

GUIDELINES FOR DOCTORAL STUDENT MENTEES 2018

Fundamental Commitment of the Graduate Student

- I acknowledge that I have the primary responsibility for the successful completion of my degree.

Communication with Advisor

- I will meet regularly with my research or dissertation advisor and provide him/her with updates on my progress and results of my activities, writing, and research.
- I will engage in clear and open communication with my advisor regarding expectations such as work hours, vacation time, sick leave, how best and how often to communicate.
- If appropriate to my field, I will discuss policies and expectations on authorship.

Academic Development

- I will work with my advisor to develop a thesis/dissertation that will include establishing a timeline and milestones for each phase of my work. I will strive to meet those deadlines and communicate clearly when I cannot.
- I will work with my research advisor to select a thesis/dissertation committee and will be responsive to advice and constructive criticism from my committee.
- I will be knowledgeable about the policies and requirements of my graduate program and institution.
- I will attend and participate in laboratory meetings, seminars, colloquia, and/or journal clubs appropriate to my field that enhance my educational experience.
- I will comply with all institutional policies and, if appropriate for my field, participate in my institution's Responsible Conduct of Research training program in order to ensure I conduct my research at the highest standards of ethical practice.
- I will perform my research activities conscientiously, maintain good research records, and catalog and maintain all tangible research materials that result from the research project.
- I will be knowledgeable about the professional standards of my field beyond my institution.

Professional Development

- I acknowledge that it is primarily my responsibility to develop myself professionally both during my graduate education and upon completion. I will actively seek guidance from my advisor, career services, other mentors, and any other resources available to me.

- I will seek opportunities for professional development outside of my institution, including but not limited to attending conferences, workshops, and seminars.

Interpersonal Expectations

- I will be respectful of advisors and peers and contribute to an environment that is inclusive, collegial, and free of harassment.
- I will be a good steward of my physical environment, doing my fair share to ensure that resources are used carefully and that my lab, lounge, or department are cared for.
- I will be respectful of the appropriate boundaries of the advisor/advisee relationship.