

Policy for selection of potential external Honours supervisors 16/9/09

The following constitutes the policy concerning supervision of Pharmacology Honours students by supervisors external to Pharmacology:

- 1) Potential external supervisors need to have a collaborator in Pharmacology who can co-supervise the Honours project. Publications resulting from this work will typically have the details of the student and internal supervisor from Pharmacology in the by-lines for authors and institutions. This also applies to any conference presentations and/or proceedings.
- 2) The potential supervisor needs to send a project outline + CV* details to the Honours co-ordinator and is copied to HOD for consideration at any relevant meetings.
- 3) Assessment of the external supervisor's suitability will be made by the Pharmacology Teaching & Learning Committee in terms of prior supervisory experience, publications, collaborations, how well the research aligns with the discipline of Pharmacology etc.

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Other factors considered include:

- has the potential supervisor successfully supervised student(s) with us before?
 - has the potential supervisor successfully collaborated with us before?
 - is the potential supervisor amenable to publishing any associated results from the project with a Pharmacology co-supervisor?
- 4) Should Pharmacology agree to the arrangement the external supervisor is made aware that they are unlikely to be able to access more than one student in a calendar year due to internal demands. Also it is not a given that they can automatically access students in the future. Note that since the pool of students is limited in size, allocation of students will firstly give preference to internal Pharmacology supervisors.
 - 5) Potential external supervisors are required to indicate how many students in total (from all disciplines) they are likely to be supervising to ensure that our Honours students will receive adequate supervision.
 - 6) Honours students allocated to external supervisors are encouraged where possible to enrol in Pharmacology should they wish to pursue a postgraduate degree with the same external supervisor.
 - 7) External supervisors are expected to participate in our undergraduate teaching programmes. Examples of such activities include:
 - giving a seminar
 - giving guest lecture(s) in areas of relevant expertise
 - supervising 3rd year project students
 - giving tutorials related to their area of expertise

* CV not required if potential supervisor is an Honorary Associate in Pharmacology