



Summer Scoop

Week of

December 7 - December 11, 2020

Courses: What's Next?

In preparation for the upcoming Summer Session Advisory Committee meeting, courses in the ISA will be reviewed December 14. If a department has changes or late submissions, ISA will re-open December 17.

Summer Course Timeline:

Date	Action
Monday, December 14	Summer Session Advisory Committee meets to review courses proposed for Summer Session 2021.
Wednesday, December 16	Summer Session approves or denies courses within ISA for Summer Session 2021. Departments are notified via the ISA.
Thursday, December 17	ISA is re-open for course submissions.
Monday, December 21	Preview of Classes posted to Summer Session website.
Thursday, January 28, 2021	Departments return completed Schedule Build file to Scheduling Office (registrar-scheduling@ucsd.edu).
Thursday, March 18, 2021	Schedule of Classes posted on TritonLink for students to view.

Please feel free to contact Renee Lee with course scheduling questions at summer-scheduling@ucsd.edu.

Last Chance to Register for the upcoming training session: How to Hire Summer Session Instructors and Instructional Support – 10 am, Thursday, December 10th

You don't want to miss the How to Hire Summer Session Instructors and Instructional Support training session this Thursday. It is a great opportunity to make sure you have the latest information on the Summer Session hiring timeline using UCPATH. The meeting will be hosted on Zoom. The meeting registration link can be found below:

Need more information? Visit us online at: <http://summersession.ucsd.edu>, or email us at summer@ucsd.edu.
Summer Session Office, SERF Building, Mail Code 0079, P: 858-534-5258 or 858-822-2619

Meeting Details:

Date: Thursday, December 10

Time: 10am – 12pm

Please Register at this Link:

<https://ucsd.zoom.us/meeting/register/tJUrdeuurDMiHNzBNrTWs16hMjmDSCW6I9WY>

Lisa Bargabus from Summer Session, and Courtney Aguila & Kacy Cashatt from Graduate Division will be leading the session. You can reach out to Lisa Bargabus for questions at summer-payroll@ucsd.edu.

Last iCafe for Fall quarter 2020

Join the final [iCafé – Your Passport to Culture](#) for Fall Quarter 2020 with a virtual cultural trip to Thailand, this Friday, December 11.

- Date: Friday, December 11
- Country: Thailand
- Time: 12 pm – 1 pm (PST)
- Meeting Registration Link:
<https://ucsd.zoom.us/meeting/register/tJ0vc-ChrT4rGNSDspUvGZdDYsqz4SQsLrKT>

iCafe is about culture, connection and the global Triton community coming together for a relaxed social hour to have fun while increasing our cultural understanding and awareness. Global Education has partnered with Outreach International for students to share their culture, Extension to host Travel Trivia, and Recreation to host the Global Playground. Take a break and joins in – it is fun and free of course! Students receive [CCR credit](#) for attending! Questions? Contact Debi Gianni at dgianni@ucsd.edu.

Summer Session Kickoff Meeting

The Summer Session office hosted a kickoff meeting on Thursday, November 19. This meeting outlined the parameters for Summer Session 2021.

The meeting was recorded for those who could not attend the training session. You can find the recording at the link below. It is protected by a password, which is also below. Please be mindful of any extra spaces when you enter the password. For questions, contact Matt Sapien at msapien@ucsd.edu.

Meeting Recording:

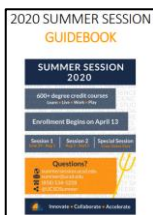
<https://ucsd.zoom.us/rec/share/iWEB00evNYKbBsdSCFRikIVTHgkBdh4cniIsgw-16uRhiHpKjv1QquLPBjOmLI9eI.SImegZYUMUfTWTDQ>

Access Passcode: 1YW6g%sz

Summer Session Annual Workflow

October	November	December (in progress)	January	February	March
Call for Course Proposals	Course Proposals Due – November 12 Summer Session Kickoff Meeting – November 19	How to Hire Summer Session Instructors Training– December 10 Summer Session Advisory Committee Meeting – December 14	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 beginning March 18
April	May	June	July	August	September
Students Begin Enrollment	Enrollment Management of Waitlists Student Fees Assessed	Session 1 Classes Begin Fees Due	Students: Add/Drop Courses	Session 2 Classes Begin Fees Due Faculty Pay Date (Session 1)	Sessions End Reporting Begins Faculty Pay Date (Session 2)

Resources for Summer Session Faculty



The [2021 Guidebook](#) contains policies and procedures pertaining to Summer Session instruction.



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

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