

GRADUATE EDUCATION COUNCIL (GEC) POSTDOCTORAL AFFAIRS ADVISORY COMMITTEE

Terms of Reference

The GEC Postdoctoral Affairs Advisory Committee is responsible for advising the School of Graduate and Postdoctoral Studies (SGPS) on the needs and trends related to policies, processes, and services to support postdoctoral scholars and their supervisors. In particular, the committee is responsible:

- ✓ To gather and disseminate information with respect to needs, trends, and “best practices” in postdoctoral training and services.
- ✓ To advise SGPS on matters related to the University’s policies and processes regarding the terms of appointment and compensation of postdoctoral scholars at Western.
- ✓ To advise SGPS on the processes regarding recruitment and appointment of postdoctoral scholars at Western.
- ✓ To provide advice and oversight for the monitoring of career progress, career development, and conflict resolution.
- ✓ To provide an annual report of its activities to GEC.

Composition:

- ✓ Two Postdoctoral Scholars, elected by GEC **
- ✓ Four Associate Deans-Graduate, elected by GEC **
- ✓ One Director of a Western Research Institute
- ✓ Ex Officio:
 - * Postdoctoral Services Coordinator, SGPS
 - Vice-Provost, SGPS
 - One Associate Vice-Provost, SGPS
 - Director, Western International (or designate)
 - One Associate VPR (or designate)
 - One Associate Vice-President, Equity, Diversity and Inclusion and/or Associate Vice-President, Office of Indigenous Initiatives (or designate)

*The Postdoctoral Services Coordinator, SGPS, will serve as Chair of the Postdoctoral Affairs 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.

Revised October 2025 (Supersedes April 2023; March 2014)