

Nomination VUB PhD excellent supervision award Academic year 20..-20..

Background information PhD candidate

First name:	
Last name:	
E-mail:	
Student number:	
Faculty:	

Background information supervisor/guidance team¹

First name:	
Last name:	
Faculty:	
E-mail:	

Characterise your supervisor/guidance team using key words (max 5)

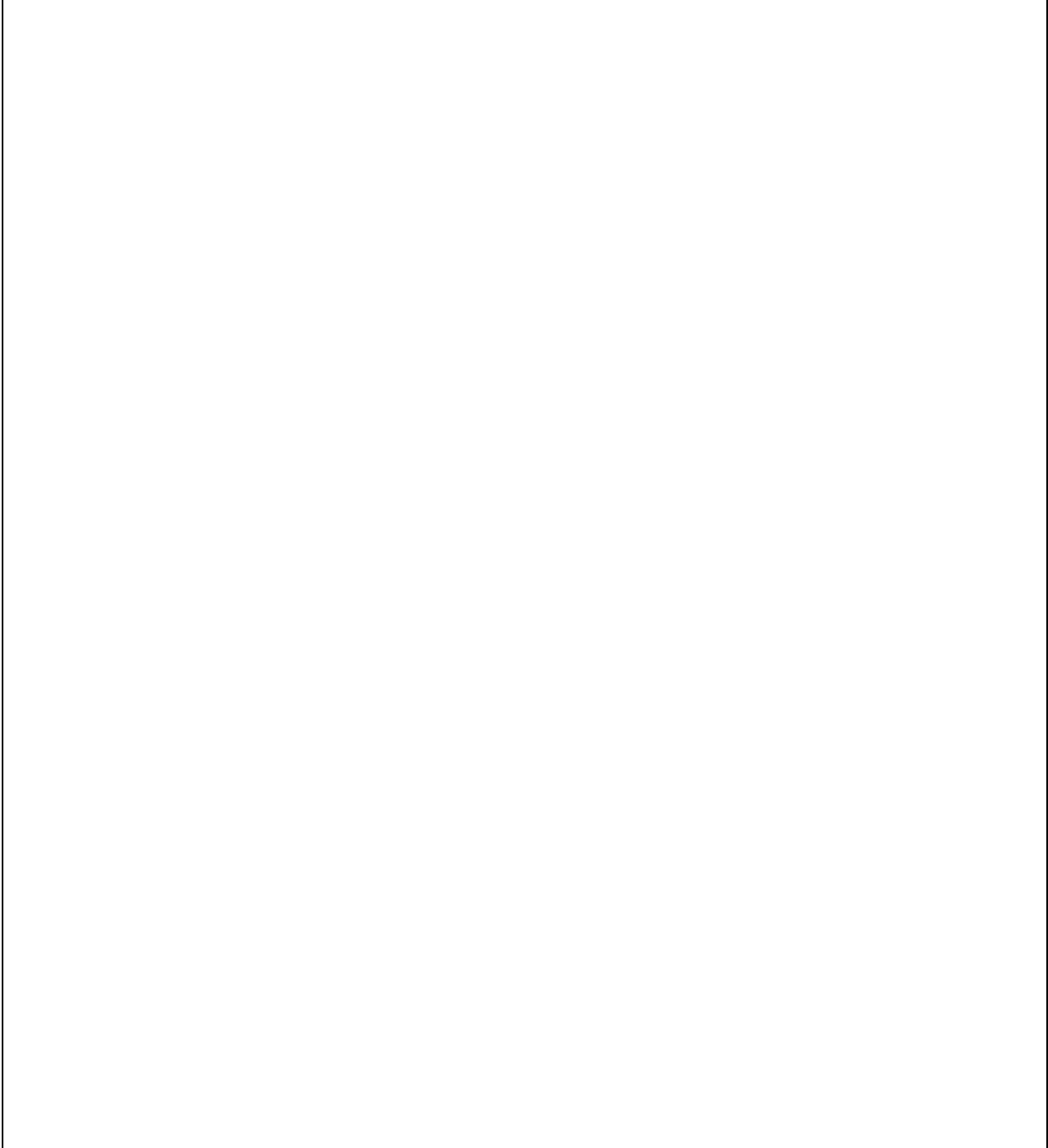
e.g. inspiring, compassionate, perceptive, simply the best researcher I know...

- 1.
- 2.
- 3.
- 4.
- 5.

Write a statement wherein you explain why the nominated person (or group) earns the award by using the Profile of a Good Supervisor (appendix I) as a guideline. Presumably, all supervisors should meet these criteria, so focus on these aspects of the supervision style that make your supervisor unique, what does (s)he master perfectly to earn this award?

Max 1000 words.

¹ In case you want to nominate a guidance team: copy the table as much as needed to showcase all the information concerning the individual team members.



APPENDIX I: PROFILE OF A GOOD SUPERVISOR

A good supervisor:

A good researcher will only undertake to act as supervisor of a doctoral thesis if he or she is in a position to offer the PhD candidate the necessary expertise, infrastructure and guidance.

expertise, infrastructure and guidance — The supervisor:

- has established a reputation in a field of study which is at least closely related to the field in which the PhD candidate is to conduct his or her research.
- is responsible for the material and intellectual climate in which the PhD candidate develops his or her research project. He/she ensures that the basic facilities are in place for the PhD candidate, such as easy access to computer infrastructure, including internet access, and office space.
- ensures that the number of PhD candidates is proportionate to the number of places available in order that adequate supervision may be guaranteed (partly by post-doctoral researchers).
- vouches for the quality of the PhD candidate's research plan.
- provides the funds to support his or her PhD candidates in their work, by applying for external or internal research funds and by using the allocated grant funds for researchers. The supervisor notifies the PhD candidate of any grants that were made available for the PhD research project. The supervisor's role is one of encouragement, co-ordination and assessment for the duration of the PhD process:

co-ordination — The supervisor:

- allows sufficient time to have regular contact with the PhD candidate and to monitor his or her research project closely.
- assists in developing and – if necessary – adjusting the research project.
- helps the PhD candidate place his or her research in a broader context.

schedule of planned activities — The supervisor:

- works in conjunction with the PhD candidate to draw up a thorough schedule of planned activities for the PhD research and training programme.
- ensures that the PhD candidate's obligations, such as the teaching assignment, are organised in such a way as not to jeopardise completion of the PhD project within the set time.
- is responsible for the progress made during the PhD process, preferably leading to completion within the set time.

Encouragement — The supervisor:

- launches the PhD candidate in the world of science by introducing him or her to researchers who may be able to provide assistance, by encouraging him or her to take part in conferences and in the Doctoral Training Programme, by offering advice on the development of his or her scientific research project, by providing general encouragement and fostering enthusiasm.

assessment — The supervisor:

- arranges to be present on a regular basis when the PhD candidate introduces his or her work to fellow scientists and provides the PhD candidate with feedback after the event.
- in conjunction with the PhD candidate regularly assesses the progress that is being made and makes adjustments if necessary in order to keep the project on track
- is obliged to inform the PhD candidate of the recommendations that he or she has made in the progress report.

publication — The supervisor:

- alerts the PhD candidate to opportunities for publication and helps him or her prepare publications.
- carries significant joint responsibility not only for the PhD candidate's thesis, but also for the articles and abstracts arising from the PhD research project.
- gives the PhD candidate who is the first author of a publication maximal opportunities to submit the results of his or her research for technology transfer procedures.
- ensures that mention is made, as required, of the funding source, as well as the PhD candidate's VUB-affiliation in accordance with internal guide-lines.
- deals with any protection of the research results prior to publication