

## **Huffenberger Group Graduate Student Expectations**

*Revised 24 October 2017*

New students often know neither what's expected of them nor what they can expect of their faculty advisor. This handout helps to orient new students to the group.

### ***Expectations of you as a student***

Your goal is to execute your research in a way that is careful and precise, but also efficient. Science is not a 9 to 5 job, and you cannot succeed as a 9 to 5 student. You will often find yourself reading, doing research, analyzing data, or writing manuscripts on weeknights or weekends, whether you are on campus or off. It is important to time management skills and other tools to support your productivity. I expect you to tell me of concerns that you have about your research or our interactions.

I expect you to update me regularly about your progress, successes, and concerns in one-on-one meetings, usually once per week. You should prepare and send me an agenda for the meetings, or at least have some idea what you want to talk about when you arrive. These are in addition to formal updates in weekly group meetings and teleconferences with outside collaborators. This communication is critical to keep our working relationship productive. The group participates in national and international collaborations. Both involvement in such collaborations and working with other group members are both crucial to your success. Eventually you want people outside FSU to be impressed with your reputation for good work, and it's tricky if they don't know who you are.

I expect you to develop proficiency with the Unix/Linux operating system and computer programming (e.g. C, Python), including parallel computing if needed for your projects. All codes and manuscripts must be kept under version control software and all data must be backed up.

I expect you to pursue funding related to your project. These can be fellowships from the NSF or Florida Space Grant Consortium, Sigma Xi grants, or other external sources. There are local several programs that support travel, including FSU Council on Graduate Students (COGS) travel support, the college's Owenby travel scholarship for female students, the department's Baugh scholarship. These require some advance notice so pay attention to due dates.

If funding is available to cover your expenses, I expect you to present results from your research at national meetings, at least every other year. You must show me a complete draft of what you will present at least seven days before the meeting begins.

I expect you to attend seminars and Journal Club regularly and to participate in other departmental activities.

I expect you to read the primary literature. Read articles in scientific journals and on arXiv.org that are relevant to your work or the broader field, or that interest you. Share articles you find

at Journal Club and group meetings, roughly at the rate of one per week. I will point you to relevant journals and articles, but do not rely on me to point you to everything.

By the end of the second year, you need to assemble your dissertation committee, and write and defend your thesis prospectus.

Think about the career path you want to take. I expect you to have submitted at least two first-author, peer-reviewed papers (based on your PhD work) for publication before I sign off on your dissertation. I expect that you will be willing to contribute to the group as a whole, both intellectually and by assisting with research and training outside of your project. To be competitive for a postdoctoral position, more publications may be necessary.

Finally, I expect you to treat members of the group, including me, with respect and dignity.

### *Expectations of me as an advisor*

With advanced notice, I will always make time to discuss your research and your academic training. I commit to a minimum of 30 minutes even during the worst weeks, but it will often be much more time than that.

I will advise you about the career path that you select (post-doctoral positions or non-academic), and the necessary next steps. If I am not familiar with that career path, I will refer you the best I am able to people or resources that can help to guide you.

I will read and comment on any manuscripts, applications, or other written materials you give me within two weeks (excluding theses). Generally comments will come quicker, but please get these to me at least this far in advance of any deadline.

I will write you detailed letters of recommendation based on your research experience. Upon request, I will update you with my assessment of your progress, both in research and in your overall training.

I will introduce you to others in the field and help you make contacts that will be useful throughout your career.

I understand that the peculiarly asymmetric social relationship between advisor and student makes it easy for me to bruise your feelings with an unintentional comment or a well-meant criticism. I suffered such bruises when I was a student, and will try to be mindful. In addition, I will try to acquaint you with practical ways to address and diminish the stresses of being a student, as far as that is possible.

I will treat you, and all the members of the group, with respect and dignity.

*Adapted from Noor (2012).*