



Recommendation for **ASSOCIATE** Membership in the Faculty of Graduate Studies

Criteria and policy available at: <https://www.uvic.ca/graduatestudies/about/fgs-membership/index.php>

**Associate membership** is restricted to adjunct and limited term faculty, postdoctoral fellows, and sessional instructors appointed at the University of Victoria who wish to serve on supervisory committees or to supervise graduate students. Membership will normally be granted for the length of the member’s academic appointment to a maximum of 5 years, renewable as appropriate, and with only those privileges that the academic unit recommends and the Dean of Graduate Studies approves. Associate members are normally restricted to co-supervision with a Regular member.

Regular members who have resigned their position at the University of Victoria (including Emeritus professors) who wish to continue to supervise or co-supervise graduate students must secure and maintain an Adjunct appointment to qualify for Associate membership.

Associate membership is designated with respect to their home academic unit. Associate members are said to be ‘inside’ members of supervisory committees within their academic unit, and as ‘outside’ members for supervisory committees in academic units in which they do not hold an appointment. Associate members who wish to supervise students outside their home academic unit must be nominated for membership through the outside unit.

**The head of the academic unit nominating the candidate is responsible to ensure the criteria for associate membership are met. Please indicate if the nominee is to be granted sole or co-supervisory privileges as well as any other recommended restrictions e.g. *limited length of appointment, supervision limited to master’s students etc.* For all nominations, include a brief rationale for the privileges or restrictions recommended. Submit this form and required attachments to [fgssec@uvic.ca](mailto:fgssec@uvic.ca)**

Nominee V Number \_\_\_\_\_ Name: \_\_\_\_\_

Email \_\_\_\_\_ Home academic unit: \_\_\_\_\_

Academic unit you are seeking membership for: \_\_\_\_\_

Nominee’s current appointment type at UVic: \_\_\_\_\_

If nominee is cross appointed, list the other unit: \_\_\_\_\_

Membership start date: \_\_\_\_\_ Membership end date: \_\_\_\_\_

Indicate all privileges to be granted to nominee – check all that apply

- PhD student sole-supervision     PhD student co-supervision     PhD committee membership
- Master’s student sole-supervision     Master’s student co-supervision     Master’s committee membership

**Be sure to include the required attachments:**

- Nominee CV     Current appointment form/adjunct appointment form     Rationale for recommended privileges/restrictions

**Head of Academic Unit recommending Membership:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_