INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR

Norms for Undergraduate Teaching Assistantship

(As approved by the Senate in its 49th meeting held on 22nd February 2021)

IIT Gandhinagar attracts some of the best undergraduate (UG) students in the country. While teaching such bright students is a great privilege, the Institute has an enormous responsibility of grooming future engineers and leaders of the country. IITGN has therefore placed a great emphasis on providing outstanding education while facilitating a holistic development of students. To further enrich the educational experience of UG students, it is proposed to add a new dimension to their learning, that prepares students for teaching.

The On-Campus Employment Opportunities (O-CEO), formerly known as the Earn-While-You- Learn (EWYL) programme, has been a step in this direction. Although UG students have occasionally participated in teaching activities through the EWYL/O-CEO programme, the focus of the EWYL/O-CEO programme has largely been to develop job skills and leadership skills through a variety of employment opportunities. A dedicated program, that formally engages UG students in teaching, would not only provide an enriching academic experience, it would also create an opportunity to develop teaching and mentoring skills among the undergraduate students.

The Undergraduate Teaching Assistantship (UGTA) programme has been established to provide teaching experience to UG students. Under the UGTA programme, the UGTAs are expected to assist the instructors and tutors in the conduct of the course. It is expected that engaging the UGTAs would facilitate an effective student engagement and learning, as students are known to actively learn from their peer group because they share the same generational perspectives. Some of the responsibilities of the UGTAs include:

1. Providing assistance to instructors and tutors in conduct of assessments.
2. Helping instructors and tutors in preparation of assignments, projects and other learning activities
3. Guiding and mentoring of students by holding regular discussion sessions
4. Helping lab instructors and tutors in conduct of labs and tutorials

Eligibility:

1. Students enrolled in the Dual Major B.Tech. and Dual Degree programmes, who have completed four semesters at IITGN, are also eligible to apply.
2. Students must have a CPI of 8.5 or above to be eligible to apply for the UGTA programme. Students with a CPI of 7.5 or above are eligible to apply provided they have secured an A or A- grade in the course for which they are applying to serve as UGTA.
3. Students applying for this programme should not have any backlogs and should not have received E or F grade in any course (>1 credit) at IITGN.
4. Students should have completed the specific course (or equivalent) for which they

are expected to provide assistance as UGTA.

5. Students must have completed a teaching assistant preparation programme to be eligible to apply. This preparation program would train the UG students to become effective facilitators of learning, as the UG students do not have a formal training on this front and is critical for a successful implementation of the UGTA programme. Details of the preparation programme will be worked out.

6. Students who have received sanctions from SSAC will not be eligible.

Workload and stipend:

1. Selected students are expected to work for upto 8 hours per week during the semester.

2. The UGTAs will be paid a stipend at the rate of Rs. 200 to 250 per hour. The stipend rate may be enhanced from time to time in order to account for inflation.

3. At a given time, a student can avail Teaching Assistantship of any one kind.

Application Process and Selection:

1. The Academic Office will compile a list of UGTA positions based on the recommendations from disciplines. The list of UGTA positions will be shared with the students at the time of application.

2. The concerned team of instructors and tutors shall review the applications received for each UGTA position and submit the recommendations to Dean, Academics.

3. The recommendations shall be reviewed by Associate Dean of UG studies and Dean Academics for submission to the Director for approval.