

**Texas A&M University  
Sociology Department  
Compact Between Graduate Assistant Teachers  
and Their Supervising Faculty  
DEFINING STUDENT AND SUPERVISING FACULTY  
RESPONSIBILITIES AND EXPECTATIONS**

*Instructions:* The following are a list of topics the graduate assistant teachers (GAT) and the GAT's supervising faculty should consider discussing. On this form, please indicate with a check mark the items discussed. It is recommended that the student and faculty document in writing, even briefly, the agreements that were reached for these items. The items that the GAT and supervising faculty agree are not applicable can be indicated with a NA. Each person should keep a copy of the compact for reference throughout the semester

1. **Frequency and Methods of Communication between Supervising Faculty and GAT**  
How often will GAT and supervisor meet? How should updates or changes in expectations and issues be communicated?
  
2. **GAT and Supervisor Responsibilities**  
What are the GAT duties? (i.e., attending class, doing readings, grading, office hours, emails)  
What are the supervisor duties? (i.e., writing exams, providing rubrics and exam keys, sharing slides, grading when necessary) On a separate sheet, map out responsibilities of the GAT and supervisor throughout the semester.

3. **Work Hours** How many hours per week is the student expected to work? How should teaching duties be prioritized? How long should each GAT duty approximately take?

**DUTIES**

**TIME TO COMPLETE**

4. **Expectation/Work Mismatch** How will expectations and work duties be amended if expected times do not match the actual time it takes to complete GAT duties?



- 8. Conflict Resolution and GAT Complaint Policies** The department proposes a two-step process. First, the GAT and faculty member should discuss the concern or issues that has prompted the dispute. Both parties are welcome to seek advise from mentors and colleagues. Second, if an agreeable resolution cannot be negotiated between the GAT and faculty member by mutual consent, the dispute may be taken to the Department Head, who would then work to facilitate a resolution. If a Department Head has been assigned a GAT, the student or faculty member should work with the Associate Head. If graduate students and faculty are unsure of the process, we encourage them to contact members of the leadership team or the Chair to ask questions or seek clarification. Beyond department resources, GATs and faculty should be aware of other campus resources for conflict resolution including the Department of Civil Rights and Equity Investigations and the ombuds services of the Graduate and Professional School. What other ideas do you have have for managing potential disagreement and disputes?

**9. Additional topics not listed here.**

By our signature we acknowledge that we have discussed the topics above that are most relevant and that we have identified mutually agreed upon expectations and responsibilities. We acknowledge our joint intention to re-evaluate this compact regularly (e.g., once a year) and modify as needed throughout the student's period of academic standing.

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervising Professor's Name

\_\_\_\_\_  
Signature of Supervising Professor

\_\_\_\_\_  
Date