

Modified Duties for Graduate Assistants

4.2. Modified Duties

Eligibility:

Graduate assistants who have served at least one academic term may be eligible for modified duties in the following circumstances:

- Childbirth, adoption, or foster placement of a child
- A health condition preventing the performance of regular duties (without workload reduction)
- Caring for a child, spouse/partner, or parent with a serious health condition

Definition and Length of Modified Duties:

“Modified Duties” means a change to duties and goals without stipend reduction for a limited period. A graduate assistant taking modified duties will still be at a 100% workload and 100% stipend; however, the nature of the responsibilities for this time period will be adjusted.

- Childbirth or adoption of a child under 6.: Up to six weeks
- Serious medical conditions (student, child, spouse/partner, parent): Up to six weeks of excused absences (with appropriate documentation).
- Modified duties agreements must conclude within 12 months.

Application Process:

- Graduate assistants submit a Modified Duties Request to be sent to their supervisor and department chair/head.
- The graduate assistant and department engage in an interactive process to determine modified duties and duration.
- The dean of the Graduate College will help resolve any disagreements.
- Performance evaluations will be based on the agreed-upon modified duties