

# **Mentor - Mentee Commitments**

*\*Adapted From the Association of American Medical Colleges (AAMC) Group on Graduate Research, Education, and Training (GREAT).*

## **Commitments of Graduate Student Mentor**

Below are the commitments that I make to my graduate student mentees. I will:

- Mentor them to be a future member of the scientific community.
- Help to plan and direct their project, set reasonable and attainable goals, and establish a timeline for completion of the project.
- Meet one-on-one with them on a regular basis.
- Provide financial resources for them to conduct their thesis/dissertation research.
- Guide them through the requirements and deadlines of their graduate program, as well as those of the institution.
- Help them to select a thesis/dissertation committee and ensure regular meetings to review progress.
- Lead by example and facilitate their training in complementary skills needed to be a successful scientist, such as oral and written communication skills, lab management, ethical conduct of research, and scientific professionalism.
- Encourage them to seek opportunities in teaching, outreach, consulting, entrepreneurship, and other complementary skills, as appropriate to their interests and goals.
- Expect them to share common laboratory responsibilities and utilize resources carefully.
- Not expect them to perform tasks that are unrelated to their training program and professional development.
- Discuss authorship policies regarding papers.
- Acknowledge their scientific contributions to the research in my laboratory and work with them to publish their work in a timely manner.
- Discuss intellectual policy issues with regard to disclosure, patent rights, and publishing research discoveries.
- Encourage them to attend scientific/professional meetings and make an effort to secure and facilitate funding.
- Provide career advice and assist them in finding a position following graduation.
- Provide honest letters of recommendation for their next phase of professional development.
- Be accessible to give advice and feedback on career goals.
- Foster their professional confidence and encourage critical thinking, skepticism, and creativity.
- Ensure an environment that is intellectually stimulating, emotionally supportive, safe, and free of harassment.
- Be supportive, equitable, accessible, encouraging, and respectful.

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Below are the commitments that I expect from my graduate student mentee. They will:

- Assume primary responsibility for successful completion of their degree, with my assistance.
- Demonstrate commitment to their graduate degree through efforts in the classroom and the research laboratory.
- Maintain a high level of professionalism, self-motivation, engagement, scientific curiosity, and ethical standards.
- Meet regularly with me to provide updates on the progress and results of their activities and experiments.
- Work with me to develop a thesis/dissertation project and appropriate timelines and deadlines.
- Work with me to select a thesis/dissertation committee, commit to regular updates with the committee, and be responsive to the advice of and constructive criticism from their committee.
- Attend and participate in laboratory meetings, seminars, and journal clubs that are part of their program.
- Comply with institutional policies, including academic program milestones, safe laboratory practices, and animal-use and human-research guidelines.
- Participate in Responsible Conduct of Research Training Programs and practice those guidelines in conducting their thesis/dissertation research.
- Take part in shared laboratory responsibilities and use laboratory resources carefully.
- Maintain a safe and clean laboratory space.
- Maintain detailed, organized, and accurate notes of their experimental protocols, raw data, and analyzed results in the shared laboratory drive.
- Discuss policies on work hours, sick leave, and vacation with me and notify fellow lab members in advance of any planned absences.
- Discuss policies on authorship and attendance at professional meetings with me.
- Work with me to submit relevant research results for publication in a timely manner prior to graduation.
- Seek guidance from me, as well as career counseling services, thesis/dissertation committee members, other mentors, and any other resources for guidance on career plans.
- Discuss future career goals and work with me to find opportunities to gain necessary non-laboratory skills.
- Be respectful of, tolerant of, and work collegially with all laboratory personnel and collaborators.