Graduate Programs Supervisory Policy

Eligibility for supervisory privileges is governed by the *University of Calgary, Faculty of Graduate Studies, Student Supervision Policy.*

Criteria for approval to supervise: Unconditional Supervisory Status
In order to supervise both masters and doctoral students, a faculty member must:
- Hold a PhD degree or equivalent.
- Demonstrate research competence through peer-reviewed publications and success in obtaining funding.
- Provide an appropriate research-training environment, to facilitate/enable effective learning and timely completion for graduate students.
- Normally demonstrate experience participating on doctoral examining committees.

Eligibility to Supervise:

Upon academic appointment, the faculty member sends a Curriculum Vitae (CV) to the Faculty of Nursing Graduate Programs office, which is forwarded to the Faculty of Graduate Studies. A discussion with the Associate Dean Graduate Programs regarding eligibility criteria, previous supervisory experience and if warranted, recommendation to a Faculty mentor will occur.

Any faculty member eligible under the Graduate Student Supervision Policy will be granted unlimited supervisory privileges for Master's students. Faculty members who have not yet supervised a Master's student to completion will be granted limited supervisory privileges for Doctoral students: they can supervise up to two Doctoral Students, and must have a co-supervisor. Any faculty member eligible under the policy who has supervised or co-supervised a (Master's / Doctoral) student to completion is eligible for unlimited supervisory Privileges for Doctoral students.

Maximum Supervisory Load: (Supervision indicates "Primary Supervisor")

The following are guidelines that may vary based on the faculty member's workload, administrative role and their experience as a faculty member. The ultimate goal of supervision is to provide the student with an optimum graduate experience and the ability to provide this varies between Faculty.

It is recommended:

Experienced supervisors should normally supervise:

- no more than 7 graduate students.
    - no more than 4 should be at PhD level; of these, no more than 2 should be at the same stage of their program.
    - no more than 4 should be Master's students, as they typically require more immediate attention and guidance**.**
- Supervisors should not supervise more than 2 new students per year.

Less experienced faculty members should supervise fewer students than their experienced colleagues.

Newly hired faculty members supervising students will be assigned a faculty mentor.

The following should be taken into consideration when a request from the Associate Dean is made to the faculty member:

- How many MN and PhD students do I currently have? Are they full time or part time?
- Where are my current students in their program?
- Do I have certain students with projects of a large scope or students who have difficulty writing and require more assistance?
- What kind of feedback am I receiving from students (related to the amount of time you are able to offer them? For example, are you feeling overloaded, like you are not able to offer enough time to them?)
- Do I have extra administrative duties or other teaching duties (outside my regular teaching) if so, how much of my time does it take up?
- Are the student and I a good fit in research/topic interests, research methods?
- What are the funding options for my student that may help them devote more time to study and move quicker through the program?
- Will the student reach their academic goals under my supervision?