

Allocation of GTA support to courses

1. The allocation of GTA support to courses *without* small-group seminar sections is mainly determined by the following formula:

Number of students	Number of GTAs
0-64	0
65-80	.5
81-110	1
111-139	1.5
140-160	2
161-184	2.5
185-210	3
210-230	3.5
231-250	4
251-275	4.5
276-325	5

2. The allocation of GTA support to courses *with* small-group seminar sections is determined by the following formula: 1 GTA (140 hours) for every two seminar sections. At present sections are capped at 20–25 students, giving a ratio of one GTA for every 40 to 50 students.
3. The following caveats apply:
 - a. GTA support is allocated based on our current pool of eligible graduate students (within their program funding time). In cases where this pool is smaller, GTA allocations may be reduced.
 - b. GTA support is allocated, as far as possible, according to the actual enrolment in the course rather than on the basis of the course cap. Students admitted by the instructor as ‘overloads’ above the course cap usually do not count towards a GTA entitlement. (E.g. a course capped at 60 would not be entitled to a GTA if 5 students were added above the cap.)
 - c. Student Instructors, Sessional II Instructors, Post-Doctoral Fellows, Sessional Instructors, and Contractually Limited Term appointees receive GTA support according to the formulae above.

4. The following rules of thumb are usually operative:
- a. Instructors should expect to do grading accounting for a substantial proportion of the students' final grade (such as the final exam) for every course they teach, even large courses. GTA support is not intended to be sufficiently complete as to relieve instructors of the responsibility to grade.
 - b. Partial GTAs are not usually allocated as anything other than 70-hour contracts.
 - c. If, e.g., graduate funding commitments require us to allocate more GTAs than the formulae above dictate, priority will usually go to courses whose numbers are close to the thresholds above (especially those close to 65 students, and especially for instructors who have more than one course whose numbers are just below a threshold).
 - d. The Chair may assign additional GTA support (within the limits of the College budget and with the approval of the Dean's Office) to off-set other factors, such as extra service or onerous new teaching preparations. However, this should not in general unduly distort the application of rule-of-thumb 4c.

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November 3, 2020