

UMBC Physics Department Outstanding Graduate Teaching Assistant Award

Purpose: The purpose of this award is to acknowledge and recognize one outstanding graduate teaching assistant for his/her contributions to the teaching mission of the Physics Department at UMBC.

Award: The recipient of the award will be presented with a plaque and a check for \$500 at the first Physics Colloquium in the following semester to which he/she received the award (the winner for the fall semester will receive his/her award at the 1st seminar of the spring semester, and the spring semester winner will receive his/her award at the 1st seminar the following fall semester).

Eligibility: To be eligible for this award, each candidate must:

1. be enrolled as a graduate student in good standing at UMBC
2. be currently employed as a graduate teaching assistant
3. have not previously received this award

Selection Committee: The selection committee will consist of 2 graduate students (appointed by the PGSA president and who are not eligible for the award), the Atmospheric Physics GPD, the Applied Physics GPD and the Physics Department Chair.

Selection Process: To determine the recipient of this award, the members of the selection committee will be provided feedback from students and faculty about each TA through the use of two evaluation forms.

1. Student Evaluation Form: This form will be completed by students at the same time that they complete blue sheets and SEQs for the instructor. The forms can be turned into the physics office.
2. Professor Evaluation Form: This form will be completed by the instructor for whom the TA is working. This form must be turned in to the physics office before the last day of final exams for the semester.

Student Evaluation Form

For the statements below, please, rank each of your TA's using the following scale:

- | | |
|-------------------------------|--------------------|
| 1: Strongly Disagree | 4: Agree |
| 2: Disagree | 5: Strongly Agree |
| 3: Neither Disagree nor Agree | NA: Not Applicable |

Lab TA:

Name: _____

	Disagree				Agree	
Knew the material.....	1	2	3	4	5	NA
Prepared for Lab	1	2	3	4	5	NA
Able to Answer Questions	1	2	3	4	5	NA
Available outside of Lab	1	2	3	4	5	NA
Held Office Hours.....	1	2	3	4	5	NA
Graded Labs according to syllabus	1	2	3	4	5	NA
Any additional Comments:						

Grader:

Name: _____

	Disagree				Agree	
Graded papers in a timely manner	1	2	3	4	5	NA
Explained why answers were marked wrong	1	2	3	4	5	NA
Held Office Hours.....	1	2	3	4	5	NA
Graded according to syllabus.....	1	2	3	4	5	NA
Understood material.....	1	2	3	4	5	NA
Any additional Comments:						

Recitation Leader:

Name: _____

	Disagree				Agree	
Prepared for class.....	1	2	3	4	5	NA
Able to Answer Questions	1	2	3	4	5	NA
Available outside of Recitation.....	1	2	3	4	5	NA
Held Office Hours.....	1	2	3	4	5	NA
Understood material.....	1	2	3	4	5	NA
Any additional Comments:						

Professor Evaluation Form

Teaching Assistant Name: _____

Class: _____

Number of students TA is responsible for: _____

Number of sections TA is responsible for: _____

Type of TA:

Lab

Grader

Recitation

Lab TA Duties:

Held Office Hours..... Yes No If yes, how many per week? _____

TA had his/her own syllabus Yes No

Prepared his/her own lecture for lab Yes No

Graded lab reports..... Yes No

Students complained to you about TA..... Yes No Explain in additional comments

TA provided feedback to you about students ... Yes No If yes, how many times? _____

Grader Duties:

Held Office Hours..... Yes No If yes, how many per week? _____

Graded Homework..... Yes No How often? _____

Graded Quizzes..... Yes No How often? _____

Graded Tests Yes No How often? _____

Graded Final Exam Yes No How often? _____

Students complained to you about TA..... Yes No Explain in additional comments

TA provided feedback to you about students ... Yes No If yes, how many times? _____

Recitation Leader:

Held Office Hours..... Yes No If yes, how many per week? _____

TA had his/her own syllabus Yes No

Prepared his/her own lecture for recitation..... Yes No

Graded student assignments..... Yes No If yes, how many? _____

Students complained to you about TA..... Yes No Explain in additional comments

TA provided feedback to you about students ... Yes No If yes, how many times? _____

Additional Comments about TA:
