



PLANT AND AGROECOSYSTEM SCIENCES

COLLEGE OF AGRICULTURAL & LIFE SCIENCES

Developing Shared Expectations: Mentoring for Graduate Students

Lab Culture

[This section should be a preamble to the document, focusing on your lab's culture/expectations. Pls, please describe in your preferred verbiage and detail the work your lab does, the key elements of your lab culture, ground rules, and other important contexts.]

Select and adapt these suggested topics below, as relevant to your discipline. This is a living document, intended to adapt to the needs of each agreement even as needs change over time. It's the graduate school's expectation that trainees will meet with their adviser annually. This document is a tool to help facilitate this discussion, which can be revisited as needed.

Faculty Advisor name printed: _____

Signature & date: _____

Student name printed: _____

Signature & date: _____

Dates of amendments/additions (student and faculty advisor date & initial below):

_____	_____
_____	_____
_____	_____
_____	_____

1. Getting the Mentoring You Need

- a. A mentoring network includes academic (for example, advising, research, substantive feedback), professional (career guidance, intellectual community), and well-being (personal and emotional) support. Which of these areas will we work on together?



PLANT AND AGROECOSYSTEM SCIENCES

COLLEGE OF AGRICULTURAL & LIFE SCIENCES

- b. Are there additional resources and support that would help you do your best work (needs such as physical access, workspace accommodations, work hours, language and technology, well-being breaks, dietary needs, et cetera)?

2. Communication

- a. What is the best way/technology to get hold of each other? What is the appropriate timeframe to expect a response?

- b. When will we meet, is an agenda required, how long will the meeting be?

- c. If we have conflicts or disagreements, how will we address those?

3. Student's Role on Project

Describe the student's primary area(s) of responsibility and expectations (for example, reading peer-reviewed literature, in-lab working hours).



PLANT AND AGROECOSYSTEM SCIENCES

COLLEGE OF AGRICULTURAL & LIFE SCIENCES

4. Participation in Group Meetings (if relevant)

The student will participate in the following ongoing research group meetings. What does this participation look like?

5. Tentative Papers on Which Student Will Be an Author or Coauthor

Discuss disciplinary norms around authorship; list the papers and the likely order of student's authorship.

6. Opportunities for Feedback

In what form and how often can the student expect to receive feedback regarding overall progress and other professional activities? How much time does the mentor need to provide feedback on written work, such as chapter and publication drafts?

7. Professional Meeting(s) That the Student Will Attend and Dates

What funding is available to attend these meetings?



PLANT AND AGROECOSYSTEM SCIENCES

COLLEGE OF AGRICULTURAL & LIFE SCIENCES

8. Networking Opportunities

Discuss additional opportunities to network (for example, meeting with seminar speakers, etcetera).

9. Time Away from Campus

Discuss expectations regarding vacations and time away from campus and how best to plan for them. What is the timeframe for notification regarding anticipated absences?

10. Funding

Discuss the funding model and plans for future funding (for example, internal and external fellowships, including RMF funding, training grants, GSI, GSRA, GSSA); discuss any uncertainty in future sources of funding, and contingencies.



PLANT AND AGROECOSYSTEM SCIENCES

COLLEGE OF AGRICULTURAL & LIFE SCIENCES

11. Completion of Programmatic and Other Milestones (as applicable)

Milestones	Year 1			Year 2			Year 3			Year 4			Year 5			Year 6		
	F	W	S	F	W	S	F	W	S	F	W	S	F	W	S	F	W	S
Qualifying Exam																		
Preliminary Exam																		
Candidacy Exam																		
Dissert. Comm. Mtg.																		

Place an X in terms designated for milestones. F=Fall, W=Winter, S/S = Spring/Summer. Other milestones might include conference presentation, peer-reviewed publication, etcetera.

12. Target Semester Defense and Graduation

Discuss the student's target semester defense and graduation dates.

13. Professional Goals

Identify short-term and long-term goals, and discuss any steps, resources, and training necessary to accomplish the goals.

14. Skill Development

Identify the skills and abilities that the student will focus on developing during the upcoming year. These could be academic, research, or professional skills, as well as additional training experiences such as workshops or internships.



PLANT AND AGROECOSYSTEM SCIENCES

COLLEGE OF AGRICULTURAL & LIFE SCIENCES

15. Leveraging Complementary Resources

What mentoring and related resources should the student be leveraging (for example, Rackham, departmental, other faculty, wellness/mental health resources)?

16. Other Areas

List here any other areas of understanding between the student and mentor regarding working relationship during the student's tenure.

Key points of contact in the Department of Plant & Agroecosystem Sciences

Students should fill in this list to help gain familiarity with helpful PAS community members.

Department Chair: _____

Graduate Program Director: _____

Graduate Coordinator: _____

Grievance Adviser: _____

Graduate student voting representatives: _____

Plant Science Graduate Student Council Representative: _____

OMBUDS: _____