

IV- 10
GRADUATE STUDENT RESEARCHER
(Revised 5/17)

I. Definition

A Graduate Student Researcher is a registered UC graduate student who performs research related to the student's degree program in an academic department or research unit under the direction of a faculty member or Principal Investigator. Graduate Student Researchers are selected for high achievement and promise as creative scholars; they may collaborate in the publication of research results as determined by supervising faculty members. Graduate Student Researchers may not be assigned teaching, administrative or general assistance duties.

II. Appointment Criteria

Appointment to the Graduate Student Researcher title requires the following:

1. The appointee is a registered UC graduate student.
2. The work performed may contribute to the educational objectives of the student; and/or
3. The student functions as an active collaborator and/or fundamental contributor to the intellectual content of the research.

The criteria for appointment to each of the steps listed below are provided as guidelines for departments. Departments may make appointments at higher or lower steps as long as all GSRs in the department are treated consistently. In the absence of departmental step criteria, the following serve as guidelines for appointments to the various steps:

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| Step I | Pre-Masters degree, with no previous GSR experience. |
| Step II | One year's graduate work completed |
| Step III | Post-Masters degree, or completion of at least two academic years of full-time graduate degree work at UCSB |
| Step IV | Post-Masters degree plus completion of at least one year RA/GSR |
| Step V | Advancement to doctoral candidacy |
| Step VI-X | Advancement to doctoral candidacy plus at least two years RA/GSR experience |

The appointee to this title must hold a BA/BS degree, must be a full-time registered graduate student, and must have a grade point average of 3.0 or above.

Appointment should be made using the following titles and title codes:

Title code **3284 (Graduate Student Researcher- Full Tuition and Full Fee Remission)**: The level of tuition and fee remission will be determined based on the total percentage and/or hours worked in titles eligible for remission.

Title code **3266 (Graduate Student Researcher- No Remission)**: Appointments during the summer.

III. Term of Appointment

Employment is limited to a maximum of 50% time, either in graduate student researcher positions alone, or in combination with any other appointment at the University. (100% employment is permissible during off-quarter periods and during summer break.)

Department chairs may approve exceptions up to 75% time. Employment beyond 75% must be

approved by the Dean of the Graduate Division.

An appointment to this title may be for a period of one year or less and is self-terminating. The employee must be informed of the following:

"This appointment is contingent on the appointee being a registered graduate student in good standing for the duration of the appointment".

IV. Process for Appointment

Departments are encouraged to provide the GSR with a letter from the Department Chair that includes, but is not limited to: employment title, begin and end dates, rate of pay, percentage time of appointment, and self-termination language. A copy of the letter should be placed in the employee's personnel file.

V. Approval Authority

<u>Action</u>	<u>Authority</u>
All normal actions	Department Chair
Exceptions:	
Employment up to 75% time	Department Chair
Employment in quarters 13-15	Department Chair
All other exceptions	Prior approval from Dean, Graduate Division