Student Academic Appointments
ACA-16

About This Policy

Effective Dates:
04-11-1978

Last Updated:
11-11-2021

Responsible University Administrator:
University Faculty Council

Policy Contact:
Campus Chief Officer for Academic Affairs

Scope

All graduate students who hold academic appointments. This policy does not apply to temporary hourly employees who happen to be in graduate or undergraduate programs.

Policy Statement

1. Student academic appointments must be appropriate to the student’s qualifications and duties assigned. Eligibility requires continuing progress towards a degree. All student academic appointments are necessarily part-time and temporary.

2. Associate Instructors
   Associate Instructors are graduate students who are part-time appointees and who engage in activities typical of a teacher. An Associate Instructor is responsible for assigning grades for at least a portion of a course and has direct contact with students. Typical activities include, but are not necessarily limited to lecturing, tutoring, and laboratory instruction.

3. Other Student Academic Appointments
   Students may hold academic appointments as Research Assistants, as Graduate Assistants, and as Faculty Assistants.

Definitions

Associate Instructor: A graduate student who is employed as a teacher and engages in activity as a teacher, providing the employee has responsibility for assigning grades for at least a portion of a course and has direct contact with students.

Research Assistant: A graduate student who is engaged in or assists with original, professional-level research.

Graduate Assistant: A graduate student who, in an academic department or in an administrative office, assists in work associated with the duties of faculty members or administrators, such as library searches, curricular development, or paper grading, and who is not an Associate Instructor, Research Assistant, or Faculty Assistant.

Faculty Assistant: A graduate student who holds an academic appointment and performs non-teaching services in an instructional program, where the services are equivalent in importance to those performed by Associate Instructors.

History

This policy was adopted by the UFC on April 11, 1978, and was updated on November 11, 2021.