

Employment of Graduate Students – Special Arrangements

Beginning May 1, 2008, the following arrangements for compensation of teaching assistants was implemented.

Hourly Rate: *the TA rate will be \$27 per hour, plus vacation pay.*

Hours per Term: *the number of hours of service per term for one TA unit will be between 100 and 160 hours. A half TA unit may be awarded. Ideally, each Faculty should have a common number of hours of service per TA unit; failing that, uniformity must be sustained at the department/school level.*

In the past, graduate students have been employed for periods shorter than the number of hours that constitute a half TA unit. Examples include proctoring and/or marking exams or marking major assignments that are submitted at the end of term. Strict interpretation of the hours-per-term agreement above precludes this from occurring, causing difficulty for some departments and depriving graduate students from earnings they might otherwise receive.

Departments/schools are strongly encouraged to group TA tasks together so that at least a ½ TA unit can be awarded. However, it is recognized that this may not always be possible. Through discussions with the Graduate Student Association, it has been agreed that in special circumstances such as those described above, it is permissible to employ graduate students for periods less than the prevailing ½ TA unit, provided that the student is paid the normal hourly rate and care is taken that the number of hours contracted matches the amount of work expected. In order to provide some monitoring, at the conclusion of a short-term contract, the TA shall report the number of hours worked on the tasks. If the number of hours reported exceeds the number of contracted hours by more than ten percent, then the Graduate Officer shall review the situation to determine if additional compensation is warranted.

Graduate Operations Committee
October 23, 2008

Deans Council
October 29, 2008

Graduate Student Relations Committee
November 5, 2008