



Summer Scoop

Week of May 16 - May 20, 2022



Enrollment & Headcount from Week 5 of summer enrollment

Enrollment – 29,970 – down 1%
Headcount – 12,052 – up 1%
Waitlist Enrollments – 4,985 – up 23%

(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 2022 Enrollment Kickoff Meeting This Wednesday

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/j/9103111111>

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.

Summer Session Payroll Training 2022 Training Next Week, Register Today!

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/j/9103111111>

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

Instructor Resources from the Engaged Teaching Hub at the Teaching + Learning Commons

The Teaching + Learning Commons offers ongoing support as you prepare and teach your course for summer, including:

Individual Teaching Consultations (<http://tinyurl.com/ethconsult>) to explore ideas directly related to your teaching situation.

Comprehensive Course Design Series – June 6-10- <https://www.eventbrite.com/e/course-design-series-spring-2022-tickets-204013970277>

Course Prep Power Hours (Fridays from 12-1pm, in-person or Zoom, Spring quarter): Open work time to focus on your course prep, with accountability and support available from Engaged Teaching Hub staff. [Sign up here to be sent location information.](#)

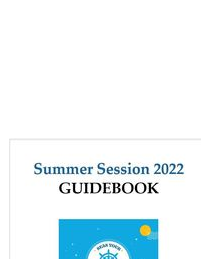
Summer Teaching Community – on Slack: [Join the Summer Teaching Community](#) for access to the latest events and resources, along with access to a Slack space for real-time exchange of questions/ ideas with each other and Engaged Teaching Hub staff

For questions, contact engagedteaching@ucsd.edu.

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 appointment letters 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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