

Appointment to the Graduate Program in Biology (MSc and PhD)

Program-specific appointment criteria are consistent with the Faculty of Graduate Studies appointment criteria outlined below and in accordance with procedures approved by the program. Approved program-specific criteria provide the basis upon which program-specific appointment recommendations are made. The following represent the governing principles for recommendation of an individual for appointment to the Biology Graduate Program:

Program-Specific Criteria for Appointment and Re-Appointment

The committee of the Biology graduate program has responsibility for advising the Graduate Program Director (GPD) with respect to appointments to be made. The GPD then makes a recommendation to the faculty of Graduate Studies (FGS) regarding appointment.

Criteria for Full Membership

- 1) Hold a PhD (or equivalent) degree or otherwise have demonstrated achievement as a researcher, scholar in accordance with the expectations of the discipline (see below).
2. Full Members are expected to maintain an active research program. The CV of a candidate for Full Membership must document ongoing scholarly research and activity. Sustained and continuing contribution is understood to include peer-reviewed scholarly publications and external grant support.
3. Full Members are expected to supervise MSc and PhD students in a manner consistent with the principles defined below. Documented failure to do so may result in a recommendation by the GPD to FGS to terminate or decline renewal of the appointment to the Biology graduate program.
4. Full Members are expected to contribute to the graduate program through routinely serving on supervisory and examining committees.
5. Full Members are expected to contribute to the teaching of graduate courses within the program.

Criteria for Adjunct Members

1. Adjunct members typically hold a tenure-stream (or equivalent) appointment at another University or research institution. An Adjunct Member will be involved in scholarly or professional activities that complement an existing research area within the graduate program. Typically an adjunct member will hold a PhD.

2. It is expected that the candidate will assume responsibilities as a supervisory or examining committee member for graduate students during the term of their appointment.

Contributions to scholarly research and activity

Contributions to scholarly research and scholarly activity primarily involves peer-reviewed publications but also includes: peer-reviewed research grants; presentations at conferences or symposia; patents; contract research, awards, organization and direction of major conferences and symposia, roles on outside professional or scholarly organizations directly related to the discipline; editorial roles and advisory roles.

Application Process for initial appointment:

The individual must submit a copy of his/her CV and a one page statement describing how their appointment will enrich the Biology program and how their research fits within the broad remit of Biology graduate education. This statement should take into account 1) Supervision of students at both the masters and doctoral levels; 2) Graduate teaching that would benefit Biology students; 3) Service on Masters and Doctoral Supervisory and Examining Committees; 4) Interactions with current faculty; and 5) any other details that the individual considers relevant. Individuals may also provide supplementary material to help in an assessment of suitability for appointment or re-appointment.

The individual must present a research seminar to the Graduate Program. At the discretion of the Graduate Program Director, this condition may be considered to be satisfied through the interview process of new hires to the Department of Biology.

For appointment as Adjunct Member a letter of support from a current member of the Graduate Program must be provided to the Graduate committee that addresses the eligibility of the candidate.

Application Process for re-appointment:

Prior to the due date for recommendation to FGS for re-appointment, the GPD will review the members activity in the program in accordance with the principles below. If the individual is considered to be in violation of the principles defined for appointment, the GPD will discuss this further with the graduate committee and Chair of the Biology Department before making a recommendation to FGS regarding re-appointment.

Methods of Assessing Graduate Teaching and Supervision

1. Graduate teaching

Teaching at the graduate level consists primarily of supervision of graduate students engaged in original research. For formal graduate level courses satisfactory performance as an instructor may be determined through student and peer evaluations.

2. Graduate Supervision

The quality of the supervision of graduate students is assessed on the basis of the following factors:

- (i) The time taken for students to complete their degrees
- (ii) Regularity of meetings between the supervisor and student and timely feedback on submitted written materials such as drafts of thesis.
- (iii) Presentation of thesis results at national and international conferences
- (iv) Successful defense of student's thesis
- (v) Publication of the principle research results in refereed journals
- (vi) Comments by external referees on theses

Items (iv) and (v) are considered to be the most important in the assessment.

Insufficient evidence of continued research, scholarship and professional activity at an advanced level and/or poor supervision and/or teaching of graduate students may result in recommendation for an appointment that excludes principal supervision of doctoral and/or master of science students.