



UC San Diego

## Welcome to Summer Session 2021

To all instructors in Summer Session,

Welcome to Summer Session, 2021! Thank you for your participation in teaching this summer. Each year, more than 14,000 students enroll in summer to accelerate their degree, enrich their student experience, and get into classes that may not be available during the academic year.

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### Holidays

There are three holidays observed during Summer Session 2021. There will be no class meetings and administrative offices will be closed on the following holidays.

- Juneteenth – Monday, June 28, 2021
- Independence Day – Monday, July 5, 2021
- Labor Day – Monday September 6, 2021

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### Juneteenth Holiday & Schedule Options

Last week, President Drake announced Juneteenth as a new University of California holiday, consistent with its designation as a new federal holiday. Juneteenth will be observed on Monday, June 28, 2021 this year.

June 28 is the first day of Summer Session 1 and Special Summer Session (select classes). After the announcement of this new holiday, Summer Session consulted with Registrar and the Academic Senate to ensure the holiday would be managed as other standard university holidays.

There are currently 35,000+ enrollments in the system for Summer Session. Once students enroll in a course, any changes to the schedule, such as additional class meeting time, requires the course and students' enrollments to be fully cancelled. Therefore, at this late date, instructors are encouraged to use remote/asynchronous means in mitigating the impact of this schedule change.

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### Payroll

Summer Session has processed over 800 teaching appointments for Summer 2021. If you are planning to teach and have not received your appointment letter, we thank you for your patience while letters continue to be sent out on a daily basis.

Summer Session and your department academic personnel are working hard to enter all the information into the system to ensure payroll is processed on time.

Summer Session salaries are not impacted by holiday scheduling.

Pay dates:

- Session 1 – July 30, 2021
- Session 2 – September 1, 2021
- Special Session – Pay dates vary by course

Questions? Contact Lisa Bargabus, Summer Session Business Manager at [lbargabus@ucsd.edu](mailto:lbargabus@ucsd.edu)

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### Courses

Summer Session courses will be offered in three different instruction methods: 1) in-person (on campus), 2) fully remote (online/virtual), and 3) hybrid (a combination of in-person and remote meetings).

Instruction Modality	# of Courses
In-person	58
Fully remote	800+
Hybrid	1

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### Course and Professor Evaluations (CAPE)

CAPEs are important! Students will be completing CAPEs for their Summer Session classes during the last week of the 5-week session.

Faculty are encouraged to remind their students to participate. The goal is a 40% student response rate.

Tips on how to increase student response rate can be found at:

<https://cape.ucsd.edu/faculty/tips.html>

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### Canvas

The EdTech support team is standing by to assist summer instructors with setting up their Canvas course. Questions? Email [canvas@ucsd.edu](mailto:canvas@ucsd.edu)

- When will my Canvas course be available? - <https://edtech.ucsd.edu/faculty/schedule.html>
- Canvas start-of-term checklist - <https://edtech.ucsd.edu/faculty/start-checklist.html>

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Thank you again for your participation. Contact the Summer Session team at [summer@ucsd.edu](mailto:summer@ucsd.edu) if you have any questions. Have a great summer!

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Need more information?  
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