

## POLICY STATEMENT 85 PREPARATION OF TEACHING ASSISTANTS

POLICY DIGEST

Monitoring Unit: Office of Academic Affairs Initially Issued: March 15, 1993 Last Revised: July 21, 2023

## I. PURPOSE

To lay out principles and requirements for the assignment, preparation, supervision, and evaluation of graduate teaching assistants at Louisiana State University.

Excellence in undergraduate and graduate instruction is central to the mission of the University. Preparation in pedagogy in a variety of teaching situations is an integral part of the education This policy

statement should be read in the context of the general institutional policy on graduate assistantships set forth in PS-21.

## II. DEFINITIONS

- A. **Graduate teaching assistants -** all graduate assistants assigned to any instructional duties, including exam and lecture preparation, grading, and laboratory supervision.
- B. **Departments-** all units employing graduate teaching assistants, including interdepartmental programs, institutes, and centers.
- C. **Instructors of record -** persons who have the primary responsibility for teaching courses and/or for assigning grades in courses.

## III. ASSIGNMENT OF GRADUATE TEACHING ASSISTANTS

Teaching assignments for graduate students must be consistent with the criteria established by accreditation agencies, with the current level of preparation of graduate students, and with the University's commitment to providing graduate students with effective preparation in pedagogy. Accordingly,

A. consistent with accreditation criteria of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), no graduate assistant with fewer than eighteen hours of graduate work in the assistants teaching discipline may be assigned as the instructor of any section of any course (with the exception of laboratory sections, discussion sections, and physical education activities classes). Departments may petition the graduate dean for

