

Guiding principles and criteria for hiring Graduate Teaching Assistants and Student Assistants

This document is intended to guide Faculty in hiring students. Specifically, it outlines principles and criteria for determining the appropriate contract Student Assistant vs Graduate Teaching Assistant. The delineation between Student Assistant and GTA can be guided by who the assistant is supporting. If the support is primarily to the faculty member, that support is provided by a Student Assistant. If the support also involves feedback to the student, that support is provided by a GTA. Where both of these forms of support occur simultaneously in a course, the support is provided by a GTA.

Marking involves simple question/answer and no feedback to students. A marking rubric is provided by the instructor.	Student assistant
Marking involves some short answers, with little to no feedback provided to students. A marking rubric or template is provided by the instructor.	Student assistant
Marking or proctoring exams involves substantive feedback to students, with the intent of guiding the student.	GTA
Students have the opportunity to resubmit work based on comments from the marker.	GTA
Marker holds office hours or other ways to communicate with students with the intention of providing support.	GTA
Assistant duties include collection of specimens, or lab set up and take down, with no interaction with students, or design of lab content.	Student assistant