Fall 2018 All Orientation & Course Coordination Meetings Schedule
Department of Mathematical Sciences, UW-Milwaukee

Monday, August 20

Univerrsity-wide Graduate Teaching Assistant Orientation and Teaching Conference
ALL new TAs, presented by the Center for Excellence in Teaching and Learning (CETL).
9:00 am – 4:30 pm, Lubar N140.
Register here: https://uwm.edu/cetl/programs/orientations/2018-graduate-teaching-assistant-orientation/

Tuesday, August 21

Department of Mathematical Sciences Orientation (All new Mathematical Sciences graduate students)
Presented by Prof. Willenbring and Dr. Bourn. 9:00 am – 12:00 pm, EMS (Engineering and Mathematical Sciences) building, Room E495

All new Mathematical Sciences graduate students Welcome Lunch
12:00 – 1:30 pm EMS E424A

MS Exams
Analysis MS Exam for returning UWM MS students
1:00 – 4:00 pm, EMS building, room 408
Email Prof. Willenbring to register for exam and more information (jw@uwm.edu)

Wednesday, August 22

Department of Mathematical Sciences Teaching Orientation: Session 1 (New TAs only)
This is the first session of the teaching orientation program for new TAs and will be an overview of UWM developmental math courses and a discussion of good classroom practices. Presented by Professor McLeod. 9:00 am – 12:00 pm, EMS building, Room E495

Lunch on your own

Appointments with Graduate Advising Committee (All new graduate students). Each new graduate student will attend one individual session of 15 – 20 minutes. You will be contacted by Prof. Willenbring (jw@uwm.edu) about your advising time. 12:30 pm – 4:30 pm, EMS building, Room E408

Actuarial Science students should set up a meeting with Prof. Brazauskas (vytatas@uwm.edu)

Atmospheric Sciences students should meet with their individual advisors.

New International Graduate Student Check-in. All new international students must check in with the Center for International Education (CIE) office. 12:30-4:00 pm; Garland Hall, Room 138
Thursday, August 23

New International Graduate Student Orientation
All international students who have an F-1 visa must attend an International Student Orientation. Information on health insurance and payroll will be discussed during the orientation.
8:30 am – 4:00 pm - UWM Golda Meir Library Conference Center
Register here: http://uwm.edu/cie/international-admissions/newly-admitted-students/international-student-orientation/

MS Exams
Algebra and Statistics MS Exams for returning UWM MS students
1:00 – 4:00 pm, EMS building, Room 408
Email Prof. Willenbring to register for exam and more information (jw@uwm.edu)

Friday, August 24

Social Security Card Registration
For international graduate students who do not have a social security number/card, the Center for International Education (CIE) office will be taking a bus with students to the Social Security Admin office in Milwaukee.
12:30 pm, Garland Hall, Room 104
Register here: http://uwm.edu/cie/students-scholars/students/employment/social-security-field-trip/
International Students MUST bring ALL original and copies of immigration documents including: Passport, Visa, I94 card, I-20, offer letter of employment, campus ID and MCTS bus pass. Students can return via public transportation to campus or leave when finished.

Monday, August 27

Department of Mathematical Sciences Teaching Orientation: Session 2 (New TAs only)
This will be a continuation of the teaching orientation program for new TAs, with a focus on assessment. Presented by Drs. Van Harpen and Kohlmetz.
9:00 – 11:45 am, EMS building, Room E495

New Grad Student Orientation: ALL new Graduate Students – MUST Register
Hosted by the Graduate School. UWM Student Union, 12:00 – 3:15 pm.
Please note that this time differs from the posted schedule. Department orientation activities take precedence.
Lunch available: 12:15 – 12:45 pm
https://uw.edu/graduateschool/event/fall-2018-new-graduate-student-orientation/

Tuesday, August 28

Area Advising (general information presented by the research groups in the Department for ALL NEW AND RETURNING Math and Statistics students),

Research Groups Meeting from 9:00 – 9:30 am, EMS building,

Analysis, Room E416
Probability, Room E424A
Topology, Room E408
Tuesday, August 28 (continued)

**Research Groups Meeting** from 9:45 – 10:15 am, EMS Building,
Algebra, Room E408
Applied Math, Room 416
Statistics, Room E424A

**ALL TA policy orientation:** Mandatory meeting for all NEW AND RETURNING teaching assistants to discuss department policies. (Professors Willenbring & McLeod)
10:30 am – 12:00 pm EMS E180

**Department of Mathematical Sciences Teaching Orientation: Session 3 (New TAs only)**
This will be a continuation of the teaching orientation program for new TAs, and will focus on practice teaching. Presented by Prof. McLeod, Drs. Bourn, Kohlmetz, Van Harpen, Mr. Dan Hackbarth and Mr. Steve Augustine. You will be contacted by Dr. Van Harpen on your specific meeting location. 1:00 – 4:00 pm in EMS building, Location(s) to be assigned: EMS E130, EMS E145, EMS E150, EMS E159.

Wednesday, August 29

**Course Coordination Meetings**
All instructors must attend the meeting(s) on courses they are scheduled to teach.

**AtmSci 100** – Clark Evans (evans36@uwm.edu)
Lecture, online, and lab 1:00 – 2:00 pm EMS W434

**AtmSci 109** – Clark Evans (evans36@uwm.edu)
Course Policy 2:00 – 3:00 pm EMS W434

**ALEKS New Instructor training** – Leah Rineck (lmrineck@uwm.edu)
Training for all instructors who have not used ALEKS and are teaching Math 94/98/105/108/116/117. Presented by Peggy Jenders, McGraw-Hill Higher Education
ALEKS training 9:00 – 11:00 am EMS E423

**Math 92/102** – Kelly Kohlmetz (kellyk2@uwm.edu)
Course Policy: 9:00 – 11:00 am EMS E145
Lunch: 11:00 am – 12:00 pm EMS E495
Group work: 12:00 – 2:00 pm EMS E159
Online homework system: 2:00 – 4:00 pm EMS E425

**Math 94** – Leah Rineck (lmrineck@uwm.edu)
Flipped Course Instruction: 9:00 – 11:00 am EMS E130
Lunch: 12:00 – 12:30 pm EMS E495
Course Policy: 12:30 – 3:00 pm EMS E130

**Math 98/108** – Hayley Nathan (henathan@uwm.edu)
ALEKS Training: 11:00 am – 12:00 pm EMSE423
Lunch: 12:00 – 12:30 pm EMS E495
Course Policy: 12:30 – 2:30 pm EMS E375

**Math 105** – Dan Hackbarth (hackbar6@uwm.edu)
Lunch: 11:30 am – 12:30 pm EMS E495
Course Policy: 1:30 – 3:30 pm EMS E145
Wednesday, August 29 (continued)

Math 115 – Joseph Franecki (jofran@uwm.edu)
Course Policy: 9:00 – 11:00 am  EMS E425

Math 116 – MJ Whiting (whiting@uwm.edu)
Lunch: 11:30 am – 12:00 pm  EMS E495
Course Policy: 12:00 – 1:15 pm  EMS E408

Math 117 – Steve Augustine (augustin@uwm.edu)
Lunch: 11:30 am – 12:00 pm  EMS E495
ALEKS Training: 1:30 – 2:30 pm  EMS E423
Course Policy: 2:30 – 3:15 pm  EMS E408

Math 175/176 – Xianwei VanHarpen (vanharpe@uwm.edu)
Course Policy: 9:00 – 11:00 am  PHY 152

Math 211 – Larry Schultz (cement1@uwm.edu)
Sections 405, 601-612 10:30 am – 12:00 pm  EMS E159

Math 211 – MJ Whiting (whiting@uwm.edu)
Section 406, 621-629 10:30 am – 12:00 pm  EMS W434

Math 211 – Charlie Duff (cduff@uwm.edu)
Sections 406, 631-636 12:15 – 1:00 pm  EMS E145

Math 231 - Rebecca Bourn (bourn@uwm.edu)
Course Policy: 1:00 – 2:00 pm  EMS E416

Math 232/233 - Rebecca Bourn (bourn@uwm.edu)
Course Policy: 12:00 – 1:00 pm  EMS E416

Gateway TAs - Rebecca Bourn (bourn@uwm.edu)
Training: 2:00 – 3:00 pm  EMS E416

MthStat 215 – Steve Augustine (augustin@uwm.edu)
Course Policy: 9:00 – 11:00 am  EMS E408
Online homework system 12:00 – 1:30 pm  EMS E425

Online Course instructors – Kevin McLeod (kevinm@uwm.edu)
All instructors of all online sections.
Course Policy: 3:30 – 4:30 pm  EMS E416

Department Photos Have your photo taken for our department website and directory posted outside of the main office. This is required for anyone who does not have an existing photo on file.
10:00 am – 3:00 pm, EMS building, Room E495

Thursday, August 30

Preparing for the first week of class, Drs. Van Harpen, Kohlmetz, Mr. Hackbarth
**Mandatory meeting for all ad hoc lecturers and all TAs NEW to Math 105. Recommended for ALL NEW TAs.**
9:30 am – 12:00 pm, EMS building, Room E145 & E159
(TO BE DETERMINED; possibility to be cancelled)

**D2L Training** for instructors who are new to using D2L for their course. Desire2Learn (D2L) is a Web-based course authoring tool which gives students easy online access to course information, grades, quizzes, and many other instructional features. **REQUIRED FOR ALL NEW TAs** - Optional for returning TAs. **Register here:** https://doodle.com/poll/7mucpqnf6zn9ig5t
10:00 – 11:00 am, EMS building, room E423

**Friday, August 31, - Free day**

**Tuesday, September 4 - First day of Classes!**

Additional Information about Orientation Schedule (FOR NEW TA SCHEDULE ONLY):

1. **University-wide Teaching Assistant Orientation and Teaching Conference:** The UWM Center for Excellence in Teaching and Learning (CETL) runs a university-wide teaching and orientation conference for all new TAs. The conference lasts all day on **Monday, August 20** and all morning on **Tuesday, August 21**. Attendance is mandatory. As soon as possible, students should complete CETL’s online registration at: https://uwm.edu/cetl/programs/orientations/2018-graduate-teaching-assistant-orientation/

2. **International Student Orientation:** International students beginning their studies at UWM frequently have special questions and requirements that need to be addressed. To aid in your transition, the Center for International Education has organized a pair of day-long orientation program for international students—all new international students must attend one of them. **You will need to sign up for the orientation on Thursday, August 23.** In preparation for this event, students should check in at the ISSS office (Garland Hall 138) on **August 22** with all immigration documents, letter of offer of employment, and ISSS letter. More information about orientation: http://uwm.edu/cie/international-admissions/newly-admitted-students/international-student-orientation/

3. **Appointments with Graduate Advising Committee:** Each new mathematics, statistics, and actuarial science graduate student will meet individually with a panel of Mathematical Sciences faculty. The topic of discussion will be your course schedule for the 2018-19 academic year. By now you should have already registered for Fall classes. The panel will discuss your schedule and make sure you have made appropriate choices—they may make changes! Be prepared to discuss your mathematical background. Consider bringing a list of textbooks from your undergraduate courses—especially courses in analysis, and abstract or linear algebra. You may even wish to bring those books. Individual appointment times will be emailed soon. Atmospheric Sciences students should discuss their course schedule with their individual advisors.

4. **Department of Mathematical Sciences Teaching Orientation:** Our department makes a substantial effort to prepare all instructors for the classroom. This orientation involves three sessions; the first session is an introduction to developmental math course and good classroom practices; the second session covers teaching assessment; the third session involves practice teaching.

5. **Distribution of Office Keys:** New employees and individuals who received a new office assignment, please see Jane Miles August 20 through August 31, 8:00 am – 4:30 pm, EMS E403

Additional items on the schedule are either self-explanatory or will be explained during the other orientation meetings. We in the Department of Mathematical Sciences look forward to meeting you!