

## Commitments of Graduate Students:

- **I acknowledge that I have the primary responsibility for the completion of my degree.** I recognize that I must realistically consider training opportunities and my career goals to help me identify a path that matches my individual skills, values, and interests.
- **I understand that my Graduate Research Assistantship is considered internship training requiring a minimum of 20 hours per week time commitment in the lab, with a maximum of 30 hours that may occasionally be required.** I realize that some weeks may require more time in the lab in order complete experiments required for the completion of my degree. Overall, I acknowledge that I will be in the lab an **average 20 – 30 hours per week** for the duration of my time in the program.
- **I will develop a mutually defined research project with my mentor that includes well-defined goals and timelines.** Ideally, this project should be outlined and agreed upon at the time of the initial appointment.
- **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 respect all ethical standards when conducting my research including compliance with all institutional and governmental regulations as they relate to responsible conduct in research, privacy and human subjects research, animal care and use, laboratory safety, and use of radioisotopes.** I recognize that this commitment includes asking my advisor for guidance when presented with ethical or compliance uncertainties and when reporting on breeches of ethical or compliance standards by me and/or others.
- **I will show respect for and will work collegially with my coworkers, support staff, and other individuals with whom I interact.**
- **I will endeavor to assume progressive responsibility and management of my research project as it matures.** I recognize that assuming responsibility for the conduct of research projects is a critical step on the path to independence.
- **I will seek regular feedback on my performance from my advisor as well as seek a formal evaluation from members of my advisory/supervisory committees.**
- **I recognize that I have embarked on a career that requires "lifelong learning."** To meet this obligation, I must stay abreast of the latest developments in my specialized field through reading the literature, regular attendance at relevant seminar series, and attendance at scientific meetings.
- **I will actively seek opportunities outside the laboratory (e.g. professional development seminars and workshops in oral communication, scientific writing, and teaching) to develop the full set of professional skills necessary to be successful in my graduate training.**
- **At the end of my appointment, in accordance with institutional policy, I will leave behind all original notebooks, computerized files, and tangible research materials so that other individuals can continue related research. I will also work with my mentor to submit the research results for publication in a timely manner.** I can make copies of my notebooks and computerized files and have access to tangible research materials which I helped to generate during my graduate training according to institutional policy.

\_\_\_\_\_  
Initial  
here  
(Student)

\_\_\_\_\_  
Date

Student's name: \_\_\_\_\_

Advisor's name: \_\_\_\_\_

## Commitments of Thesis Research Advisors:

- **I acknowledge that the training and educating of graduate students is intended for them to develop the skills needed to become an independent research scientist and scientist educator.**
- **I will ensure that a mutually agreed upon set of expectations and goals are in place at the outset of the training period and assessed periodically, and I will work with the graduate student to create an individual project and training plan.**
- **I understand that students are required to be in the lab performing thesis research for a minimum of 20 hours per week with a maximum of 30 hours per week on occasion.** In the event that a student needs to be in lab more than 30 hours to complete an experiment one week, they will be in the lab fewer hours the week before or the week after to maintain the **20 - 30-hour weekly average** time in the lab. In addition, I acknowledge that students working in the lab on weekends is strongly discouraged and should be avoided.
- **I will strive to maintain a relationship with the graduate student that is based on trust and mutual respect.** I acknowledge that open communication and periodic formal performance reviews, conducted at least semi-annually, will help provide for the expectations of both parties.
- **I will promote all ethical standards for conducting research including compliance with all institutional and federal regulations as they relate to responsible conduct in research, privacy and human subjects research, animal care and use, laboratory safety, and use of radioisotopes.** I will clearly define expectations for conduct of research in my lab and make myself available to discuss ethical concerns as they arise.
- **I will ensure that the graduate student has sufficient opportunities to acquire the skills necessary to become an expert in an agreed upon area of investigation.**
- **I will provide the graduate student with the required guidance and mentoring and will seek the assistance of other faculty and CBMR resources when necessary to support the student's career development.**
- **I will provide a training environment that is suited to the individual needs of the graduate student for his/her personal and professional growth.** I will encourage a progressive increase in the level of responsibility and independence to facilitate the completion of their degree. Although the student may occasionally perform or assist other experiments in the lab, **I will ensure that the student's primary focus is on work required to complete their thesis research.**
- **I acknowledge that discussions with students regarding employment in my lab are not appropriate at any time prior to the completion of the experiments required to finish their thesis research.**
- **I will encourage the interaction of the graduate student with fellow scientists both intra- and extramurally and provide the student the opportunity to present research findings.**
- **I will acknowledge appropriately the contributions that the graduate student may make in intellectual developments, research, and scholarship.** If I deem the graduate student's research as meriting publishing, I will work with the student to publish the student's work in a timely manner to support their career development.

\_\_\_\_\_  
Initial

here

(Advisor)

\_\_\_\_\_  
Date