

# On Course

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## Behind the scenes

### Graduation, registration, degree audits, transcripts, transfer terms, reports...

- Seniors – have you checked your degree audit and confirmed with your major department/programs to make sure you are on track for graduation? History majors – have you noticed that your History major requirements are now a part of your DartWorks Audit? Now students with a major or modified major in History can view in one place which

graduation requirements they have met, and which ones they have left to fulfill. Next department we will add - Biology majors.

- For those of you who plan to continue in the health professions, you now have convenient e-Transcript delivery to AMCAS and similar organizations. More transcript delivery improvements to come.
- We have recently posted updated curricular guidelines, see [http://www.dartmouth.edu/~reg/docs/curricular\\_guidelines\\_ug.pdf](http://www.dartmouth.edu/~reg/docs/curricular_guidelines_ug.pdf). While a department may already know how to add a minor to their curriculum, here you can find out the process to \*remove\* one, and how to proceed if you want to offer a course with a travel component that extends into December. Still have questions? We are always happy to assist.
- Department and program Chairs, Vice Chairs and Faculty Advisors now have new dashboard reports which include their graduated majors and minors, as well as reports with department/program course detail. We also continue to provide faculty members with data from the warehouse in support of their research. We encourage interested faculty members to contact us.

## Did you know...

Within the last 10 years, students used to fill out paper cards in the Registrar's office to:

1. File their D-Plan?
2. File their major/minor?
3. Elect NRO for a course?

(see next page for answer)

## On the Horizon

- Banner 9 is coming! Why is this good news? Have you had to search through the long list on the Banner menu to figure out which item to select? This major upgrade to Banner includes a completely new look and feel and is easier to navigate. Have you wished that it was easier to enter your final grades? Banner 9 improves the grade entry function. It also includes improvements to course registration and allows for a "preferred" or "chosen" name in the Banner system. Lots more to come on this campus-wide project.

Did you know answer:

All 3!

## Staff Highlights

Amy Hunt, Academic Systems Technology Manager attended Ellucian sessions to prepare her for a lead role in the College's Banner 9 upgrade. They included *What's New in Banner 9*, *Implementing Faculty Grade Entry in Banner 9*, and *Implementing Preferred First Name for Students*.

AACRAO is professional association of more than 11,000 Registrars and Enrollment Professionals. Registrar Braz is on AACRAO's Board of Directors as Vice President for Leadership and Management Development, and she attended this year's annual meeting along with Senior Associate Registrar for Research Andrew Ager and Academic Systems Technology Manager José Sinclair.

A few sessions they attended included *The New Reality of Higher Education*, *Serving Transgender and Gender Non-Conforming Students*, *The Registrar's Office and Curricular change*, *The Registrar and Data Governance*, and *Evolving Technology and Business Practices*. Conference speakers included Nicole Maines and Wayne Maines of the HBO documentary *The Trans List* and Scott Jaschik of *Inside Higher Ed* who spoke on *The New Reality for Higher Education*. With a new administration in Washington, AACRAO helps us to stay informed of the impact of policy changes, and as an organization we also often have a voice when new legislation is proposed.

## Get acquainted with our staff...José Sinclair, Academic Systems Project Manager

José provides functional project management for technical projects that require the knowledge and expertise of the Registrar's Office. He works with ITS to implement and maintain departmental technologies with a focus on new initiatives. He also certifies veterans' benefits for Arts and Sciences.

**You May Not Know...** "I became a U.S. citizen this year—March 9, 2017! I was born in Panama City, Panama. I also lived in Germany for 3.5 years and I attended Norwich University. I have lived in Vermont since."

**My AACRAO Involvement** "I am a member of the AACRAO Public Policy Advisory Committee. It provides an essential practitioner perspective on emerging legislation and public policy matters. The Federal Pell Grant for 21st Century Students Act and Veterans Education Priority Enrollment Act are just a few pieces of legislation under review by the committee."



## Personnel Announcement

You may recognize Carole White as our new Service Specialist. Before she began her role in the Registrar's office this January, Carole worked for the Transportation Services office. Carole also worked for the College in the '90s at Collis Café, and even took some Dartmouth courses during that time. Carole is glad to be back at Dartmouth. If you stop by, be sure to give Carole a warm welcome at the front desk.