

## Cognitive Science Department Useful Contacts for TAs and IAs

Area of concern	Contact	Title	Office	Email
Provides training and advice to new TAs and IAs and may be consulted on best practices  TA welfare, and fair, respectful treatment	Drew Walker	Faculty Advisor TAs	CSB 245	dehoffma@ucsd.edu
Provides training and advice to TAs and may be consulted on TA best practices.	Betina Karshaleva	Head TA	CSB 225	bkarshal@ucsd.edu
Manages the quarterly TA assignments;  oversees the IA evaluation process	Quynh Dieu	Instructional & Staffing Coordinator		qdieu@ucsd.edu
Assists with reserving a Dept space (e.g. for a make-up exam)	Charmaine Lising	Undergrad Advisor	CSB 140	cogsadvising@ucsd.edu
High-level issues that don't fit into any of these other categories	Thanh Maxwell	Student Affairs Manager	CSB 144	tmaxwell@ucsd.edu

IT support	Sera Barron	IT support		<a href="mailto:sscf-cogsci@ucsd.edu">sscf-cogsci@ucsd.edu</a>
Issues w/ Canvas, podcasting, iClickers, classroom technology problems (non-department tech issues)		Educational Technology Support	AP&M 2101	<a href="mailto:canvas@ucsd.edu">canvas@ucsd.edu</a> <a href="mailto:zoom@ucsd.edu">zoom@ucsd.edu</a> <a href="mailto:kaltura@ucsd.edu">kaltura@ucsd.edu</a>
Provides training, support, and facilitation for instructor and TAs	Engaged Teaching Hub			<a href="https://commons.ucsd.edu/educators/index.html">https://commons.ucsd.edu/educators/index.html</a>

Check out the [Resource Guide for IAs](#) (online handbook) from Engaged Teaching, Teaching + Learning Commons for information on:

- ❖ Teaching Strategies
- ❖ Nuts and Bolts: Classroom and Scheduling Logistics
- ❖ Resources and Support (in academics and beyond)