

IPFW GRADUATE STAFF APPOINTMENTS AND MINIMUM SALARIES 2009-2010

Graduate Staff Appointment Categories

Graduate Teaching Assistant: The responsibilities of the Graduate Teaching Assistant include tasks related to the instruction of students. Graduate Teaching Assistants will have primary responsibility for a course, a section of a course, a recitation section, or a laboratory section.

Graduate Research Assistant: A Graduate Research Assistant performs duties related to a research project or program under the guidance and direction of specific faculty members. Generally, these positions are funded by outside sources, although some special funding opportunities may exist from the Office of Research and External Support or the Office of Graduate Studies.

Graduate Administrative/Professional: Duties that are generally administrative and/or professional in nature and are assigned to a graduate student staff member fall within the purview of a Graduate Administrative/Professional. For example, a Graduate Administrative/Professional might have responsibilities in a library, a development office, Intercollegiate Athletics, or the Office of the Dean of Students that are unrelated to the instruction of students in a course. Graduate staff with athletic coaching or academic advising responsibilities should be classified as Graduate Administrative/Professionals. Graduate Administrative/Professionals are permitted in academic areas.

Graduate Aide: The responsibilities of the Graduate Teaching Aide include tasks related to the instruction of students. Graduate Teaching Aides *will not* have primary responsibility for a course, a section of a course, a recitation section, or a laboratory section. A Graduate Teaching Aide might serve as a tutor or provide assistance to a faculty member, with such tasks as grading papers, preparing hand-outs, placing materials on the Web, or assisting in clinical assignments. The responsibilities of the Graduate Aide may also include administrative and/or professional tasks in support of various non-instructional activities.

Minimum Salaries

POSITION TITLE	ACADEMIC YEAR - <u>MINIMUM</u> SALARY PER APPOINTMENT LEVEL				SUMMER - <u>MINIMUM</u> SALARY PER APPOINTMENT LEVEL PER SUMMER SESSION (Summer 10)	
	.25 FTE (3Credits/semester or 10 hrs/week)	.50 FTE (6 Credits/semester or 20 hrs/week)	.75 FTE* (9 Credits/semester or 30 hrs/week)	1.00 FTE* (12 Credits/semester or 40 hours/week)	.50 FTE (3 Credits or 20 hrs)	1.00 FTE* (6 Credits or 40 hrs)
<i>GTAs calculated with Credits All others calculated with hours</i>						
Graduate Teaching Assistant	\$6,370.00	\$12,740.00	\$19,110.00	\$25,480.00	\$3,185.00	\$6,370.00
Graduate Research Assistant	\$6,370.00	\$12,740.00	\$19,110.00	\$25,480.00	\$2,125.00	\$4,250.00
Graduate Administrative/ Professional	\$6,370.00	\$12,740.00	\$19,110.00	\$25,480.00	\$2,125.00	\$4,250.00
Graduate Aide	\$4,315.00	\$8,630.00	\$12,945.00	\$17,260.00	\$1,440.00	\$2,880.00

*Appointments above .50 FTE require approval of the IPFW Director of Graduate Studies before an offer is made.