



# THE CHATTER

REGISTRAR'S OFFICE NEWSLETTER

AMERICA - AFRICA  
ASIA - AUSTRALASIA

## IMPORTANT DATES

### September

- 1** Last Day to Add a Class  
Last Day to Drop a Class (without a Grade)  
Eagle Online Closes  
Spring 2022 Course Planning Begins
- 2** "W" Grading Begins for Dropped Courses
- 6** Labor Day (No Classes, Offices Closed)
- 16** Spring 2022 Course Plan Draft Due in Tech Express Portal
- 23** University Curriculum Committee Meeting
- 30** Deadline for FINAL Spring 2022 Course Schedule Plan



# GRADUATION/RECORDS

The Graduation/Records Specialists have new alphabets! They each maintain a population of students' records based on name grouping. If your student's last name falls under the following group, please see the specialist next to that group to know who to contact.

## ATTENDANCE

Remember to report any student who has not attended or stops attending your course this semester. Attendance can be reported in the new Tech Express Cass Roster Widget! View instructions for using the widget in Tech Express on the Registrar's website.

A-E	Amanda Dodson	adodson@tntech.edu	x.3502
F-L	Denise Henry	dhenry@tntech.edu	x.3543
M-S	Autumn McDaniel	amcdaniel@tntech.edu	x.3315
T-Z	Cheryl Corder	ccorder@tntech.edu	x.3542



SPOTLIGHT



*Autumn McDaniel*

### 5 FUN FACTS:

- 1 Graduate of Smith County High, TTU, and Cumberland University.
- 2 Taught Middle School and/or High School in Smith County for 6 Years.
- 3 Was a local florist in Smith County with sister for 4 years.
- 4 Married to husband Dusty for 10 years and pet mom to Kip (dog) and Peyton (cat).
- 5 Enjoys spending time with family, game nights, traveling, and trying new coffee shops.



## SUBSTITUTIONS

You can now view the status of a substitution request by going to the Academic Reports menu in Argos and using the Course Substitution Report: **AA\_PROD\_Course Substitution**