



TEXAS TECH™

MEMORANDUM

DATE: August 16, 2024

TO: Deans, Department Chairs & Business Managers

FROM: Lawrence Schovanec, President
Ron Hendrick, Provost and Senior Vice President
Joseph A. Heppert, Vice President for
Research & Innovation
Noel Sloan, CFO and Senior Vice President for
Administration & Finance

RE: RA/TA/GPTI Student Health Payment (SHP)

Supporting our Graduate Students and Research Goals

In alignment with Texas Tech University's aspirations toward the Association of American Universities (AAU), we remain committed to advancing research excellence and fostering a supportive environment for our graduate students. Achieving these aspirations is a strategic pathway to elevate our research profile and enhance the quality and impact of our academic contributions on a national and global scale.

A key part of these aspirations is the significant growth of external funding for research, reflecting the innovative and groundbreaking work conducted by our faculty and students. This growth is crucial for providing the necessary resources to support our research initiatives. Recognizing the indispensable role of our graduate students in driving these efforts forward, we prioritize their well-being, including comprehensive health coverage.

To align with these objectives, we must transition a substantial amount of graduate student support from internal funds to external resources. This will alleviate the burden on our internal resources and foster a more sustainable and competitive research environment.

By prioritizing the health and support of our graduate students, we foster an environment where innovation and academic excellence can thrive. Our commitment to these values is unwavering, and we will continue to work diligently to ensure our graduate students have the resources and support they need to succeed.

Teaching Assistant (TA)/Graduate Part-Time Instructor (GPTI)

As [announced](#) in April, health insurance support will continue for students in TA/GPTI positions. These students will receive support as a one-time payment of \$250 on their November 1 (Fall) paycheck and \$250 on their March 1 (Spring) paycheck; eligibility will be based on appointment as of the 20th class day. Payment will be centrally funded and administratively applied. No action is needed by the student or hiring department. Students are required to be assigned .50 FTE to receive the student health payment.

As more RA positions are supported by external funding, our goal is to increase the centrally funded health insurance support for students in TA/GPTI positions. We will continue to monitor the progress through FY 2025 and announce any changes in health insurance support amounts each August.

Research Assistant (RA)

Also, RAs will receive health insurance support up to the premium rate of \$3,246 per academic year. Students are required to be assigned .50 FTE to be eligible for the health insurance support payment. Students will receive \$1,361 on their November 1 (Fall) paycheck and \$1,885 on their March 1 (Spring) paycheck; eligibility will be based on appointment as of the 20th class day. Payment will be administratively applied. No action is needed by the student or hiring department.

Health insurance support will be allocated in proportion to the FOP(s) on the student's RA appointment as of the 20th class day. For amounts allocated to E&G (generally those beginning with 11, 12, 13 or 14; exceptions include sponsored project funds in the 11E and 12C fund classes) and/or designated (those beginning with 15, 16, 17 or 18) funds, central support will be provided. To preserve the limited amount of central support available, departments should appoint RAs to sponsored projects, gifts and other external sources of funds whenever available.

Students may continue to elect student insurance plans, staff/faculty insurance plans, or personal coverage as appropriate. Any charges resulting from a student insurance plan billed through Student Business Services are the individual's responsibility. The health insurance support payment is intended to assist the student, but payment will be made through payroll. It will not be applied to any outstanding balance on the student account.

We will continue to work with the Texas Tech University System Office of Risk Management to evaluate and secure student health insurance plans that broadly meet the needs of students. Any changes in health insurance support amounts will be announced each August.

Split Funded Appointments

If a student is both a TA/GPTI and RA with an assignment that equals .5 FTE, then the following amount will be applied.

- RA assigned .25-.49 FTE, with the remainder being a TA/GPTI, will receive half the RA benefit plus half the TA/GPTI benefit.
- TA/GPTI assigned .26 FTE or greater, with the remainder being an RA, will receive the entire TA/GPTI benefit.

Fall 2024 Example

- .25 FTE as RA will pay \$680.50 and .25 FTE as a TA will pay \$125. Individuals will receive a payment on the November 1 paycheck of \$805.50 on the SHP earn code.
- .30 FTE as a TA and .20 FTE as an RA. Individuals will receive a payment on the November 1 paycheck of \$250 on the SHP earn code.

Department Guidance

Please refer to the various operating policies for RA, TA, and GPTI definitions and appointment information.

Colleges should review graduate student appointments before the 20th class day in the Fall and Spring semesters, ensuring that the individual is performing duties as defined in policy. Departments that submit funding change ePAFs and/or labor redistributions after the 20th class day should provide a detailed description regarding the change. If the labor change is moving funding from institutional funds to sponsored projects, gifts, or other external funds, then the college may be required to reimburse the RA health insurance support. The program code should reflect the performance of the student and be appropriate for the funding source.



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2625 Memorial Circle Lubbock, TX, 79409