

## **Senior TA or TA Excellence Award Payments**

For additional information, contact the Center for Teaching Development (CTD), [ctd@ucsd.edu](mailto:ctd@ucsd.edu), (858) 822-1992.

The TA Development Advisory Committee reviews all requests for funds. After the department or program is notified of their awards, funds are transferred to the department/program fund number 19904A-8 in the same index as the previous year. Once funds are received, the department needs to reallocate the funds to the appropriate sub-accounts.

### **1. Senior TA**

Under the direction of the department/program TA faculty advisor, a Senior TA assists with planning and implementing TA training activities for the department or program.

The “Senior TA” is entered in the Payroll system on title code 1506 and paid at the “Associate-in-lieu of TA” pay rate. Funds are usually provided for a one month 50% time appointment. The appointment in the Payroll system can either be entered in sub-0 (automatic check) or sub-2 (must be time reported).

Most graduate student Senior TAs are paid during the month of September but they can also be paid throughout the fiscal year as long as the total employment does not exceed 50% time.

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### **2. TA excellence Award**

The TA Excellence Award is given to the most outstanding TA(s) in the department or program. The funds are usually award in the spring quarter but can also be administered at an earlier date. The award requires a matching fund commitment by the department or program.

Payments are processed with an Award Payment Authorization form found at: <http://www-bfs.ucsd.edu/pay/forms/pdf/awards.pdf>

Funding is “Department Funds”, the DOS code is “AWD” (award), and the funding source is the department’s index/fund.