



F01-3

At its meeting of December 10, 2001, the Academic Senate passed the following Policy Recommendation presented by Miriam Donoho for the Curriculum and Research Committee.

**POLICY RECOMMENDATION
TEACHING ASSOCIATE FEE WAIVERS**

- Whereas: teaching associates make valuable contributions to the mission of San Jose State University, and
- Whereas: the recruitment and retention of the highest quality graduate students, which would strengthen graduate and research programs at SJSU, is assisted by the availability of adequately compensated Teaching Associate positions, and
- Whereas: limited use of Teaching Associates can enhance the educational experience of our students by providing enthusiastic and academically strong role models from more diverse backgrounds than provided by the faculty, and
- Whereas: teaching is an important educational experience for our best graduate students, one that helps them prepare for future teaching responsibilities that academic careers would include, and
- Whereas: graduate students who serve as Teaching Associates during their years on campus have a closer connection to the university, both during their tenure here and as alumni, and
- Whereas: graduate students have few other means of obtaining adequate financial assistance on campus, often needing to work off-campus to be able to afford their state university and campus fees, and
- Whereas: the high cost of living in the Bay Area makes being a graduate student at this campus more expensive than at others, and
- Whereas: Teaching Associates at other CSU campuses¹ receive state university fee waivers in recognition of their important contribution, and
- Whereas: some student athletes and international students² are already receiving SJSU fee waivers, partly in recognition of their service to the university, therefore be it
- Resolved: that the attached be approved as University policy on Waivers of State University and Campus Fees for Teaching Associates, effective Fall semester 2002.

ACTION BY THE UNIVERSITY PRESIDENT: Approved by President Robert Caret in December 2001.

Waivers of State University and Campus Fees for Teaching Associates

1. Matriculated graduate students who are appointed and paid as Teaching Associates at SJSU shall be granted waivers, during the semester they teach, of mandatory campus miscellaneous fees and the mandatory state university fees (at the CA-resident tuition level) equal to the “graduate 1.0 to 6.0 units” rate, if they have a fractional hiring time of 0.1 to 0.2.
2. Matriculated graduate students who are appointed and paid as Teaching Associates at SJSU shall be granted waivers, during the semester they teach, of mandatory campus miscellaneous fees and the mandatory state university fees (at the CA-resident tuition level) equal to the “graduate 6.1 or more units” rate, if they have a fractional hiring time greater than 0.2.
3. The Academic Senate will review the impact of the Teaching Associate Fee Waiver Program every two years from the date of implementation. If the Teaching Associate FTEF exceeds 3% of the total FTEF of the University in any semester, the waiver program shall be reevaluated³.

Financial Impact: At current TA usage levels, about \$54,000 per semester⁴.

Significant, perhaps complete, counterbalancing revenue and savings to campus to the extent that either of the following are realized:

- a) availability of fee waivers for graduate students serving as Teaching Associates increases graduate student recruiting success and enrollment (and FTES-based allocations).
- b) reduced section cancellations and/or increased section offerings due to greater availability of exceptional Teaching Associates increases undergraduate enrollment (and FTES-based allocations).

Notes

¹ CSU Humboldt, Pomona, San Diego, Sonoma, Fullerton and Northridge currently have tuition fee waivers for Teaching Associates. Over half are University-funded. The others are externally funded.

² Currently at SJSU 4-6 international students per college per year are granted waivers of their state university fees, generally in exchange for performing some service to the university, though sometimes on the basis of academic achievement and financial need. In total, waivers of 300 non-resident fee units (\$73,800) are awarded each year. These are described in Chancellor’s Office Executive Order 712.

³ Teaching Associate FTEF was 20.157 for Fall 2000 while total FTEF for the university was 1110.227 for the same period. Thus during a typical semester, Teaching Associate FTEF is 1.82% of the total FTEF.

⁴ See Appendix A for Financial Impact Analysis. Appendices B and C provide an analysis of the number of Teaching Associates used in recent semesters by each department at SJSU, the total fractional appointments that Teaching Associates were assigned, and the total cost to the University that the fee waiver program as described here would have incurred had it been in place during AY ‘00-‘01.

Appendix A: Financial Impact Analysis

Definitions and assumptions

- a) The expected roles and conditions of employment for Teaching Associates, the purpose of their employment, their eligibility for employment, and the limitations on their employment are described in Academic Senate Policy S99-2, The Employment of Teaching Associates and Graduate Assistants.
- b) Three weighted teaching units (WTU) are generally considered to involve 3 hours of instruction in a lecture class and 6 hours outside of class for preparation & grading. Slightly different conventions are used for instructors of lab or activity courses.
- c) For the purpose of determining fractional appointment, part-time instructors with one 3-unit course would typically have a fractional appointment of 0.2. Instructors with only two 3-unit courses would generally have a fractional appointment of 0.4.
- d) During the Spring 2001 semester, 64 SJSU graduate students were appointed as Teaching Associates with at least 0.1 fractional appointments. Approximately 60% of the students had a fractional appointment between 0.1 and 0.2 and would have been eligible for the "graduate 1.0 to 6.0 units" waiver. The other 40% had fractional appointments over 0.2 and would have been eligible for the "graduate 6.1 or more units" waiver.

Current and future expense to departments

Cost of graduate student TA	\$2000 - \$3200 / 0.2 fractional appointment
	\$4000 - \$6400 / 0.4 fractional appointment

Fee waiver expense to SJSU

Cost of campus miscellaneous fees	\$240 / miscellaneous campus fee waiver
Cost of state university fees	\$438 / "graduate 1.0 to 6.0 units" waiver
(at the CA-resident graduate level)	\$753 / "graduate 6.1 units or more" waiver (= increase of \$2.79 - \$3.24 / hour)

Example of cost of TA fee waivers if they had been available during Fall 2000

44 TAs would have been eligible for partial waivers:	44 x (\$240 + \$438) = \$29,854
25 TAs would have been eligible for full waivers:	25 x (\$240 + \$753) = \$24,838
	<u>Total cost = \$54,692</u>

Example of cost of TA fee waivers if they had been available during Spring 2001

38 TAs would have been eligible for partial waivers:	38 x (\$240 + \$438) = \$25,783
28 TAs would have been eligible for full waivers:	28 x (\$240 + \$753) = \$27,818
	<u>Total cost = \$53,601</u>

In sum, fee waivers have a modest and defined cost with compelling counterbalancing benefits. Fee waivers will enhance the quality of our graduate programs, allow SJSU to retain the services of the most qualified graduate students as Teaching Associates, and enroll graduate and undergraduate students that might otherwise be lost (at an annual full marginal rate of \$7,414 / FTES). While a precise dollar value cannot be calculated for the program's benefit to SJSU, it is likely to be significant.

Appendix B: Fall 2000 Teaching Associates

Source: Faculty File (term 004)

	(1)	(2)		(1)	(2)
Fall 2000 Teaching Associates			Fall 2000 Teaching Associates		
Colleges and Areas	FTEF	Number	Colleges and Areas	FTEF	Number
College of Applied Sciences & Arts			College of Humanities & the Arts		
Administration of Justice	0.000	0	Art & Design	2.750	9
Health Professions	0.000	0	English	2.400	6
Health Sci (w/ Gerontology)	0.000	0	Foreign Languages	0.000	0
Human Performance	0.560	4	Humanities	0.000	0
Journalism and Mass Comm	0.000	0	Linguistics & Lang Devl (no WTU)	0.600	2
Nursing	0.000	0	Music & Dance	0.000	0
Nutrition & Food Science	0.000	0	Philosophy	1.200	6
Occupational Therapy	0.000	0	TV, Radio, Film & Theatre	0.000	0
Recreation & Leisure Studies	0.000	0	College-Wide	0.000	0
College-Wide	0.000	0	College Total:	6.950	23
College Total:	0.560	4	College of Science		
College of Business			Biological Sciences (no WTU)	1.700	10
Accounting and Finance	0.000	0	Chemistry	1.060	3
Management Info Sys	0.000	0	Geology	1.320	8
Marketing	0.000	0	Math & Computer Science	2.940	8
Organization & Management	0.000	0	Meteorology	0.000	0
College-Wide	0.000	0	Moss Landing Marine Labs	0.000	0
College Total:	0.000	0	Physics	0.260	1
College of Education			College-Wide	0.000	0
Child Development	0.000	0	College Total:	7.280	30
Educ Leadership & Development	0.000	0	College of Social Sciences		
Special Educ & Rehab Svcs	0.000	0	Anthropology	0.000	0
Teacher Education	0.000	0	Communication Studies	1.739	7
College-Wide	0.000	0	Economics	0.000	0
College Total:	0.000	0	Environmental Studies	0.000	0
College of Engineering			Geography	0.200	1
Aviation	0.000	0	History	0.000	0
Technology	0.000	0	Political Science	0.000	0
Chemical & Materials Engr	0.000	0	Psychology	0.000	0
Civil & Environmental Engr	0.000	0	Social Sciences	0.000	0
Comp, Info & Sys Engr (1.358 no WTU)	1.628	6	Sociology	0.000	0
Electrical Engineering (0.260 no WTU)	1.800	9	College-Wide	0.000	0
Mechanical & Aerospace Engr	0.000	0	College Total:	1.939	8
College-Wide	0.000	0	College of Social Work		
College Total:	3.428	15	African American Studies	0.000	0
GS&R: School of Libr & Info Sci			Mexican American Studies	0.000	0
	0.000	0	Social Work	0.000	0
			Urban & Regional Planning	0.000	0
			College Total:	0.000	0
			TOTALS	20.157	80

Fall 2000 SJSU Fees:

Mandatory State University & Campus Misc. Fees (Graduate 1.0 - 6.0 units)	\$678.50	44	\$29,854
Mandatory State University & Campus Misc. Fees (Graduate 6.1 - or more units)	\$993.50	25	\$24,838
Not Enrolled or less than 0.100 fraction		11	

With 80 Teaching Associates in Fall 2000, the revenue from the fees = \$54,692

Appendix C: Spring 2001 Teaching Associates

Source: Faculty File (term 012)

	(1)	(2)		(1)	(2)
Spring 2001 Teaching Associates			Spring 2001 Teaching Associates		
Colleges and Areas	FTEF	Number	Colleges and Areas	FTEF	Number
College of Applied Sciences & Arts			College of Humanities & the Arts		
Administration of Justice	0.000	0	Art & Design (0.250 no WTU)	2.500	10
Health Professions	0.000	0	English	2.000	5
Health Sci (w/ Gerontology)	0.000	0	Foreign Languages	0.000	0
Human Performance (0.230 no WTU)	0.470	4	Humanities	0.000	0
Journalism and Mass Comm	0.000	0	Linguistics & Language Development	0.000	0
Nursing	0.000	0	Music & Dance	0.000	0
Nutrition & Food Science	0.000	0	Philosophy (0.200 no WTU)	1.800	8
Occupational Therapy	0.000	0	TV, Radio, Film & Theatre (no WTU)	0.400	1
Recreation & Leisure Studies	0.000	0	College-Wide	0.000	0
College-Wide	0.000	0	College Total:	6.700	24
College Total:	0.470	4	College of Science		
College of Business			College of Social Sciences		
Accounting and Finance	0.000	0	Biological Sciences (no WTU)	1.400	10
Management Info Sys	0.000	0	Chemistry	1.330	3
Marketing	0.000	0	Geology (0.260 no WTU)	1.470	6
Organization & Management	0.000	0	Math & Computer Science	1.910	6
College-Wide	0.000	0	Meteorology	0.000	0
College Total:	0.000	0	Moss Landing Marine Labs	0.000	0
College of Education			Physics	0.000	0
Child Development	0.000	0	College-Wide	0.000	0
Educ Leadership & Development	0.000	0	College Total:	6.110	25
Special Educ & Rehab Svcs	0.000	0	College of Social Work		
Teacher Education	0.000	0	African American Studies	0.000	0
College-Wide	0.000	0	Mexican American Studies	0.000	0
College Total:	0.000	0	Social Work	0.000	0
College of Engineering			Urban & Regional Planning	0.000	0
Aviation	0.000	0	College Total:	0.000	0
Division of Technology	0.000	0	TOTALS		
Chemical & Materials Engr	0.000	0		20.459	83
Civil & Environmental Engr	0.130	1			
Comp, Info & Sys Engr (2.360 no WTU)	3.160	14			
Electrical Engineering	1.689	7			
Mechanical & Aerospace Engr	0.000	0			
College-Wide	0.000	0			
College Total:	4.979	22			
GS&R: School of Libr & Info Sci					
	0.000	0			

Spring 2001 SJSU Fees:

Mandatory State University & Campus Misc. Fees (Graduate 1.0 - 6.0 units)	\$678.50	38	\$25,783
Mandatory State University & Campus Misc. Fees (Graduate 6.1 - or more units)	\$993.50	28	\$27,818
Not Enrolled or less than 0.100 fraction		17	

With 83 Teaching Associates in Spring 2001, the revenue from the fees = \$53,601