

courses. In some departments, teaching assistants may be assigned to assist a faculty member with taking roll, grading papers, conducting help sessions, etc. In other departments, teaching assistants may serve a period of apprenticeship under the supervision of a faculty member.

Research Assistant (RA).

The graduate assistant primarily performs research assignments for a faculty member. Often the research assistant is working together with the faculty member in conducting a research project.

Administrative Assistant (AA).

The graduate assistant performs assignments primarily of a clerical nature or supervisory nature, although he/she may be assigned other duties.”

[Excerpt from the Graduate Assistant Handbook]

If a Teaching Assistant or an Administrative Assistant is purposely misclassified by their supervisor as a Research Assistant in an attempt to circumvent the FLSA, and if we are audited and found to be in violation, the supervisor responsible will be personally liable for the fines and penalties. The university would also be responsible for damages and back wages. These fines could be up to \$10,000 for each violation. A second violation can result in imprisonment. Willful violations are also subject to civil money penalties of up to \$1,000 for each violation.