

**Graduate Council**  
**March 6, 2019**  
**KC 401**  
**Minutes**

Present: Mohammed Aledhai, Bill Bailey, Tridib Bandyopadhyay, Jane Brannan, Darren Crovitz, Joe DeMaio, Kathleen Gaylord-Miles, Juanne Greene, Meng Han, Sherrill Hayes, Rebecca Hill, Shannon Howrey, Martin Hudson, Thierry Leger, Lin Li, Brandon Lundy, Irene McClatchey, Cherilyn McLester, Natalia Meneses, Lisa Park, Susan Raines, Melinda Ross, Brian Rutherford, Deborah Smith, Evelina Sterling, Chris Totten, Cynthia True, Xiahohua Xu, Chi Zhang

Meeting called to order at 2:00pm.

- 1) Presentation of the Faculty Proposal Workshop for Graduate Assistantships
  - a) See Attached for PowerPoint presentation
  - b) Former and current review committee members in the audience and commenting were Sherrill Hayes, Cherilyn McLester, and Doug Moodie.
  - c) David Baugher conducted 6 sessions across both campuses over the last two weeks and had 8 graduate faculty attend.
  - d) Comments and Questions included:
    - i) Need representation from all colleges
      - (1) Reviewers recuse themselves from their own department (always) and from their own college (some)
      - (2) Proposals are to be written to an intelligent but broad audience from many different disciplines, but not your own discipline.
      - (3) Reviewers suggest that you write the description so that your grandmother would understand it.
    - ii) This should be part of shared governance
      - (1) Review committee does not report to GPCC. The Graduate College uses the GPCC Executive Committee because they have easy access to them. The review task is outside of their commitment to the GPCC.
      - (2) Distribution of graduate assistantships is a matter of how The Graduate College spends its funding for GA stipends. This is similar to how any department or college across campus decides to spend their funds.
      - (3) The purpose of the GA stipend funding is to “bootstrap” faculty in working towards gaining external funding.
    - iii) There should be an allocation or distribution model according to size/enrollment of program
      - (1) There are enough GAs from The Graduate College funding for about 1 in every 15 graduate students to have an assistantship. This would mean that the College of Education, with 1,000+ graduate students, would get roughly one third of all positions. The College of Business and the College of Computer Science and

Software Engineering combined would have another one third. The rest of campus would get the last third. Therefore, many positions that current exist in the other colleges would likely not be available under an allocation model.

- iv) Discussion of if reviewers consider if previous funded positions actually accomplish what they set out to do.
  - (1) Currently we rely on self-reporting by proposers in the proposal application where it asks to tell what you accomplished with your previously funded assistantships.
  - (2) Suggestion by Susan Raines that we add “did you accomplish what you stated?” on the end of semester evaluation.
  - (3) David Baugher stated that ideally, we would review each of the nearly 300 assistantship positions at the end of each semester to see that goals were accomplished. However, there is not enough bandwidth to do that. However, may start doing a sampling.

Meeting adjourned at 3:10pm

# The KSU Graduate Assistantship Program

Faculty Proposal Workshop

February/March 2019

David Baugher



# Agenda

- How Funding Works
- Which Forms/Route to Use
- Review Process and Rubric
- Sample Proposals
- Faculty Reviewer Comments
- FAQ's

# Which Forms/Route to Use

## Three Routes:

### **1. Competitive Review**

To fund graduate students assisting faculty in pursuing funded external research.

### **2. Pre-Arranged**

To arrange for graduate students to participate in strategic activities directly benefitting the university graduate enterprise, that may not be purely research, including teaching assistants.

### **3. Other Funding**

To fund graduate students assisting faculty in research or other strategic initiatives that is funded by a source other than The Graduate College.



# Types of Assistantships

## Two Types:

### 1. GRA - Research

Work predominantly involves assisting a faculty member with academic research. Must be related to the student's academic program.

### 2. GTA - Teaching

1. Teaching a course(s) and listed as the "Teacher of Record" (TOR).
2. Assisting a faculty member with a course "Teaching Assistant" (TA).

## Review Process and Rubric

Proposals reviewed by faculty committee (GPCC Executive Committee).

Rubric: <https://gradassistantships.kennesaw.edu/faculty/rubric.php>

Goal is for student to have a meaningful experience that aligns with their academic program and for the university to receive a return on the investment (stipend and tuition waiver).



# Types of Assistantships

## Tiers – Fall and Spring

Tiers	Hrs Worked per Week	Stipend Amount per Semester	Tuition Waiver per Semester
I	10 hrs/week	\$2,200 per Semester	Max 6 hrs waived
II	15 hrs/week	\$3,850 per Semester	Max 9 hrs waived
III	20 hrs/week	\$5,500 per Semester	Max 12 hrs waived
IV- Pre-Arranged	Max 20 hrs/week	Negotiated	Max 12 hrs waived

## Summer

Hours worked: I = 10-20; II = 21-30; III = 31-40.

Do not have to be enrolled in Summer. However, if enrolled, must be max 20 hours work.

Stipend and number awarded depends on what is left in the budget from Fall/Spring.





# Sample Proposals

Sample Proposals



# Faculty Reviewer Comments

Faculty Reviewer Comments



**Questions?**



Website:

<https://gradassistantships.kennesaw.edu>

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