

## **Appendix A - Supervisor Expectations Agreement**

Graduate students under my supervision are expected to:

- Be committed and show dedicated effort in gaining the necessary background knowledge and in carrying out their research project.
- Develop, in conjunction with me, a plan and a timetable for completing each stage of the thesis project, and to work assiduously to adhere to a schedule and to meet deadlines.
- Meet with me when requested and to report fully and regularly on progress.
- Give serious consideration to and respond to advice and criticisms received from myself and other members of the supervisory committee.
- Contribute to the maintenance of a workplace that is tidy and safe, and where each individual shows tolerance and respect for the rights of others.
- Be thoughtful and reasonably frugal in using resources.
- Conform to departmental requirements for their program - this includes the student meeting at least yearly with their supervisory committee.
- Meet agreed (specified??) standards and deadlines of the funding organization to the extent possible when financing has been provided under a contract or grant.
- Keep orderly records of their research data and to leave the original records in the lab when they leave UBC.
- Develop a clear understanding concerning ownership of intellectual property (refer to UBC policy on Patents and Licensing, [www.policy.ubc.ca/policy88.htm](http://www.policy.ubc.ca/policy88.htm), and the University Industry Liaison Office, [www.uilo.ubc.ca](http://www.uilo.ubc.ca))
- Take the required safety training programs (if applicable).
- Apply to the University or to granting agencies for financial awards, if not already done.
- Work at least regular workday hours on their research project after course-work has been completed, with at least 3 weeks vacation annually.
- Other:

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Student

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Supervisor