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| <br><b>UAEU</b> | <b>Teaching Assistants Policies Manual</b>          | Policy Number            | TA-00       |
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|  | Definitions and Abbreviations                       | Due Date for Next Review | 01-Sep-2016 |
|  | <i>Responsible Office:</i> DVC for Academic Affairs | Pages of this Policy     | 1 of 1      |

## Definitions and Abbreviations

The Definitions and Abbreviations used in the policies and procedures have the following meanings, unless otherwise is indicated in the text:

- Academic Year : A one-year period established annually in the official University calendar
- Chancellor : The Chancellor of the United Arab Emirates University
- CMHS : College of Medicine and Health Sciences
- Dean : Dean of the College
- Faculty Member : Professors, Associate Professors, and Assistant Professors
- Manual : A policies and procedures manual is a functional guide for conducting the operations of a division or a department. The manual typically consists of policies, procedures and signatory authority matrix
- Policy : A definite course or method of action to guide and determine present and future decisions. A policy is a guide to decision-making under a given set of circumstances within the framework of corporate objectives, goals and management philosophies
- Procedure : A particular way of accomplishing something, or an established way of doing things. A procedure is a series of steps followed in a definite regular order that ensures the consistent and repetitive approach to actions
- Provost : The Deputy Vice Chancellor for Academic Affairs & Provost
- TA : Teaching Assistant
- UAE : The United Arab Emirates
- University, or UAEU : The United Arab Emirates University
- University Community : All UAEU faculty members, staff, and students
- University Council : The Governing Board of the United Arab Emirates University
- Vice Chancellor : The Vice Chancellor of the United Arab Emirates University