UC San Diego

SUMMER SESSION

Celebrating 50 1971–2021

Summer Scoop

Week of November 15 - November 19, 2021

Congratulations to Chemistry & Biochemistry! First Department to Submit Summer Session 2022 Courses in the ISA

Friendly reminder of the deadline date for course submissions for Summer Session 2022 within the ISA is **THIS FRIDAY, November 19th**. If you want more help, please reach out to us.

If you missed the ISA Summer Session training last week, the video will be posted on blink in the next day or two:

https://blink.ucsd.edu/instructors/courses/schedule-of-classes/isa.html#Online-training-resources

Questions? Contact Lisa Bargabus at summer-courses@ucsd.edu.

Training Session - How to Hire Instructors & Academic Student Employees for Summer Session 2022

REGISTRATION NOW OPEN!

Join us to find what is new for Summer Session 2022 hiring.

Representatives from Summer Session and Graduate Division will be presenting the latest and greatest information about Summer Session hiring policies, procedures, and timelines.

Tuesday, December 14, 2021
9:00am - 10:30am

Register for the Zoom link at:
https://ucsd.zoom.us/meeting/register/tJ0rduuhrz4jGNDmXtZQaTIUxj6y0nRRrH_q

Please plan to send a representative from your unit.

Questions? Contact Lisa Baragbus at summer-payroll@ucsd.edu.

Summer Session 2022 Kickoff Meeting - Recording

Thank you to all departments who attended the Summer Session 2022 Kickoff meeting last week. We couldn't achieve everything that we do without your help! If you want to view a recording of this meeting, please email Matt Sapien at msapien@ucsd.edu.

Summer Session Annual Workflow

October	November	December	January	February	March
Reconcilitation 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

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

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