



Summer Scoop

Week of September 19 - September 23, 2022



Thank you so much!

Summer Session 2022 has officially come to a close. We want to thank you all for your partnership and contribution to making Summer 2022 such a huge success. Stay tuned for the call letter in October, which will kick start the course offering proposal process for Summer 2023.

Welcome to Fall 2022

Check out all the [Triton Weeks of Welcome \(TWOW\) events](#) to welcome back students to UC San Diego. Go Tritons! [This is a direct link](#) to the calendar of events.

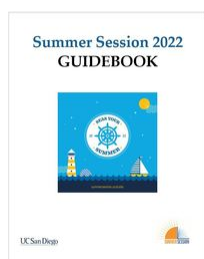
TA Survey - Please Complete

The TA Survey can provide Summer Session with invaluable information to move forward. The more departments that participate provides more evidence to potentially create new policies for future summers. Please complete the TA Survey by this Friday, September 23. Link to survey: [Summer Session TAs – Planning, Recruiting, and Hiring Survey](#). Questions can be directed to Lisa Bargabus at summer-payroll@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](#)



Summer Session
 University of California San Diego
 Phone: 858-534-5258
 Email: summer@ucsd.edu

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