

**Advising Philosophy: Expectations and Responsibilities**  
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I believe that open and honest communication is central to a successful graduate training experience. My role as a graduate advisor is to advance my trainees' career through direct engagement that facilitates guidance, and by sharing experience and expertise. It is my goal in this advising philosophy to set clear expectations and responsibilities and help support their professional and career goals. I will foster a sense of professional responsibility and continuous professional development, assist in building a mentorship team, and ensure continual movement towards successful completion of the PhD or MS degree.

**Research Goals**

- I expect my advisees to develop concrete short-term and long-term research goals as well as a timeframe for reaching these goals.
- I expect my advisees to submit and publish peer-reviewed first-author publications.
- I expect my advisees to read the primary literature every day, which in most cases is 1-2 articles a day.
- I will read and respond to all work submitted to me in a timely manner, within the constraints of my other responsibilities. I will strive to return all materials within a week of submission to me.
- I expect my advisees to present their research findings at meetings at least once a year, starting in year 2. I will help facilitate the presentation of their research at meetings, both internal and external, and I will work with them so that their presentations effectively communicate their research.

**Graduate Stipend and Funding**

- I have the primary responsibility to provide for adequate funding of both the research and stipend for my trainees.
- I expect my advisees to participate in the writing of grant proposals, including writing their own fellowship proposals. As such, I expect my advisees to be interested and motivated to write external grant proposals to the American Heart Association and National Institutes of Health, and internally to the Clinical Translational Science Institute, the Interdisciplinary Dissertation Fellowship and Doctoral Dissertation Fellowship. Although this is the primary responsibility of the advisee, I do consider this to be a joint responsibility.

**Meetings**

- I will meet regularly with my trainees at a mutually agreed-upon interval, and expect that advisees will also be available to meet with me. I recognize that this interval will vary with my advisees' needs overall and at specific times during the course of training. This includes both regular meetings and informal conversations.
- I expect my advisees to participate in all laboratory group meetings, as well as the seminars and programs related specifically to my advisees' research focus and graduate program.
- I expect my advisees to meet with their thesis committees at least annually, or as often as required by the chosen graduate program, and to participate in any required annual progress meetings as applicable.

## **Writing**

- Writing is an essential part of the research process and often the most challenging. I view writing as a skill that requires consistent application and practice. Therefore, I expect my advisees to develop and stick to a writing routine. I will work with my advisees to help them to improve scientific writing skills. I strongly recommend my advisees to become members of the [National Center for Faculty Development and Diversity](#) and participate in their webinars and writing challenges to develop their writing routines.
- I strongly encourage my advisees to participate in grant proposal writing workshops and other mechanisms to improve their writing skills.

## **Publications**

- I expect my advisees to take the initiative in preparing manuscripts for publication. Advisees should generate a first draft of a manuscript that can be used for further editing and re-writing in collaboration with me. An excellent resource is Ian Baldwin's video "[Making scientific writing painless](#)" and companion [paper](#).
- Discussions about authorship on manuscripts should occur early in a research activity that is likely to lead to a publication.

## **Professionalism**

- I expect my advisees to be good laboratory citizens: help train new students and work with Doctorate of Physical Therapy students, help maintain equipment, and ensure supplies that are jointly used are maintained.
- I expect my advisees to maintain an accurate and detailed laboratory notebook. This is the legal record of research, and belongs to the laboratory and university, not to the trainee or me. It is critical it be accurate and sufficiently detailed that every experiment could be replicated by another individual and would yield a similar result.
- I expect my advisees to meet laboratory as well as program-related deadlines.
- I will set specific guidelines on work hours, sick leave, and vacation time, and these should be discussed and approved by me. I will help trainees recognize that the amount of time put into research will be directly reflected in the overall time to completion of the PhD.
- I expect my advisees to behave professionally and treat all others with respect. Anything else will not be tolerated.
- Advisees should speak to me if there are concerns about interactions with other lab members. If there are concerns about interactions with me, please reach out to the graduate program DGS or other program leaders. The [Student Conflict Resolution Center](#) is a helpful resource.

## **Ethical Behavior**

- I will maintain ethical standards in my research and scholarly work, including compliance with institutional and federal regulations for research, as well as issues of copyright.
- I expect my trainees to complete all required training and maintain ethical standards for their research and scholarly work.

## **Independence**

- I will work with my trainees to help them become increasingly independent and increasingly responsible as they progress in their thesis research.
- I will be supportive, equitable, accessible, encouraging, and respectful. I expect my trainees to recognize that constructive criticism and feedback is intended to improve their work.
- I will be an advocate for my advisees during their tenure in my laboratory but also as they continue their specific career pathway.

## **Professional and Career Development**

- I will support the professional development goals of my advisees, and work with them to help define what those will be and how to best achieve them.
- I recognize that we all need mentor teams. I will help my advisees identify and seek out external resources that will help them reach those goals if they differ from the focus of the laboratory or that of graduate program training.
- I expect my advisees to complete the annually required IDP Progress Report and use this as a tool to guide their professional development.

## **Teaching**

- I support the teaching experience that is part of graduate program training.
- I will adjust expectations of my trainees during their semesters of teaching assistantships.

## **Personal Life and Wellness**

- There is more to life than work. I expect my advisees to take time for themselves, in order to ensure physical, psychological, and social well-being.
- Trainees should be aware of the [mental health and wellness resources](#) at UMN.

## **Timeline**

- I expect my PhD advisees to complete their PhD training in 5 years or fewer.
- I expect my advisees to have at least one first-authored, peer-reviewed research publication prior to completion of the PhD degree.

We have discussed this advising statement and understand the expectations and responsibilities that come with entering into this advising relationship for PhD training.

\_\_\_\_\_ Date: \_\_\_\_\_  
Student

\_\_\_\_\_ Date: \_\_\_\_\_  
Advisor