



TERMS OF REFERENCE

Purpose

[SHAPE: A Strategic Plan of Impact](#) sets out a goal for the University of Alberta to grow to 60,000 students within the next decade. The purpose of the Integrated Enrolment Management Committee (IEMC) is to provide oversight for integrated enrolment planning following the Integrated Enrolment Growth Planning (IEGP) recommendations approved by PEC-S in June 2024.

Authorities

Authority to set (i.e. approve) faculty enrolment targets annually rests with the Provost, and for faculties within colleges, is delegated to the College Dean & Vice-Provost.

Role

The committee's primary suggested roles are:

- To review faculty enrolment targets before finalization to provide strategic advice and confirm alignment with the overall institutional enrolment and growth plans, looking for cross institutional opportunities
- To oversee aggregate management of enrolment targets
- To review performance against current-year targets and identify trends or issues to be addressed
- To engage with strategic opportunities related to achieving enrolment objectives (e.g., considerations related to programs)
- To provide ongoing strategic guidance to integrated enrolment management supports (including but not limited to data and analysis approach; faculty-level supports; recruitment activities)
- To review and inform the annual Capital Plan and/or major campus planning initiatives to ensure strategic alignment with enrolment objectives, looking for cross institutional opportunities.

Frequency

Approximately quarterly, with greater frequency over the initial period as implementation is established.

Membership

- Deputy Provost (Students and Enrolment) – chair
- Deputy Provost (Academic)
- Vice-Provost and Registrar
- College Deans & Vice-Provosts (CSSH, CHS, CNAS)
- Faculty Deans (FNS, AUG, CSJ)
- Vice-Provost and Dean, FGPS
- Vice-President, Research and Innovation
- Vice-President, External Relations
- Associate Vice-President, Performance, Analytics and Institutional Research (PAIR)
- Associate Vice-President Infrastructure Planning, Development & Partnerships
- Associate Vice-President Human Resources, Health, Safety and Environment
- Associate Vice-President, Online and Continuing Education
- Director, Academic Budgets and Planning
- Enrolment Management Service Partners

Note: Vice-Provost (EDI) and Vice-Provost (Indigenous Programming and Research) are invited to participate in the committee in the capacity they judge appropriate (whether as full members or as resources).

Administrative Office: Deputy Provost (Students and Enrolment)