

Appendix O
Letter of Understanding Regarding
Graduate Supervision

Faculty members who are appointed to a unit with a "normal teaching load" of 2.5 FCEs per year and who do not receive other course releases related to or predicated on graduate supervision shall receive credit for graduate supervision TO A MAXIMUM CREDIT PER YEAR OF 0.5 FCE (all credits to be credited on a 'slip year' basis) as follows:

Deleted: 3.0

1. Principal supervisors of a thesis **or a Major Research Paper or a Directed Reading Course** of a Masters student in the first two (2) years of his/her program or of a Ph.D. student in the first six (6) years of his/her program shall receive a one-sixth (1/6th) FCE credit per year for each such year of principal supervision. Principal supervisors of a thesis or dissertation of more than one (1) such student may receive an additional credit of a one-sixth (1/6th) FCE per year for each such year of principal supervision TO A MAXIMUM CREDIT PER YEAR OF 0.5 FCE.

2. **DELETE this paragraph** Supervisors of a Major Research Paper of a Masters student in the first two (2) years of his/her program shall receive a 0.125 FCE credit per year for each such year of supervision of a Major Research Paper. Supervisors of a Major Research Paper of more than one (1) such student may earn an additional credit of a 0.125 FCE per year per Major Research Paper for each such year of Major Research Paper supervision TO A MAXIMUM CREDIT PER YEAR OF 0.5 FCE.

3. Faculty members who are actively involved in other formal supervisory activity (**e.g., Committee member, examination, comprehensive exam**) of at least one (1) Masters student in the first two (2) years of his/her program or Ph.D. student in the first six (6) years of his/her program shall receive a 0.125 FCE credit per year for each such year of other formal supervisor activity. Faculty members who are actively involved in other formal supervisory activity of two (2) or more such students shall receive an additional 0.125 FCE credit per year for each such year of other formal supervisory activity TO A MAXIMUM CREDIT PER YEAR OF 0.25 FCE.

4. Faculty members may combine credits they receive as set out in 1-3 above to a maximum credit per year of 0.5 FCE. **CREDITS ABOVE OR BELOW 0.5 FCE CAN BE BANKED FOR FUTURE YEARS.**

For example: **Needs to be re-done**

- Three (3) or more principal supervisions – 0.5 FCE

- One (1) principal supervision and three (3) or more Major Research Papers – 0.5 FCE
- One (1) principal supervision, one (1) Major Research Paper and two (2) or more other formal supervisory activities – 0.5 FCE
- Two (2) Major Research Papers and two (2) or more other formal supervisory activities – 0.5 FCE
- One (1) Major Research Paper and one (1) other formal supervisory activity – 0.25 FCE
- Two (2) or more other formal supervisory activities only – 0.25 FCE

Deleted: Additional Graduate Supervision Credit¶

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 5. In addition to the provisions set out in paragraphs 1 to 4 above, faculty members who are appointed to a unit with a "normal teaching load" of 2.05 FCEs or higher per year and who are principal supervisors of a thesis or a Major Research Paper of four (4) or more Masters students in the first two (2) years of their program or of a dissertation of four (4) or more Ph.D. students in the first six (6) years of their program (or a combination of both totalling four (4) or more) shall receive an annual lump sum credit of one-fourthsixth (1/46th) FCE for each year of such principal supervision. Effective 1 May 2008, Aa faculty member who is a principal supervisor of seven (7) or more such supervisions shall receive a further additional annual lump sum credit of one-fourthsixth (1/46th) FCE for each year of such principal supervision.¶

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 6. Effective 1 May 2008, fFaculty members who are appointed to a unit with a "normal teaching load" of 2.50 FCEs or higher per year and who are actively involved in other formal supervisory activity (e.g., Committee member, examination, directed reading course, any principal supervisions not used above) of five (5)six (6) or more Masters students in the first two (2) years of their program or Ph.D. students in the first six (6) years of their program shall receive a one-sixth (1/6)0.125 FCE credit per year for each such year of other formal supervisory activity.¶

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 For example ...¶