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TO: Faculty and staff
FROM: Simon Tavener, Chair, Department of Mathematics
RE: Scheduling of rooms in Weber
DATE: September 30, 2004

Dear Colleagues,

Due to crowding of graduate students in the basement of Weber and ongoing problems with noise in such an open space, we are trying to limit the use of basement rooms as regular classrooms and to use these rooms for group office hours and reviews instead. In order to make better use of graduate student time some of the multiple section courses are experimenting with group office hours in order to ensure an adequate clientele, and these rooms are in high demand. The principal uses of departmental rooms in Weber are as follows.

Weber 9 – office hours and reviews
Weber 14 – office hours and reviews
Weber 105 – meetings, special exams for individual students
Weber 117 – faculty meetings, grading, math club, seminars
Weber 130 – classes, grading, seminars
Weber 223 – classes, seminars (scheduled by Georgeann Venis, CNS Deans Office)