

**Commission on Graduate and Professional Studies and Policies**

**RESOLUTION TO FORM A CAMPUS WORKING GROUP TO REVIEW POLICY 6210 -  
MANAGEMENT OF GRADUATE ASSISTANTSHIPS AND TUITION REMISSION  
CGPSP 2025-2026C**

Draft Notice Sent to University Council Cabinet	January 21 <sup>st</sup> , 2026
First Reading by Commission	February 4 <sup>th</sup> , 2026
Approval by Commission	March 18 <sup>th</sup> , 2026
First Reading by Senate	March 6 <sup>th</sup> , 2026
Approval by Senate	Date
First Reading, University Council	Date
Second Reading, University Council	Date
President Review	Date
Effective Date Upon Approval	Date

**WHEREAS**, Virginia Tech's Principles of Community strive to maintain a climate for work and learning grounded in mutual respect, shared responsibility, and the Principles of Community; and

**WHEREAS**, although the university's policy 6210, policy for management of graduate assistantships and tuition remission, recognizes accommodation for sick and personal leave, it lacks specification of a minimum number of paid leave days for graduate assistants, does not address other leave types such as extended vacation, and provides no consequences of extended absences, leading to inconsistent access to this benefit among graduate assistants and failing to provide guidance to departments, faculty advisors, and graduate assistants in both routine and extraordinary circumstances; and

**WHEREAS**, the existing policy also lacks a uniform mechanism for defining, communicating and documenting the basic duties, responsibilities, and mutual expectations of graduate assistants and their supervisors, thereby creating opportunities for ambiguity, miscommunication, and operational inefficiency; and

**WHEREAS**, several universities nationwide, including both peer institutions and aspirational ones as identified by Virginia Tech<sup>[1-18]</sup>, have adopted clear policies defining graduate student leaves and formalizing basic expectations between graduate assistants and their faculty advisors; and

**WHEREAS** the recommendations of the University Mission Initiative Committees also include suggested changes to this policy;

**NOW, THEREFORE, BE IT RESOLVED** that the President and Executive Vice President and Provost of Virginia Tech shall sponsor, in accordance with the Guidelines for the Creation of Work Groups, Task Forces, and other ad hoc Committees, and with the advice of all constituent groups, a Working Group consisting of members of the graduate school, graduate student body, faculty, human resources, controller's office, Cranwell International Center, and university administrators. The President and Provost shall choose a chair of the Working Group in consultation with the Faculty Senate, and a co-chair in consultation with the Graduate and Professional Student Senate. The Working Group shall report to the President and the Provost; and

**THEREFORE, BE IT FURTHER RESOLVED** that the working group shall be charged to provide a public report with recommendations on the following matters regarding changes in policy 6210:

1. Policy changes establishing a minimum allowance for sick leave and personal leave for graduate assistants, along with a mechanism for implementing the leaves, and consequences of extended absences, following a review of comparable policies at other universities and an evaluation of the potential impacts of such changes; and
2. Policy changes related to additional categories of leaves, including but not limited to bereavement leave and extended leave for vacation, and determine how such leave may be appropriately accommodated within assistantship contracts; and
3. Review and revise the document defining the basic duties, responsibilities, and mutual expectations to be discussed between graduate assistants and their supervisors, which can be adapted to specific departmental or role-based needs, and recommend a standardized process for maintaining and updating the document, along with clear guidance on its lifecycle; and
4. Policy Changes informed by the findings and recommendations of the University Mission Initiative Committees.

**REFERENCES:**

1. <https://oge.mit.edu/gpp/admissions-and-registration/leaves-accommodations-and-time-off/table-graduate-student-leaves-accommodations-and-time-off/>
2. [https://gradschool.cornell.edu/ppr\\_types/leave-of-absence/](https://gradschool.cornell.edu/ppr_types/leave-of-absence/)
3. <https://grad.berkeley.edu/financial/academic-employment/>
4. <https://grad.ucdavis.edu/family-and-medical-leave-funded-graduate-students>
5. <https://hr.ufl.edu/leave/graduate-assistant-leave-of-absence/>
6. <https://grad.illinois.edu/document/handbook#academic-leave>

7. <https://policy.umn.edu/hr/gradstudentemployment-appf>
8. <https://gradschool.missouri.edu/policy/vacation-policy-for-graduate-assistantships/>
9. <https://gradsch.osu.edu/graduate-school-handbook-gsh/gsh-section-11-benefits-graduate-associates-fellows-and-trainees>
10. <https://gradschool.psu.edu/graduate-education-policies/gsad/gsad-900/gsad-906-graduate-student-leave-of-absence>
11. <https://www.purdue.edu/vpec/policies/human-resources/s3/#:~:text=Sick%20Leave%3A%20All%20Benefits%2DEligible,for%20illness%20of%20Immediate%20Family.>
12. <https://www.buffalo.edu/administrative-services/for-faculty-staff/time-attendance/state/graduate-student-employees.html>
13. <https://hr.uw.edu/studentemployment/time-off-and-leave-policies/time-off-policies/>
14. <https://policy.wisc.edu/library/UW-5082/>
15. <https://hr.uw.edu/studentemployment/time-off-and-leave-policies/time-off-policies/>
16. <https://policy.utdallas.edu/utdpp1075>
17. <https://academiccatalog.umd.edu/graduate/policies/policies-graduate-assistantships/>
18. [https://www.colorado.edu/engineering-facultystaff/sites/default/files/attached-files/advising\\_agreement\\_final\\_final.pdf](https://www.colorado.edu/engineering-facultystaff/sites/default/files/attached-files/advising_agreement_final_final.pdf)



## AP Faculty Senate Comments

CGPSP 2025-26C - Resolution to form a working group to review  
Policy 6210

3/4/2026

The A/P Faculty Senate Policies and Issues Committee has reviewed and approves/endorsees CGPSP 2025-26C - Resolution to form a working group to review Policy 6210.

No additional comments were provided.



## Staff Senate Comments

CGPSP 2025-26C

February 13, 2026

Staff Senate has reviewed CGPSP 2025-26C and asks for clarification of the Therefore section that states that two working groups shall be charged. What are the two groups as there seems to only be a request to establish one working group?

Staff Senate has no further questions or comments.

Thank you,

Gabe Petry, Chair, Staff Senate Policies and Issues Committee