Summer Scoop

Week of November 21 - November 23, 2022

Thank you

Big thank you to our campus partners for submitting their courses for the upcoming summer through the ISA. Summer Session received 851 courses from 52 departments.

Summer Graduate Teaching Scholars Nominations - Deadline Extension until Monday, November 28

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).

The deadline to submit nominations has been extended. Nominations and supporting documentation are due by Monday, November 28. Eligibility criteria, testimonials of past participants, and the application can be found on the SGTS website. Please contact Hailey Caraballo at hlcaraballo@ucsd.edu if you have questions about the program.

Training Session - How to Hire Instructors & Academic Student Employees for Summer Session 2023: Register Today!

Please join us to find out what is new for Summer Session 2023 hiring.

Representatives from Summer Session and GEPA will be presenting the latest and greatest information about Summer Session hiring policies, procedures, and timelines.

Tuesday, December 13th
9:00 am - 10:30 am
Zoom Registration Link:
https://ucsd.zoom.us/meeting/register/tJEtf-mprjguHdLif9Xe79kGnISAFxCqdIl6

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

Campus Holiday

Summer Session office closure this Thursday and Friday -

UC San Diego will be closing operations this Thursday, November 24 and Friday, November 25 to celebrate the Thanksgiving holiday. Summer Session will resume normal operating hours on Monday, November 28.

Happy Thanksgiving, from the Summer Session office!

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 Summer 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:

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