

May 22, 2023

Hello Academic Unit Administrative Teams,  
Summer Session is announcing an important funding change to help academic units with instructional costs.

**1. NEW - ACTUAL TA EXPENSES Will Now be Funded for Summer Session Courses**

Effective summer 2023, Summer Session will fund actual TA expenses for all of your Summer Session courses – instead of block-funding a TA allocation\*. This change aligns with instructor compensation of actual payroll expenses.

The hope is that TA expenses will not be an obstacle to increasing your summer slate of courses. Please hire TAs as warranted by enrollment and the departmental standard practice including ratios and student eligibility.

This change to the TA funding model means that effective summer 2023, Summer Session is fully funding actual payroll expenses for instructors and instructional support of Summer Session classes\*\*.

**2. REMINDER - Incentive Pilot Program is Continuing for Summer Session 2023**

More Courses + More Enrollment = More Funding from Summer Session

The Incentive Pilot Program will continue for Summer Session 2023. Academic units will be eligible for the Incentive Pilot Program if they offer more courses and enroll more students than in 2018.

[Department 2018 targets can be found in this report](#)

**Incentive Pilot Program Funding Model**

Academic Units	Funding per Course	Funding per Student
Arts & Humanities, College Writing Programs, SIO, Social Sciences & related programs	\$1,000	\$25
School of Biological Sciences, HDSI, JSOE, Physical Sciences & related programs	\$1,000	\$50

Academic units that do not exceed their 2018 course and enrollment targets will receive the standard Department Administrative Services Program (DASP) funding model.

**DASP Standard Funding Model**

Academic Units	Funding per Course	Funding per Student
Arts & Humanities, College Writing Programs, SIO Social Sciences & related programs	\$500	\$13
School of Biological Sciences, HDSI, JSOE, Physical Sciences & related programs	\$500	\$33

Course and enrollment totals will be documented end-of-term on September 11, 2023 to determine if the incentive or standard funding model is applied. Funds for the Summer Session 2023 instructor payroll expenses, TA payroll expenses, and the Incentive Pilot Program (or DASP), will be transferred directly to the academic units between November – January.

### **3. CONTINUING - Waitlist Project**

Yvonne Wollmann, the new Summer Session Student Affairs Manager, is continuing to reach out to the academic units to learn more about strategies and best practices for managing summer waitlists. The goal is to improve our communication to students, which we hope will reduce staff workload in the academic units and increase student enrollment off the waitlists. Summer Session appreciates your support of this effort.

Current waitlists by department can be viewed on our [Summer Tableau Dashboard](#) (log in with UCSD active directory credentials).

Questions? Please contact Lisa Bargabus at [summer-payroll@ucsd.edu](mailto:summer-payroll@ucsd.edu), or Becky Arce, Summer Session Director, at [barce@ucsd.edu](mailto:barce@ucsd.edu). The Summer Session 2023 Guidebook and website will be updated accordingly.

\* Summer Session block-funding of TA allocations was calculated using a formula based on the number of courses with more than 10 students enrolled, the total enrollment in those classes, and the academic unit TA load factor. Enrollment was measured on the first day of Session 1 and end-of-term, and academic units received the larger of the 2 funding amounts. The writing programs were the only courses to receive actual TA expenses funded by Summer Session. All other academic units received a block-funded TA allocation.

\*\*Note that Summer Session does not fund independent studies courses, graduate-level courses, or non-UC credit courses and programs. Additionally, if more TAs are needed than the standard department TA hiring practice for high-touch summer programs, the summer program must fund that additional TA expense.