Week #4   Student Head Count 11,502 Course Enrollments 31,020
Enrollment is open until August 7, 2020.

Summer Session Payroll Training – Coming Soon
The UCPath team is creating job aids for Summer Session payroll. We’ll have more information about payroll training in the next Scoop. Thank you for your patience and collaboration.

Transfer Triton Day – Summer Session Triton Talk May 9
Admissions hosted Transfer Triton Day this past Saturday, May 9. Summer Session presented to incoming transfer students, Make the Most of Your Summer. The session was recorded and will be available soon.

Please direct incoming students’ inquiries about Summer Session to summer@ucsd.edu.

ISPO Coffee Hour May 12 – Summer Session Q&A
International Students & Programs Office (ISPO) is hosting a virtual zoom series for International Students to stay connected with the campus. Join ISPO and Summer Session for Coffee Hours!

Bring your favorite mug and cozy up to your screen on Tuesdays at 10am (PST). Whether it be your morning coffee or evening tea, we look forward to seeing you there! On Tuesday, May 12th, Summer Session will co-host the event to answer any questions for International Students regarding Summer Session 2020. Please share this information with your students!

- **Date & Time:** Tuesday, May 12th from 10-11am PST
- **Location:** [https://ucsd.zoom.us/j/569149471](https://ucsd.zoom.us/j/569149471)
- **Link:** [https://www.facebook.com/events/215886349688640](https://www.facebook.com/events/215886349688640)

Need more information? Visit us online at: [http://summersession.ucsd.edu](http://summersession.ucsd.edu), or email us at summer@ucsd.edu.
Summer Session Office, SERF Building, Mail Code 0079, P: 858-534-5258 or 858-822-2619
Process Palooza Returns! (this week)

Please join the campus for the virtual edition of Process Palooza. Process Palooza celebrates UC San Diego’s commitment to business excellence, operational efficiency and continuous improvement. Topics include The Future of Lean Six Sigma Across Higher Education, Empowerment and Innovation: Cultivating a Continuous Improvement Movement, and others. You can view the entire schedule here: https://processpalooza.ucsd.edu/tuesday/index.html

For questions, email processpalooza@ucsd.edu.
## Summer Session Annual Workflow

<table>
<thead>
<tr>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
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</thead>
<tbody>
<tr>
<td>Call for Course Proposal</td>
<td>Course Proposals Due</td>
<td>Advisory Committee Meeting</td>
<td>Preview of Classes posted</td>
<td>Classrooms Assigned</td>
<td>Schedule of Classes Available on TritonLink beginning March 21</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Approved Courses scheduled within ISA</td>
<td>Faculty teaching Appointment Letters Sent out</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Schedule Build Spreadsheets sent to Registrar</td>
<td>Approved Courses set up in ISIS</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>May (in progress)</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>September</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students Begin Enrollment</td>
<td>Enrollment Management of Waitlists</td>
<td>Session 1 Classes Begin Fees Due</td>
<td>Session 2 Classes Begin Fees Due</td>
<td>Sessions End Reporting Begins</td>
</tr>
<tr>
<td>Virtual Triton Day April 4.</td>
<td>Virtual Transfer Triton Talk May 9</td>
<td>Students: Add/Drop Courses</td>
<td>Faculty Pay Date (Session 1)</td>
<td>Faculty Pay Date (Session 2)</td>
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</tbody>
</table>

## Resources for Summer Session Faculty

The **2020 Guidebook** contains policies and procedures pertaining to Summer Session instruction.

All Summer Session instructors are eligible for services at the Engaged Teaching Hub at the Teaching + Learning Commons.

Need more information? Visit us online at: [http://summersession.ucsd.edu](http://summersession.ucsd.edu), or email us at summer@ucsd.edu.

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