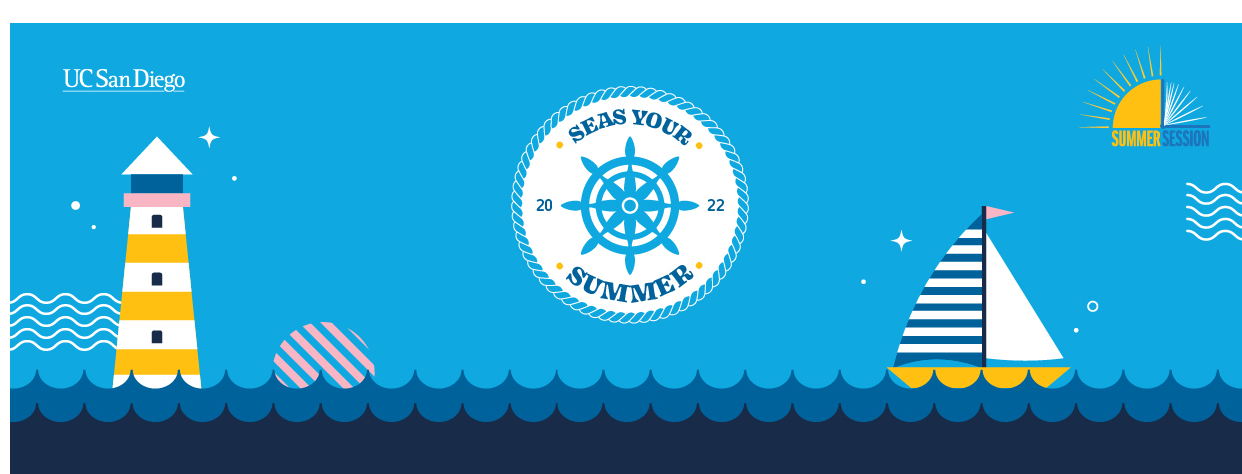




Summer Scoop

Week of October 10 - October 14, 2022



DEAN OF UNDERGRADUATE EDUCATION – ACADEMIC AFFAIRS

October 10, 2022

COLLEGE PROVOSTS
GENERAL CAMPUS DEPARTMENT CHAIRS
GENERAL CAMPUS PROGRAM DIRECTORS

SUBJECT: Call for Course Proposals – 2023 Summer Session

I write to invite General Campus colleges, departments, and programs to submit proposals for Summer Session 2023 courses. Student interest in Summer Session continues to hold strong, with approximately 14,000 students and more than 35,000 enrollments in 2022. I hope that you will encourage your faculty - both those who have previously taught in summer, as well as those who have not - to teach Summer Session courses that complement the academic year curriculum. Graduate students who have advanced to candidacy are eligible to teach lower division courses as Associates-In.

It is particularly important that units consider offering classes that have waitlists, or are otherwise impacted during the academic year. Making these courses available in summer can help our students improve their time to degree. Please note that as of now, only courses approved as R-courses can be offered remotely (50% or more remote instruction); we will let you know if this changes in the future. Our experience in Summer 2020-22 has been that students welcome this option.

In addition to proposed summer courses, we would also like to know of already approved courses (e.g., Global Seminars, Travel Study, and Summer Success Programs). There will be two five-week summer sessions: July 3 – August 5, and August 7 – September 9, as well as Special Sessions of three, eight, and ten-weeks. The deadline to submit course proposals is Tuesday, November 15, 2022.

The success of Summer Session depends greatly on the interest and participation of departments and individual faculty. The Academic Affairs Financial Incentive pilot program is under review and the terms of the program will be announced January 2023. Faculty compensation will be calculated at the standard rate of 8.5% of their annual salary.

The Summer Graduate Teaching Scholars Program Call for Nominations will be sent out in a separate email.

The Director of Summer Session will be in touch providing more details for Summer 2023. If you have any questions about the Summer Session program, please contact Director Becky Arce (barce@ucsd.edu).

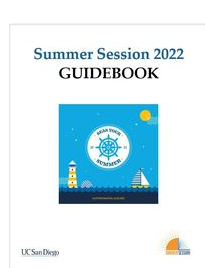
I hope for wide participation in Summer Session 2023.

John C. Moore
Dean of Undergraduate Education

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 build spreadsheets 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	Session 1 classes begin Tuition & fees due	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:



2023 Guidebook - Coming Soon

[Link to 2022 Guidebook.](#)

Engaged Teaching Hub

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



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Need more information?
Visit us at: <https://summersession.ucsd.edu>

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