

Template for the "Supervision Letter of Understanding," between PhD Students and their
Advisor(s)
School of Computer Science, McGill University

Name of Student: _____
Name of Advisor(s): LUC DEVROYE

For each topic below, the student should include a summary of the outcome of the discussion. The final letter should be signed by both the student and advisor(s) and uploaded by the student to *MyProgress*. It is understood that all these issues can be reassessed each year at the student and/or advisors discretion.

A meeting between the student and advisor took place on _____ to discuss the following topics. We summarize the outcomes for each topic below:

1) Timeline for comprehensive exam, course reduction, and course completion

What particular courses do I need to take and by when? How many courses do I need to take each semester? When will I take the comprehensive exam?

2) Meetings

How often shall we meet during the first year and how will this change during the course of my degree? Is there a preference for scheduled meetings or can I drop by when needed?

3) Lab, and Lab Meetings

What are the expectations regarding the lab? Do grad students normally have to work in the lab? Do they work individually or in teams?

4) Advisory Committee

How and when will it be formed, how often will we meet? *In year one. The committee will be present during the proposal. All other communication is by email.*

5) Time allocation to working and vacations *Nothing is written in stone.*

6) Determination of research topic *He will converge on a topic in the first year. The PhD degree is expected within 3 years.*

7) TAing and teaching

What are the student's teaching expectations? *None. Teaching is not allowed.*

8) Applications for external funding

What expectations are there for the student applying to bursaries, fellowships, etc?

If Canadian, then the student should apply for federal or Quebec scholarships, such as NSERC or FQRNT.

*Long answer
out page 3.*

9) Conferences, workshops, and summer schools

What opportunities are there and how will we proceed? *We will try to take the student to a few Workshops or summer schools.*

10) Seminar and Colloquium Participation

What are the expectations? *None.*

11) Feedback from the advisor

What are the expectations surrounding feedback on thesis chapter submissions and research articles? *Prompt feedback - both ways.*

12) Publications

What are the expectations surrounding research articles? Are they expected to be completed and submitted before the final oral defense? *Absolutely not. No expectations in this regard.*

13) What happens should problems arise?

We understand that any important issues that arise throughout the course of the degree be addressed first by the student and the advisor. In cases where the student still feels certain issues have not been addressed, they **will and should talk privately with the GPD.** *Understood.*

14) How will sabbatical leaves be handled? *We does not take sabbaticals.*

15) Living in another city (remote supervision).

Is that a possibility for some parts of the duration of the studies? *No.*

16) McGill University Expectations for Graduate Supervision

We have both reviewed the document (included below) and understand it. *Yes.*

X

Student

X *Luc Danoye*

Supervisor

Question 1 [Timeline]

Courses required: advanced probability, combinatorics, discrete mathematics, linear algebra, algorithms.

The student and I will jointly pick any courses that need to be taken during the PhD program.

Timeline: Year 1: any necessary courses
(end of year 1): Comprehensive

Year 2: Ph.D. proposal

Year 3: (end of year 3): Ph.D. defense and graduation

Questions 2+3 [Meetings]

Our offices are in the same corridor, so we will meet a few times per week informally. I've got my door is always open. Random visits are OK.

We practice "social mathematics" and often brainstorm on the blackboard, sometimes with a group of students and visitors.

Question 3 [Lab]

The lab is a social hub with many blackboards, sofas and desks, as well as a fridge. Integration into this circle of friends is expected.

