Dear Instructor,

What's it all about?

The Teaching Assignment and Section Management (TASM) project sits within the wider Student Interaction Transformation Program (SITP) and under the umbrella of a broader collection of projects TASM, Scheduling and Student Evaluation of Teaching, collectively referred to as ‘TS3’. The projects main focus is to create a singular source for information on -“who is doing what related to a section”. It enables the process of assigning Teaching Assistants (TAs) and Instructors to a section and identifying their duties: assisting, coordinating, marking and submitting grades.

A new screen has been created in the Student Information System Centre (SISC) to capture the duties. The assignment of a duty using the new screen will allow for appropriate automatic access to other systems e.g. the Faculty Service Centre (FSC).

About the pilot:

The TASM project will be piloting a release on July 24th.

The pilot will focus on one aspect of the TASM project:

- The process of assigning specific duties to Teaching Assistants (TAs) and provisioning them with access to the Faculty Service Centre.

Five Departments will be piloting the release

Deanna Holmes  Arts (Art Hist., Visual Art & Theory)
Ana Chicoine  Applied Science (Engineering)
Mireille Berthias  Arts (French, Hispanic & Italian)
Tammy Tromba  Science (Biology)
Jennifer Stewart  Education (TEO)

At this time, only the Departments included in the pilot groups will be provided with access to the Faculty Service Centre.

Expected pilot outputs:

- To gain feedback on the new SISC Assignment functionality
  § What features did you not like or think should be changed
  § What additional features would be good to have

- To understand the process of the assignment, management and coordination of TA duties
  § Who has the necessary TA duty information in your department
  § How to obtain that information

Who do I contact for more information?

If you have any further questions, please contact the TS3 Project Change Lead, Marianne Dillon, via email: marianne.dillon@ubc.ca
You can also find out more information about the project on the TASM Website.

Thank you,
Nina Kessler
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