



# **Summer Scoop**

Week of November 14 - November 18, 2022

## Summer Course Submissions - Due Tomorrow: Tuesday, November 15

Friendly reminder of the deadline date for course submissions for Summer Session 2023 within the ISA is tomorrow, **Tuesday, November 15**.

If you want more help, please reach out to us. If you missed the ISA Summer Session training last week, the video recording of the training is now online and accessible at: <a href="https://youtu.be/e-zlotMtW6Q">https://youtu.be/e-zlotMtW6Q</a>

Questions? Contact Renee Lee at <a href="mailto:summer-courses@ucsd.edu">summer-courses@ucsd.edu</a>.

## **Summer Graduate Teaching Scholars Nominations - Due** This Thursday, November 17

General Campus department chairs and program directors are invited to nominate advanced graduate students to teach in Summer Session 2023 as Associates-In as part of the <u>Summer Graduate Teaching Scholars Program</u> (SGTS). Graduate student teaching scholars will receive the regular Summer Session salary as Associates-In and a \$1,200 payment for participation in the training component of the program. Faculty mentors will receive a \$500 payment to a research account. This is an excellent professional development program for graduate students interested in teaching. Additionally, the program increases Summer Session course offerings.

Available on the SGTS website are eligibility criteria, testimonials of past participants, as well as a place to submit applications. Nominations and supporting documentation are due by this Thursday, November 17, 2022. Recipients will be announced before the winter break. Please contact Hailey 

# Session 2023: Save-the-Date & Registration Link

Training Session - How to Hire Instructors for Summer

Please join us to find out what is new for Summer Session 2023 hiring.

and timelines. Tuesday, December 13th

Representatives from Summer Session and GEPA will be presenting the latest and greatest information about Summer Session hiring policies, procedures,

Zoom Registration Link: https://ucsd.zoom.us/meeting/register/tJEtfmprjguHdLif9Xe79kGnISAFxCqdII6 Questions? Contact Lisa Bargabus at <a href="mailto:summer-payroll@ucsd.edu">summer-payroll@ucsd.edu</a>.

**Summer Session Annual Workflow** 

#### October November December Call for Course Course proposals Training:

9:00 am - 10:30 am

Proposals  Reconcilitation of accounts  Data reporting continues	due Summer Session kickoff meeting	How to hire Summer Instructors Summer Session Advisory Committee meeting Preview of Classes posted	courses scheduled within ISA Summer course schedules due to Registrar	assignment s as needed  Faculty teaching appointment letters sent out  Approved courses set up in ISIS	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)

January

Approved

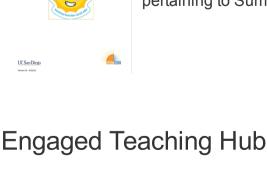
February

Classroom

March

Schedule of

#### 2023 Guidebook Summer Session 2023 GUIDEBOOK



## pertaining to Summer Session instruction.

The 2023 Guidebook contains policies and procedures

### All Summer Session instructors are eligible for services at the Engaged Teaching Hub at the

Teaching + Learning Commons



Summer Session

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

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

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