



# Fall 2019 Department Newsletter

Volume 6, Issue 2

## A Message from the Department Chair, Professor Suzanne Boyd



Professor Suzanne Boyd

The end of the semester is a time of high emotions. Instructors may be looking forward to getting their finals over and done, so they can assign grades then take a well-deserved break. They may be happily planning holiday events and/or travel. For students (both undergraduate and graduate), the end of term is likely a time of high stress, at the culmination of a busy semester. Some of them will not be finishing your class successfully, despite their efforts.

This next couple of weeks, I plan to take things one moment at a time, and in every interaction try to remember the other human being is dealing with a whole host of problems most of which I'm totally unaware. Many of our students have financial insecurities or family complications making final exams and the looming holiday season extra stressful.

Our department has the almost unique opportunity to impact nearly every UWM student. On the whole we have developed a pretty positive reputation on campus, as caring educators. I frequently get to hear success stories rooted in our actions, and our instructors and

## Important Dates

**Dec 13:** Study day

**Dec 14, 16-21:** Final Examination Period

**Dec 23:** Fall textbooks are due back to [Kim](#)

**Dec 30:** Final entry deadline for instructor grading

**Jan 2-18:** UWinteriM

**Jan 21:** Spring Semester begins

## Department Holiday Party

The annual departmental holiday party will take place this **Friday, December 13** from **12:00 - 2:00 pm** in EMS building, **E495**.

This is a **potluck party**, in which everyone is advised to bring in their own dish or contribute with \$10. (*Monetary contributions can be given to [Lei](#), [Brendan](#), [David](#), or [Jonah](#)*).

The **white elephant gift exchange** will begin at 1:00 pm. If you would like to participate, please note that

students often earn compliments and awards! This is a great situation to be in, but one we must work every day to maintain. So I'd like to thank each and every one of you for your efforts to provide an excellent education to all of our students, every day all of the fall semester....and request that, in this season of high and low spirits, you continue to see your students each as unique human beings, struggling yet full of potential, and strive to treat each of them, and yourself, with compassion.

Looking forward to seeing you all in 2020!

Best,

Suzanne Boyd



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## Final Exams

View the [Fall 2019 Final Exam Schedule](#).

**Grades must be submitted in PAWS by December 30, 2019 at 4:30pm.**

If you are giving an "incomplete grade", you must complete the Department's incomplete grade form, and return to [Kim's](#) mailbox in E403.

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## Course Evaluations

Course Evaluations have been placed in your mail drawers for the Fall 2019 semester.

*Please remind students to fill in the bubbles **completely**, rather than a check-mark.*

Once completed, a student may drop off the evaluations in a box labeled "**Evaluations**" on a table in the Main Office. If your class ends after the Main Office is closed, they can instead be placed in [Shelby's](#) mail drawer or slid under the office door.

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gifts should be wrapped and inexpensive!

Hope to see you there!

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## Computer & Printer Problems

**Minor concerns:** please contact [Jake](#) in the front office.

**Urgent or major concerns:** please contact L&S-IT via their online request forms:

[Web and Data Support](#)

[Campus Technology Support](#)

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## Front Office Hours for UWinteriM:

**Monday-Thursday:**

8:00 am - 5:00 pm

**Friday:**

8:00 am - 4:30 pm

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## Contact

Reach out to [math-staff@uwm.edu](mailto:math-staff@uwm.edu) with any questions or requests!

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**Join our LinkedIn Group!**

# Travel

As a reminder: If you are travelling or plan to travel in the Spring semester, please be sure to follow the UWM Travel Guidelines.

If you have any pre-travel or travel reimbursement questions, please stop by **Katie's** office (E404).

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## Spring 2019 Updates

- All returning instructors **must** reserve January 15, 2020 for the required course coordinations meetings for spring.



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