Annual Academic Forecast and Program Monitoring Report (NEW)
Annual Academic Forecast and Program Monitoring Report - Due February 1

**Academic Forecast Purpose:**
1. Notify USO of what programs will be proposed in the new FY
2. Gain initial feedback from USO on proposed new programs
3. Identify any programs to be deactivated and terminated
4. Alert other USG institutions of programs to be requested
5. USO and Institutions – Identify any collaboration opportunities

**Program Monitoring Report Purpose:**
1. Assess and comment on low enrollment and low graduation programs (3 year average)
2. Report on programs low performing and the interventions being taken
3. Update DMA with programs completing accreditation reviews in the past year
4. Update DMA with program start date or first semester offered (different than authorized date).
5. Analyze the institutions’ program portfolio and enrollment within the context of budget discussions.
New Annual Forecast and Monitoring Report Timeline

**USO Staff**
- **USG Budget Meetings**
- **DMA updated based on monitoring report data**
- **USO-AA feedback emailed to campus contacts (President, Provost, CBO)**

**Institution Staff**
- **SUBMIT: Annual Academic Forecast for next FY and monitoring report**

**Timeline**

- **FEB**
  - **USG In-demand jobs report released**
- **April**
  - **Update Qlik enrollment and Awards Apps for past FY**
  - **Instructions sent to campuses**
- **June**
  - **Prepare Annual Forecast and Monitoring report**
- **August**
  - **Prepare low performing programs report (Low enrollment/Low graduation)**
- **Oct**
  - **Prepare Enrollment Reports**
- **Dec**
  - **SUBMIT: Annual Academic Forecast for next FY and monitoring report**
  - **USO Staff**
  - **Institution Staff**