

UNM Department of Anthropology

Teaching Assistantship/Graduate Assistantship Application

The Department provides Teaching Assistantships and Graduate Assistantships annually to graduate students. Teaching Assistantships (TA) and Part Time Teaching Assignments (PTTA) require teaching and grading of classes, and may be dependent on minimum enrollment thresholds. Graduate Assistantships (GA) require assisting an instructor or professor of a class. Only students currently enrolled in the graduate program are eligible. Additional information regarding specific subfield requirements for these assistantships is included at the end of this application.

Date of Request _____ Semester(s) Applying For _____

Name _____ Banner ID _____

Contact Information (email and phone) _____

Subfield _____ Year in Program _____ Advisor _____

Area of specialty or special skills _____

Preferred courses _____

Total number of graduate course hours completed at time of application _____

Cumulative GPA _____

Previous Assistantships (List semester, course number, job title, and FTE/hours per week) _____

Previous teaching workshops or other courses you have completed related to instruction _____

Please list any other funding you have received over \$5,000 while in the Graduate Program _____

Degree Requirements Completed	Yes _____	No _____
Master's or Comps Exam Completed	Yes _____	No _____
MA or MS Completed	Yes _____	No _____
Qualifying Exam Completed	Yes _____	No _____
Language/Skills Requirements Completed	Yes _____	No _____
Specials Completed	Yes _____	No _____
Dissertation Committee Formed	Yes _____	No _____
Dissertation Proposal submitted to external agency	Yes _____	No _____
OILS 583 Completed	Yes _____	No _____

Additional Comments _____

Three (3) faculty references (with email)

1. _____
2. _____
3. _____

Please attach a current CV to this application, and email completed application to Matt Tuttle (mattt@unm.edu) and your subfield Graduate Advisor.

SUBFIELD SPECIFIC GUIDELINES FOR ASSISTANTSHIP APPLICATIONS

Archaeology

The Archaeology Faculty believes that teaching experience is an important part of graduate training. Our goal is to provide students who are making satisfactory progress within the degree program with the opportunity to teach during their graduate careers. At this time, GA/TA positions and funding are quite limited within the University; we will try our best to provide one year of GA/TA funding to each student. Students will be selected for GA/TA positions on the basis of three primary criteria: years within the program (seniority), satisfactory progress toward completing their degrees, and amount of prior funded experience as a GA/TA for regular or online classes during the Fall and Spring Semesters (NOT summer classes or field schools). In the case of students in a cohort who are making identical progress toward the degree, the ultimate decision as to when individuals gain teaching experience is based on a vote of the Archaeology Faculty. In arriving at a decision, additional criteria may be taken into consideration, such as receipt of outside funding (such as an NSF fellowship), participation in professional activities (delivery of a paper at the SAA Meetings or publication of a paper in a professional journal), and specific aspects of progress in the program (completion of skills requirements, submission of the proposal for funding, and specific background appropriate for particular courses (such as quantitative methods).

Ethnology

If a student has been awarded a funding package that includes work as a GA, they do not need to apply to be a GA for the years covered by their package. All other students must apply anew every year for GA/TA positions. In determining students' ranking each year, faculty members in Ethnology take the following factors into consideration: seniority (length of time on a TA/GA list), number of course completed, other requirements completed, GPA, and financial need. We try to give each student four semesters of GA/TA experience over the course of their graduate training. After these four, a student may continue to apply for GA/TA positions, but will only be selected once others who have not yet completed their four semesters have been placed. Junior students will be placed as assistants in classes led by other instructors as GAs. TA positions, in which graduate students are teaching their own classes, are reserved for more senior students. Our goal is to give all of our students some GA and TA experience before they finish the PhD.

Evolutionary Anthropology

Our goal is to support each new graduate student for at least three years, renewable pending satisfactory performance. In arriving at the GA/TA decisions, students who apply are ranked according to the following criteria:

1. Skill sets appropriate for the tasks of the class.
2. Satisfactory progress toward the degree.
3. Students who are no longer taking classes are ranked below those needing class credit hours.

Ordinarily, graduate students do not grade other graduate students (e.g. as Teaching Associates), although advanced students may serve as GA/TAs for upper division classes. In Biology of the Skeleton (ANTH 350), an advanced graduate student acts as TA for the lab portions of the class and some 1st year graduate students do take the class. Advanced students may also assist with upper level lab courses such as ANTH 556L or ANTH 553. In these cases, the graduate students are always graded by the faculty member teaching the class.

1. Generally, we do not expect first year students to be qualified to GA/TA any class except Anthropology 101 or 150. In those cases they do not teach actual sections of the class.
2. We do not have a limit on graduate student support but advise students that they are expected to generate their own outside funding by 3rd to 4th year.