



## General Information and Resources:

### Spring 2023 LA Courses:

**BIO** 140A, 140B, 230, 270, 271  
**CS** 100, 101, 201, 301  
**MATH** 110, 115, 118, 120, 125, 130  
**PHYS** 115, 125, 126, 135, 136  
**STAT** 100, 101, 110, 310

### Drop-in Hours Schedule:

<https://www.csueastbay.edu/stemlab/drop-in-hours/index.html>

### CSCI Faculty Resources

1. Click [here](#)
2. Request access

### Contact:

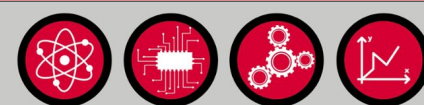
**Michele de Coteau, Ph.D.** (she/her/hers)  
**STEM LAB Coordinator**  
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South Science (SC-S) 142  
College of Science

### Reminder: LAs CANNOT

- ➖ Work during finals week or Spring recess
- ➖ Grade assignments
- ➖ Proctor Exams
- ➖ Teach new material
- ➖ Exceed 10-12 hours work per week

### Professors, please:

- ✓ Acknowledge and involve your LA during each class meeting
- ✓ Post your LA's drop-in schedule online and in Canvas
- ✓ Encourage students to visit with LA
- ✓ Schedule weekly check-ins/planning sessions with your LA



## STEM LAB

A learning community for students taking courses in:  
Science, Technology, Engineering & Mathematics

### ROOMS

Math/Statistics:  
SC-S 142

Biology, Physics &  
Computer Science:  
SC-S 149

### HOURS

In-person:  
M-Th 9am-5pm  
Friday 9am-12pm

Online hours—join on Zoom  
<https://csueb.zoom.us/j/899904493>

M-Th 5pm-7pm  
Friday 9am-12pm


### SERVICES

- LA drop-in hours
- Study Space
- Textbook use
- Calculator rentals (day and semester-long rentals)
- In-lab use of computers and iPads

### STEM LAB Website:

<https://www.csueastbay.edu/stemlab/index.html>

Spring 2023 LA & STEM LAB Calendar: <https://csueb.zoom.us/j/88456622466>

Faculty/LA Orientation 1/11	<ul style="list-style-type: none"> <li>10:00 am New Faculty Orientation</li> </ul>	<ul style="list-style-type: none"> <li>10:30am-12pm All Faculty &amp; LAs Meet</li> </ul>
Week 1 1/17- 1/20	<ul style="list-style-type: none"> <li>First day of class</li> <li>Thursday 1/19 12:20pm-1:05pm- LA Staff Meeting</li> </ul>	<ul style="list-style-type: none"> <li>Allow time for LA introduction(s)</li> <li>Share LA drop in hours</li> <li>If possible, allow LA to conduct a quick icebreaker</li> </ul>
Week 3 1/30- 2/3	<ul style="list-style-type: none"> <li>Thursday 2/2 12:20pm-1:05pm- Course Team Check-Ins</li> </ul>	<ul style="list-style-type: none"> <li>Check in with TAs, LAs, and STEM Leadership</li> <li>Mandatory for TAs; Faculty strongly encouraged to attend</li> </ul>
Week 5 2/13- 2/17	<ul style="list-style-type: none"> <li>Thursday 2/16 12:20pm-1:05pm- LA Staff Meeting - Teacher Ed</li> <li>LA exam study sessions begin</li> </ul>	<ul style="list-style-type: none"> <li>Allow time for LA to announce study session day and time; encourage and remind students to attend</li> </ul>
Week 7 2/27- 3/3	<ul style="list-style-type: none"> <li>Thursday 3/2 12:20pm-1:05pm- Course Team Check-Ins: Including Students with Disabilities</li> <li>LA study sessions continue</li> <li>LAs distribute STEM LAB survey to students</li> </ul>	<ul style="list-style-type: none"> <li>Help promote and remind students of LA study sessions and drop in hours</li> <li><b>Allow a few minutes in class for students to take survey- this gives us a much higher response rate!</b></li> </ul>
Week 8 3/6 - 3/10	<ul style="list-style-type: none"> <li>LA feedback survey distributed to faculty.</li> </ul>	 <p><b>3/14 Join us in the STEM LAB to celebrate Pi Day!</b></p>
Week 9 3/13 - 3/17	<ul style="list-style-type: none"> <li>Thursday 3/16 12:20-1:05 - LA Staff Meeting - Illumina Panel</li> <li>Faculty feedback survey due</li> </ul>	
<b>Spring Recess: STEM LAB closed; LAs do not work</b>		
Week 11 4/3- 4/7	<ul style="list-style-type: none"> <li>Thursday 4/6 12:20-1:05 - Course Team Check-Ins</li> </ul>	<ul style="list-style-type: none"> <li>Allow time for LA to announce study session day and time; encourage and remind students to attend</li> </ul>
Week 14 4/24- 4/28	<ul style="list-style-type: none"> <li>LA final exam study sessions may begin</li> </ul>	
Week 15 5/1- 5/5	<ul style="list-style-type: none"> <li>Thursday 5/4 12:20-1:05- Course Team Check-Ins</li> <li><b>LAs' last day- Sunday 5/4</b></li> </ul>	

**Week 16 5/8-5/12**  
**Final Exams: LAs do not work, hold drop-in hours, or proctor exams.**