



## Summer Scoop

Week of December 18 - December 22, 2023

# Happy Holidays from UC San Diego Summer Session!

---

### Upcoming deadlines:

**January 16, 2024:** Summer Session Deadline-

Deadline to add courses in the ISA for Summer Session approval to include in your Schedule Build. Complete your summer schedule in the ISA ASAP.

**February 1, 2024:** Registrar Deadline-

FIRM DEADLINE to submit your Summer Session Schedule Build (Session 1, Session 2, and Special Session ) to the Registrar in the ISA. No schedule submissions will be accepted between February 2 - March 13.

*If you miss the February 1st deadline, your summer courses will be scheduled manually after March 13, 2024, and general use classroom space may no longer be available.*

## Quick Reminder:

The Summer ISA training recording is now on [YouTube](#).

For any other questions, please contact us at [Summer-courses@ucsd.edu](mailto:Summer-courses@ucsd.edu)

---

## Course Modality Update!

Remote courses without an R designation will be allowed for SU24 and SU25. Please make sure to add notes about course modality in the ISA.

For more information, please review the Exception to Policy on Distance Education Courses for Summer Sessions 2024 & 2025 on [our website](#).

---

## Preview of Classes are live!

Approved courses for Summer Session 2024 have been posted to the [Preview of Classes](#) on the Summer Session website.

The Preview of Classes is updated with changes approved from the ISA. Please send any questions to [summer-courses@ucsd.edu](mailto:summer-courses@ucsd.edu).

---

## SAVE THE DATE!

### Training – How to Hire Summer Session 2024 Instructors

January 10, 2024

1:00 pm – 2:30 pm

Please register here to get the [Zoom link](#)

Join Summer Session and GEPA for a joint training session on how to hire Summer Session 2024 instructors.

This session is a great learning opportunity for new staff and a helpful refresher for everyone else. Please plan to send at least one

representative from your department, but the more the merrier!

Topics Include:

- What's New for Summer 2024
- How to hire existing faculty, visiting professors, and lecturers
- How to hire graduate students teaching as Associate Instructors
- Impact of the new contract on graduate student summer appointments

Questions? Please contact Lisa Bargabus at [summer-payroll@ucsd.edu](mailto:summer-payroll@ucsd.edu).

---

## Summer Session 2024 Pre-planning

Here's a quick at-a-glance overview of what to expect in the next few months.

Please review the calendar below to see what's to come.

<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>
Call for course proposals	Course proposals due	Preview of classes posted	Approved courses set up in system	Classroom assignments  Faculty teaching appointment letters sent out	Schedule of Classes available on TritonLink
<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>
Students begin enrollment	Enrollment management of waitlists  Student fees assessed  Financial Aid app opens	Students: Add/Drop Courses  Fees due	Session 1 classes begin  Faculty pay day	Session 2 classes begin  Fees due	Sessions end  Reporting begins

---

## 2024 Guidebook is now available!

You can view the updated [Guidebook](#) for information regarding the Summer Session program.

---

# Engaged Teaching Hub

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



---

Summer Session  
University of California San Diego  
Phone: 858-534-5258  
Email: [summer@ucsd.edu](mailto:summer@ucsd.edu)

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

To subscribe, please [sign up here](#).

Share this email:



[Manage your preferences](#) | [Unsubscribe](#)

This email was sent to .  
*To continue receiving our emails, add us to your address book.*

UC San Diego

[Subscribe](#) to our email list.