

**Texas Southern University  
The Graduate School**

**Proposed University Graduate Fellowships**

Currently, the University has no centralized means of providing support for graduate students. Individual programs have provided assistantships based on specialized funding, grants, and in a few cases use of state instructional money for teaching assistantships. The Graduate School proposes to create University Assistantships which will be open to all students enrolled in the Graduate School. The assistantships will be useful in recruiting high quality students to our graduate programs and in rewarding high performing students and allowing them to complete their degrees on time. They will also allow programs to utilize graduate students as teaching and research assistants. These assistantships will supplement, not replace, existing arrangements in units for the support of graduate students.

**Eligibility**

- Students must be enrolled full-time in the Graduate School (nine semester hours).
- Students must be unconditionally admitted to the Graduate School.
- Students must be nominated by their departments for University Assistantships.
- Students receiving University Assistantships will work up to 20 hours a week as teaching, research or administrative assistants as designated by their academic units.

**Conditions**

- Students awarded University Assistantships will receive approximately \$25,000 for the academic year (cost of attendance for graduate students for 2009-2010 is \$23,878 for in-state tuition which all assistants will pay).
- Tuition and fees will be deducted from the award.
- Students must have their own health insurance (student insurance is available for a modest charge each semester through the Student Health Center).

**Nominations**

- Each graduate program will have the authority to nominate candidates for the assistantships.
- Nominations for the next academic year will be due March 1 of each year on the nomination form provided by the Graduate School.
- Nominations must include a work plan for the assistantship and name a faculty supervisor for the student. For example, a teaching assistant would be assigned to specific classes for both terms; a research assistant would be assigned to a specific project.
- A committee appointed by the Dean will consider all the nominations and name both recipients and a waiting list by April 15.

- The committee will consider the academic record of the student, the strength of the nomination by the department, and university needs.
- Assistantships that are declined will be offered to nominees on the waiting list until all the assistantships have been awarded.

### **Teaching Assistantships**

Teaching assistants (TA) are graduate students who have direct student contact in a formal instructional setting but who do not have primary responsibility for teaching a course for credit; they perform under the instructor's direct supervision and provide general assistance to the instructional process. Teaching assistants may not be listed as instructor of record though they may lecture.

(The support of teaching represented by Teaching Fellows, Teaching Assistants, and Instructional Assistants is intended to assist faculty instruction. The primary teaching responsibility of the university is vested in the faculty. Students are not allowed to enroll in courses for which they are assigned assistantship responsibilities.)

A graduate or professional student employed in a position with student contact is required to meet the university requirements for English language proficiency.

The use of teaching assistantships should benefit the University by allowing the University to offer larger sections of popular introductory courses taught by qualified, experienced faculty. Sections with teaching assistants should normally have at least 100 students in them. A section with a teaching assistant should be taught by an experienced member of faculty. Teaching assistants should assist with grading, hold-out-of-class review sessions, on occasion conduct class, and generally assist the assigned instructor.

Such policies apply to both assistantships funded by the University and by units using other funds.