

## USE-OF-TIME ANALYSIS: All Hours Nov 1 - Nov 30, 2025

OK	CATEGORY GOAL	%TIME (Actual)	CATEGORY		%TIME	HOURS	FREQ.
✓	Student Services <b>80% or more</b>	Direct Student Services <b>70%</b>	Instruction	■	50.8	28.0	31
			Appraisal and Advisement	■	1.4	0.8	1
			Counseling	■	18.1	10.0	17
	Program Planning & School Support <b>20% or less</b>	Indirect Student Services <b>25%</b>	Referrals/Consultation/Collaboration	■	24.9	13.7	23
			Defining, Managing, Assessing Activities	■	4.2	2.3	2
			Fair-Share Responsibility Activities	■	0.6	0.3	1
✓	Non-School-Counseling 0%	0%	Non-School-Counseling Tasks	■	0	0.0	0

55 hours 75 events