

Department of Sociology Supervisory Policy

Approved November 24, 2010

Policies of the Faculty of Graduate Study that govern the supervisory status of faculty members are presented in Part IV of the Graduate Calendar: "Policy Governing the Relationship Between Supervisor and Student" found at:

<http://www.ucalgary.ca/pubs/calendar/grad/current/gs-handbook-part-four.html>

Each graduate program must have their own policy that governs the specific criteria for approval of a given faculty member to supervise graduate students. In cases where a program has not filed their policy with the Faculty of Graduate Studies, the following policy will be assumed.

A faculty member wishing to have the privilege to supervise graduate students must submit their CV to the Graduate Program Coordinator responsible for their program. The Coordinator will forward the CV with the request for supervisory privilege to the Dean of the Faculty of Graduate Studies for consideration of approval. This approval will be based on the criteria stipulated in the program's supervisory policy. The Faculty of Graduate Studies retains the authority to suspend or remove supervisory privilege for cause after consultation with the Faculty Dean.

Criteria for Approval to Supervise Masters students:

To have the privilege to supervise Master's students, a faculty member:

- Must hold a continuing Board appointment in the professorial ranks
- Must have an active research program
- Must be familiar with the relevant policies and procedures for graduate students registered in a Master's program
- Faculty members who have not yet supervised an MA student through to completion are expected to consult with the head of the department before agreeing to serve as the supervisor of a student and a more experienced co-supervisor may be required.

Criteria for Approval to Supervise Doctoral Students:

To have the privilege to supervise Doctoral students, a faculty member:

- Must hold a continuing Board appointment in the professorial ranks
- Must have an active research program
- Must hold a doctoral degree (or equivalent)
- Must be familiar with the relevant policies and procedures for graduate students
- Must have demonstrated successful student mentoring; usually this is accomplished by the successful completion of a postgraduate degree by a student under the direct supervision of the applicant
- The supervisory committee should include at least one member who has supervised a PhD student through to the completion of the candidacy examination.

Limitations: Normally, it is expected that a given faculty member would supervise no more than 5 graduate students. Untenured faculty members will normally be restricted to supervising a maximum of two graduate students at any one time.