



Summer Scoop

Week of October 3 - October 7, 2022



Summer Session at the Student Services & Academic Support Fair

Summer Session will be participating in the Student Services & Academic Support Fair this Tuesday, October 4. Catch members of the team on Library Walk from 11am to 2pm to answer any student questions regarding Summer Session 2023.

Summer Planning: Coffee Time Conversations - This Tuesday

The Summer Session team in partnership with Rocco Fragomeni, Academic Affairs Director of Summer Planning, is hosting a series of conversational meetings to aid the campus in summer program planning beyond the traditional Summer Session courses. The goal of these meetings is to create an informal, safe, creative, collaborative brainstorming space for campus organizers to come together and discuss summer 2023 operations available to support a wide variety of credit and non-credit programs, and any questions they may have.

The meetings are set to occur on a biweekly basis beginning this Tuesday, October 4. Team members from the Summer Session office will attend as Subject Matter Experts for the first three meetings (October 4, October 18, and November 1). For questions, please contact Rocco Fragomeni at summerplanning@ucsd.edu. Registration will remain open and is required only for tracking meeting attendance. Faculty and staff who have questions and are hosting summer programs are encouraged to attend.

Meeting schedule

- Tuesday, October 4 at 11am - 12pm
- Tuesday, October 18 at 11am - 12pm
- Tuesday, November 1 at 11am - 12pm

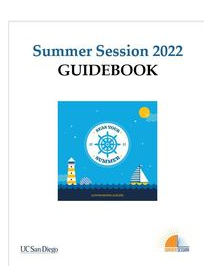
To register for the upcoming sessions, please follow this link:

<https://ucsd.zoom.us/meeting/register/tJMrdu-sqzluHNLXfeBBUX5kdILy9z2wdrJf>

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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 Visit us at: <https://summersession.ucsd.edu>

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