



Policy Title: SUPERVISED RESEARCH RULES

Policy Number: Law_10

Established: 2012 by Academic Program Committee

Approved by: Faculty Council

Last Approved Date:

Revision Date: April 4, 2012,
August 13, 2018

Position Responsible for Maintaining and Administering the Policy: Associate Dean (Research), Associate Dean (Academic) and Academic Co-ordinator.

Scope: all Windsor Law students making application for supervised research

Exceptions to Policy: none

Cross-References: none

Policy Statements:

**WINDSOR LAW
SUPERVISED RESEARCH RULES**

1. **Course Name:** Supervised Research 98-892

For research papers, see paragraphs 2 ---9.

For other placements or practicums that are in the category of supervised research, see paragraph 10.

2. Purpose of Supervised Study in the form of a research paper:

To encourage students to design and execute, under the supervision of a faculty member, a program of study primarily in subject matter areas not covered by the regular curriculum.

Programs of Study contemplated under the head of Supervised Study may include *inter alia* individual study and research, in depth, of selected topics with a goal of producing an original paper or report; group study or research, into special legal topics of common interest; directed reading, primarily in subject matter areas not covered by the regular curriculum; self-tutorial seminars enabling individual self-instruction primarily in subject areas not covered by the regular curriculum. These examples are listed merely to suggest the potential range of programs contemplated and are not intended to limit the programs which might be approved.

3. Eligibility:

Upper Year Students are eligible to apply for course credit for a program of Supervised Research.

4. Credit Limitations:

Supervised Research projects may be for 1-4 credits. As a rough guide, it is anticipated that roughly 10 pages of double-spaced writing per credit will be required. Note also that 4 credit papers are generally approved only where there is an empirical dimension to the research. Normally, credit for Supervised Research may only be obtained once in each of the second and third years. The Committee will consider granting credit for Supervised Research for a second term in cases of extensive projects with an empirical component.

5. Administration:

- (a) To ensure the continuing academic quality of supervised research the Research Committee and Academic Program Committee of the Faculty of Law shall be responsible for the administration of all supervised research projects. The Committees will consult with the faculty supervisor – who may also be a sessional instructor or other suitable supervisor – as required when considering proposed programs of study.
 - (b) The Committees shall:
 - (i) review proposed programs of study;
 - (ii) approve, with or without modifications, programs deemed meritorious including the number of credits to be awarded;
 - (iii) review ethics applications where human subjects are involved in the program of study;
6. perform such other functions as necessary to effectively administer Supervised Research

Procedure:

- (a) The student shall submit a Supervised Research application form, completed and signed by both the supervising instructor and the student, by the last day of the first week of the term in which the Supervised Research project is to be undertaken. The application shall set out:
 - (i) the program of study contemplated and number of credits applied for;
 - (ii) anticipated benefits to be gained from the program;
 - (iii) a summary of previous work in subject area, if any;
 - (iv) the name of an instructor who is tentatively agreeable to supervising his/her program;
 - (v) any other relevant information. [See also Rule 7(c), following].
- (b) The Committee shall, upon receipt of the application, determine that:
 - (i) the instructor named in the application recommends that sufficient benefit will be derived from this program to warrant the student devoting the necessary time to it;
 - (ii) the instructor named is willing to supervise the program.
- (c) The Committee shall approve of the Supervised Research option only if, in their view:
 - (i) the project is meritorious;
 - (ii) the student will benefit from the effort;

- (iii) the instructor has sufficient time and expertise to adequately direct the student.
- (d) The Committee has the power to alter time limits set out in these Rules;
- (e) Any substantial change in a Supervised Research proposal must be approved not only by the instructor and student involved, but also the Committee.
- (f) The Committee shall inform the student in writing, with reasons; as to the disposition of his/her application.
- (g) Denial of an application is appealable to the Committee that made the initial determination for reconsideration.
- (h) Applications for 2 or 3 credit programs of study may be approved by the Associate Dean (Academic) as a delegate of the Academic Programs Committee or the Associate Dean (Research) as a delegate of the Research Committee.

7. Approved Programs:

- (a) Students whose programs are approved will be expected to submit outlines, drafts of papers and progress reports to the supervising professor for review and discussion on a regular basis.
- (b) An approved course in Supervised Research shall be completed in the term in which it is commenced, though exception may be made for extensive projects with an empirical basis as indicated in paragraph 4.
- (c) The requirements of Supervised Research shall not be met by the submission of work which has been done in another context, such as other law school activities or summer employment. However, the course requirements may be satisfied by the submission of work representing a further development of work done in another context. In this latter instance, the student shall reach an explicit understanding with the supervising instructor in order to avoid subsequent misunderstandings and conflicts.

By way of further clarification of the above and without limiting the generality of the foregoing, normally it is not appropriate for a Supervised Research project to involve for credit, activities for which financial reward is or was received. This is not to say that a further development (which is independent, substantive and meriting academic credit on its own account) of work done in another context (including for financial reward), is inappropriate. However, this must be clearly disclosed in the written proposal.

Secondly, it is very important that the student disclose in writing to the supervising professor and to the Chair of the Committee any and all of his/her past or present undergraduate, law school or other graduate courses or seminars and particularly papers or theses, as well as non-academic activities, which bear directly or substantially on the proposed study, duplicating to some degree the effort in Supervised Research. In indicating the past or present work, the degree and manner of duplication should be outlined. (Failure to do this may have ramifications for the academic grade assigned, as well as for discipline proceedings.)

8. Evaluation:

The course in Supervised Research shall be evaluated by the supervising instructor, subject to review by the Academic Standing Committees. The rules following grade appeals for supervised research projects are those set out in the Academic Status Regulations. Note that the standard of an A grade shall be a paper which indicates exceptional performance with strong evidence of thorough research, original thinking, good organisation and synthesis.

9. Other Rules:

- (a) No instructor shall convert the fruit of student Supervised Research to his/her own use without the expressed consent of that student and, further, if student work is, with permission, subsequently used by the instructor, proper acknowledgment shall be given.
- (b) The course in Supervised Research shall not be used as a device to provide research assistance as an alternative to paid research assistants.
- (c) Violations of (a) and (b) above shall be subject to appropriate professional sanctions.

10) Other placements or practicums

Other placements or practicums (such as the 3-6 credit Advanced Practicum in Mediation) which have been approved by Faculty Council and which fall under the rubric of supervised research, shall be subject to direction from the Academic Program Committee in cases where the Faculty Council Resolution establishing these placements or practicums are silent as to a particular issue.

Review Process for Policy:

Process for Communicating Policy: Faculty of Law policies webpage

Definitions: none

Appendices: