

## Re: Making up your missed duties from Fall 2021

Grodzinsky, Klara J <klara.grodzinsky@math.gatech.edu>

Mon 1/10/2022 7:48 PM

To: Schmidt, Maxie D <mschmidt34@gatech.edu>

Hi Maxie,

Yes, I'm coordinating Math 1552 this spring. I can send you the review sheets when we post them to the students (about a week in advance of the quiz). I think it may be best to just have it as a free Q/A, going over the topics they most want to discuss.

This will be very helpful, so thank you for the idea of running review sessions!

Best wishes,  
Klara

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*she/her*

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**From:** Schmidt, Maxie D <mschmidt34@gatech.edu>

**Sent:** Monday, January 10, 2022 4:35 PM

**To:** Grodzinsky, Klara J <klara.grodzinsky@math.gatech.edu>

**Cc:** Mayer, Gregory S <greg.mayer@gatech.edu>; Yu, Xingxing <yu@math.gatech.edu>; Stanley, Kimberly D <kimberly@math.gatech.edu>; Pereira, Rayshma <rpereira32@gatech.edu>; Reikes, Stephanie S <sreikes7@gatech.edu>

**Subject:** Re: Making up your missed duties from Fall 2021

Klara,

That sounds great. Thank you for being accommodating while I was I'll last semester. I am meeting with Greg tomorrow about the 4HCR script.

Are you teaching Math 1552 this semester? Also, what format should the review sessions take: free QA, or just working with students through the prepared list of problems?

MDS

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**From:** Grodzinsky, Klara J <klara.grodzinsky@math.gatech.edu>

**Sent:** Monday, January 10, 2022 3:54:40 PM

**To:** Schmidt, Maxie D <mschmidt34@gatech.edu>

**Cc:** Mayer, Gregory S <greg.mayer@gatech.edu>; Yu, Xingxing <yu@math.gatech.edu>; Stanley, Kimberly D <kimberly@math.gatech.edu>; Pereira, Rayshma <rpereira32@gatech.edu>; Reikes, Stephanie S <sreikes7@gatech.edu>

**Subject:** Making up your missed duties from Fall 2021

Dear Maxie,

I hope you are feeling well and starting off the semester on a more positive note.

Greg, Stephanie and I met to discuss how you can make up your missed duties from the Fall 2021 term. Please note, since you were supported as a GTA, you were already paid for this time that you owe to the SoM. However, since you were unable to fulfill your fall duties, you still owe us 2 hours/week of time this spring. We will break down your duties as follows:

- You may hold a 2-hour review session for Math 1552 students the night before each of the major quizzes and the final exam (we are not having "midterms", but four half-hour quizzes). I will send you the review sheet so you can prepare in advance. Quizzes are on Wednesdays, so you can hold these sessions online on Tuesdays. Please coordinate with me to send me the links ahead of time for the students. The dates that you will need to hold these sessions are as follows:
  - Tuesday, February 8
  - Tuesday, March 1
  - Tuesday, March 29
  - Tuesday, April 19
  - Wednesday, April 27 (the final exam is on Thursday, April 28)
- On the other weeks of the semester (when 1552 does not have a review session), beginning this week, and excluding only the spring break week of March 21-25, you will spend 2 hours each week helping Greg with coding. If you finish the 4-credit hour program, we have some more ideas for programs that you can work on.
- If you miss any of these responsibilities, your pay will be docked accordingly, as you have been paid already for this time.

Please let us know if you have any questions.

Best wishes,  
Klara

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