Graduate Students:
Recruitment and Supervision
Some thoughts and Experiences
Faculty Forum, January 22, 2012
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RECRUITMENT:

ALL from Personal Contact:

• Colleagues
• Collaborators
• Conferences
• Research Seminars
• Graduate Students

• iMechanica: Web/blog of Mechanicians
RECRUITMENT:

Closing the Deal:

Quickly Establish a Relationship built on

• Mutual Trust and Respect (I use SKYPE)

• BUILD CONFIDENCE

•**Initial interaction: student feels you are there to support him/her, you care, you listen..you’ll “look after them”

• Continuing Interaction – ‘look after application’..RECRUITMENT in truest sense
STUDENT ARRIVES:
SUPERVISION:

• CLEAR AND FREQUENT Communication

• CLEAR EXPECTATIONS

• FLEXIBILITY – Know your student’s learning style

• Insist on QUALITY AND STANDARDS

• ASK for help – co-supervision/mentor/Assoc Chair
SUPERVISION:
KNOW THE RULES:

• ALL graduate students are students of FGSR
  – not of the Faculty of Engineering

• ALL graduate students are represented on campus by The GSA established by the province’s Post-Secondary Learning Act (PSLA) As a stand-alone corporation, the GSA is governed by a Council established by the PSLA, led by elected officials, and run by a professional staff, with management reporting regularly through the President.

• AEGS (Academically Employed Graduate Students) Collective Agreement - see GSA website: (http://www.gsa.ualberta.ca/en/02CollectiveAgreement.aspx)
SUPERVISION

- Responsibilities of the supervisor and the graduate student
- Guidelines and good practices for supervision
- Establishing the supervisory committee
- Establishing the examining committee

READ

- Graduate Program Manual (FGSR website)
- Department’s Graduate Program Manual
- AEGS (Academically Employed Graduate Students) Collective Agreement - see GSA website: (http://www.gsa.ualberta.ca/en/02CollectiveAgreement.aspx)
**Things can go Wrong!**

- Resolving issues – **COMMUNICATE!!**
  - Supervisory committee, Assoc Chair – carrot v stick?
  - Candidacy Examination (PhD)

- Annual reports – **YOU ARE NOT ALONE…**
  - Meetings of the supervisory committee with the graduate student are required, at least annually
  - Watch your E-mails!

**DOCUMENT ALL MATTERS OF CONCERN**

- **APPEALS**: “A decision of the FGSR which affects the student's academic standing (e.g. termination, also known as “required to withdraw”, or a change of category to a master’s program) may be **appealed** by the student.”

- **Faculty Agreement**: “Any person may make a written complaint to the Provost about the conduct of a staff member, including in the complaint a description of the act or omission complained about.” Article 16 FA