

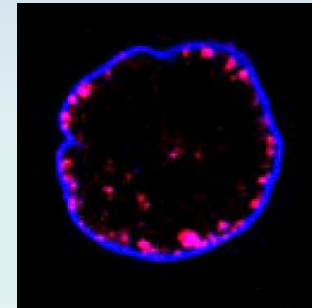
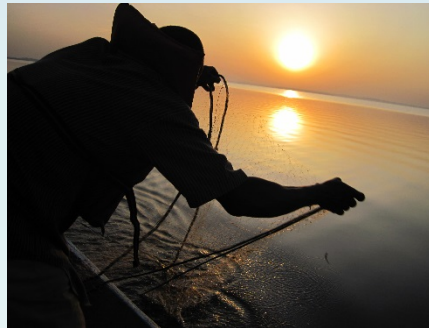
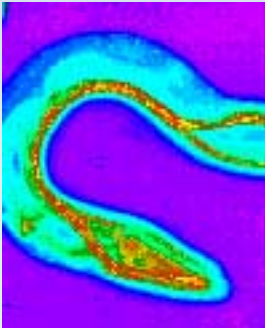
Welcome to Graduate Studies at McGill



September 3, 2015

Welcome to the Biology Department

- The Graduate Training Committee provides advice and guidance in helping you achieve your goals.
- Resources are available to facilitate your progress through your graduate degree.

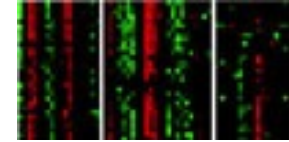




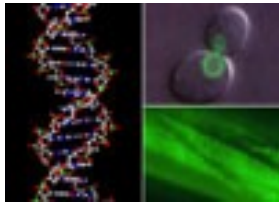
Evolution



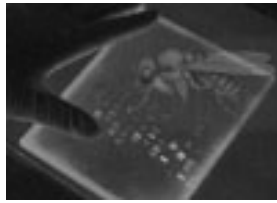
**Ecology, Biodiversity
& Conservation**



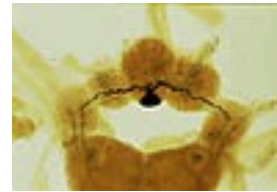
BioInformatics



**Molecular Biology
& Genetics**



**Cell & Developmental
Biology**



Neurobiology



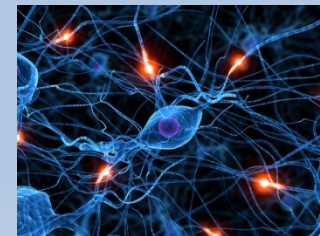
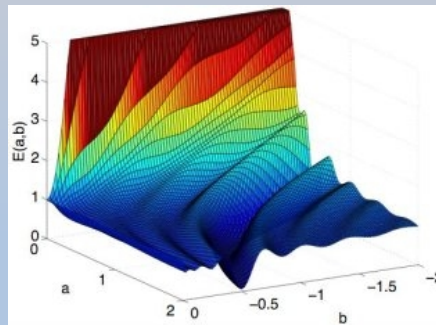
Plant Biology



stay

Departmental Resources

- **Biology web site** - “Graduate Studies” section:
 - program requirements
 - your responsibilities
 - department regulations



Biology Department Details

Biology Home | McGill Home

Graduate Studies - Department of Biology

- courses
- other requirements

Graduate Programs

Research Areas
Option Programs
Research Facilities

M.Sc Program

Ph.D. Program

Supervision

Admissions

Applications & Deadlines

Fees & Student Support

Awards & Scholarships

Thesis Submission Info

Useful Links:

TA Positions

Student Forms

Current Students

BGSA

> Biology Graduate Students Association

GPS Website

> McGill's Graduate & Postdoctoral Studies Office

McGill Policies & Procedures

Graduate Studies Office

Department of Biology
1205 ave Docteur Penfield
Room W4/8
Montreal, Quebec
CANADA H3A 1B1

Office Hours: 9 a.m. - 5 p.m.
Fax No: (514) 398-5069

Susan Bocti

Graduate Coordinator
(514) 398-6403

susan.bocti@mcgill.ca

GENERAL INFORMATION - Research Areas, Programs & Research Facilities



Research Areas

The Department offers graduate training in many areas of biology with particular strengths in Ecology, Biodiversity and Conservation, Evolution, Molecular Biology and Genetics, Cell and Developmental Biology, Neurobiology, Plant Biology and Bioinformatics. The research areas of individual staff are detailed in the [academic faculty section](#).

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Specialized Option Programs are available in the following areas:

- 1) **NEO (Neotropical Environment)**
- 2) **Bioinformatics**
- 3) **Environment**
- 4) **Developmental Biology (PhD only)**

Research Facilities

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Their resources are greatly extended by affiliation with the Redpath Museum, the Groupe Interuniversitaire de Recherches Océanographiques du Québec (GIROQ), the Biotechnology Research Institute of the National Research Council of Canada, the Montreal Neurological Institute, and the McGill University Health Centre (MUHC) affiliated hospitals.

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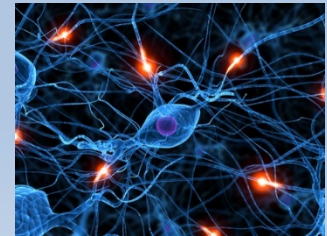
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- setting up your supervisory committee (SC)
- SC report preparation
- SC meeting format
- etc.

Departmental Resources

- **Biology web site** - “Graduate Studies” section:
 - program requirements
 - your responsibilities
 - department regulations
- **Biology Grad Office** – Ancil Gittens (*Graduate Student Affairs Coordinator*)
 - Registration/Courses
 - Supervisory Committee
 - PHD Qualifying Examination
 - PhD Seminar
 - Thesis Submission
 - Transfer of Program from Master to PHD
 - External Awards i.e. NSERC, CIHR, FQRNT etc.
 - Internal Awards from McGill/Faculty



Departmental Resources

Sonal Patel (*Administrative & Student Affairs Coordinator*)

- Payment of Student Stipends
- Coordination of GREAT Awards and International Awards

Susan Gabe (*Undergraduate Student Affairs Coordinator*)

- Teaching Assistants (TA)

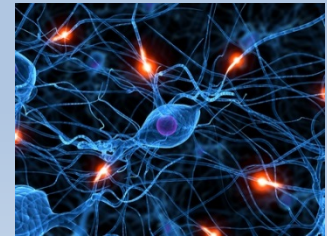
Lucy Scigliano (*Administrative Coordinator*)

- Payment of TA's



Departmental Resources

- **Other resources:**
 - supervisor
 - supervisory committee
 - Graduate Program Director – Lauren Chapman
- **Other useful information**
 - “Biology Weekly” newsletter
 - your McGill email account.



Administration of Graduate Studies at McGill

Your Graduate Program Office: your first stop

- The daily administration of graduate studies and advice

Graduate and Postdoctoral Studies (GPS)

- Assists your Graduate Program and you with administrative aspects of your studies

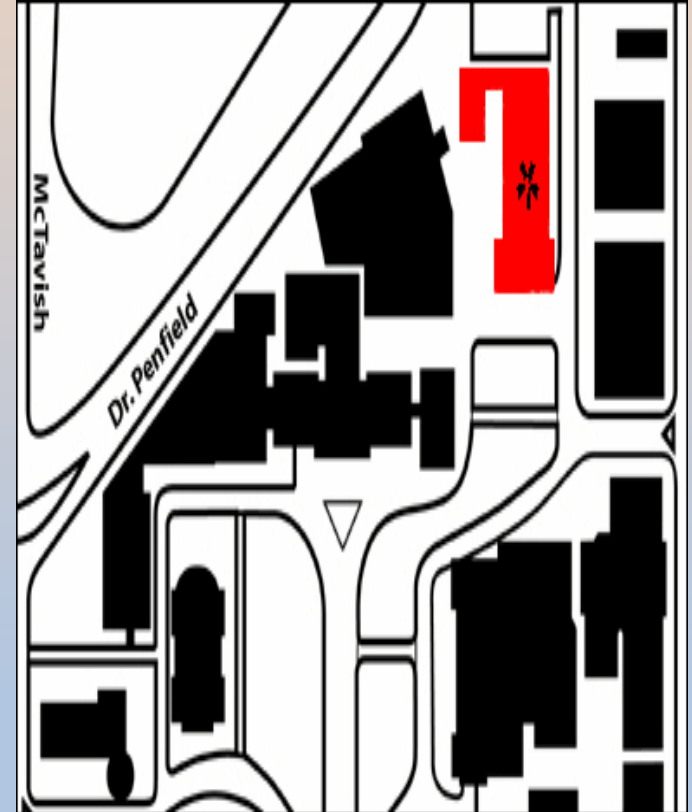
Graduate and Postdoctoral Studies - Dean's Office

- Dean (Associate Provost Graduate Education) and Associate Deans
- Academic and administrative responsibility for graduate programs
- Assist graduate programs and students in academic matters

Where is the Graduate and Postdoctoral Studies?

<http://www.mcgill.ca/gps/>

Graduate and Postdoctoral Studies is located on the 4th floor (Room 400) of the James Administration Building.



Responsibilities

- **McGill's**

- Provide the **framework** for you to get through your program in a timely fashion
- Provide mechanisms to **support** you
- Provide you with **opportunities** to develop your professional skills



- **Yours**

- Maintain your own **academic integrity**
- Be informed
- Use your **McGill email**
- Talk to your **supervisor** about expectations and parameters of:
 - Your work environment
 - Meeting frequency
 - Intellectual property
 - Conference travel
 - Authorship

Achieving your academic goals: Program Milestones and Progress Tracking

The key components of our program are designed to facilitate the timely and successful completion of your degree:

- Courses
- Supervisory committee, thesis proposal
- Advisory/Committee meetings (progress tracking)
- Qualifying exam
- Thesis submission



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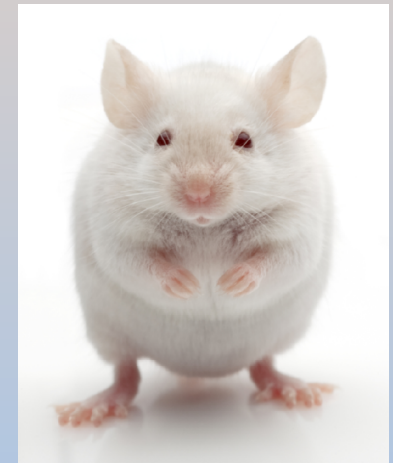
First year “to-do” list:

- **Courses:**
 - Decide on appropriate courses with your supervisor.
 - Register
- **Safety training:**
 - consult web site
 - register for the required sessions
- **Supervisory committee (SC):**
 - Discuss potential members with your supervisor
 - Ask potential members if they will serve
 - Submit required form to Ancil Gittens
- **External fellowship applications:**
 - Find information links on Biology Grad Studies web site.
 - Reminders may be sent to your McGill email account.
 - McGill holds information sessions to help you apply.

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Animal care training



First year “to-do” list:

- Begin planning to have your first SC meeting:
 - Should take place within 6 months.
 - Contacting your SC members to arrange a date and time.
 - Book a room for the meeting.
- Begin developing your thesis proposal and doing the associated experiments.
- Prior to your first SC meeting:
 - Write your thesis proposal, including preliminary data if available.
 - Distribute it to your SC members a week before the meeting.
- First SC meeting:
 - Present your proposal
 - Discuss with and obtain feedback from your SC members
 - Complete and sign SC meeting form and submit to Ancil Gittens

Hierarchy of Help

- Supervisor
 - (Advisory Committee)
- Graduate Program Director
 - (Graduate Program Coordinator)
- Department Chair
- Associate Deans, GPS
- Dean GPS



Other services

- Ombudsperson for Students
- Services for Students
- Dean of Students

Stay informed and deal with problems early...

What is Academic Integrity?

Integrity website?

<http://www.mcgill.ca/integrity>

Test your knowledge at

<http://www.mcgill.ca/students/srr/honest/>

Fair Play?

<http://www.mcgill.ca/students/srr/honest/staff/>

Library resources?

<http://www.mcgill.ca/library>

Tried and True Advice: Avoid Isolation

- Become involved
- Seek help
- Widen your horizons
- Explore the city
- Meet people





Thanks for listening!

