UC San Diego

SUMMER SESSION

Celebrating **50**
1971–2021

Summer Scoop
Week of June 12 - June 16, 2023

Summer 2023 Headcount & Enrollment

Week 8: June 5 - June 9, 2023

Headcount – 12,917   Enrollment – 31,650
Waitlisted students:
    remote courses 2,667
    in-person courses 565

The ISA for changes to the Class Schedule is open to help departments with increasing enrollments to meet student demand for courses.

You can check out the enrollment and waitlist data yourself via the Summer Tableau Dashboard! Log in to Summer Session Tableau Dashboard with your active directory credentials.

Course Cancellations for Summer Session 2 - Please contact Summer Session before submitting cancellation

Is your department looking to cancel a course in Summer Session 2?
Before submitting your request in the ISA, please contact Becky Arce at barce@ucsd.edu or 858-534-7074 before submitting a request.

Summer Session is reviewing all canceled course requests in order to avoid the loss of enrollment.

Waitlists Updates from Academic Departments

Waitlist updates have been updated on the Summer Session website: https://summersession.ucsd.edu/enroll/waitlist%20updates.html.

If you would like to add your department to this site or have any questions, please contact Yvonne Wollmann at ywollmann@ucsd.edu.

Last Call - Summer Interfolio Files and IA System Applications

Thank you to all of the department staff who have been working very hard to hire their Summer Session instructors.

Reminder that instructors cannot teach Summer Session classes until they are approved to teach and have accepted their appointment.

By Friday, June 16th - Please submit any remaining Interfolio files for lecturers, visiting professors, or recall appointees.

Questions? Contact Lisa Bargabus at summer-payroll@ucsd.edu.

NEW - Summer Session Will Now Fund Actual TA Expenses

Effective summer 2023, Summer Session will fund actual TA expenses for your undergraduate Summer Session courses – instead of block-funding a TA allocation. See details at the link below:
https://summersession.ucsd.edu/_files/Appointment%20and%20Payroll%20Documents/Announcement_Summer_Session_2023_TA_Funding_Change.pdf

With this change, Summer Session is now fully funding actual payroll expenses for instructors and instructional support of Summer Session classes.

The hope is that TA expenses will not be an obstacle to increasing your summer slate of courses and student enrollment.

Please hire TAs as warranted by enrollment and your departmental standard practice, including ratios and student eligibility.

Questions? Contact Lisa Bargabus at summer-payroll@ucsd.edu.

Juneteenth Holiday

UC San Diego honors the Juneteenth holiday. The university and Summer Session office will be closed for business on Monday, June 19. Inquiries can be sent via email to summer@ucsd.edu or through voicemails left at (858) 534-5258 and will be responded to when the office returns to normal business hours. Normal business hours of 8am to 4:30pm will resume on Tuesday, June 20.

Summer Session Annual Workflow

October	November	December	January	February	March
Reconciliation of accounts Data reporting continues	Call for Course Proposals Course proposals due Summer Session kickoff meeting	Training: How to hire Summer Instructors Summer Session Advisory Committee meeting Preview of Classes posted	Approved courses scheduled within ISA Schedule builds due to Registrar via ISA	Classroom assignment s 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 Tuition & fees due	Session 2 classes begin Faculty Pay Date (Session 1)	Sessions end Reporting begins Faculty Pay Date (Session 2)

Resources for Summer Session instructors:

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

ET ENGAGED TEACHING
TEACHING + LEARNING COMMONS