



**SUNY EMPIRE**  
**LEADING THE WAY**





## Welcome to today's webinar

### “DP Planner Updates: Spring 2021”

**Jessica McCaffery**, Associate Registrar; **Pamela Enser**, College Registrar;

**Bob Perilli**, Associate Director for Administrative Applications

#### Agenda:

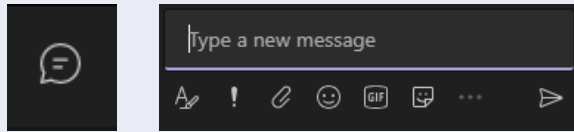
- Introduction of our speakers.
- Presentation (approx. 30 minutes).
- Questions/Comments period (approx. 15 minutes).

This webinar is being recorded.

# Questions/Comments



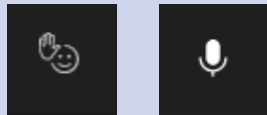
To participate by chat:



Click once on the “Show conversation” icon.

Type your question/comment, and hit either “Enter” on your keyboard or click the send (airplane) icon. Your question/comment will be addressed in the chat or read aloud in the order of the queue by a moderator.

To participate by microphone:



Click the “Raise your hand” icon or type “hand” in the chat area. A moderator will call on you in the order of the queue.

Click the microphone icon and begin speaking. Turn off/mute your mic when finished by clicking the icon again. Lower your hand by clicking on the hand icon again.

# Covered in this Presentation

- Upcoming Enhancements to DP Planner Effective June 7, 2021
  - Course Subjects and Numbers
  - New Links for Adding or Updating ESC studies, removing hand-entry
    - Catalog courses
    - Totally Independent Studies (TISs)
    - Complete and In-Progress courses
    - General Education and Elective placeholders
- Future Improvements

# Why Implement These Changes?

- Prepare the degree program to be used in Degree Works
- Accuracy
  - Course level
  - Liberal counts
  - General education
- Remove the need for hand-typing
- Clarity about planned courses

# Addition of Course Subjects and Numbers

- Course Subject and Number precede course title
- Courses Planned or Completed Fall 2018 and after
- Courses taken prior to Fall 2018 will not include subject/number, only title

## RE STATE COLLEGE

* PSYC 1005 Introduction to Psychology [SS-F]	4
* HUDV 1015 Human Development: Intro [SS-F]	4
* + PSYC 3020 Social Psychology: Adv [SS-F]	4
* + PSYC 3010 Abnormal Psychology: Adv	4
* + PSYC 3040 Biological Psychology [NS-F]	4
* MATH 1065 Statistics [MA-F]	4
* + PSYC 3045 Cognitive Psychology [SS-F]	4
* + PSYC 3075 Experimental Psychology [SS-F]	4
* + PSYC 4050 Positive Psychology	4
* + PSYC 3055 Cultural Psychology [OW-F]	4
* + HUDV 3055 Developmental Neurobiology	2
* + SOSC 3025 Social Science Research Method [SS-F]	4







# New Links for Adding or Updating ESC Studies







<b>SAVE</b>	<b>VIEW CREDIT TOTALS</b>	<b>VIEW IN OFFICIAL FORMAT</b>			<b>HELP</b>	<b>EXIT</b>
	Edit Profile	Go to Transcript Credit	Go to Credit By Evaluation	Go to ESC Studies	Go to Rationale	Go to General Education Document

You are working on your  
**ESC Studies**

[Course Catalog Search](#)

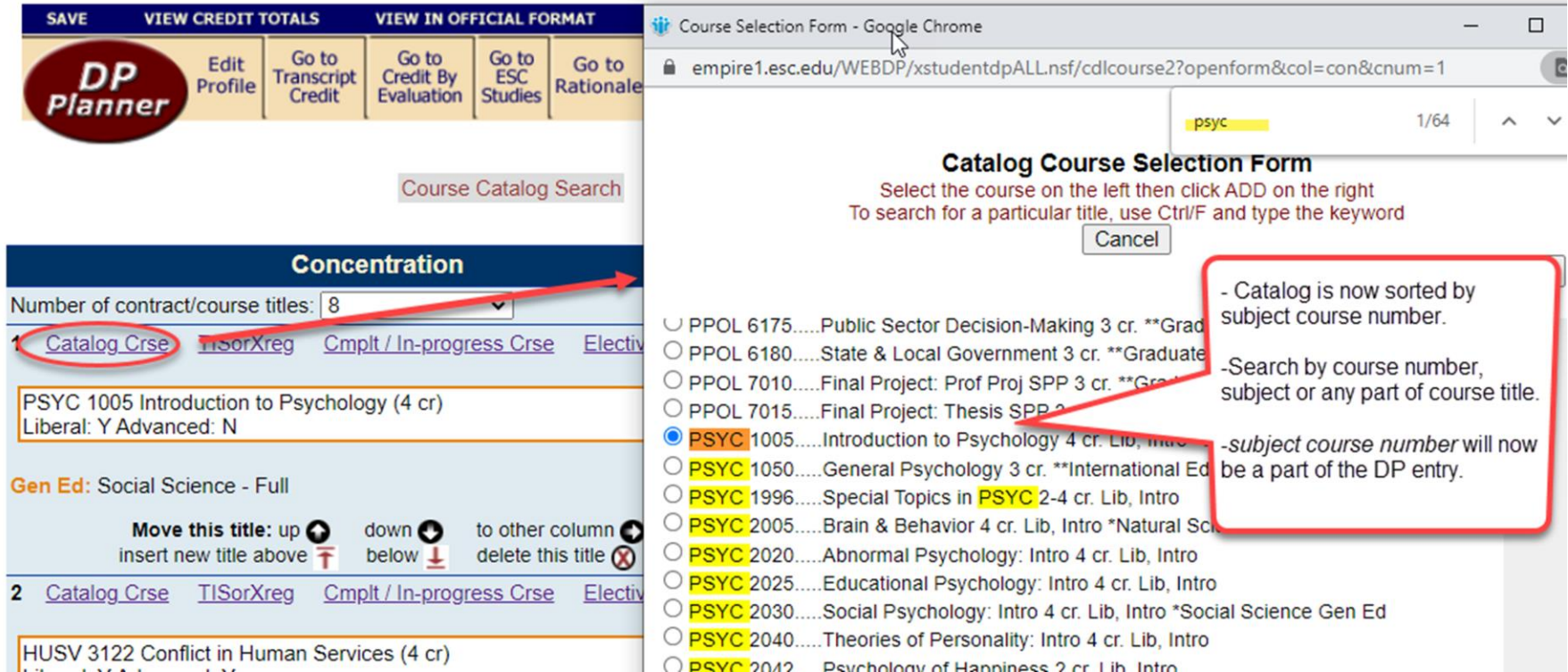
[Add Completed and In-Progress ESC Studies](#)

Concentration	
Number of contract/course titles:	8
1	<a href="#">Catalog Crse</a> <a href="#">TISorXreg</a> <a href="#">Cmplt / In-progress Crse</a> <a href="#">Elective</a>
<div style="border: 1px solid orange; padding: 5px;">           GE03 3000 SOCIAL SCIENCE Gen Ed - Adv. (4 cr)            Liberal: Y Advanced: Y         </div>	
<b>Gen Ed:</b> Social Science - Full	
Move this title: up  down  to other column  insert new title above  below  delete this title 	
2	<a href="#">Catalog Crse</a> <a href="#">TISorXreg</a> <a href="#">Cmplt / In-progress Crse</a> <a href="#">Elective</a>
<div style="border: 1px solid orange; padding: 5px;">           HUSV 3122 Conflict in Human Services (4 cr)            Liberal: Y Advanced: Y         </div>	
This course does not meet Gen. Ed.	

General Learning	
Number of contract/course titles:	5
1	<a href="#">Catalog Crse</a> <a href="#">TISorXreg</a> <a href="#">Cmplt / In-progress Crse</a> <a href="#">Elective</a>
<div style="border: 1px solid orange; padding: 5px;">           EDPL 3005 Educational Planning: Advanced I (2 cr)            Liberal: Y Advanced: Y         </div>	
This course does not meet Gen. Ed.	
Move this title: up  down  to other column  insert new title above  below  delete this title 	
2	<a href="#">Catalog Crse</a> <a href="#">TISorXreg</a> <a href="#">Cmplt / In-progress Crse</a> <a href="#">Elective</a>
<div style="border: 1px solid orange; padding: 5px;">           EDST 3005 Classroom Management K-6 (4 cr)            Liberal: Y Advanced: Y         </div>	
This course does not meet Gen. Ed.	

- Catalog Courses
- Totally Independent Studies (TIS) or Cross Registration
- Complete and In-progress courses
- Elective and General Education Placeholders

# Catalog Courses

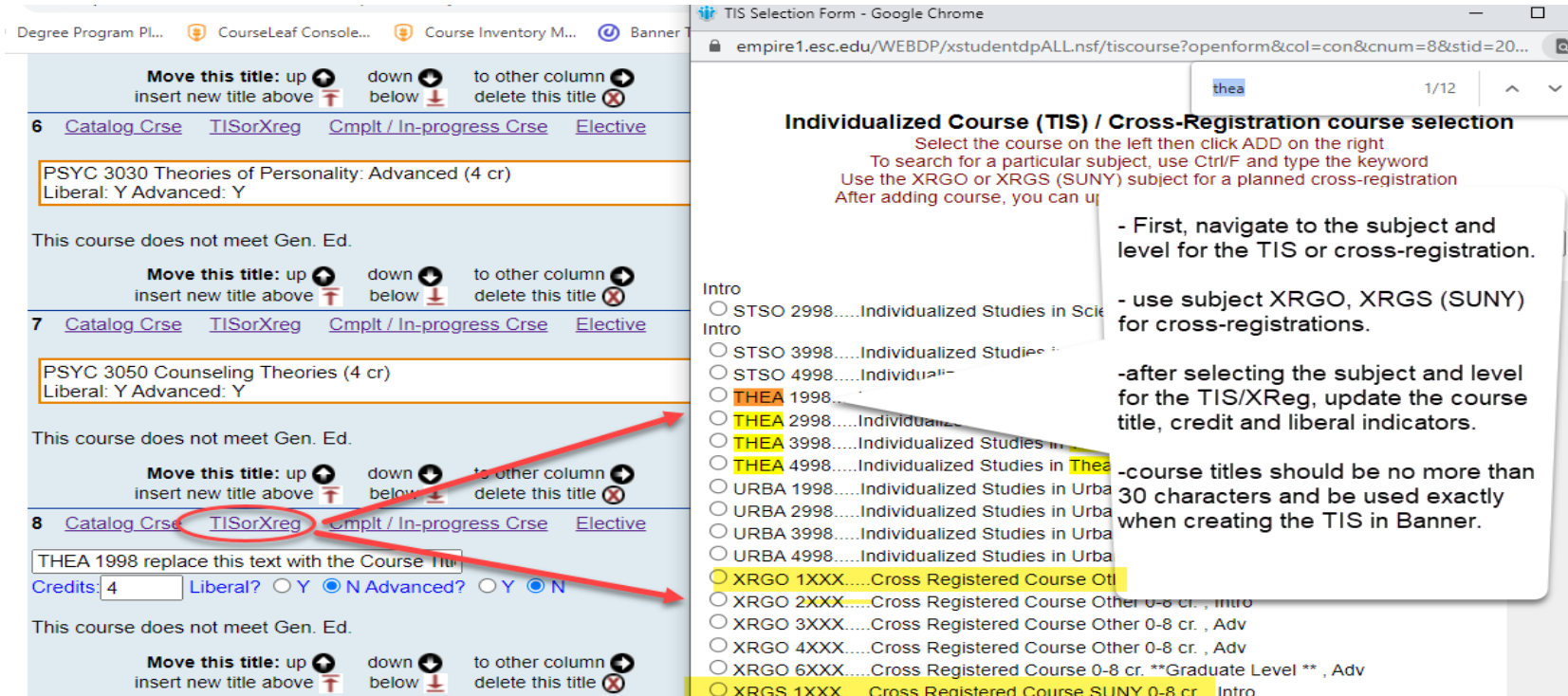


The image shows a screenshot of the SUNY Empire DP Planner interface. On the left, the 'DP Planner' navigation menu includes options like 'Edit Profile', 'Go to Transcript Credit', 'Go to Credit By Evaluation', 'Go to ESC Studies', and 'Go to Rationale'. Below this is a 'Course Catalog Search' section with a 'Concentration' dropdown and a search box containing '8'. A red arrow points from the search box to the 'Catalog\_Crse' link in the table below. The table lists various courses, with 'PSYC 1005 Introduction to Psychology (4 cr)' highlighted. On the right, a browser window shows the 'Catalog Course Selection Form' with a search bar containing 'psyc' and a 'Cancel' button. A red box highlights a list of course titles, with a callout box explaining that the catalog is now sorted by subject course number and can be searched by course number, subject, or any part of the course title. Another callout box notes that the subject course number will now be a part of the DP entry.

- This link is used to add/update a planned ESC course from the catalog
- The ESC course catalog selection will now be sorted by subject and course number
- The catalog can be searched by subject, course number, or keywords in the course title



# Totally Independent Studies (TIS) and Cross-Registered Courses (X-reg)



**Individualized Course (TIS) / Cross-Registration course selection**  
 Select the course on the left then click ADD on the right  
 To search for a particular subject, use Ctrl/F and type the keyword  
 Use the XRGO or XRGs (SUNY) subject for a planned cross-registration  
 After adding course, you can up

- First, navigate to the subject and level for the TIS or cross-registration.  
 - use subject XRGO, XRGs (SUNY) for cross-registrations.  
 -after selecting the subject and level for the TIS/XReg, update the course title, credit and liberal indicators.  
 -course titles should be no more than 30 characters and be used exactly when creating the TIS in Banner.

- Identify subject and course number using the radio button
- Update TIS or X-reg title, credits and liberal/non-liberal indicator (max 30 characters)
- Previously completed TIS or X-reg, should be added to DP Planner using the *Complt/In-progress Crse* link

# Completed & In-progress Courses

## Completed and In-Progress Course Selection Form

Select the course on the left to add to the DP.

Note: Courses completed before

- Use this link to add previous completed courses to the DP.

- Courses completed before Fall 2018 will **not** include the course number in the DP entry.

- Courses completed in or after Fall 2018 will include the course number in the DP entry.

- All course titles using this link will be "DP audit ready" because the DP title will match the 30 character Banner title exactly (including pre-FA2018 courses).

- 2020SP....PSYC 3095.....History & Systems Gen Ed
- 2019FA....BIOL 1304.....Anatomy & Physiology Gen Ed
- 2019FA....PSYC 3040.....Biological Psychology
- 2019SP....PSYC 3045.....Cognitive Psychology
- 2019SP....SOSC 2010.....Statistics for Social Ed
- 2018FA....EDPL 1005.....Educational Planning
- 2018FA....PSYC 3020.....Social Psychology: Gen Ed
- 2018FA....SOCI 3010.....Aging & Society 4 cr. Lib, Adv
- 2018SP....Pre-2018FA.....Abnormal Psychology: Advanced 4 cr. Lib, Adv \*Social Science Gen Ed
- 2018SP....Pre-2018FA.....Cultural Psychology 4 cr. Lib, Adv \*Other World Civilization Gen Ed
- 2018SP....Pre-2018FA.....Ed Plan: Prior Learning Assess 2 cr. Lib, Intro
- 2017FA....Pre-2018FA.....Brain And Behavior 4 cr. Lib, Intro \*Natural Science Gen Ed
- 2017FA....Pre-2018FA.....Grief And Loss 4 cr. Lib, Adv
- 201730....Pre-2018FA.....An Intro To Philosophy 4 cr. Lib, Intro \*Humanities Gen Ed
- 201730....Pre-2018FA.....Human Exceptionalities 4 cr. Lib, Adv
- 201730....Pre-2018FA.....Theories Of Personality: Adv 4 cr. Lib, Adv \*Social Science Gen Ed
- 201690....Pre-2018FA.....Algebra 4 cr. Lib, Intro \*Mathematics Gen Ed
- 201690....Pre-2018FA.....Human Development 4 cr. Lib, Intro \*Social Science Gen Ed
- 201690....Pre-2018FA.....Intro To Psychology 4 cr. Lib, Intro \*Social Science Gen Ed

**You are working on your  
ESC Studies**

Completed and In-Progress ESC Studies







**General Learning**

Search/course titles: 9

[Catalog Crse](#) [TISorXreg](#) [Cmplt / In-progress Crse](#) [Elective](#)

Algebra (4 cr)  
Liberal: Y Advanced: N







**Gen Ed: Mathematics - Full**

Move this title: up  down  to other column   
insert new title above  below  delete this title 

2 [Catalog Crse](#) [TISorXreg](#) [Cmplt / In-progress Crse](#) [Elective](#)

An Intro To Philosophy (4 cr)  
Liberal: Y Advanced: N

**Gen Ed: Humanities - Full**

Move this title: up  down  to other column   
insert new title above  below  delete this title 

3 [Catalog Crse](#) [TISorXreg](#) [Cmplt / In-progress Crse](#) [Elective](#)

Ed Plan: Prior Learning Assess (2 cr)  
Liberal: Y Advanced: N

- Use this link to add or update individual entries with in-progress or previously completed courses
- Ensures accurate reflection of course attributes on the DP (liberal, gen ed)
- If a course does not have expected attributes, it means that it does not have those attributes in the system of record (Banner)

# Electives and General Education Placeholders

**Elective / Gen Ed placeholder course selection**  
 Select the elective course on the left then click ADD on the right

- EL00 1000.....ELECTIVE / intro / liberal 4 cr. Lib, Intro
- EL00 1001.....ELECTIVE / intro / non-liberal 4 cr. , Intro
- EL00 3000.....ELECTIVE / adv / liberal 4 cr. Lib, Adv
- EL00 3001.....ELECTIVE / adv / non-liberal 4 cr. , Adv
- GE01 1000.....MATHEMATICS Gen Ed - Intro 4 cr. Lib, Intro
- GE01 3000.....MATHEMATICS Gen Ed - Adv. 4 cr. Lib, Adv
- GE02 1000.....NATURAL SCIENCE Gen Ed - Intro 4 cr. Lib, Intro
- GE02 3000.....NATURAL SCIENCE Gen Ed - Adv. 4 cr. Lib, Adv
- GE03 1000.....SOCIAL SCIENCE Gen Ed - Intro 4 cr. Lib, Intro
- GE03 3000.....SOCIAL SCIENCE Gen Ed - Adv. 4 cr. Lib, Adv
- GE04 1000.....AMERICAN HISTORY Gen Ed - Intro 4 cr. Lib, Intro
- GE04 3000.....AMERICAN HISTORY Gen Ed - Adv. 4 cr. Lib, Adv
- GE05 1000.....WESTERN CIV Gen Ed - Intro 4 cr. Lib, Intro
- GE05 3000.....WESTERN CIV Gen Ed - Adv. 4 cr. Lib, Adv
- GE06 1000.....OTHER WORLD CIV Gen Ed - Intro 4 cr. Lib, Intro
- GE06 3000.....OTHER WORLD CIV Gen Ed - Adv. 4 cr. Lib, Adv
- GE07 1000.....HUMANITIES Gen Ed - Intro 4 cr. Lib, Intro
- GE07 3000.....HUMANITIES Gen Ed - Adv. 4 cr. Lib, Adv
- GE08 1000.....THE ARTS Gen Ed - Intro 4 cr. Lib, Intro

Banner PPRD Service Now

leted and In-Progress ESC Studies

**General Learning**

Number of contract/course titles: 5

1 [Catalog\\_Crse](#) [TiSorXreg](#) [Cmplt / In-progress Crse](#) **Elective**

EL00 3000 ELECTIVE / adv / liberal (4 cr)  
 Liberal: Y Advanced: Y

This course does not meet Gen. Ed.

Move this title: up down to other column  
 insert new title above below delete this title

2 [Catalog\\_Crse](#) [TiSorXreg](#) [Cmplt / In-progress Crse](#) **Elective**

GE06 3000 OTHER WORLD CIV Gen Ed - Adv. (4 cr)  
 Liberal: Y Advanced: Y

Gen Ed: Other World Civilization - Full

Move this title: up down to other column  
 insert new title above below delete this title

- This link allows the addition of a placeholder Elective or Gen Ed course at either the “Intro” or “Advanced” level
- Use when student needs to meet a particular course type, but has not yet chosen which course
- Electives and Gen Ed placeholders calculate into totals like other courses

# Degree Programs Impacted

- New DPs, and new entries to existing DPs (effective June 7, 2021)
- Mentors **may** update draft DPs to the new format by taking the following steps:
  1. Replace existing DP entries of courses and TISs *completed or in-progress* using the **Complt/In-progress Crse** link.
  2. Replace existing DP entries for *planned* catalog courses using the **Catalog Course** link.
  3. Replace existing DP entries for *planned* TISs or cross-registered courses using the **TISorX-Reg** link.
- Previously concurred DPs and those already submitted will **not** reflect these changes

## Previously Completed Improvements

- Bringing transferred credits and attributes from Banner into DP Planner
- Automatic mentor update to match mentor of record from Banner
- New DP Planner read-only view [www.esc.edu/dppstaff](http://www.esc.edu/dppstaff)

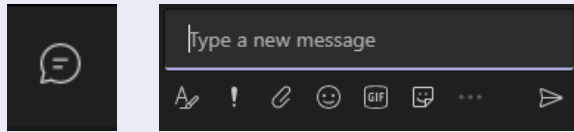
## Future Improvements

- Student degree and AOS match system of record (Banner) prior to DP submission
- Update ID to Banner ID
- Matriculation date populated
- Add concurrence and graduation information to DP cover page
- Cumulative credits by source/transcript
- Templates for registered programs; individual templates
- Other? Please fill out forthcoming survey!

# Questions/Comments



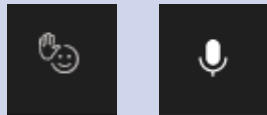
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# Thank you for joining us!

The slides and recording from this webinar will be available on the CMLAI website at <https://www.esc.edu/cmlai/>

*(see Resources -> Presentations)*

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## Upcoming Events:

- “Special ‘Open Mic’ on Prior Learning Assessment (PLA)”, 5/24, 11 a.m. – 12 p.m.
- Three Thursdays: “Open Mic on Mentoring Practices,” 6/3, 6/10, 6/17, 12 – 1 p.m.
- Reading Group, 6/14, 12 – 1 p.m.
- "Understanding SUNY Empire Students' Perspectives on Disability Accommodations," 6/24, 11 – 11:45 a.m.
- Institute on Mentoring, Teaching and Learning Virtual Residency, 6/28-30, Various times.

View the entire CMLAI Event Calendar [here](#).