Spring 2020 -> Fall 2020

Timelines, reminders, tips, what’s new
Faculty and Staff Resources page

https://www.oswego.edu/registrar/faculty-and-staff-resources

Reorganized!

Information, documentation, videos on:
Advisor Assignment
Change of Major
Degree Works
Degree Works Plans
Registration and Planning
Class Scheduler
Course Look-up
Eligibility Table*
...and more

*students should look up their individual time in myOswego!
Summer Session

- Classes viewable in myOswego
- Approx. 380 sections, 300 courses
- registration opens Monday 3/23
Fall 2020 Advance Registration

- Schedule online 3/16
- Advance Registration 4/6-24
  - No appointment times 4/10
- All Matriculated students “in” 4/16
- Students should use “Check Your Registration Status” in myOswego (and select Fall 2020)
  - Reminder: times determined by EARNED hours, not in-progress
Advising Student Profile

- Term
- Links / Navigation
- Notes
Notes

• Academic Concerns
  • During semester = Starfish
  • After End-of-Term = Student Profile Notes
    • Category = “Academic Concerns” or “Leaving/Planning to Leave”

• Off-campus study = Degree Works

• Degree Progress = Degree Works
  • “Process New” after adding a Note

• Course Suggestions: Rather than a note, use Degree Works Plans!
  • more obvious, accessible and useful than a note (and it tracks)
Major / Minor Lists - “Advisors” tab

- Shared 5x a semester, can help with maintenance...
## Advisor Plans List

- Includes Tracking status, can help with maintenance

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Degree Works Plans

- Tracking enabled. Works on
  - Active
  - Locked
  - Critical requirements
- Three levels:
  - (critical) requirement
  - Term
  - Plan (overall)
Degree Works Plans

- Active and Locked Plans display in:
  - myOswego Registration & Planning
  - SUNY Oswego Mobile
  - myOswego Class Scheduler
Registration Methods

- **myOswego: “Registration and Planning (Plan Ahead, Register for Classes)”**
  - Full set of tools for searching, planning & registering

- **myOswego: “Class Scheduler”**
  - An alternative to "Plan Ahead" and "Register for Classes" that automatically generates every possible schedule combination of the courses you select (and breaks you define), eliminating the need to search for individual sections.
  - Used by >2,000 students for Spring 2020 for planning; they can register from here, too.

- **“SUNY Oswego Mobile” App includes Registration**
  - Best for simple add / drops
What’s New(ish)

• Last we met...
  • Class Scheduler
  • Transfer Credit display, warning on DW
  • .pdf of that presentation is on https://www.oswego.edu/registrar/faculty-and-staff-resources

• Automated Waitlisting
  • matriculated students can add themselves to a waitlist for full-semester sections that offer the option and have reached capacity.
  • When a seat becomes available in a full section that uses Automated Waitlisting (cap is raised, another student drops the class, etc.), an email is sent to the first person on the waitlist indicating that they have 24 hours to register - the seat is effectively “held” for them.
  • If the student does not register or decides to drop the WL in that timeframe, their time expires and the next student on the waitlist is notified.
Automated Waitlisting

- Option for full-semester Undergraduate and Graduate classes (CRN)
- Matriculated students
- First-come, first-served
  - Important to have in place before Advance Registration opens 4/6
- Data generated will allow us to communicate with students e.g. new section has been added, seats are available in another CRN, course is offered in summer/winter, etc.
Automated Waitlisting

- [https://www.oswego.edu/registrar/faculty-and-staff-resources](https://www.oswego.edu/registrar/faculty-and-staff-resources)
  - Advisor Resources has departmental overview (pdf) & student view content
- [https://www.oswego.edu/registrar/waitlisting](https://www.oswego.edu/registrar/waitlisting)

Waitlisted classes will display in the “Register for Classes” area of Registration and Planning both on the “Find Classes” and the “Schedule and Options” worksheets.
COVID-19

• Contingency planning - how to have Advance Reg if we and/or students are not here?
• 22,000+ course registrations
• <1,000 Reg staff interventions, but we field about 2,000 calls and walk-ins.
• Impact of automated waitlisting (?)
• Online options for “over the counter” transactions
  • Secure / authenticated, student aware