

## **GUIDELINES**

### **for Academic Units to use in**

#### **Recommending the Appointment of Graduate Supervisors**

1. Supervisors are appointed by the Dean of Graduate Studies on the recommendation of the appropriate academic unit. It is the responsibility of academic units to provide evidence that each supervisor is suitably qualified.
2. The primary criterion to be used in recommending persons as graduate student supervisors is their capability to provide effective supervision in the area of the student's research. Supervisors should have sufficient research or professional experience to provide the necessary guidance and should have a clear understanding of the standards which must be met by the student in fulfilling the appropriate degree requirements. In many cases this level of experience can best be demonstrated by the holding of a post baccalaureate qualification. In addition to having the necessary experience, supervisors should be willing to provide the necessary guidance and must be conscientious in working with graduate students.
3. Sole supervision of graduate students may be undertaken by faculty members with probationary or tenured appointment or full-time appointments of at least three years.
4. To ensure that effective supervision is a high priority for all persons appointed to supervise graduate students it is important that all supervisors have a close linkage as well as a strong commitment to the academic unit in which they work. Persons who hold adjunct appointments and those who do not hold an appointment in the University may be appointed only as co-supervisors or as members of supervisory committees. Persons holding cross, joint appointments (or part-time appointments with the Faculty of Medicine) are eligible to be sole supervisors of graduate students.
5. Those recommended for appointment as supervisor of a doctoral candidate should have a doctoral degree or equivalent qualifications (or appropriate experience in a professional faculty, school or institute) and should have demonstrated success in the supervision of master's candidates.
6. The appointment of a supervisor may be suspended by the Dean of Graduate Studies, after consultation with the Head of the academic unit, if there is prima facie evidence that such action is warranted.

*(Endorsed by the Academic Council of the School of Graduate Studies - April 1996)*