

Policy on Supervisory Rights

1) Particularities

A- Assistant, Associate and Full Professors, Tenured or in a Tenure-Track position

- First and foremost, all professors have full supervisory rights. Renewal of these rights occurs every seven years, at the same time as the evaluation of graduate programs.
- For newly hired professors, it is up to the Search Committee to make a recommendation to the Faculty Teaching Personnel Committee (FTPC), through the Dean, as to whether full or limited supervisory rights should be granted.
- For professors who have limited supervisory rights and who would like to be granted full rights, the Dean may submit a new request to the FTPC at any time.
- The Dean may also submit a request to the FTPC to limit or remove the supervisory rights of a faculty member.

B- Retired or Emeritus Professors

- Retired and emeritus professors are automatically permitted to complete the direction of theses already undertaken, unless the Dean makes a request to the contrary to the FTPC.
- It is recommended that maintaining the supervisory rights be limited to direction of these at the masters' level and co-direction at the doctorate level for professors who held full supervisory rights beforehand.

C- Adjunct Professors

- As the term of an adjunct professor is three years, a request can be made to the FTPC at the end of each term.
- It is recommended that for masters' and doctoral students, adjunct professors co-direct with a regular professor.

D- Other cases

- All other individual cases must be submitted by the Dean to the FTPC.

2) Criteria

The full or limited supervisory rights are granted based on the following criteria:

- the professor's reputation in his or her field of research as evidenced by peer-reviewed publications in recognized journals and publishing houses;
- the active and continuous participation of the professor in his or her field, as evidenced by research dissemination activities and his or her teaching;
- his or her ability to supervise theses as evidenced by previous conclusive results;
- his or her experience, for example, as a member of a thesis committee, a member of a thesis jury or external examiner;
- any other relevant teaching or supervisory experience at Saint Paul University or other universities.

3) Procedure

- The recommendation form must be completed by the Dean.
- A comprehensive curriculum vitae must be submitted by the professor, in the required format for program evaluations.
- The request is sent to the FTPC who evaluates the file.
- All professors must be advised in advance of any request to change supervisory privileges so that they may present their views to the FTPC if they so wish.

The Executive Committee of Saint Paul University may hear an appeal from a professor.

4) Policy Review

This policy will be reviewed by the Senate after its first year of implementation and if necessary, always after having consulted the FTPC of each of the faculties and the Professor's Association of Saint Paul University.

SUPERVISORY RIGHTS

Recommendation Form

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| Date | |
| Academic Unit | |
| Professor's Name | |
| Rank or Status | <input type="checkbox"/> Assistant Professor <input type="checkbox"/> Associate Professor <input type="checkbox"/> Full Professor <input type="checkbox"/> Adjunct Professor <input type="checkbox"/> Retired Professor <input type="checkbox"/> Emeritus Professor <input type="checkbox"/> Other : specify _____ |
| Supervision requested for the following programs: | <input type="checkbox"/> Counselling <input type="checkbox"/> Canon Law <input type="checkbox"/> Public Ethics <input type="checkbox"/> Conflict Studies <input type="checkbox"/> Theology <input type="checkbox"/> Ministry (DMin) |
| Type of Request : | <input type="checkbox"/> First Request <input type="checkbox"/> Renewal Request <input type="checkbox"/> Change in Supervisory Privileges |
| Thesis Supervision <i>(check all that apply)</i> | <input type="checkbox"/> Supervise students at the masters' level <input type="checkbox"/> Supervise students at the doctoral level <input type="checkbox"/> Co-supervise students at the masters' level <input type="checkbox"/> Co-supervise students at the masters' level <input type="checkbox"/> Be a member of the thesis committees <input type="checkbox"/> Examiner at thesis exams |
| Signature : | |