

MEMORANDUM

March 1, 2009

*As agreed
March 2, 2009
Bruce Mitchell*

To: Amit Chakma, Vice-President, Academic & Provost
From: Bruce Mitchell, Chair, Graduate Student Support Advisory Committee
Cc: Members, Graduate Student Support Advisory Committee
Alan George, Associate Provost, Graduate Studies
Jane Manson, Director, Finance
Re: 2009/10 TA and Scholarship Support; Minimum Funding Level for Doctoral Students

The Graduate Student Support Advisory Committee* met on January 19 and February 6 to consider the 2009/2010 increase in the TA rate and the distribution of the funds across TA support, UW Graduate Scholarship and the Millenium Bursary. It also conducted the first annual review of the minimum funding level for doctoral students.

Motion 1: Increase TA expenditures by 3% effective May 1, 2009.

3% is equivalent to the scale increase for faculty and staff. Further, to improve accuracy, the committee accepted a recommendation from Institutional Analysis & Planning to apply the increase to the actual TA expenses two years prior instead of using the current year's estimated TA expenses.

Motion 2: Of the \$428,000 (3% of the 2007/08 TA actual expenses) available, \$370,000 will be put toward TA support: one third (\$123,330) toward Graduate Experience Awards and two-thirds (i.e., \$246,670) toward TA rates ('pay-per-service' portion; from \$27.00 per hour to \$27.70), with the remainder of the funds (i.e., \$58,000) allocated to the UW Graduate Scholarship Fund.

Motion 3: Increase the minimum level of funding for graduate students to \$19,650 (from \$19,000) effective May 1, 2010.¹

With respect to the minimum funding level for doctoral students, members agreed that postponing the increase to May 2010 is in recognition of the fact that the minimum level of funding only came into effect in January 2009; suggesting a further increase in May 2009 seems unreasonable. However, to prevent a decline in funding, the increase takes into account the time period between the last increase and the next one (16 months as opposed to the usual 12 months; increase is based on a calculation of the change in expenses for graduate students which is a combined estimate of tuition, housing and other fee increases).

The assumptions on which the recommendations are based are attached.

*Committee Membership

Bruce Mitchell
Andrew Robertson
Craig Sloss
Michael Kani
Paul Parker

Rich Hughson
Terry McMahon
Mary Jane Jennings (Resource)
Trenny McGinnis (Secretary)

¹ for clarity, this applies only to doctoral students. (May 5, 2010). *mm*

**University of Waterloo
Graduate Student Support
Allocation Worksheet**

Available Funds	2009/10	
Estimated TA Expenditures	14,283,000	Based on actual 2007/08 Expenditures
Increase	3.00%	
Total Available Funds for 2007-08	428,000	Amount to be allocated to scholarship and/or bursary funds and TA rate increase.

You can distribute funds by setting an increase for the TA rate in panel A OR by distributing funds in Panel B to the UW Graduate Scholarship and/or Millennium Bursary with the remaining funds to be used for the TA rate increase.

Panel 1	
Proposed TA Pot Increase	2.6%
Amount available to TA rate and experience awards	370,000
One-third A for Graduate Experience Awards	123,330
Two-third A for TA rate	246,670
Remaining for distribution to scholarship and bursary funds	58,000

A

B

C

D

Panel 2--sum not to exceed D			
Allocations	2008/09 Budget	Proposed Increase	2009/10 Budget
UW Graduate Scholarship	1,830,000	58,000	1,888,000
Millennium Bursary	520,000	-	520,000

Check Distribution:

Available for TA Rates	246,670		
TA Expenditures last year	9,522,000		
Increase in the TA Rates	2.6%	New TA rate	\$27.70

Notes:

1. The Available Funds section is based on final TA expenditures for 2007/08 and a proposed 3% increase discussed at GSSAC.
2. The TA pot amount is that to be allocated to the TA rate increase and graduate experience award (previously called the TA scholarship).
3. The 2008/09 scholarship and bursary amounts shown are the current budgets for these funds.
4. The GSA members need to advise on the actual allocations preferred and can make the changes, as appropriate to the proposed increases. (blue cells)

If you have any questions, please contact Mary Jane Jennings, IAP, (mjennin@uwaterloo.ca) Ext 36029