

## **GRADUATE PROGRAM SIZE**

*This information is for use in making decisions about the number of students to be admitted to each graduate program each year--to be submitted to the Graduate Studies Committee early each Spring, so that departmental decisions can be made by March 1.)*

### **NAME OF PROGRAM:**

#### ***I. CAPACITY:***

- A. To determine the number of students who can be admitted without surpassing the total number of students in the program at all levels who can be accommodated:
1. What is the maximum number of students allowable in the tightest first-year bottlenecks, i.e., beginning courses whose enrollment must be limited?
  2. What is the maximum number of students allowable in the tightest later bottlenecks? When do they occur in the program? For each, what is the expected attrition between admission and that point in the program?
  3. What limits do accreditation standards place on the number of students allowable?
  4. What is the maximum allowable faculty/advisee ratio?
  5. What load do the program's students place on faculty outside of the program?
  6. Considering all of the above, what is "the number of students who can be admitted without surpassing the total number of students in the program at all levels who can be accommodated?" **Be specific.**
  7. If the number of students listed in I.A.6. (above) were actually admitted next year, would it be possible for program faculty to also meet undergraduate program needs in your area? Specifically, what required courses (in your area--in any departmental major, track, minor, or option) might have less than 75% of the students per year taught by fulltime faculty? If any, reduce the number of students listed in I.A.6 sufficiently to meet the criterion.

#### ***II. A. Minimum (the larger of 1 and 2 below):***

1. What is the number of students necessary to admit in order to maintain acceptable class size (8 per class)?
2. What is the number of students necessary to admit in order to insure that course offerings can be maintained at a reasonable frequency so as not to interfere with student progress through the program?

***II.B. Maximum (by faculty action in March, 2000, this section must only be completed once every three years, unless the program is proposing an increase in admissions over last year or an increased goal for future program growth):***

By addressing the following considerations, please -

(1) justify admission of the number of students listed under Capacity, I.B. Also, if you wish, you may

(2) justify admission of a higher number, which then with departmental approval becomes a goal for future program growth, through either the hiring of additional faculty or program modifications.

1. *Indices of program quality:* Graduation rate in a timely manner, total graduation rate, employer satisfaction, licensing exam success, alumni satisfaction, student satisfaction, success in later coursework, relevant job placements.
2. *Student interest:* Typical or anticipated number of qualified applicants, number of inquiries.
3. *Market needs:* Current and projected job opportunities and doctoral program opportunities (adjusted for attrition).
4. *Departmental priorities*
5. *Cosidering all of the above,* what is the number of students who could justifiably be admitted if not limited by program capacity?

### ***III. Bottom Line:***

Number of admissions = Capacity (if it falls within the range set by Minimum and Maximum; otherwise, Minimum sets the lower limit and Maximum sets the upper limit on admissions.)