

Course Coordinators' Committee

(Ben Bates, Laura Black, Devika Chawla, Elizabeth Graham, Mirit Shoham, Judith Lee [chair])

Supplementary Policy Recommendations:
Graduate Teaching Assignments Beyond COMS 103 (adopted March, 2009)
approved May 29, 2009

Principles:

1. Core undergraduate courses in the School should be taught by faculty as well as TAs.
2. With the increased pool of qualified instructors for undergraduate core courses created by our pedagogical pro-seminars for graduate students, the director should shift more faculty teaching power to courses beyond the core.
3. The School director makes all teaching assignments. The director will typically consult the course director, if one exists, or the TA's advisor before assigning a TA to a course beyond 103.

Guidelines

The School director shall make TA assignments based on the following criteria, in order of importance.

1. Departmental scheduling needs and fit with the student's course schedule for the quarter in question.
2. Good academic standing in our graduate program, defined as GPA \geq 3.3, timely completion of all requirements to date (e.g., POS, annual reports, etc., as outlined in the COMS graduate handbook), no outstanding grades of I or unjustified grades of PR except for dissertation hours, and quantitative teaching evaluation scores \geq 3.0 on a 5-point scale.
3. Professional relevance of the course material and research expertise in the subject matter.
4. Seniority in the doctoral program.
5. Balance between prior experience and distribution of opportunity. TAs who have taught COMS 2XX once in the past have preference for a second opportunity, as the School and our students benefit from their prior teaching experience in the course, and the repeat assignment gives them an opportunity to refine their instruction of the course and minimize the time demands of a new preparation. However, after two terms of teaching a course, a TA should go to the end of the queue to give other graduate student colleagues the opportunity to teach it and thereby develop their experience and resumé.

6. GPA in doctoral study at OU in the case of ties, to rank those TAs who qualify for an assignment after the above criteria have been applied.