



Summer Scoop

Week of November 7 - November 11, 2022

Summer Course Submissions - Due Next Tuesday, November 15

Friendly reminder of the deadline date for course submissions for Summer Session 2023 within the ISA is **next Tuesday, November 15**.

If you want more help, please reach out to us. If you missed the ISA Summer Session training last week, the video recording of the training is now online and accessible at: <https://youtu.be/e-zlotMtW6Q>

Questions? Contact Renee Lee at summer-courses@ucsd.edu.

Summer Graduate Teaching Scholars Nominations - Due Next Thursday, November 17

General Campus department chairs and program directors are invited to nominate advanced graduate students to teach in Summer Session 2023 as Associates-In as part of the [Summer Graduate Teaching Scholars Program \(SGTS\)](#). Graduate student teaching scholars will receive the regular Summer Session salary as Associates-In and a \$1,200 payment for participation in the training component of the program. Faculty mentors will receive a \$500 payment to a research account. This is an excellent professional development program for graduate students interested in teaching. Additionally, the program increases Summer Session course offerings.

Available on [the SGTS website](#) are eligibility criteria, testimonials of past participants, as well as a place to submit applications. Nominations and supporting documentation are due by next Thursday, November 17, 2022. Recipients will be announced before the winter break. Please contact Hailey Caraballo at hcaraballo@ucsd.edu if you have questions about the program.

5-Year Enrollment History Report 2018-2022 - Now Available

The 5-Year Enrollment History Report for Summer Sessions 2018-2022 is now available on Tableau. In order to access the report, visit the following link: <https://tableau.ucsd.edu/#/views/ThirdWeekSummer/EnrollmentHistory>

Summer Session Annual Workflow

October	November	December	January	February	March
Call for Course Proposals Reconciliation of accounts Data reporting continues	Course proposals due	Training: How to hire Summer Instructors Summer Session Advisory Committee meeting Preview of Classes posted	Approved courses scheduled within ISA Course Schedules due to Registrar	Classroom assignments as needed Faculty teaching appointment letters sent out Approved courses set up in ISIS	Schedule of Classes available on TritonLink
April	May	June	July	August	September
Students begin enrollment	Enrollment management of waitlists Student fees assessed	Tuition & fees due	Session 1 Classes Begin Students: Add/drop classes Faculty Pay Date (Session 1) Tuition & fees due	Session 2 classes begin	Sessions end Reporting begins Faculty Pay Date (Session 2)

Resources for Summer Session instructors:

Summer Session 2023 GUIDEBOOK



UC San Diego

2023 Guidebook

The [2023 Guidebook](#) contains policies and procedures pertaining to Summer Session instruction.

Engaged Teaching Hub

All Summer Session instructors are eligible for services at the [Engaged Teaching Hub at the Teaching + Learning Commons](#)



Summer Session
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 Visit us at: <https://summersession.ucsd.edu>

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