Summer Session Team

- Becky Arce, Director (x47074)
- Lisa Bargabus, Business Affairs Analyst (x25064)
- Renee Lee, Student Affairs Manager (x48277)
- Matthew Sapien, Administrative Assistant (x44744)
- Jonathan Vega, Program Specialist (x45358)

http://summer.ucsd.edu

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summer-payroll@ucsd.edu
summer-scheduling@ucsd.edu
summer-programs@ucsd.edu
Welcome

2016 Recap

Faculty Recruitment Goals for 2017

Faculty Appointment Processing ~ Requirements & Timeline

What’s New for Summer 2017
  * Course Proposals
  * Summer & SOFI
  * Summer Success Programs
Thank YOU for a Successful Summer Session 2016

* 8% increase in enrollments (22,569 total)
* 125 Associates-In
* 239 UC Faculty
* 67 Visiting Instructors

* We appreciate all your efforts to make Summer Session a success!
Faculty Recruitment Goals for Summer 2017

- To align our processes with Fall/Winter/Spring as much as possible
- To get as many instructors listed on the Schedule of Classes as possible when it goes live on March 23, 2017
- Accuracy
<table>
<thead>
<tr>
<th><strong>SUN GOD - UC San Diego Faculty</strong></th>
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<tbody>
<tr>
<td>Professor AY</td>
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<tr>
<td>Associate/Assistant Professor AY</td>
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<tr>
<td>Professor AY BEE</td>
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<tr>
<td>Associate/Assistant Professor AY BEE</td>
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<tr>
<td>Lecturer SOE &amp; PSOE</td>
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<td>Lecturer AY, Teaching Current Year</td>
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<tr>
<td>Adjunct Professor AY</td>
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<tr>
<th><strong>STONEHENGE - UC San Diego Faculty</strong></th>
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<tr>
<td>Recall (Emeriti), Teaching Only</td>
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<tr>
<td>Recall (Emeriti), Teaching &amp; Research, Clinical and/or Administrative</td>
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<tr>
<td>Fiscal Year Appointments – Researchers, Postdocs, Provost HCOMP Faculty</td>
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<th><strong>RED SHOE - Visiting Instructors</strong></th>
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<tr>
<td>Visiting Professor</td>
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<td>Visiting Lecturer</td>
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<th><strong>TRITON - Graduate Students</strong></th>
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<td>Associates-In</td>
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Graduate Students/Associates-In Appointments are covered by Graduate Division.

* Becky Burrola, x43727
* Shelley Weisel, x46562
Stonehenge & Red Shoe Groups
Appointment Files

* See Handbook, page 10 for required documents
* Appointment files are uploaded to SharePoint for approval routing (See Handbook, page 11.)
* Tip - Target 70% CAPE rating with 40% response rate
* Propose annual salary that aligns with comparable faculty & fits a UC salary scale.
* For SharePoint access, email summer-payroll@ucsd.edu or call Lisa (x25064)
Summer Compensation

- See the Faculty Appointment Handbook, page 3 for details on how compensation is calculated.
- Maximum compensation allowed is 33% (or 3/9) of UC annual salary! (annual salary ÷3)
- Note – Instructors who teach 4 courses will exceed the 33% of UC salary maximum if they earn less than $120,000.
- Use annual salary effective 6/30/17 – NOT 7/1/17!
- SGTS Mentor $500 award must be transferred to research account (not payroll).
What’s New for 2017

- 6 departments are using Instructional Management System (IMS) pilot for course planning.
- Simplified course endorsement process – cc: Chair/Dean
- Implementing a formal approval and assessment process for Summer Success Programs.
- Review & approve Travel Study Programs in partnership with Global Engagement.
- High school students will be incorporated into online visitor application.
- International students can directly enroll with Summer Session.
- All departments should be using a Summer Session index on SOFI for 2017.
- All TA allocation and course & enrollment funds will be transferred to departments – not just the unspent balance.
Course Proposals

* Due tomorrow – Nov. 17th
* Be sure to cc: Chair/Dean in your Summer Session email to signify endorsement.
* Please don’t change the Mod sheet format. (Leave columns as-is)
* Call Matt at x44744 if you have any questions.
Transfer of funds for 2016 will occur by the end of November, even if your department used the old Summer Session fund. (20290A)

All TA allocation and course & enrollment funds will be transferred to departments – not just the unpaid balance.

For Summer 2017, please create a Summer Session index on the SOFI fund. (Under programs 409601)
Questions?