

Updated Terms of Reference for Faculty Members in the Graduate Program in Neuroscience

1. **Supervisory privileges:** Permission to supervise graduate students within the GPN is conferred by the Executive Committee through a majority vote. Permission to supervise graduate students within the GPN may be suspended, restricted, or removed, subject to a majority vote by the Executive Committee. Reasons for such action include, but are not limited to, the following:
 - a. Three or more students supervised by the same supervisor withdraw from the program within five years.
 - b. One or more students are not receiving the current minimum stipend determined by the program.
2. **Minimum stipends:** Students must be paid the minimum annual stipend as determined by the Faculty of Graduate and Postdoctoral Studies, and by our program. The current minimum stipends are \$22,500 for Masters students (a two-year financial commitment is necessary to supervise a student) and \$26,000 for doctoral students (a four-year financial commitment is required). Our financial commitment forms can be found here: <https://neuroscience.ubc.ca/current-students/forms/>
3. **Student-supervisor agreement and learning plan:** Each new student must submit a signed student-supervisor agreement within two weeks of enrolling in the program. A template for this agreement can be found here: <https://www.grad.ubc.ca/faculty-staff/information-supervisors/supervising-graduate-students> We also provide a template for a holistic learning plan that outlines goals, skills, and requirements: <https://neuroscience.ubc.ca/current-students/forms/>
4. **Teaching:** Our members are obliged to teach at least one session (2 hours) in one of our team-taught courses (NRSC 500 or 501) per academic year, if asked.
5. **Supervisory committee service:** Members should agree to serve on student committees when possible, especially if their expertise and track record are relevant to students' research project.
6. **Program committee service:** Members should serve on one program committee (admissions, awards, curriculum, equity & diversity, executive), if asked. Committee membership is fixed-term; time commitment varies, but is relatively minimal.

I understand that my permission to supervise students through the GPN is subject to these Terms of Reference:

Signature:

Name:

Date: