

Teaching Assistant Orientation

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OFFICE OF
**GRADUATE
EDUCATION**



Topics

- Overview
- Innovative Learning Institute/Teaching & Learning Services
- Resources and Services for Deaf & Hard-of-Hearing Students
- Academic Integrity & Plagiarism
- Title IX
- Q&A/Orientation Feedback

Thank You!

- All of today's presenters
- Anne Marie Canale and Cheryl Herdklotz (FCD)
- Sign Language Interpreters

Graduate Teaching Assistants

- Graduate teaching assistants (GTAs) are appointed to assist a lead faculty member with the teaching of a undergraduate class, laboratory or studio.
- GTAs must be matriculated and full-time (9 credits) in a Masters or PhD program.
- Lead faculty member remains responsible for conducting class and assigning grades.

Graduate Teaching Assistants

- GTAs are exempt employees, paid a salary through regular semi-monthly payroll process.
- GTAs are expected to prepare by participating in a workshop/course designed to introduce them to teaching at RIT.

Role of Graduate Teaching Assistants

- Conduct four hours per week of classroom instruction
- Set up and lead a studio or laboratory
- Post materials in *MyCourses* and respond to students' verbal and electronic questions
- Assist in grading student work
- Tutor students
- Hold regular office hours
- Assist with the administration of a course

Role of Lead Faculty

- Ensure that the GTA has the content knowledge and capability to meet expectations
- Supervise and mentor GTA
- Provide specific course information (e.g. course outline, syllabi, text, etc.)

Benefits of the GTA Experience

- Teaching experience
- Development and leadership opportunity
- Financial support
- Provides a credential on resume/CV
- Makes GTA a better student
- Helps other students
- Helps establish/refine time management skills
- Assists with making career decisions

Challenges of the GTA Experience

- Preparation and effort needed for success
- Dealing with difficult students
- Negative course evaluations
- Increased amount of responsibility/work
- Stage fright due to limited/no presentation experience
- Time management

Securing a GTA Position at RIT

- GTAs may be pre-assigned within your program as part of your financial support
- Let your Graduate Director know if you are interested in a GTA
- Check with the student employment office to find out if there are GTA positions available in other colleges/degree granting units at RIT

Graduate Assistantships – Important Contacts

- Student Employment Office <https://www.rit.edu/emcs/seo/>
- Controller's Office
https://www.rit.edu/emcs/seo/sites/rit.edu.emcs.seo/files/docs/2_Graduate%20Assistant%20Employment%20Policies%20and%20Job%20Classifications.pdf

Questions?