Managing Your Supervisor
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Moderator:
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Panelists:
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Dr. Dave Hansen, Assistant Dean (Supervisor Development), FGS
Adrianne Offenbecker, PhD student

#GradO2017
Supervisor is not simply someone who tells you what to do
Provide your own motivation
What do we want from each other

**Student expect from Supervisor**
- Read work in advance
- Available when needed
- Friendly, open and supportive
- Constructively critical
- Good knowledge of area
- Easy exchange of ideas
- Interested
- Role model
- Aid in development

**Supervisor expect from Student**
- Independence
- Produce good quality written work
- Regular meetings
- Honest when reporting progress
- Follow advice
- Enthusiasm

Phillips and Pugh, 2000
FACULTY OF GRADUATE STUDIES

Checklist of Expectations for
GRADUATE STUDENT and SUPERVISOR

Graduate Student Name: ________________________ UCID: ________________________
Program: ________________________ Program Director: ________________________
Degree: __________ Specialization: ________________________

The aim of this checklist is to define the expectations and responsibilities of the graduate student and the
supervisor. Questions about the suitability of any part of this document should be directed to the Graduate
Program Director or an Associate Dean in the Faculty of Graduate Studies (FGS). Each party should retain a
copy of the signed document and the Appendix. The completed first two pages of this document should be
submitted to the Program Director and filed at the student’s host program. The checklist may be updated as
necessary.

General Expectations and Responsibilities

Graduate students hold the primary responsibility for the completion of their degree. Graduate study requires
independent learning, as well as constant collaboration between the student and the supervisor. In accepting
admission to a graduate program, the student is agreeing to pursue studies and scholarly work on a full-time basis
(if registered full-time), under the supervision of a faculty member, to meet the regulated deadlines established by
the Faculty of Graduate Studies, and to maintain open communication with the supervisor. The student must
actively seek to expand her or his knowledge and is expected to solve problems independently, to pursue
Mutually Beneficial Relationship
What’s “normal” in your program?

How to read a Professor’s door

Closed: “I may or may not be on this continent.”
Half-open: “I’m probably in a meeting.”
Wide Open: “I just walked in to get a few things before I have to run to my next meeting.”
Slightly ajar: “Proceed with caution.”

www.phdcomics.com
“My supervisor is giving me inconsistent or unspecific feedback”

“These deadlines seem unreasonable”

“How do I change from my interim to a different supervisor?”

“I’m having trouble getting access to my supervisor”

“Can I be fired by my supervisor? I’m worried that I may be let go”

“I have a difficult personal issue that I can’t discuss with my supervisor”

“I’m not sure whether I can talk with my committee members”
My GradSkills Resources and Workshops

- Workshops:
  - Building a Successful Supervisory Relationship
  - Moving Beyond Conflict in Supervisory Relationships (Jan 31)
  - Staying Motivated and Managing Your Time
  - Skills of Communications (Feb 1)

- Writing at a Graduate Level series

- Graduate Student Teaching Development Program
Next Up:
Lunch at Last Defense Lounge

After Lunch:
Fees and Funding

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