



Summer Scoop

Week of March 11 - March 15, 2024

Summer 2024 Associate Instructor Campaign Update!

The IA System is now open for Summer Session 2024 Associates-In applications! All Associate Instructor (teaching a course) requests must be submitted through the IA System. We are expecting a lot of applications for summer 2024, so please make sure to give GEPA plenty of time to review your applications. Also, remember to allow extra time in case edits are needed. You can review the call letter [here](#).

Effective *Summer 2024*, instructor compensation for teaching a standard Summer Session course will increase from 8.5% annual salary to 11% annual salary (determined by the salary point selected for the student). Associate Instructor rates are posted on the [Summer Session's website](#). More information about Summer Session 2024 compensation changes is available [here](#).

Summer Graduate Teaching Scholars (SGTS)

Students selected for the Summer Graduate Teaching Scholars (SGTS) program still need their department to submit an Associate-In file through the IA System. Please make sure to submit an IA System application for your SGTS participants.

Campaign Link:

Deadlines

- **Upper-Division** requests for Summer must be RECEIVED by GEPA by **Monday, May 20, 2024**
- **Lower-Division** requests for Summer must be RECEIVED by GEPA by **Tuesday, May 28, 2024**

For questions about policy issues, or how to complete the application, contact the Graduate Student Employment Team at <https://support.ucsd.edu/services>.

Reminder!

The Registrar's office will be sending out *The Look* this week, please review and make any changes for courses that were submitted by the February 1 schedule build deadline. Any new courses that were approved after Feb.1 should be emailed to the [registrar](#) by Friday, March 15, 2024.

The ISA is still open! Departments can still submit new courses for Summer 2024. Remote courses can be added up until one week before the start of summer session.

Summer Session Compensation for 2024

On February 15, the Office of the Associate Vice Chancellor of Educational Innovation announced a new compensation plan for Summer 2024. You can find the official announcement on our [website](#).

Please review the new [Summer Session Insight](#) for more information regarding what's new for Summer 2024.

Also, as a reminder: Instructors can teach up to three courses for summer. You can view the [Strategies for Instructors Teaching Four 4-unit courses](#) for more details.

If you have any questions, please contact us at Summer-courses@ucsd.edu

Summer 2024 Courses Timeline

March 13 - March 15: Registrar will send departments "the Look" for departments to review and make any changes for the courses that were submitted by the February 1 schedule build deadline. Any new courses that were approved after Feb.1 should be emailed to the [registrar](#).

March 21: Schedule will be available live.

The ISA remains open for Summer Session approval after March 15 until a week before a session begins.

If your department would like to add or cancel courses, you can still enter information in the ISA Summer Session Builder. Summer Session will continue to approve new courses and cancellations in the ISA.

Summer Session will use the ISA to send faculty appointment letters.

For any other questions, please contact us at Summer-courses@ucsd.edu

Course Modality Update:

Remote courses without an R designation will be allowed for Summer '24 and Summer '25. Please make sure to add notes about course modality in the ISA.

The deadline to submit your Schedule Build to the Registrar was February 1, 2024. If the department has already submitted their Schedule Build to the Registrar, and the department would like to change the modality of any courses to remote, the Registrar will process schedule changes when *The Look* is released on March 13, 2024. Modality changes should be emailed directly to registrar-scheduling@ucsd.edu.

Please note:

**Asynchronous courses should not have a day or time submitted to the registrar's office for scheduling.*

***Synchronous courses must include a day and time when submitting a request to the registrar's office.*

For more information, please review the Exception to Policy on Distance Education Courses for Summer Sessions 2024 & 2025 on [our website](#).

For any other questions, please contact us at Summer-courses@ucsd.edu

Summer Session 2024 Pre-planning

Here's a quick at-a-glance overview of what to expect in the next few months.

Please review the calendar below to see what's to come.

October	November	December	January	February	March
Call for course proposals	Course proposals due	Preview of classes posted	Approved courses set up in system	Classroom assignments Faculty teaching appointment letters sent out	Schedule of Classes available on TritonLink
April	May	June	July	August	September
Students begin enrollment	Enrollment management of waitlists Student fees assessed Financial Aid app opens	Students: Add/Drop Courses Fees due	Session 1 classes begin Faculty pay day	Session 2 classes begin Fees due	Sessions end Reporting begins

You can view the updated [Guidebook](#) for information regarding the Summer Session program.

Engaged Teaching Hub

All Summer Session instructors are eligible for services at the [Engaged Teaching Hub at the Teaching + Learning Commons](#)



Summer Session
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