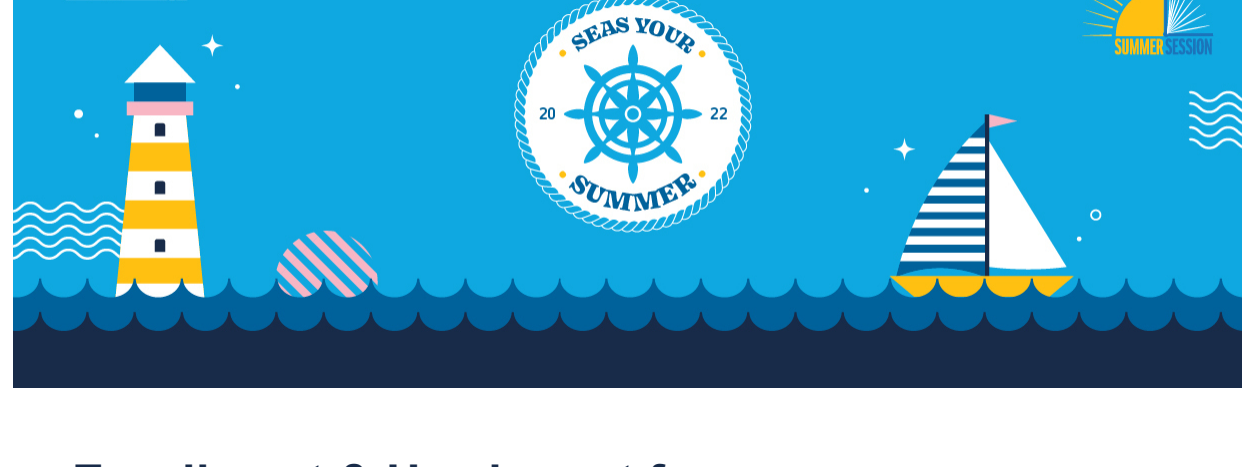




Summer Scoop

Week of May 9 - May 13, 2022



Enrollment & Headcount from Week 4 of summer enrollment

Enrollment – 28,577 – up 1%
Headcount – 11,553 – up 4%
Waitlist Enrollments – 5,206 – up 34%

(Statistics compared with the same week last year.)

You can check out the enrollment and waitlist data yourself via the Summer Tableau Dashboard! Log in to [Summer Session Tableau Dashboard](#) with your active directory credentials.

Summer Session Payroll Training 2022

There are a couple of new updates for Summer Session 2022 payroll. Join representatives from Summer Session and Graduate Division to get the latest information on:

- How to enter payments in UCPath for Summer Session Faculty, Lecturers, and Academic Student Employees
- Key deadlines for payroll processing

Wednesday, May 25th
 9am-10:30am

Register at the following link:
<https://ucsd.zoom.us/meeting/register/tJUvdeqrrTwGdLI-4OD4k8DWKf7x0PkJ7Gc>

Please plan to send at least one representative from your unit. The more the merrier! Questions? Contact Lisa Bargabus at summer-payroll@ucsd.edu.

Summer Session 2022 Enrollment Kickoff Meeting - Please Register today.

The Summer Session office is hosting a meeting to provide a quick review of what's new for this upcoming summer and to answer questions.

Meeting Details:

- Date: Wednesday, May 18, 2022
- Time: 1pm – 2pm
- Register on zoom:
<https://ucsd.zoom.us/meeting/register/tJMftu-rpj0vGdGKmqYIIXWzMxO3IfriGW5>

All staff are welcome to attend. We encourage all departments and programs to have at least one representative in attendance. Any questions, please contact Matt Sapien at msapien@ucsd.edu.

Deadline for Associate-In Applications - May 16

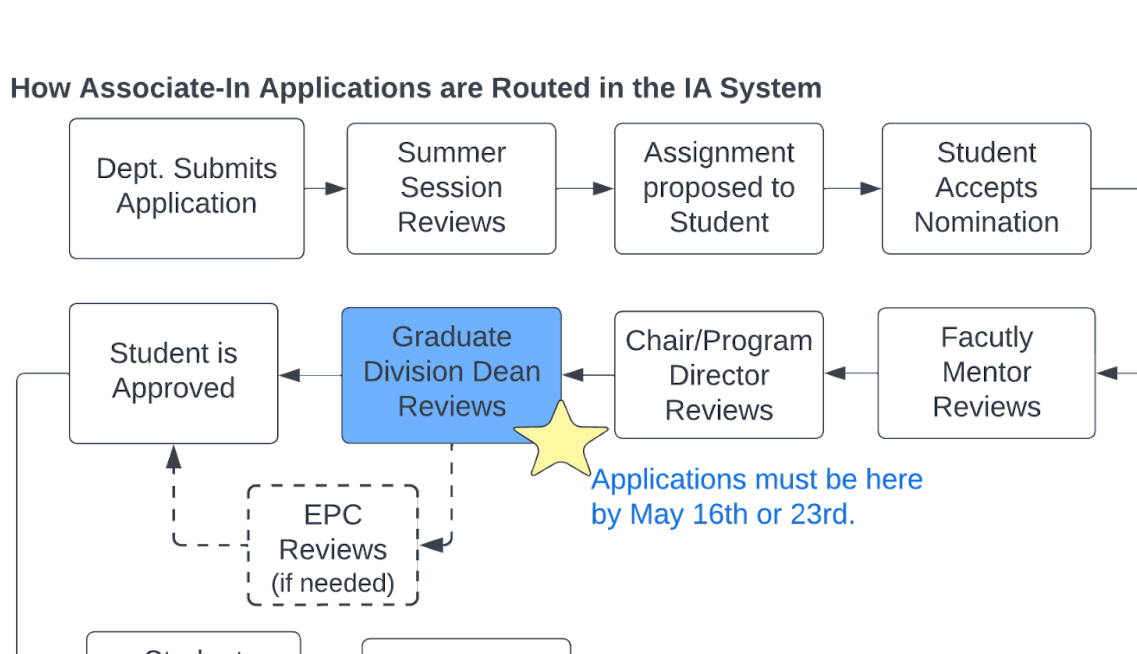
Summer Session is expecting over 200 graduate students to teach classes this summer. More than 95% of all applications have been submitted. Thank you all for following the timeline.

Please submit any remaining Associate-In applications this week to ensure timely processing. [Click here for the campaign link and other helpful information.](#)

Associate-In application must be received by Graduate Division in the IA System by:

- May 16th - Upper-division courses
- May 23rd - Lower-division courses

How Associate-In Applications are Routed in the IA System



Questions? Submit a ticket to the Graduate Student Employment team at [Services & Support](#).

Summer Session Annual Workflow

October	November	December	January	February	March
Reconciliation of accounts Data reporting continues	Call for Course Proposals Course proposals due Summer Session kickoff meeting	Training: How to hire Summer Instructors Summer Session Advisory Committee meeting Preview of Classes posted	Approved courses scheduled within ISA Schedule build spreadsheets due to Registrar	Classroom assignments as needed Faculty teaching appointments sent out Approved courses set up in ISIS	Schedule of Classes available on TritonLink
April	May	June	July	August	September
Students begin enrollment	Enrollment management of waitlists Student fees assessed	Session 1 classes begin Tuition & fees due	Students: Add/drop classes Faculty Pay Date (Session 1) Tuition & fees due	Session 2 classes begin	Sessions end Reporting begins Faculty Pay Date (Session 2)

Resources for Summer Session instructors:



2022 Guidebook

The [2022 Guidebook](#) contains policies and procedures pertaining to Summer Session instruction.

Engaged Teaching Hub

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

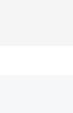


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Need more information?
 Visit us at: <https://summersession.ucsd.edu>

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