Graduate Teaching Assistant (GTA) and Rumble Fellowship Assignment Policy in the Mechanical Engineering Department

October 11, 2014

Graduate Teaching Assistant (GTA) positions in ME are attached to courses with special needs and not to individual faculty members. Three of the eight GTA positions in ME Dept. are locked to courses requiring specialized laboratory experience. The allocation of the remaining positions is reviewed annually and assigned to courses that need the most support based on anticipated student enrollment.

GTAs duties are to support the course(s) for which they are assigned (20 hrs/week) and carry out their research work. Rumble fellowship recipients will be fully devoted to their research assignment.

GTAs and Rumble fellowships will be distributed among the ME faculty according to the following priorities:

1. First priority in assigning GTA positions goes to honor Departmental commitment to existing and/or new start-up packages for junior faculty members.

2. Second priority in assigning GTAs and Rumble fellowships will be given to faculty members that are within one year from applying for tenure and/or promotion. A decisive factor for assigning these GTAs will be the proven record of research productivity of the requesting faculty member.

3. Third priority in assigning GTAs and Rumble fellowships will be based on solicitation from research active faculty members for:
   a. Ph.D. and M.S. students who have lost their funding during their last year of study. This type of assignment may be for one semester or the entire academic year.
   b. Recruiting potential graduate students (restricted to GTA selection only).
   c. Excellent graduate students with severe financial problems.

The GTA and Rumble fellowship allocations will be made by a Committee presided over by the Chair of the Department. Equitable distribution of GTAs and Rumble fellowships among research active faculty members will play an important role during the selection of graduate students in the categories labeled above as “second” or “third” priorities. Final lists of recipients from current and previous years will be posted on the Departmental website in order to comply with the transparent governance of the Department.