

# Memorandum

## Florida State University Department of Chemistry

DATE: March 26, 2018  
TO: Chemistry Graduate Students  
FROM: Stephanie R. Dillon, Coordinator of General Chemistry Laboratories  
SUBJ: **TA Preferences for Summer 2018 Term**

We are starting to make the teaching assignments for the Summer 2018 term. We are soliciting your preferences for teaching assignments. Be aware that these are only preferences; we may need to place you in a course other than your first choice. Please fill out the following and either email it to me or return it to my box in the main office as soon as possible - not later than 5 PM, Wednesday, March 29<sup>th</sup>, 2018.

NAME: \_\_\_\_\_

My 2 most recent teaching assignments were:

\_\_\_\_\_ during the \_\_\_\_\_ semester.

\_\_\_\_\_ during the \_\_\_\_\_ semester.

The two columns below are separated into lab, recitation and specialist positions. The number of positions available for each are shown in bold. Circle your preferred laboratory to teach in column one and circle your preferred course to teach in column two. Only circle one course / position in each column.

Column I Lab Positions	Column II Recitation Positions
BCH4053L (Biochemistry Lab/Grader) <b>3</b>	CHM1045 (Gen Chem I Recitation) <b>2</b>
BCH3023L (Survey of Biochem Lab/Grader) <b>3</b>	CHM1046 (Gen Chem II Recitation) <b>2</b>
CHM1045L (Gen Chem I Lab) <b>3</b>	CHM2200 (Survey Org Recitation) <b>2</b>
CHM1046L (Gen Chem II Lab) <b>4</b>	CHM2210 (Organic I Recitation) <b>3</b>
CHM2200L (Survey Org Lab) <b>3</b>	CHM2211 (Organic II Recitation) <b>3</b>
CHM2211L (Organic Lab) <b>14</b>	<b>Specialist Positions</b>
CHM3120L (Intro to Analytical Lab/Grader) <b>2</b>	Laboratory Floor Support <b>7</b>
CHM4130L (Advanced Analytical Lab/Grader) <b>5</b>	NMR Teaching Support <b>3</b>
CHM4410L (Physical Chemistry Lab/Grader) <b>2</b>	Biochemistry Grader <b>2</b>
CHM4610L (Inorganic Chemistry Lab) <b>1</b>	CHM1020C <b>4</b>
	Lab Development <b>3</b>