Summer Scoop

Week of December 4 - December 8, 2023

Upcoming deadlines:

December 15, 2023: Summer Session approves courses in ISA

January 16, 2024: Deadline to submit schedule build to the registrar

Quick Reminder:

If your department would still like to submit additional courses or make any changes to current courses, you can still submit through the ISA. Please make sure to add notes about course modality.

The Summer ISA training recording is now on YouTube.

For any other questions, please contact us at Summer-courses@ucsd.edu

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SAVE THE DATE!

Training – How to Hire Summer Session 2024 Instructors

January 10, 2024
1pm – 2:30pm
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.

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.

October	November	December	January	February	March
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

April	May	June	July	August	September
Students begin enrollment	Enrollment management of waitlists Student fees assessed Financial Aid app opens	Students: Add/Drop Cources 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

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