



### **Summer Scoop**

Week of August 23 - August 27, 2021



## **Summer 2021 Enrollment & Headcount**

#### Week 19

**Enrollment - 33,529** - down 4%

**Headcount – 14,871** – down 0.3%

(Statistics compared with the same week last year.) You can check out the enrollment data yourself via the Summer Tableau

Dashboard! Step 1: Connect to UCSD campus VPN

Step 2: Visit the <u>Tableau Summer Dashboard</u> (log in with UCSD active directory credentials)

#### We are in the final stretch of Summer Session 1. There are no more drops for

Summer Session 2 - Week 4

students in Summer Session 2. For Summer Session key dates & deadlines, please see the Summer Session

Calendar.

### Session 2 CAPE: August 30 to September 3 at 7:59AM.

Course Evaluation: CAPE - Coming Soon!

Faculty encouragement = successful CAPE! Click here for tips on increasing

upload to process Summer Session additional pay.

CAPE response rate

# Mass Upload is Complete

Payroll Update - AUGUST Additional Pay

The faculty & lecturer mass upload for the AUGUST pay period was completed last week. There were only a few payments that could not be uploaded, and

Thank you to all departments for your cooperation & flexibility using the mass

Lisa has already contacted those departments. If you did not receive email stating that there was a problem, then the payments listed on your mass upload spreadsheet were processed successfully.

 For your grad student Associate-In & TA additional pay – Grad Division processed the additional pay using the Mass PayPath feature. You can run the Additional Pay Report at reports.ucsd.edu (under HR/Payroll) to

see that the payments have been entered and approved. For your Faculty & Lecturers – You will NOT be able to see the additional pay in UCPath until the pay is issued. The additional pay was processed

differently than Grad Division, using an I618 upload.

Questions? Faculty & Lecturer mass upload – Email Lisa Bargabus at summerpayroll@ucsd.edu.

Associate-In & TA mass upload - Please submit a ticket to Graduate Division

December

Training:

Summer

Instructors

How to hire

January

courses

Approved

scheduled

within ISA

February

Classroom

assignment

s as needed

Faculty

March

Schedule of

available on

TritonLink

Classes

# **Summer Session Annual Workflow**

November

Course proposals

Summer Session

kickoff meeting

October

Call for Course

Proposals

FSU via <a href="https://support.ucsd.edu/services">https://support.ucsd.edu/services</a>.

		Summer Session Advisory Committee meeting Preview of Classes posted	Schedule build spreadshe ets due to Registrar	teaching appointment letters sent out Approved courses set up in ISIS	
April	May	June	July	August - in progress	September
Students begin enrollment	Enrollment management of waitlists Student fees assessed	Session 1 classes begin Tuition & fees due	Students: Add/drop classes  Faculty Pay Date (Session 1)  Tuition &	Session 2 classes begin	Sessions end Reporting begins Faculty Pay Date (Session 2)

#### The <u>2021 Guidebook</u> contains policies and procedures pertaining to Summer Session instruction.

2021 Guidebook

# **Engaged Teaching Hub**

<u>Teaching + Learning Commons</u>

All Summer Session instructors are eligible for services at the Engaged Teaching Hub at the

Summer Session

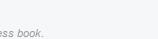
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