

Graduate Research Assistant Workload Agreement

Research Assistant: _____

Semester: _____ **Year:** _____

Supervisor(s): _____

Total Hours: 12 hrs/week Full RA
6 hrs/week 1/2 RA

In completing this form together, the supervisor(s) and RA are expected to agree to the nature of duties the RA will perform and the support to be provided by the supervisor(s).

Purpose of Research Assistantship

The primary purpose of Research Assistantships is to (a) act as an incentive for recruiting outstanding graduate students, and (b) provide a means for retaining outstanding graduate students. The secondary goals of awarding RAs are to expose students to current research and develop their skills as computer science researchers, provide assistantship for research programs, and provide financial assistance to graduate students.

Duties of Research Assistant

The duties of the RA generally vary by specialization within computer science and can involve a variety of responsibilities. The primary duties consist of one or more of the following.

- Locating, reading, and summarizing pertinent research articles
- Reflecting on the state of the field and proposing new research problems
- Purchasing, installing, maintaining and operating scientific and / or computer equipment
- Modeling and simulation
- Performing experiments, calculations, and analyzing the results
- Disseminating new knowledge orally or in written publications
- Collaborating with faculty in preparing publications
- Attending conferences to present results and collaborate with other researchers
- Assisting in research proposal writing
- Training and supervising less experienced research personnel
- Assisting in research projects
- Developing research software prototypes and tools

[Optional] In particular, this RAship shall involve:

We have discussed the allocation of tasks within the above general framework and accept the responsibilities of the supervisor(s) and research assistant. We understand that this document is to be used as a guideline to ensure that the required duties can be performed within the allotted hours and that this agreement can be revised and updated throughout the semester as necessary.

Name(s) of Supervisor(s)

Name of Research Assistant

Signature(s) of Supervisor(s)

Signature of Research Assistant

Date

Date

A copy of this form is to be retained by the supervisor(s) and research assistant. A third copy of the form will be filed in the Office of the Dean.