



WICHITA STATE  
UNIVERSITY

*GRADUATE SCHOOL*

# Graduate Teaching Assistantship (GTA) Workshop

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# Types of Assistantships

- GRA – graduate research assistant
- GA – graduate assistant
- GTA – assisting and direct instruction

# Your new role in the university

- ☒ two roles
  - ☒ Student
  - ☒ Instructor



- ☒ advantages





# Assisting GTAs

- Help faculty with preparing lectures and course materials
- Development and/or monitoring of examinations
- Facilitate group discussions or laboratory experiments
- Grade examinations (but not assign end of semester grades)

# Direct Instruction GTAs

- “Stand-alone” teachers → instructor of record
- Preparation of course lectures, laboratory assignments & course materials





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# Standards of Behavioral Conduct for all GTAs



# New expectations and responsibilities

You are no longer evaluated as just a student...

- #1 Higher Standard of Conduct
- #2 Student Interaction
- #3 Power and Authority
- #4 Academic Honesty

# #1 Held to a higher standard of conduct

- ☒ Becoming a public figure
- ☒ Ambassador



## #2 Student Interaction



- ☑ Your friends as students
- ☑ What about students you hate?
- ☑ Intimate relationships?
- ☑ 3.06 Sexual Misconduct, Sexual Harassment, Relationship Violence and Stalking Policy
- ☑ YOU are a “responsible employee” as an instructor (student rights too)

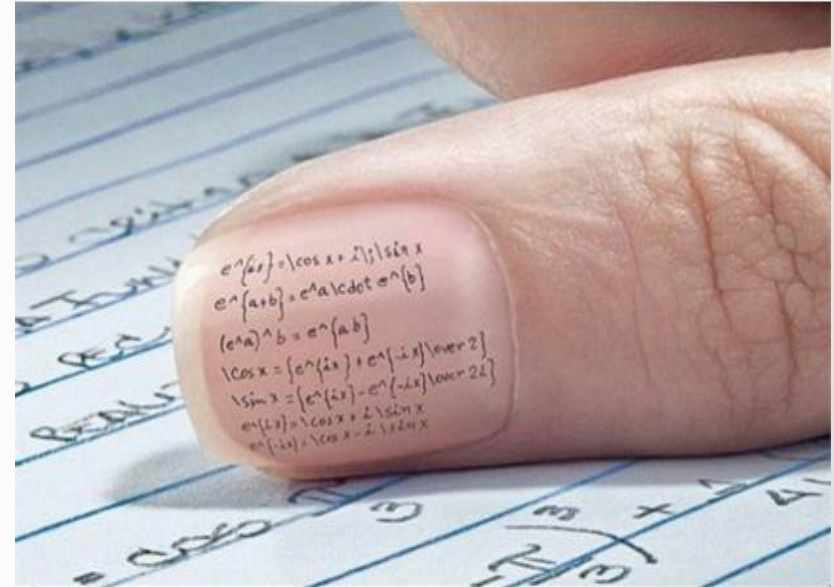


## #3 Power and Authority

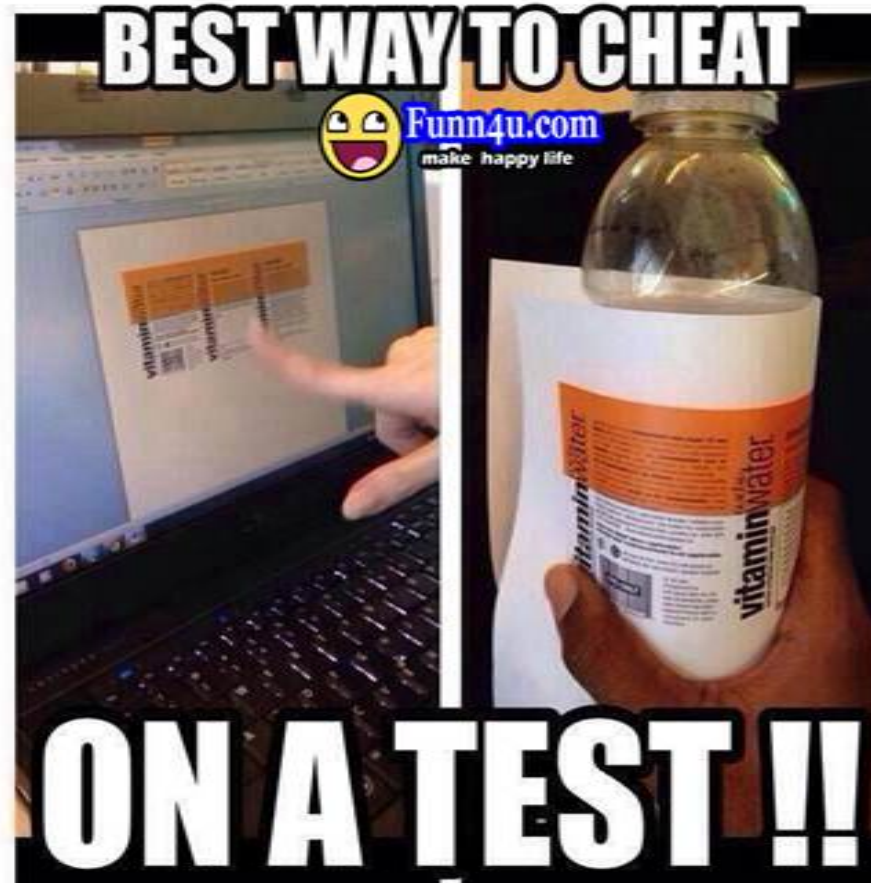
- Never underestimate the amount of trust students place in you or the power you have to influence their views and self-esteem (Advice from Dr. Wilks's WSU mentor).
- Title IX and more!

## #4 Academic Honesty

- Honesty and objectivity are the foundation of the academic community
- Plagiarism – zero tolerance
- Policy 2.17



Be aware!





# Policies and Procedures

- 2.17 Student Academic Integrity
- 3.02 Notice of Nondiscrimination
- 3.06 Sexual Misconduct, Sexual Harassment, Relationship Violence and Stalking Policy for Employees and Visitors (instructor)
- 3.19 Prohibition of Retaliation
- 3.41 Compliance with ADA
- 3.47 Discrimination Review Procedures
- 8.05 Student Policies and Procedures
- 8.16 Sexual Misconduct, Relationship Violence, and Stalking Policy for Students (student)
- 8.20 Compliance with ADA



# Title IX – in person!

- Sara Zafar, JD – Title IX Coordinator at WSU



# FERPA Training

## How to do the training...

- Go to your myWSU page
- Click on “my finances” tab
- Click on FERPA on-line training (lower right)

## What to know about FERPA...

- Go to Blackboard
- Click on “my courses”
- Click on “GTAPD1920”
- Click on “Rules and Regulations”
- Click on “Rules and Regulations: FERPA”

# SEAS – Student Early Alert System

- MyWSU
- Alert notifies struggling student
- Resources/conversations
- Removed when student addresses issues



# My classroom/lab/etc.

- Veterans
- First generation
- Adult learners



# Adult Learners

- Definition
- Why are they unique?
- Assistance from the Office of Adult Learning

Office of Adult Learning  
Grace Wilkie Annex  
[adultlearning@wichita.edu](mailto:adultlearning@wichita.edu)





Care Team  
[www.wichita.edu/careteam](http://www.wichita.edu/careteam)





Yet there's so much more...

- Lesson Planning
- Evaluation
- Control over the classroom
- Grading rubrics
- Bias



# Blackboard Resources

- See “my courses” area on Blackboard: GTAPD1920: GTA Training
- Materials added regularly...check back from time to time
- We will “take requests”
- Transition coming soon!
- Blackboard organization for other professional development



# Credentials!!

- Post-secondary Teaching (2018-2019, still available!)
- 21<sup>st</sup> Century Workforce Skills (2019-2020)

Wednesdays: 12-1:30, RSC 142 *or*

Thursdays: 5-6:30, RSC 266

[www.wichita.edu/pds](http://www.wichita.edu/pds)

# GTA Work Hours and Regulations

- 20 hours
- Extra hours?
- Probation (2.75)

**I can't believe I work this hard to  
be this poor.**



# GTA Enrollment Regulations

- Less than 6 graduate credit hours = exception needed
- Tuition benefits (500 & above only)
- Summer (discount only if you hold a summer appointment; out of state to instate rate if you worked spring)



# Important deadlines to get paid!

- Ms. Denise Gimlin
- [denise.gimlin@wichita.edu](mailto:denise.gimlin@wichita.edu)
- EPAF completed by Sept 13 (Sept 16 start date)
- Tuition benefit
- Insurance (same deadline as above – no exceptions!)
- [www.wichita.edu/assistantships](http://www.wichita.edu/assistantships)
- Questions for Denise





You've got this!

