

INTERNAL POLICY

Doctoral thesis

CHANGE OF DOCTORAL THESIS¹ SUPERVISOR

Either the student or the thesis supervisor can initiate the following procedure, which applies in cases of conflict arising during doctoral studies. Hence, **when significant difficulties arise, the thesis supervisor and the student will meet to discuss the problems and find ways to make doctoral supervision more agreeable and efficient.**

This meeting will have two possible outcomes:

1. The student and the thesis supervisor discuss the situation and agree to continue working together;
2. The student and the thesis supervisor cannot agree on how the doctoral supervision will proceed.

In the case of the second outcome, a second meeting will be held. This meeting will be attended by the student, the thesis supervisor, and the supervisor of graduate studies, **except in cases where the supervisor of graduate studies feels that it would be inappropriate to meet with both parties** (i.e., in cases of health issues, significant conflict, ethical issues, discrimination, inappropriate behaviour or harassment)². This second meeting will aim to clarify the roles of both student and thesis supervisor, and to try to find solutions so that they can resume working together. In such cases, the parties will explicitly state and agree upon their mutual expectations.

At this point, three options are possible:

1. The student and the thesis supervisor come to an agreement and agree to continue to work together
2. The student and the thesis supervisor continue to disagree
3. The supervisor of graduate studies decides to assign a different thesis supervisor

¹ In cases in which the supervisor of graduate studies is directly involved, the director of the School will fill in for the supervisor of graduate studies.

² The School of Social Work subscribes to the University of Ottawa policy on the prevention of harassment and discrimination

<https://www.uottawa.ca/administration-and-governance/policy-67a-prevention-of-harassment-and-discrimination>

The thesis supervisor may keep the credits assigned for the time spent supervising the thesis. More specifically, if the change in thesis supervision takes place during the first half of the term, the former thesis supervisor will not receive credit for that supervision during the term. However, if the change in supervision takes place in the second half of the term, the former thesis supervisor will keep the credits associated with supervising the doctoral student during the term.

The new thesis supervisor will not automatically receive credits for the supervision; rather, the director of the School will review the situation and assign credits based on how far along the doctoral thesis has progressed.

Adopted at the Departmental Assembly held on January 20, 2015