SON Enrollment Forecasting Project Summary

Background
The BSN Pacesetter (BSNPAC) program as the School of Nursing is a four term, lock-step program for undergraduate students. The Student Affairs Office was manually tracking when students would diverge from the required semester’s courses. This data was used to forecast the enrollment for subsequent terms in order to appropriately manage the offerings of their courses.

SON had configured Academic Advising requirements during the Campus Solutions implementation. Academic Advising was not being utilized, nor rules maintained, due to the complex configuration of the requirements.

Resolution
The Academic Advising requirements for the BSNPAC program were revised to reflect the required classes for each term of the program. A query was developed utilizing the Academic Advising requirements tables, specifically the table that provides the unmet requirements for each student. The query results were downloaded to EXCEL where a Pivot table was created to show the count of students with unmet requirements in each course by term. This report provided the data equivalent to the manual tracking the Student Affairs Office was spending hours maintaining.

The SON also desired to improve the advising process with their students and faculty. Several improvements were developed to assist in the communication with the students and advisors. Improvements included:

- Automated the assignment of an Advisor hold to the student’s account when he/she withdraws from a required course or receives an insufficient grade for a required course.
- Automated an email to the student with instructions to contact their advisor when the Advisor hold is assigned.
- A daily report of the students receiving an insufficient grade is automatically distributed to staff members in the Student Affairs Office.
- Allow BSNPAC students to view their Academic Advisement Degree Progress report in myUTH Student Center.
- Allow BSNPAC Advisors to view their students’ Academic Advisement Degree Progress report in myUTH Advisor Center.
- Allow BNSPAC Advisors to remove the Advisor hold after meeting with the student.
- Allow BSNPAC students to utilize the Planner functionality to plan courses for future terms.
- Allow BSNPAC students to enroll from their Academic Advising requirements and/or the Planner.

SON will investigate extending this process to their graduate programs after they have utilized the new process for two-three reporting cycles.