**Mentoring Agreement in the Ye lab at UGA**

**The Mentor’s Promises and Expectations**

My ultimate goal is that you will be happy and successful in my lab, just as any other lab member. I care about not only your professional development but also your personal wellbeing. Our mentor-mentee relationship is established because we share common scientific and professional interests. We work together to pursue our common goals.

* Career Goal and Training Plans. You are expected to determine your own career interest and goal. I don’t have any expectations for your career choices. I promise to work out a training plan with you that best suits our needs. No matter where you decide to go after your PhD, remember that a successful PhD will open many doors in your career.
* Holistic Professional and Personal Development. I expect your five-year PhD training program to advance not only your hard skills (programming, statistical, or experimental) but also your soft skills (reading, writing, communication, time/project management, teamwork, and leadership). You are encouraged to take training courses/programs on personal development, such as leadership skills and time management. Besides research, you are expected to receive training in teaching, grant writing, mentoring, and collaboration.
* Research Projects and Publications. You are expected to lead the work in one literature review and at least two research projects. These are “your” projects. I will develop your projects with you.

You are also expected to teamwork and contribute to others’ projects in the lab. We will strive to publish at least three peer-reviewed papers, for which you are the lead author.

* Financial support. I will work with you to secure your financial support. At the beginning, I will commit to supporting half of your PhD years with my grants. You are expected to obtain funding through the following ways: 1) being a teaching assistant; 2) writing your own grant proposal; 3) participating in my grant writing; 4) contributing substantially to my existing grant.
* Contributing to a Friendly and Positive Lab Environment. Take initiatives to make it the working environment that you like or bring ideas of improvement to me. Please be professional in the work environment. Respect difference and diversity. Open communication is always encouraged to enhance understanding. However, remember that it is not productive to debate on non-scientific matters (e.g., personal opinions or beliefs).
* Interactions with the PI. Please address me with my first name (Kaixiong or Calvin) and challenge me if you have different ideas or thoughts in our research projects. I expect regular meetings (once every or every other week) to discuss your research progress, which is measured not just by how many figures you generated but also papers you read or ideas you come up with. It is totally fine to cancel a meeting, and you are expected to inform me ahead of time. I will do the same. As long as my office door is open, you are welcome to come in.
* Socializing and Interacting with your Scientific Colleagues, in the lab, in the department, on the UGA campus, and globally in your field of interest.

* Having Multiple Mentors. You are encouraged to assemble your own team of mentors. They don’t have to be on your PhD committee or on campus.

* Scientific Conferences and Training Programs. You are expected to participate at least once a year in scientific conferences, and if possible, to present your research there. I will also support you financially to attend training programs that will advance your research skills.

* Working Hours and Vacations. I don’t expect fixed working hours, and you’re welcome to work at any place. I do expect you to spend some (~50%) of your working hours in the lab, so you can interact with others. You are not expected to work at weekends or during holidays. In cases of manuscript or grant writing that require interactions after hours, I will plan with you ahead of time.

If you are away from the lab for longer than a week, please discuss with me. You are encouraged to take breaks (~ a week-long) once or twice a year.

* Having a Life outside of the Lab. I expect your PhD training to be just an important part of your colorful life. I expect you to spend time with your family and friends, and on exercise or your other non-scientific interests.
* Professional and personal boundaries. Any public disclosures that are related to your work in the lab or use your identity related to the lab (UGA grad students) have to be first approved by me.
* Required annual training in diversity, equity, and inclusion. We come with our own background and are easily confined to it. This training reminds us to be understanding and empathetic of others’ feelings.
* Early exit. In cases of violation of university and program policies, such as scientific misconduct and harassment, the eligibility and membership for the PhD program will be terminated.

Like any relationship, our mentor-mentee relationship may not work out. If there are conflicts in our interests, we will have an open discussion to find our common ground and shared interests. If we cannot find common ground, I will work with you and the graduate coordinator for an early termination of our mentoring relationship.

**The Mentee’s Promises and Expectations**