APPENDIX A – TEACHING ASSISTANT JOB POSTING

The parties agree that this Appendix sets out the fields of information to be included in the “Teaching Assistant Job Posting” Form.

Teaching Assistant Job Posting

Department/School/Unit: Blended Learning MBA
Bargaining Unit: CUPE 3906 Unit #1
Wage Rate (include any limitations – i.e. TAs with guarantees only, Class ‘B’ only): No Limits  Date of Posting: Tuesday July 4, 2018

<table>
<thead>
<tr>
<th>Course #*</th>
<th>Course Title</th>
<th># of TAs required</th>
<th>Term **</th>
<th># of Hours</th>
<th>Projected Enrolment (if available)</th>
<th>Supervisor</th>
<th>Anticipated Duties (see below)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL600</td>
<td>Leadership Fundamentals</td>
<td>1</td>
<td>1</td>
<td>65</td>
<td>50</td>
<td>Haniyeh Yousofourfar d and Eva Klein</td>
<td>LSGPIO</td>
</tr>
</tbody>
</table>

* Not all courses will be assigned teaching assistants as such decisions are subject to budgetary and enrolment considerations. Required courses with tutorial sections receive priority consideration.
** As defined by the applicable Undergraduate or Graduate calendar found at http://academiccalendars.romcmaster.ca/index.php.

Anticipated Duties:

L Leading Tutorials/Overseeing Laboratories/Field Trip Supervision  P Preparation (Reading, Attending Lectures, Meeting with Instructor)
P
S Student Consultation (Emails, Office Hours)  I Invigilation
G Grading (Marking, Entering Marks)  O Other duties as assigned:

Lecture/Laboratory/Tutorial Locations, Times and Days (if available): Please review the Undergraduate Course Timetable prior to applying/indicating your preferences, as TAs may be required to attend some classes. The timetable can be found at http://registrar.mcmaster.ca/enrol/class-search/. Please note: “C” indicates core section, “L” indicates laboratory section, “T” indicates tutorial section, “D” indicates day, and “E” indicates evening.

Skills, Qualifications, Abilities and Experience – Required & Preferred:

Other Information***:

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For guarantee postings as per 13.02(g)(i):
Written preferences may be submitted to: ______
Applications submitted to: https://dspta.business.mcmaster.ca/Application/

QR For additional postings as per 13.03(b):
Preferences must be submitted by 4:30pm on Tuesday July 10, 2018
Application deadline: 4:30pm on Tuesday July 10, 2018____

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</tr>
</thead>
<tbody>
<tr>
<td>BL610</td>
<td>Management Fundamentals</td>
<td>1</td>
<td>1</td>
<td>65</td>
<td>50</td>
<td>Sanjay Dhebar</td>
<td>LSGPIO</td>
</tr>
</tbody>
</table>

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Anticipated Duties:

| L | Leading Tutorials/Overseeing Laboratories/Field Trip Supervision |
| S | Student Consultation (Emails, Office Hours) |
| G | Grading (Marking, Entering Marks) |
| P | Preparation (Reading, Attending Lectures, Meeting with Instructor) |
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| O | Other duties as assigned |

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Last updated: February 2017

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Teaching Assistant Job Posting

Department/School/Unit: EMBA
Bargaining Unit: CUPE 3906 Unit #1
Wage Rate (include any limitations – i.e. TAs with guarantees only, Class ‘B’ only): No Limits
Date of Posting: Tuesday July 4, 2018

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<tr>
<td>T714</td>
<td>Accounting/ Finance Decision Making</td>
<td>1</td>
<td>1</td>
<td>65</td>
<td>30</td>
<td>Kevin</td>
<td>LSGPIO</td>
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<td>Veenstra</td>
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<td></td>
<td></td>
<td>Arshad</td>
<td></td>
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<tr>
<td>T711</td>
<td>Statistics for Analytics</td>
<td>1</td>
<td>1</td>
<td>65</td>
<td>30</td>
<td>Mahmut Parlar</td>
<td>LSGPIO</td>
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<tr>
<td>T713</td>
<td>Strategic Information Systems</td>
<td>1</td>
<td>1</td>
<td>65</td>
<td>30</td>
<td>Khaled Hassanien</td>
<td>LSGPIO</td>
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