access to career and professional development content and tools
    - Website https://careercenter.ucdavis.edu/
    - Handshake: Database of active and open student jobs, internships and career positions
    - Online career exploration tools and resources
    - Career Resource Manuals (CRMs) https://careercenter.ucdavis.edu/career-center-services/career-resource-manuals

Graduate students

- Supports the academic job search process for graduate students as well as normalizing the non-academic job search process.
- One on one coaching and advising, providing space for industry to be the goal for graduate students.
- Specialized workshops and a career fair for graduate students (graduate students are invited to the general fairs as well).

See data for students served below:

	Advising	Events (workshops, information sessions, and classes)	Career Fair Attendance
Undergraduate	7582 (4617 unique)	5,717 (4,261 unique)	6,663 (5232 unique)
Graduate	668 (402 unique)	819 (543 unique)	828 (563 unique)