HIGHLIGHTS 2018-19:

- Led the Name and Gender Identity implementation, an institution-wide project so that students may elect a chosen name, gender identity and pronoun for use on-campus.
- Added 18 additional majors into DartWorks so that most students can now easily track their major progress towards degree completion.
- Engaged in significant staff change and development which included promotions, new hires, training, and renovations to improve our effectiveness.
- Maintained high quality service delivery to students and faculty with the development of new academic policies and continuous improvement of processes and procedures.

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.
- 33% of our work is communications to the Dartmouth Community.

We are a PROJECT office.
- We engaged in 3 major technical projects, a major internal construction/redesign project, and 4 internal projects.

We are a REPORTING office.
- We provided over 60 ad-hoc reports for departments, programs, faculty members, and deans.
- We reported student enrollment data to the National Student Clearinghouse and Veterans benefits data to the Veterans Administration.
- We delivered research data to faculty from the student data warehouse.

We are PROFESSIONALLY ENGAGED, with several staff members who participated in multiple regional and national professional conferences by speaking, presenting, and organizing. Additionally, M. Braz served as AACRAO’s Vice President for Leadership and Management Development, and J. Sinclair sat on AACRAO’s Public Policy Advisory Group.

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 18-19:
- 9,271 official transcripts produced
- 4,858 D-Plan changes managed
- 2,184 courses managed and scheduled
- 1,075 student petitions reviewed
- 2,098 classrooms assigned for courses
- 2,079 enrollment verifications produced
- 131 students studying on non-Dartmouth programs supported
- 70 awards made to VA benefit recipients
- 1,055 undergraduate students graduated
- 31,000+ registrar inquiries answered