Subject: The Week of November 1 - November 5, 2021

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### Summer Session 2022

#### I. Summer Session Annual Workflow

1. **Enrollment**
2. **Students**
3. **April**
4. **Continues**
5. **Accounts**
6. **October**

The training will be targeted to academic department schedulers, course managers, and anyone who is interested in scheduling Summer Session courses.

#### Resources for Summer Session instructors:

- **Courses in the ISA**: Students who have advanced to candidacy are eligible to teach lower division courses as Assoicates-In.
- **Enrollment**: The success of Summer Session depends greatly on the interest and participation of General Campus colleges, departments and programs.
- **Faculty compensation**: Faculty compensation will be calculated at the standard rate of 8.5% of their annual salary.
- **Tuition & fees**: Student fees are due on July 1 for Fall/Winter/Spring (Session 1) and August 1 for Summer Session (Session 2).
- **Date (Session 1)**: Course proposals are due to the Registrar by December 1, 2021.
- **Date (Session 2)**: Course submission deadline (November 19).
- **Approval**: Approved courses (e.g. Global Seminars, Travel Study, and Summer Success Programs) are posted to TritonLink available on the TritonLink.
- **Schedule**: Class schedules are sent to students out.

#### Summer Scoop

**DIRECTORS**
**GENERAL CAMPUS PROGRAM**
**CHAIRS**
**GENERAL CAMPUS DEPARTMENT**
**COLLEGE**
**November 1, 2021**

#### Summer Scoop - Coming in November

- **2022 Guidebook**: Coming in November
- **Preview of Summer Scoop**: Coming in November
- **Advisory Session**: Coming in November
- **Email**: summer@ucsd.edu
- **Phone**: 858-534-5258

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### Resources for Summer Session instructors:

- **2022 Guidebok**: Coming in November

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### Engaged Teaching Hub

2022 Summer Session instructors are eligible for services at the Engaged Teaching Hub. Visit us at:

- **University of California San Diego**
- **San Diego, CA 92108**
- **Email**: courses@ucsd.edu
- **Phone**: 858-534-5258

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### ISA Training - Register Now!

- **New to the ISA**: New to the ISA for the current summer schedule build?
- **Existing users**: Do you wish to use the ISA to schedule for Summer Session 2022?
- **Overview and demo of the ISA**
- **Q&A session with Erik Winter-Villaluz & Lisa Bargabus**

#### Next steps and timeline for submission

- **Course submission deadline (November 19)**
- **Fall/Winter/Spring)**
- **Summer submissions in the ISA**
- **Difference from academic year**

#### Course proposals

- **November**: The Director of Summer Session will be in touch providing more details for Summer Session 2022.
- **February**: The Summer Graduate Teaching Scholars program sent out the Call for Nominations for the 2021-22 academic year. The program is under review and the terms of the program will be announced January 2022. Faculty compensation will be calculated at the standard rate of 8.5% of their annual salary.

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### Be sure to send at least one staff member from your unit to get the most up-to-date information on using the ISA for Summer Session scheduling.