

Teaching Fellow Policy (Amended 6/29/22)

UNIVERSITY AT BUFFALO SCHOOL OF LAW

Serving as a Teaching Fellow provides students with a unique and valuable educational experience. In this role, students are expected to provide support for faculty in a 1L or approved upper-level course. This support may include, among other things and at the faculty member's discretion: assisting with developing and updating course materials, holding individual or group sessions with students in the course, regular meetings with the faculty member, and referring common issues and concerns to the faculty member. The focus of the Teaching Fellow role is to provide the fellow with additional opportunities to master the underlying material and develop additional skills that may prove useful in the future.

To that end, upon approval of the Vice Dean for Academic Affairs, faculty may be authorized to select one or more Teaching Fellows, subject to the limitations and expectations outlined below:

1. In structuring the Teaching Fellow role for a particular course, the professor must ensure that the work is of the sort that qualifies for academic credit (i.e., not merely menial tasks) and requires sufficient in-class and out-of-class work to satisfy the Law School's Credit Hour Policies and Procedures. Upon appointing a student to serve as a Teaching Fellow, the faculty member certifies that the academic credits earned are consistent with these policies and procedures.
2. Limitations on Serving as a Teaching Fellow.
 - a. No student may serve as a Teaching Fellow for more than one (1) course for a maximum of three (3) credit hours in any one semester or for more than six (6) credit hours total.
 - b. Students may not be a Teaching Fellow for more than two (2) semesters total. A student may be a Teaching Fellow for the same professor and course in two different semesters, or they may be a Teaching Fellow in two different courses and/or for different professors in different semesters subject to the above limitations.
 - c. Students may not be a Teaching Fellow and a Writing Fellow during the same semester.
 - d. Students who are subject to the mandatory upper-level curriculum or are on academic probation may not serve as Teaching Fellows without the prior approval of the Vice Dean for Student Affairs.
 - e. To the extent possible, Teaching Fellows should have taken the underlying course (or a sufficiently similar course) previously. This may be waived for good cause upon consultation with the Vice Dean for Academic Affairs.
3. Teaching Fellows shall be graded in accordance with the General Academic Requirements, Policies and Code of Student Conduct. Professors should outline expectations clearly and grade student performance according to these expectations.