Summer Session 2020 Courses – What's Next?

Thank you for submitting your proposed courses to Summer Session. More than 600 courses were proposed for Summer Session 2020. After the list of approved courses is returned to your department, in mid-December, you may begin scheduling your courses within the ISA. Approved courses will move from your Summer Session Schedule Builder to your Quarterly Schedule Builder. Please feel free to contact Matt Sapien with course scheduling questions at summer-scheduling@ucsd.edu or x44744.

Appointment File Training: RESCHEDULED

Due to the UAW Academic Researcher Contact Training session from Academic Personnel, Summer Session is rescheduling Appointment File Training. The location and timing are the same, but the day has changed. Please join us for the Summer Session 2020 faculty/IA appointment training session.

Please see the new event details below.

Thursday, December 12th
9:00am - 11:00am
Roosevelt College Room
Price Center West, Level 2

Click here for a direct link to the RSVP form. Please RSVP by Wednesday, December 4. This email RSVP form will be emailed directly to Summer Session's AP contacts. For questions, contact Lisa Bargabus at summer-payroll@ucsd.edu or x25064. There will be lots of new information, so plan to send a representative from your department.

1. Lisa will be covering changes to instructor compensation policies and appointment file submission procedures.
2. Courtney Aguila & Kacy Cashatt will be going over procedures for hiring graduate students as Associates-In and IAs.
3. Kelly Maheu will preview UCPath and the impact on Summer Session 2020 payroll.

Summer Session Annual Workflow

October	November (in progress)	December	January	February	March
Course Proposals open within the ISA	Call for Course Proposals Course Proposals Due within the ISA	Advisory Committee Meeting	Preview of Classes posted Approved Courses scheduled within ISA Schedule Build Spreadsheets sent to Registrar	Classrooms Assigned Faculty teaching Appointment Letters Sent out Approved Courses set up in ISIS	Schedule of Classes Available on TritonLink beginning March 21

April	May	June	July	August	September
Students Begin Enrollment	Enrollment Management of Waitlists Session 1 Student Fees Assessed	Session 1 Fees Due Session 2 Student Fees Assessed	Students: Add/Drop Courses Session 1 Classes Begin Session 2 Fees Due	Session 2 Classes Begin Fees Due Faculty Pay Date (Session 1)	Sessions End Reporting Begins Faculty Pay Date (Session 2)