Psychology Graduate Student Council  
Meeting Minutes  
April 29, 2020

**Opening:** 3:08pm, opened by Liz Williams

**Present:** Liz, Chrissy, Lauren, Alex, Helia, Connor, Ryan, Breanna

**Agenda:**
1. Discuss feedback for Handbook

General questions/comments from the group on Handbook

- Difficult to read in detail - hard to parse and follow every
- Should not be only way policies are communicated to students
- Is there a more user friendly presentation
- Separate orientation document
- Correct lens for presentation
- Multipronged approach to the document
- We like the addition for the supervisor responsibility section
- How do we keep faculty responsible for their end of the bargain?
- Tentative language in supervisor section
  - Who is responsible? More clarity in language - where do they go if need isn’t being met.
  - Checks and balances?
  - Reminders that don’t come from us about certain things -- is there someone that can keep track of some of the important steps and forms
  - More accounting --- who is checking the annual reports?
  - Calendar for thesis deadlines?
  - Communication of deadlines and paperwork
- More formal ways in which these conversations are checked in upon. -- formal checklist?
- Paperwork/updates centralized
- More central communication on the website.
- Info session for supervisors, how to keep them up to date on the handbook
- Not communicated well on the website
- Posting previous versions of handbook online?
  - Trouble finding it online (like the clinical one does)
  - Make current and past versions easy to find
- Position of credits/program requirements - move to the end as an appendix
- Harassment potentially deserves more prominence
- Missing?
  - Strategic priorities - more discussion of sustainable futures and reconciliation
  - Role of advocacy
- Where the graduate students are included in that, or the opportunity for other graduate students to be a part of that
- Issues section; if this, do that, course extension procedures and policies etc.
- Student roles in department - we will contribute to some of this
- Integrating other students or ombuddies in advocacy roles in terms of issues arising
- Ask about funding allocation, how going to sustain funding for current students, knowing issues with recruiting students
- Plan to improve funding? Curious what has/is happening there
- Structres in place to allocate funding
- Transparency about authorship (3.3.6)
  - Some more clarification here about authorship
  - Support for students having issues with authorship
  - Faculty are allowed one-month vacation but doesn’t specify when e.g., per year? Or
- Protective language for students to be included on papers if it is their project
- Uvic fellowships language is vague around who gets this money and how much - how are decision amounts decided? Language about being a new student for phd
  - Clarify when you are getting these fellowships, are they guaranteed, who is considered a new student
- Clarify transition from masters to phd
- What are the circumstances where a student would not be recommended to move forward to phd
- Supervisor responsibilities - great we like it
- WANTED: Department responsibilities section - how will department support students and supervisors? E.g., posting syllabi for courses
  - Research side vs. course requirements side
  - Separate document for course requirements?
- Courses not described consistently or posted about so that students know what they can take or what is available
- Clarifying language about university administration and senate etc.
  - Define or get rid of?
  - Definition section at the beginning for shorthand and university procedures
- Include this in manual
  - https://www.uvic.ca/president/about/governance/index.php
- Gender inclusive pronouns - ‘the student’ rather than he/her
- How do you think students use this document and how would you like students to use this in the future
  - E.g., when something goes wrong, or when being introduced to the program
  - Simple language
- Student involvement in 3 year updates of handbook
• Appendix D: beefed up and revised “Prevention and Response Plan for
discrimination etc”
  • Resources, flow charts, phone number

Sections we like:
Adapt to the flow of academic life
Supervisor responsibilities
Considered student perspective