

**Graduate Council
Minutes
January 10, 2024**

In attendance: Jeff Williams, Mohamed Lofty, Nicole Gearing, Jeffrey O'Flynn, Natalie Grecu, Sunny Chen, Wiktor Mogilski, Michelle Bastian, Laurie Sharp, Jim Bailey, Aliny Xavier

Graduate Council approved the minutes for December 13, 2023.

The following graduate faculty were approved:

Woodbury School of Business

Alex M. Brockbank-Full

Luke Dean-Full

Shane Stewart-Professional

Smith College of Engineering and Technology

Nathan Cordner-Full

The following curriculum was tabled until the program adds the same program matriculation and graduation requirements as were requested for the MS in Applied Artificial Intelligence:

Smith College of Engineering and Technology

Program Change

Engineering and Technology Management, M.S.

New Courses

TECH 6440-Artificial Intelligence and Society

TECH 6550-People and Culture

Graduate Program Strategic Enrollment Management Plans

The Graduate Program Strategic Enrollment Management Plans formats were approved. See below.

The proposed due date of April 1, 2024 was approved. It was recommended that dashboard indicators be developed for the data elements.

Graduate Council meetings for Spring semester will be held as follows:

February 21, 2024

March 20, 2024

April 17, 2024

[Title of Graduate Program]
Strategic Enrollment Management Plan
Spring 2024

Enrollments

New Students Accepting Admission Offer For Fall Through Summer Starts (Recruit)

Academic Year Ended Summer:	2020	2021	2022	2023	2024	2025
Total New Student Goal						
Total New Student Actual						
Percentage - Actual to Goal						

* Goal derived from projected total number of new majors in proposed program's budget. Number of students accepting an admission offer.

Enrollment Headcount

Enrollment Goals to Actual	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Total Headcount Goal						
Total Headcount Actual						
Percentage - Actual to Goal						

* Goal based on projected total number of declared majors in proposed program reported to Utah State Board of Regents (R401) and included in program's budget.

Retention and Completion

Program Retention Rate as Percent of Enrolled Students from Previous Term (excluding graduations)

Semester	Fall 2020	Spring 2021	Fall 2021	Spring 2022	Fall 2022	Spring 2023
Goal						
Actual						

*Goal based on projected graduates divided by projected number of declared majors reported to the Utah State Board of Regents (R401).

Graduation - Completion

Academic Year	2019	2020	2021	2022	2023	2024
Total Graduates Goal-R401						
Total Graduates Actual						

*Graduate goals are based on budget's projected number of graduates. Graduates actual number are for Fall, Spring and Summer for each academic year ending Summer.

Please complete the following sections

Marketing (Recruitment) Plan (for prospective students from initial interest through admission notification).

Awareness Strategies

Recruitment Strategies

Communication Strategies

Retention (Completion) Plan (for students from admission notification through graduation and beyond).

Graduate Student Orientation

Graduate Advising

Persistence, Retention, and Completion

Post-Graduation

Program Resources Plan (resources supporting the program and additional resources needed).

Faculty Support

Staff Support

Other Budget Support

Request for Additional Resources, if needed

Date Plan Approved by Graduate Program Committee:

[Title of Graduate Program]
Strategic Enrollment Management Plan
Spring 2024

Enrollments

New Students Accepting Admission Offer For Fall Through Summer Starts (Recruit)

Academic Year Ended Summer:	2020	2021	2022	2023	2024	2025
Headcount Goal-FT						
Headcount Actual-FT						
Percentage - Actual to Goal						
Headcount Goal-PT						
Headcount Actual-PT						
Percentage - Actual to Goal						
Total Headcount Goal						
Total Headcount Actual						
Percentage - Actual to Goal						

* Goal derived from projected total number of new majors in proposed program's budget. Number of students accepting an admission offer.

Enrollment Headcount

Enrollment Goals to Actual	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024
Headcount Goal-Full-Time						
Headcount Actual-Full-Time						
Percentage - Actual to Goal						
Headcount Goal-Part-Time						
Headcount Actual-Part-Time						
Percentage - Actual to Goal						
Total Headcount Goal						
Total Headcount Actual						
Percentage - Actual to Goal						

* Goal based on projected total number of declared majors in proposed program reported to Utah State Board of Regents (R401) and included in program's budget.

Retention and Completion

Program Retention Rate as Percent of Enrolled Students from Previous Term (excluding graduations)

Semester	Fall 2020	Spring 2021	Fall 2021	Spring 2022	Fall 2022	Spring 2023
Goal						
Actual						

*Goal based on projected graduates divided by projected number of declared majors reported to the Utah State Board of Regents (R401).

Graduation - Completion

Academic Year	2019	2020	2021	2022	2023	2024
Total FT Graduates Goal-Budget						
Total PT Graduates Goal-Budget						
Total FT & PT Graduates Goal-Budget						
Total Graduates Actual						

*Graduate goals are based on budget's projected number of graduates. Graduates actual number are for Fall, Spring and Summer for each academic year ending Summer.

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Date Plan Approved by Graduate Program Committee: