



**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:

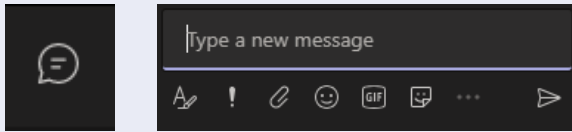
- Introduction of our speakers.
- Presentation (approx. 30 minutes).
- Questions/Comments period (approx. 15 minutes).

This webinar is being recorded.

# Questions/Comments



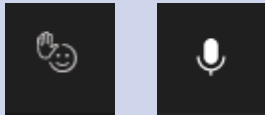
To participate by chat:



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](#)

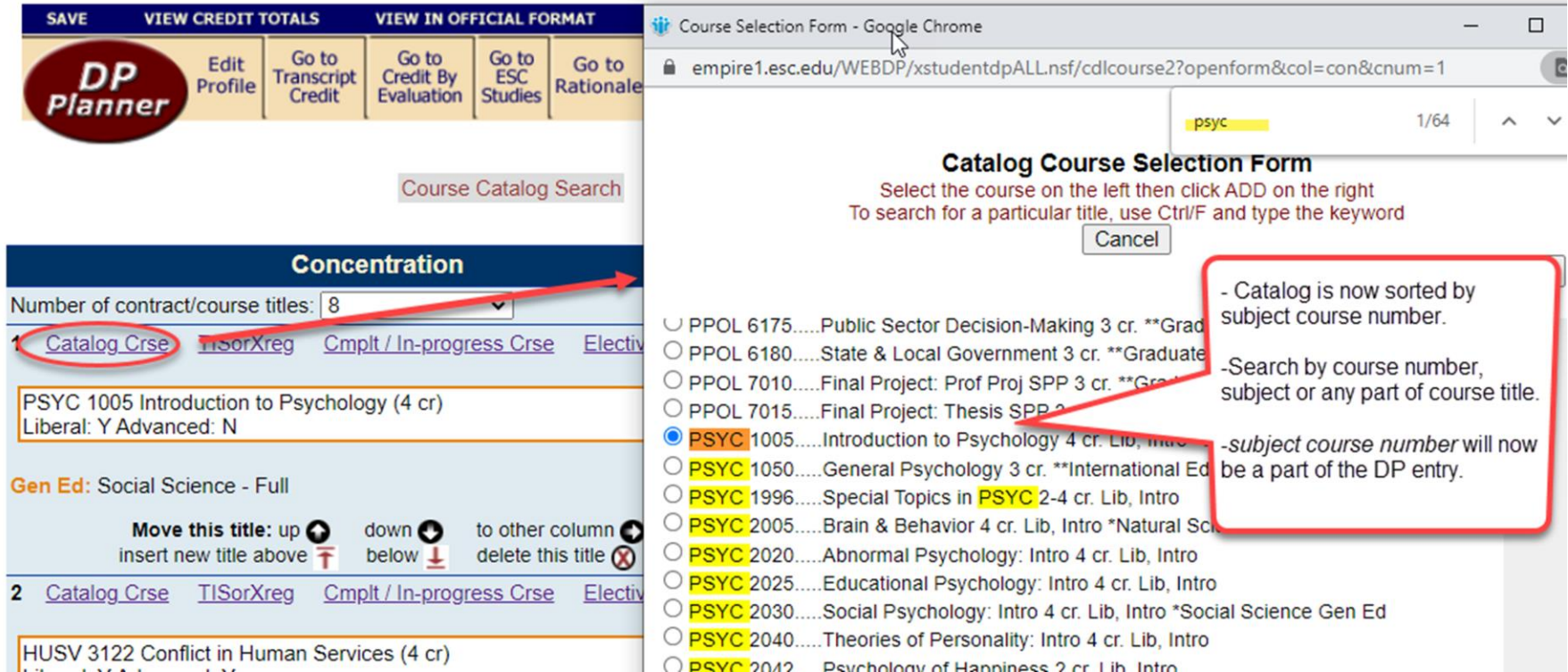
[Add Completed and In-Progress ESC Studies](#)

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>	
Gen Ed: 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



**DP Planner**

SAVE VIEW CREDIT TOTALS VIEW IN OFFICIAL FORMAT

Edit Profile Go to Transcript Credit Go to Credit By Evaluation Go to ESC Studies Go to Rationale

Course Catalog Search

**Concentration**

Number of contract/course titles: 8

Catalog\_Crse TISorXreg Cmplt / In-progress Crse Electiv

PSYC 1005 Introduction to Psychology (4 cr)  
Liberal: Y Advanced: N

Gen Ed: Social Science - 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 Electiv

HUSV 3122 Conflict in Human Services (4 cr)

Course Selection Form - Google Chrome

empire1.esc.edu/WEBDP/xstudentdpALL.nsf/cdlcourse2?openform&col=con&cnum=1

psyc 1/64

**Catalog Course Selection Form**

Select the course on the left then click ADD on the right  
To search for a particular title, use Ctrl/F and type the keyword

Cancel

- Catalog is now sorted by subject course number.

- Search by course number, subject or any part of course title.

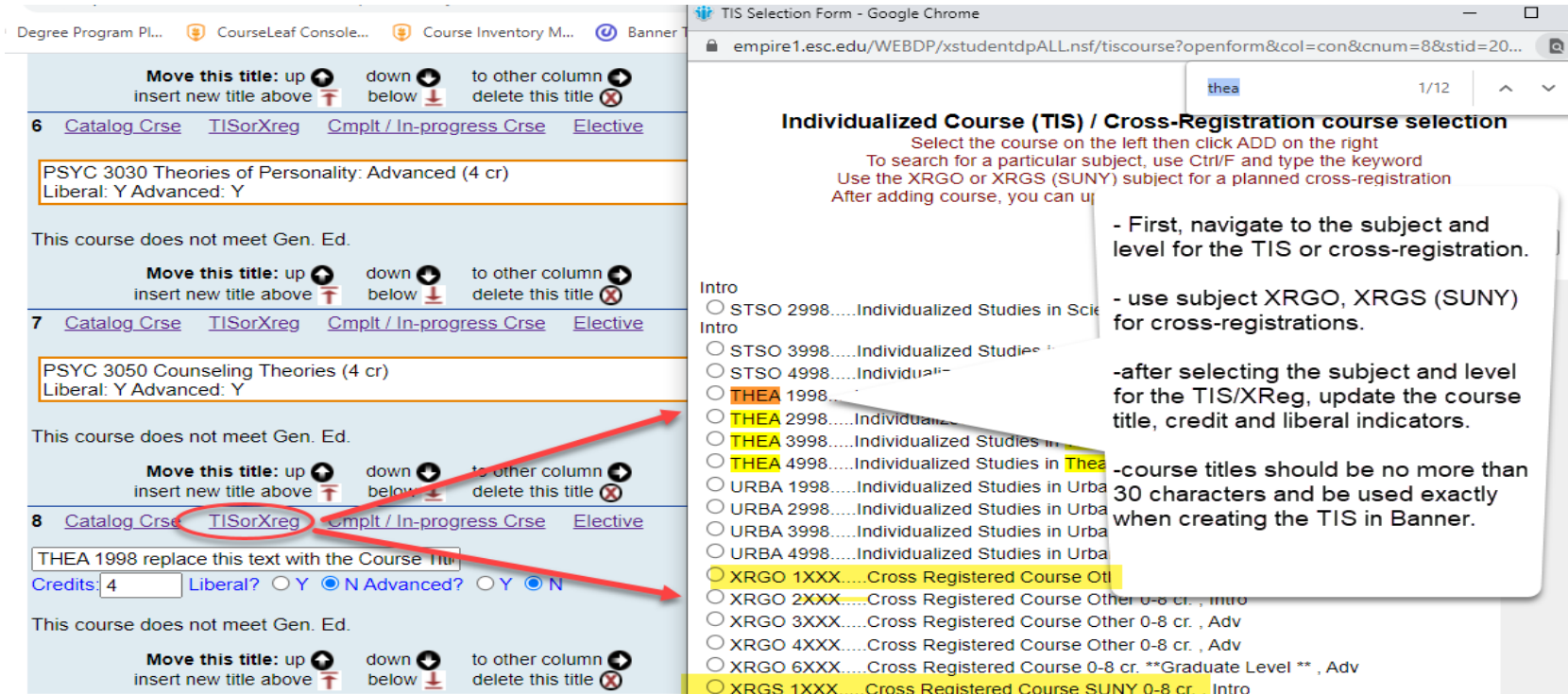
- *subject course number* will now be a part of the DP entry.

- PPOL 6175.....Public Sector Decision-Making 3 cr. \*\*Grad
- PPOL 6180.....State & Local Government 3 cr. \*\*Graduate
- PPOL 7010.....Final Project: Prof Proj SPP 3 cr. \*\*Grad
- PPOL 7015.....Final Project: Thesis SPP 2
- PSYC 1005.....Introduction to Psychology 4 cr. Lib, Intro
- PSYC 1050.....General Psychology 3 cr. \*\*International Ed
- PSYC 1996.....Special Topics in PSYC 2-4 cr. Lib, Intro
- PSYC 2005.....Brain & Behavior 4 cr. Lib, Intro \*Natural Sci
- PSYC 2020.....Abnormal Psychology: Intro 4 cr. Lib, Intro
- PSYC 2025.....Educational Psychology: Intro 4 cr. Lib, Intro
- PSYC 2030.....Social Psychology: Intro 4 cr. Lib, Intro \*Social Science Gen Ed
- PSYC 2040.....Theories of Personality: Intro 4 cr. Lib, Intro
- PSYC 2042.....Psychology of Happiness 2 cr. Lib, Intro

- 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 XREGS (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, XREGS (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 Gn 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

Cancel

Add

- 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)

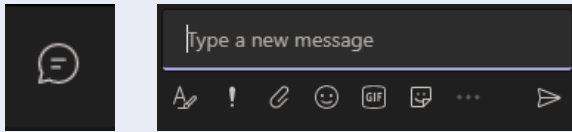
## Future Improvements

- 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



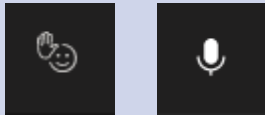
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# Thank you for joining us!

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](#).