

GRADUATE EDUCATION COUNCIL (GEC) PROFESSIONAL DEVELOPMENT ADVISORY COMMITTEE

Terms of Reference

The GEC Professional Development Advisory Committee is responsible for advising the School of Graduate and Postdoctoral Studies (SGPS) on the needs and trends related to the services and programs to support the professional development of graduate students and postdoctoral scholars. In particular, the committee is responsible:

- To gather and disseminate information with respect to the needs, trends, and “best practices” in graduate and postdoctoral professional development.
- To advise SGPS on the need and/or opportunity for programming to support graduate students and postdoctoral scholars in their career preparation and the development of their professional skills.
- To recommend and encourage partnerships with other campus units (e.g., Centre for Teaching and Learning, Student Success, Western Libraries) to develop and deliver professional development programming.
- To support and encourage the engagement of graduate students and postdoctoral scholars in career preparation and professional skill development opportunities.
- To provide an annual report of its activities to GEC.

Composition:

- Three Graduate Students (1 PhD, 1 research Master’s, 1 professional program), elected by GEC **
- One Postdoctoral Scholar, elected by GEC
- One Graduate Assistant, elected by GEC
- Two Graduate Program Chairs, elected by GEC **
- Two Associate Deans-Graduate, elected by GEC **
- At least three expert advisors from Student Experience and Centre for Teaching and Learning
- Ex Officio:
 - * Doctoral Professional Development Coordinator, SGPS
 - Vice-Provost, SGPS
 - Associate Vice-Provosts, SGPS
 - Postdoctoral Services Coordinator, SGPS
 - Director, Leadership & Learning, Student Experience (or designate)

*The Doctoral Professional Development Coordinator, SGPS, will serve as Chair of the Professional Development Advisory Committee.

** Every effort must be made to have an equitable and transparent process for identification of candidates, to ensure breadth of disciplinary representation and that the elected/appointed members reflect Western’s commitment to Equity, Diversity, Inclusion, Accessibility, Decolonizing-Indigenization.