

MINUTES OF MEETING WITH the TEACHING ASSISTANTS

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The information and inputs obtained during our meeting with the Teaching Assistants has been complied for use. The key responses obtained are as follows :-

1. The Current Allocation Process

- TAs are randomly assigned courses even after filling up their preferences.
- Often they are assigned TA-ship without prior notice.
- Sometimes, they are not even aware about the course instructor of the course they are assigned TA-ship for.
- There is no prior information about the expectations and the requirements of the course.
- The current system is very tedious and confusing as all the information is exchanged mainly through mails and spreadsheets and though rarely, personal contact.
- Actual Allocation process is like a black-box to them wherein they do not know on what basis they are being assigned TA-ship for a course. That is there is no transparency in the system
- At times, they are allotted a course they have not yet undertaken

2. Features Recommended

- There should be a separate website for the allocation process while using pre-existing username password (IIIT Mail or Moodle/Cyberoam Login Details itself).
- Basic information like Course details, Instructor's details and Course expectations and requirements (as per the instructor) must be provided
- Time table clashes with should be mentioned i.e. if a TA applies for a course then he or she will be able to see what all courses he or she cannot opt.
- Results should be published on the website so that there is no confusion.
- There should be a deadline for everyone to fill in their preferences after which nobody should be allowed to change preferences.