Student Individual Training and Development Plan

(adopted from Andrew Truman)

Graduate school is about training you to ask and address new questions and discover your passion. Having honest and open discussions with your advisor is an important part of your training.

As a grad student, you own your education. That means not only being responsible for your dissertation, but also actively getting the training you need and seeking guidance from your mentors, who will support you as partners in your training.

STUDENTS: Read the following responsibilities in advance of meeting your PI/advisor, and discuss any questions you may have. This list is intended to help you understand where you should take ownership over your graduate training and how your PI/advisor can support you with your goals.

Student Responsibilities:

- Take the primary responsibility for the successful completion of my degree.
- Meet regularly with my advisor and provide her/him with updates on the progress and results of my activities and experiments.
- Work with my research advisor to develop a thesis/dissertation project and select a committee.
- Initiate requests for feedback and seek advice from my advisor, committee, and other mentors.
- Be knowledgeable of the policies and requirements of the Biological Sciences Department.
- Attend and participate in lab meetings, seminars, and journal clubs.
- Keep up with original literature in my field.
- Be a good lab citizen, maintaining a safe and clean space and working collegially with everyone.
- Adhere to all lab safety rules.
- Maintain a detailed, organized, and accurate lab notebook that can be followed by anyone.
- Back up all data on Shared Drive/Google Dive/Dropbox.
- Discuss policies on work hours, sick leave, and vacation with my advisor.
- Discuss policies on authorship and attendance at professional meetings with my advisor.
- Write the first draft of research manuscripts.
- Apply for graduate fellowships.

PI/Advisor Responsibilities:

- Be committed to your education and training as a future member of the scientific community.
- Be committed to helping plan and direct your research project, allowing you to take ownership of your research while setting reasonable goals and establishing a timeline for completion.
- Provide and seek regular and honest feedback on an ongoing basis.
- Be committed to improving as a mentor.

- Be open, encouraging you to come to me with concerns and helping to find acceptable solutions to problems with your project as they arise.
- Assist with your thesis committee selection.
- Lead by example and facilitate your training in complementary skills needed to be a successful scientist, such as communication, writing, management, and ethical behavior.
- Discuss authorship policies, acknowledge your scientific contributions to my lab, and work with you to publish your work in a timely manner prior to your graduation.
- Help as much as reasonably possible with obtaining employment after leaving the lab.

Training Goals

Please consider the below questions, complete and discuss with your PI/advisor.

1. What are your primary goals for your academic training?

2. What career do you hope to pursue upon completion of your graduate degree and what do you think it will take you to be successful in attaining it?

3. What is important to you in a mentoring relationship?

4. What features of the lab group and your relationships with colleagues will be most helpful and supportive to your well-being?