



REGISTRAR REPORT

Office of the University Registrar | Fall 2016 Edition

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What's New?

**Congratulations
are in order!!!**



Please join the Office of the Registrar in congratulating **Jesse Foley** as he assumes his new role as Deputy Registrar!!!

From the Registrar...

As the landscape of our student body changes, so should our approach to providing alternatives for students—specifically as it relates to a student’s “preferred name”. Emory University recognizes that some members of our student community use first names other than their legal name to identify themselves.



You may recall that in last spring’s edition of this newsletter, I talked about industry-wide trends regarding preferred name tracking in student information systems. During the 2015-16 academic year, we’ve worked with key stakeholders across the campus to examine implementing a preferred name policy for students here at Emory.

This new policy will allow students to enter a preferred name through Emory University’s Student Information System (OPUS) regardless of whether or not they have legally changed their name.

Places Where Preferred First Name May Be Displayed:

- Class and Grade Rosters
- Advisee Lists
- Unofficial/Advising Transcripts
- Guest Access (anyone with access to view a guest account will also see preferred name)
- Directory Listing (unless you withhold your directory information)

Places Where Legal First Name Must Be Used:

- Student Financial Accounts
 - Financial Aid
 - Responses to enrollment inquires such as verification requests
 - Official Transcripts
 - Diploma
 - International Student Status
 - Student Employee/Payroll Information
- Emergency Responders (Parking, Police, etc.)

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Please join the Office of the Registrar in welcoming **Kaitlin Tracy** as the new Business Operations Specialist. Fall 2016 instructors, please say hello and make an appointment for your future testing and evaluation needs via email at registr@emory.edu or by phone at 7-7780. In the meantime, please fill out our survey and give us your feedback on Testing and Evaluation at Emory: <https://www.surveymonkey.com/r/TestingInput>. We look forward to reading your responses!

Important Dates

- 10/24** Pre-Registration Begins (see schools for exact dates)
- 11/21** Law Classes End
- 11/21** Faculty Online Grading Opens
- 11/23** Thanksgiving Recess for Undergrad Business/Emory College /Oxford (students only)
- 11/24 - 11/25** Thanksgiving Recess
- 11/30 - 12/09** Law Exam Period
- 12/06** Classes End (except Law)
- 12/07 - 12/17** Exam Period (except Law, see schools for exact dates)
- 12/17** End of Term
- 12/17** Graduation Date
- 12/21** Faculty Grade Entry Deadline (earlier deadlines may be assigned by individual schools)
- 01/03/17** Degree Certification Deadline/ Degrees Awarded
- 01/04/17** Fully Graded Date
- 01/05/17** Hold for Grade Transcript Print Date

(From the Registrar continued from page 1)

This policy is timely given the recent "Dear Colleague" letter from the U.S. Department of Justice Civil Rights Division and U.S. Department of Education Office of Civil Rights, who has provided additional direction on Emory's Title IX obligations regarding transgender students and explains how they will evaluate the University's compliance with these obligations.

We are working with the Offices of Equity and Inclusion and Campus Life to identify students who are interested in providing testing/feedback related to this initiative during the fall term. We anticipate that the policy will go into effect spring of 2017.



Care to join the conversation? Please provide us your thoughts on a Preferred Name Policy for Students at registr@emory.edu.

Wishing you all the best in the fall term,

JoAnn McKenzie
University Registrar

A New Website for the Office of the University Registrar

Wendy Morrell

After countless hours of hard work by both Registrar staff and the Web Team in the Communications and Public Affairs Office, we are pleased to announce that the University Registrar's website has undergone a complete overhaul. Our goal is to improve the ease of mobile and standard navigation by targeting areas most visited. The site should be up and running mid-October and we hope you will take a few minutes to explore the enhancements of content, navigation, and presentation.

Additions to the site include current and past Annual Reports, statistical data, a customer service survey, and a quick link to online registration for OPUS Training. In the coming weeks, the site will include a Class Search feature for prospective students to search for classes of interest without the need for OPUS access. Future enhancements will include a Student Record Policy section to assist schools and departments in adhering to best practices.

We hope you are pleased with the changes and, as always, we encourage you to provide feedback so we can continue to meet your needs and expectations. Please submit feedback to registr@emory.edu.



Staff Spotlight

Apryle Brown

Business Operations Specialist



1. What is your role in the Office of the Registrar?

In my role, I facilitate degree certification, the degree audit, and oversee the distribution of diplomas for all schools at Emory University. This role affords me the opportunity to collaborate with staff, students, and University leadership to ensure a smooth degree conferral process. I have been in my current position for about 2 years and at Emory for a total of 5 years. Every day I learn something new!

2. Are you involved at Emory in any other capacity?

Yes, in addition to my role as Diploma Coordinator, I am a second year law student at Emory Law School. I am pursuing a Juris Master (J.M.) degree. Recently, I was named President of the J.M. Society.

3. Congratulations. Please tell us a little bit more about your position as President of the J.M. Society.

Well, it's actually the centennial year for the Emory Law School so it is an exciting time to be President of the J.M. Society. The purpose of the J. M. Society is to ensure current and future J.M. students find this program meaningful and enjoyable. It takes a delicate work and student life balance to successfully complete the program. I recognize J.M. students provide a unique quality of work and/or life experiences, expertise, and wisdom to share with the community and I plan to use my experiences and work diligently with the Student Government Association, Student Bar Association, and Law School faculty and staff to make sure J. M. students' voices are heard and their needs are considered.

What is State Authorization of Distance Education?

Tangela Derico

In 2010, the U.S. Department of Education (DOE) released regulations that required institutions to document approval to serve students in other states. Designed as a consumer protection for learners in the state, the DOE thought that institutions were



already employing this approval process. Since 2010, there have been numerous challenges, negotiations and rulings; however, the regulation has been maintained with the exception of there being no federal deadline for compliance, which was lifted in 2012.

State regulations vary from state to state and each state expects institutions to obtain the necessary approval before serving students in their respective states. Some states have little to no regulations while others have very strict requirements. In the majority of states, the need to seek authorization depends on the state's laws and the activities the institution are conducting in the state. The biggest "physical presence trigger" activities for Emory University are our programs that require students to participate in a practicum, internship, residency, or any component that requires a facility within the state to provide feedback on a student.

The National Council for State Authorization Reciprocity Agreements (NC-SARA) was developed to provide a more consistent set of regulations and to allow reciprocity between member institutions and states. NC-SARA was designed to set a uniform set of triggers of "physical presence" among its member states. Once a state becomes a member of NC-SARA, then institutions within that state can become members. Becoming a member allows institutions to send students to any of the member states with a few limits that are outlined in the guidelines. What NC-SARA does not cover is professional licensing board approvals for programs leading to state licensing in fields, such as nursing, teacher, education, psychology, etc.

Georgia became an NC-SARA state in October 2015 and allowed Georgia institutions to become members in late December 2015. As soon as the application became available, Emory University began the application process. We were approved as an NC-SARA institution in March 2016. As of today, there are forty-two member states plus the District of Columbia. What this means for Emory University is ONE application and ONE application fee instead of forty-three! Of course we are still required to apply in the remaining eight non-member states, in addition to Puerto Rico, and we still have to deal with the licensing boards; however, the number of state regulations that have to be monitored has been drastically reduced.

The Training Corner



FERPA Training

Please contact Tangela Derico to schedule FERPA Training

tderico@emory.edu

In an effort to track attendance and demand for OPUS/ Student record training, we are excited to offer online registration using the Emory Learning Management System (ELMS). After accessing ELMS using the link <https://elmprod.emory.edu/>, select Browse Catalog and search for University Registrar.

Upcoming Fall 2016 OPUS Training Events (See ELMS for details)

- Roundtable – Bring your Questions and Concerns
- OPUS 101 – Intro to OPUS for Beginners
- Hope is Upon Us (Transfer Hope Credit)
- Grade Processing

If you have any questions or would like to discuss additional training needs, please contact Wendy Morrell at wmorrel@emory.edu or 404-727-9261.

Hello From a Retired Friend....

Retirement is fabulous! Leon and I have finally begun to settle into mountain and small town life. One of the first things we did was find the best places to eat. If you are in the Cleveland area, I recommend Rib Country and the Cottage House Restaurant.

My internal clock is still urging me to early rising, but drinking my morning coffee on the deck and watching the sun rise is absolutely beautiful. Sharing this with Leon makes it PERFECT. Of course, spoiling my granddaughters is a delightful treat.

Those of you who know me well won't be surprised to hear that I have made new acquaintances at the local shops, government offices, and joined the Concerned Citizens for Cleveland and Cleveland Online groups on Facebook.

Fall will be here soon and the changing of the leaves will be fantastic. If you find yourself in the North Georgia mountains, please send me an email at sharr13@emory.edu to let me know you will be in the area.

Remember a warm welcome always awaits you in Cleveland. Come sit on the deck with me where the drinks are cold or hot and the friendship is free.

All my best,
Sylvia Harris

