Pharmacology Orientation

Last Updated Aug. 2023

Outline

- Key People in the Department
- Advisory committees
- Course requirements for MSc & PhD
- Seminar course attendance
- Other non-course requirements
- Other resources available (dept website & calendar, FGS, book fund, etc.)
- Expectations and communication

Key People

Christopher Sinal
- Department Head

Denis Dupré
- Graduate Coordinator

Sidney Norman
- Graduate Administrative Assistant
- Can provide tons of information about the graduate program (forms, procedures, etc.)

Julie Mann
- Undergraduate Teaching Administrative Assistant
- Can help with travel claims and other things

Lori Lawson
- Administrator

Organization

Dalhousie Medicine New Brunswick

Some of Pharmacology faculty and graduate students are in Saint John, NB

They interact in seminars, research days, etc. via video conference primarily

Pharmacology Graduate Student Society

Faculty of Medicine Graduate Student Society

Advisory Committees: What are they?

Includes a chair, member, and your supervisor

Meet twice per year

- Fall (first year in Sept., consecutive years end of Nov.)
- Spring (end of May)

Initial meeting

- Meet committee members
- Discuss courses to be taken and other lab requirements
- Initial proposal with main goals of the project

Consecutive meetings

- Brief written progress report (sent to committee >2 days before meeting)
- Oral 15 min presentation

See "Student Advisory Committees" document on department website

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RESOURCES FOR CURRENT STUDENTS

Getting Started

- Admission Requirements and Guidelines
- Pharmacology Orientation Presentation

During Graduate Studies

- Student Advisory Committees
- Seminar Attendance Policy
- PhD Comprehensive Exam Guidelines

MSc Defense Guidelines

▾ Education
- Undergraduate Classes
- Graduate Programs
- Currently Recruiting
- Apply Now
- **Resources For Current Students**

QUESTIONS?

https://medicine.dal.ca/departments/department-sites/pharmacology/education/resources-for-current-students.html

Course Requirements

MSc (1.5 credits = 9 credit hours =3 courses)

PhD (2.5 credits = 15 credit hours = 5 courses)

Mandatory courses for credit

PHAC5403 or 5409: Systems Pharmacology 1 or 2

PHAC5405: Advanced Pharm (Fall term)

PHAC5508 (MSc)/5509 (PhD): Seminar Course (MUST REGISTER EVERY TERM)

Alternative courses for credit

PHAC5626/5627/5628: Special Topics in Pharmacology;

Often taught by supervisor

PHAC 6319: Pharmaceutical Science, Law & Policy

Other 5th year course agreed upon by committee

Other courses

REGN9999 Graduate Program Fee

- MUST REGISTER EVERY TERM

PHAC9000 (MSc)/ PHAC9530 (PhD): Thesis

- MUST REGISTER EVERY TERM
- Reynolds Best Thesis - evaluated on the writing and presenting of thesis if anyone is deserving with a $250 for MSc and $500 for a PhD prize!

Requirements for transfer to PhD

1. **Must have completed PHAC5405;**
   - If no previous pharmacology courses, need to complete PHAC5406 and/or PHAC5409 before PHAC5405 to be eligible

2. Student must have been in the program for at least 1 year;
   - timeline may vary as to strategically not interfere with current MSc scholarships, or adjust for potential PhD scholarships

3. Discuss possibility of transfer with supervisor first, and if both agree, the student provides a short PhD program proposal to advisory committee (with major research milestones) at meeting prior to proposed transfer semester.
   - usually Nov. meeting, but can set up an additional advisory meeting in August for a Sept. transfer, for example
   - Advisory committee assesses feasibility of program and recommends transfer or not

PhD Extras

Transfers from MSc to PhD usually after 1st year

Recommendation based on committee meeting in November

Comprehensive Exam

Within 24 months for direct entry or 28 months for MSc transfers

PHAC5507: Practice Teaching (0.5CR)

Additional course credit usually obtained through Special Topics Course

Seminar Course

PHAC5508 (MSc)/5509 (PhD)

In-person participation is the best way to learn and meet other researchers

Pass or fail based on your attendance of Pharmacology events

Includes Research seminars, research days and defences

Pharmacology Research Days (MSc: May and PhD: November)

awards of $150 for MSc and $200 for PhD

Attendance below 80% will flag reminder to you and supervisor

Attendance is recorded via the feedback form after each seminar

Passing grade requires a minimum of 70% attendance at seminars/defences AND attendance at research days (Pass/Fail - no grade)

Students must also present at FoM Research day in 2nd year (unless presenting at international conference), but encouraged every year

Other Requirements

FGS Progress Report (Aug. 1 for Sept start and Dec. 1 for Jan start)

Through the Graduate Studies Information System (GSIS)

Available through Dal Online

Responsible Conduct in Research

Usually offered in October of each year

More info at:
https://www.dal.ca/faculty/prep/programs/education-training.html

prep@dal.ca

Lab Safety

Mandatory: WHMIS, Lab Safety Manual

If needed: Animal care and handling, Radiation safety, Biosafety

Other Resources

Department online calendar

See News & Events on Pharm Dept Website for instructions and link to calendar

https://www.google.com/calendar/ical/ieqv8koi9bdkn9dn3er7f308j0%40group.calendar.google.com/public/basic.ics

Faculty of Graduate Studies (FGS)

www.dal.ca/faculty/gradstudies.html

Travel Grants through FGS: $500/degree

Pharm Dept: Reynolds Memorial Book Fund

$200 per year ($400 for MSc; $800 for PhD)

Can be used for research books or computer

Department website: Resources for Current Students

Careers workshops

- PREP program: https://www.dal.ca/faculty/prep/programs/education-training.html

- Dal career help: https://www.dal.ca/campus_life/career-and-leadership/job-resources-services.html

- Centre for learning and Teaching: https://www.dal.ca/dept/clt/programs.html

- Dal GradPD: https://www.dal.ca/faculty/gradstudies/current-students/professional-development/gradpd.htm

- MITACS and other PD options: https://www.dal.ca/faculty/gradstudies/current-students/professional-development/gradpd/online-pd.html

Research Management

Leading a research enterprise is similar to running a small business. These sessions aim to help you develop your abilities in essential areas:

1. **Interviewing & Hiring** - build your team with the right mix of individuals.
2. **Employee Engagement & Motivation** - when employees are engaged and motivated, everyone benefits.
3. **Managing Conflict** - conflict is a regular part of doing business, but there are successful ways to manage this challenge.
4. **Budgeting** - keep track of your bottom line
5. **Mentoring** - be a role model for trainees and provide them with the skills to mentor others in the future.
6. **Managing Intellectual Property** - know your rights and responsibilities when it comes t your intellectual property.
7. **Time Management** - manage your time effectively to get the most out of your day.

Communicate, Disseminate, Apply Research

What is the value of research, if it cannnot be effectively shared and added to the bank of knowledge? Ways to share research can use a variety of strategies:

1. **Effective Oral and Poster Presentations** - communicating research through oral and poster presentations can be valuable ways to get your research out there, if done well.
2. **Media Skills** - discussing your research in plain language can help gain support from those outside your field.
3. **Getting Published** - obtain strategies to increase your publication success.
4. **Knowledge Translation** - your research should make an impact on your field.

Funding

This module is meant to help you in your quest for research funding. Sessions offered under this module include:

1. Finding Funding - identify sources of funding that apply to your area of research
2. Grant-writing - obtain expert mentoring to understand and perfect various components of a research grant (e.g. abstract, lay summary)
3. Other sessions can be developed as requested.

Career Development

This module offers education and training on specific areas of career development to help you reach your goals in this area. Specific sessions relate to both academic and non-academic careers:

1. **Career Preparation 101** - introduce learners to their career-related aptitudes and transferable skills.
2. **CV and Resume Development** - know when to use which tool for the career you desire.
3. **Job Search** - learn how to access the job market that is relevant to you.
4. **Academic Interview** - learn what is expected and how to prepare for an interview in academia.
5. **Non-Academic Interview** - prepare for an interview in a non-academic organization.

Mitacs instructor-led workshops for June

As part of its training program for graduate students and postdoctoral fellows, Mitacs offers facilitated, instructor-led workshops throughout the year open to those who have completed the accompanying asynchronous e-learning course for each workshop. Sessions offered throughout June include:

- **Mastering the elevator pitch** (part of Career Planning course bundle)
- **Building your project network map** (part of Networking Skills course bundle)
- **Project and time management** (part of Project and Time Management course bundle)
- **Framing your project in a masterful presentation** (part of Writing and Presentation Skills course bundle)
- **Applying the principles of sound leadership and team building** (part of Leadership Skills course bundle)
- **Refined project communications plan** (part of Communication Skills course bundle)
- **Incorporating reconciliation, equity, diversity and inclusion into your project** (part of Reconciliation and EDI course bundle)

Training sessions

Dalhousie Libraries Research Summer Camp is a comprehensive program that will take you through the research process from literature searching and writing all the way to publication. The program is open to any **student, faculty,** or **staff member** at Dalhousie, but is specifically tailored to graduate students.

Research Summer Camp will be offered as a series of online asynchronous modules in Brightspace and through synchronous online sessions delivered via Teams. Modules may include short video lectures and interactive exercises to help you brush up on your literature searching, writing, information management, and research skills. Visit the [Research Camp website](#) for a full list of modules.

- **certificates** for completion of Research Summer Camp sessions and modules. For a full list of available certificates, see the [Certificate page](#) on the Research Summer Camp website.

To register for Research Summer Camp: Research Summer Camp is now a self-registration course in Brightspace! To register, log into Brightspace and select the **Academic Support menu.** From the dropdown, select **Self registration.** From the list of courses, select **Online Community - Research Camp 2023-2024.**

- **To register for live/synchronous sessions**, visit the [Dal Libraries Events Calendar.](#)

Communication

- Important to communicate clearly with supervisor

  - Influences that may affect your presence or research commitment
    - Personal problems
    - External jobs and TA'ing, MCAT
    - Difficulties with co-workers

  - Notify supervisor of upcoming deadlines, vacations, etc.

  - Discuss your needs, troubles, and goals on an ongoing and regular basis

- FGS: Navigating Student Supervisor Relationships
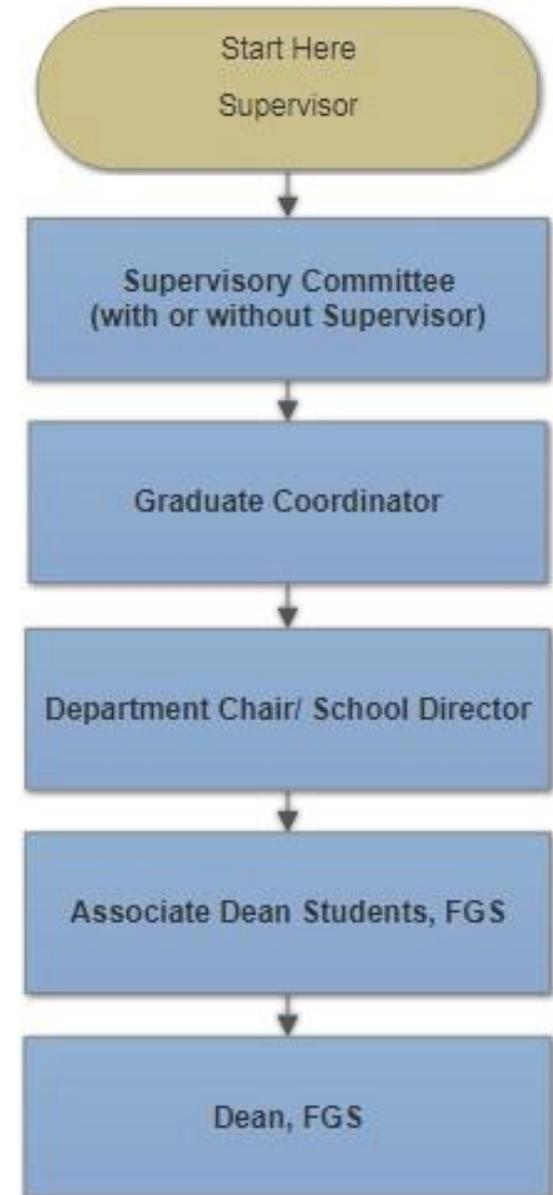
Other advisors

- Peer support network
  - https://medicine.dal.ca/research-dal-med/graduate-student-support/peersupport.html

- FoM Research Trainee Advisors:
  - Leslie Anne Campbell and Younes Anini
  - https://medicine.dal.ca/research-dal-med/graduate-student-support/graduate-student-support.html

Teaching assistant

PHAC3030

Others (courses in Pharmacy)

MSc Pharmacology timeline

DALHOUSIE UNIVERSITY

Milestone

Ethics in research

02

Milestone

- Annual report FGS deadline for submission Aug 1 (or 1 month before program start date)
- Earliest can be considered for transfer to PhD, after completion of PHAC5405

05

Milestone

Advisory committee

07

Fall Year 1 — Sep | Oct | NOV | Dec

Winter Year 1 — Jan | Feb | Mar | Apr

Summer Year 1 — May | Jun | Jul | Aug

Fall Year 2 — Sep | Oct | Nov | Dec

01

Milestone

- CIHR Sex Gender, WHMIS, Biohazard animal handling, etc. certificates
- Advisory committee
- With pharmacology as undergrad: register for PHAC 5405
- Without, register for PHAC5406
- All need to register every term for PHAC5508, REGN9999, PHAC9000

03

Milestone

PHAC5409 if needed

Or another course selection for students with pharmacology as undergrad.

04

Milestone

- Research Day (MSc)
- Research Day (FoM)
- Advisory committee
- All need to register every term for PHAC5508, REGN9999, PHAC9000

06

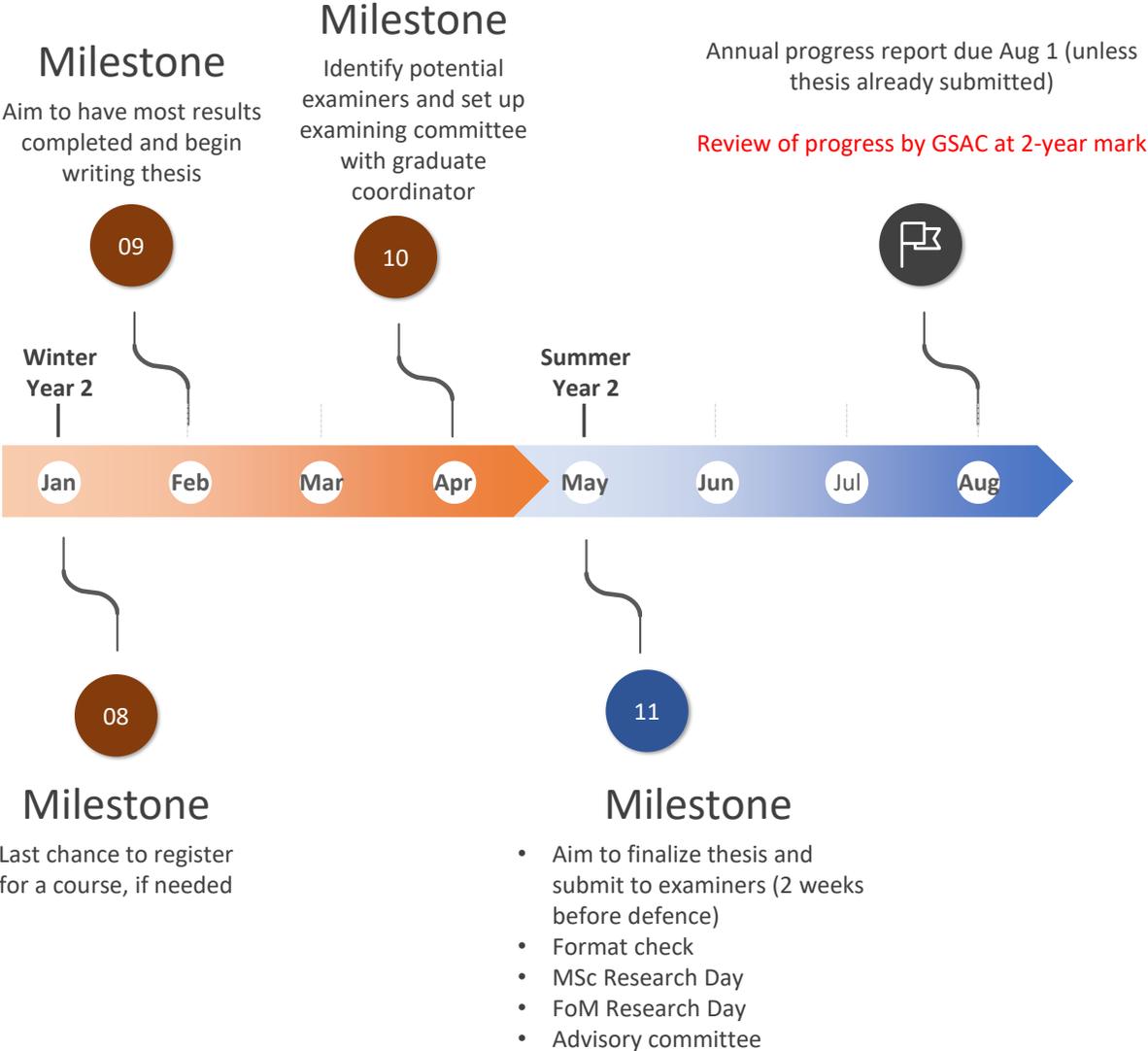## Milestone

- Without undergrad pharmacology: PHAC5405
- All need to register every term for PHAC5508, REGN9999, PHAC9000

MSc (cont.)

Milestone

Aim to have most results completed and begin writing thesis

Milestone

Identify potential examiners and set up examining committee with graduate coordinator

Milestone

Thesis defence: must be submitted (**with revisions approved)** before end of month to avoid an extra semester

Annual progress report due Aug 1 (unless thesis already submitted)

Review of progress by GSAC at 2-year mark

09

10

Winter Year 2

Summer Year 2

| Jan | Feb | Mar | Apr | May | Jun | Jul | Aug |

08

11

Milestone

Last chance to register for a course, if needed

Milestone

- Aim to finalize thesis and submit to examiners (2 weeks before defence)
- Format check
- MSc Research Day
- FoM Research Day
- Advisory committee

PhD Pharmacology timeline

Milestone
Ethics in research

02

Milestone
Pharmacology research day

03

Milestone
Annual report FGS deadline for submission Aug 1 (or 1 month before program start date)

06

Milestone
Advisory committee Pharmacology Research Day

08

Fall Year 1

Winter Year 1

Summer Year 1

Fall Year 2

Sep | Oct | NOV | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec

01

04

05

07

Milestone
- CIHR Sex Gender, WHMIS, Biohazard animal handling, etc. certificates
- Advisory committee
- With previous pharmacology courses: register for PHAC5405
- Without, probably register for PHAC5406
- All need to register every term for PHAC5509, REGN9999, PHAC9530

Milestone
- Register for PHAC5409 if needed
- and/or other courses for a total of 2.5 credits
- All need to register every term for PHAC5509, REGN9999, PHAC9530

Milestone
- Research Day (FoM)
- Advisory committee
- All need to register every term for PHAC5509, REGN9999, PHAC9530

Milestone
- Last possible term to complete PHAC5405 (because of comp exam deadline)
- All need to register every term for PHAC5509, REGN9999, PHAC9530

PhD (cont.)

Milestone

Schedule Comprehensive exam before end of 24 months (28 if transfer (from MSc start), and only after PHAC5405 completed)
Register for PHDP8000 in term when exam is held

Milestone

Annual report FGS deadline for submission Aug 1 (or 1 month before program start date)

Milestone

Advisory committee
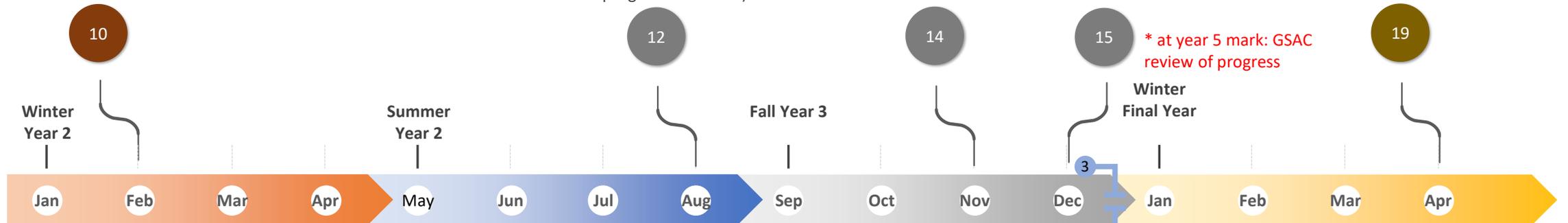
Milestone

Schedule 1hr seminar (in last year)
Register for PHAC5507 (if not completed)

Milestone

Submit near final draft of thesis to supervisor

* at year 5 mark: GSAC review of progress

Winter Year 2 | **Summer Year 2** | **Fall Year 3** | **Winter Final Year**

10 | 12 | 14 | 15 | 19

Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr

3

6

09 | 11 | 13 | 16 | 17 | 18

Milestone

All need to register every term for PHAC5509, REGN9999, PHAC9530

Milestone

All need to register every term for PHAC5509, REGN9999, PHAC9530

Advisory committee

Milestone

- Register for PHAC5507 (only after successful comp. exam)
- All need to register every term for PHAC5509, REGN9999, PHAC9530

Milestone

- All need to register every term for PHAC5509, REGN9999, PHAC9530
- Last term to complete course requirements

Milestone

- Finish experimental work
- Begin thesis writing
- Identify external examiners with graduate coordinator

Milestone

Begin process for booking thesis defence date with FGS (three months before the anticipated date of defence)
Format check

PhD (cont.)

Milestone

Thesis defence: must be submitted (**with revisions approved)** before end of month to avoid an extra semester

Annual report due Aug 1 (unless thesis already submitted)

Summer Final Year

May   Jun   Jul   Aug

20
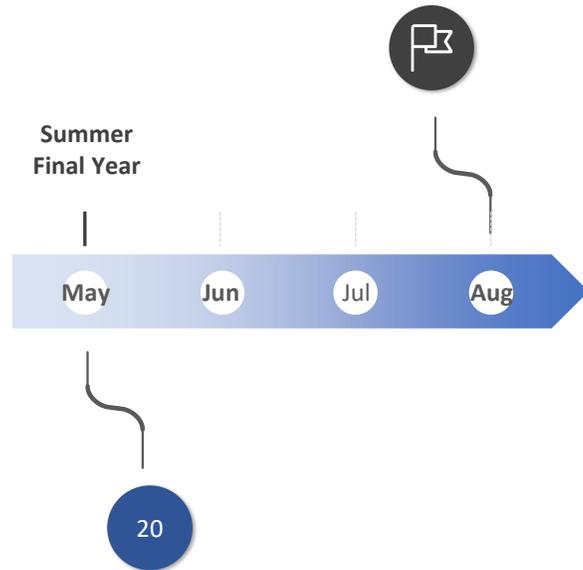
Milestone

- Finalize thesis and submit to advisory committee for approval
- Submit to FGS for submission to examiners (6 weeks before anticipated defence date)
- FoM Research Day
- Advisory committee

Questions?