

Dartmouth College Registrar's Office Annual Report

Executive Summary 2020-2021

HIGHLIGHTS 2020-21:

- **The major highlight of 2020-21 was maintaining high-quality and responsive service** to students and faculty through the ever-changing pandemic. The Registrar's Office kept fundamental processes running smoothly even as the policies shifted term to term.
- **Upgraded DegreeWorks to the current version** which provides a cleaner, clearer view of degree progress to students, faculty, and advisors.
- **Began adding minors into *DartWorks*** to further enhance the degree tracking capabilities for students.

We are an **OPERATIONAL** office.

- Over 50% of our work centers on academic operations in support of students and faculty

We are a **COMMUNICATIONS** office.

- 35% of our work is communications to the Dartmouth Community

We are a **PROJECT** office.

- We engaged in 4 major technical project, 3 major internal projects, and numerous small changes and adjustments to adapt to the needs of the Dartmouth community.

We are a **REPORTING** office.

- We provided over 100 ad-hoc reports for departments, programs, faculty members, deans, and the Provost
- We reported student enrollment data to the National Student Clearinghouse and Veterans benefits data to the Veterans Administration

We are **PROFESSIONALLY ENGAGED**, with all staff attending AACRAO 2021 since it was remote, along with numerous other remotely-delivered conferences. Interim Registrar Parsons also attended the remote AAU meeting.

We are **INVOLVED** widely in the Dartmouth and broader community, serving on **10 standing Dartmouth COMMITTEES**, and many more ad-hoc committees.

We are a **PRODUCTIVE** office. In AY 20-21:

- 8,150 official transcripts produced
- 2,175 courses managed and scheduled
- 1,325 student petitions reviewed
- Over 36,000 emails received and answered
- 2,156 enrollment verifications produced
- 43 students studying on non-Dartmouth programs supported
- 62 awards made to VA benefit recipients
- 1,169 undergraduate students graduated