

## **NH-INBRE Scientific Mentor (Advisor) and Mentee (Advisee) Relationship Guidance**

Presented below are the guidelines for NH-INBRE Mentor / Mentee relationships (hereafter referred to as the “Advisor” and “Advisee” relationships, as now preferred by NIH / NIGMS). The advisor-advisee relationship is important for the success of NH-INBRE researchers, and part of how the NIH (and their Study Sections) evaluates our program. Note that some of the following points may not be relevant to a specific team of advisor(s) and advisee.

### **1. Communication and Scientific Career Development**

- a. Each year, advisors and advisees should have at least two in-person meetings and regularly communicate by phone and email. One meeting could occur at the NH-INBRE Annual Meeting, at which all advisees should attend and advisors are encouraged to attend.
- b. Advisor(s) should inform advisees about meetings, seminars, and conferences appropriate for their fields of interest.
- c. Advisees are encouraged to invite advisors to speak at the advisee's institution in an appropriate venue.
- d. Advisor(s) are encouraged to invite their advisee to speak at their institution in an appropriate venue.
- e. Advisors may want to invite the advisee and their students to their laboratories if that would benefit the advisee and their lab group in terms of technical research training and/or career development.
- f. When requested, advisor(s) will provide interim, as needed, recommendations to the NH-INBRE senior leadership team and the External Advisory Committee regarding the advisee, including a statement about how guidance was provided and incorporated into the advisee's research.
- g. Advisor-advisee communications should be documented and briefly reported in yearly reports from advisor and advisee to NH-INBRE senior leadership.

### **2. Research Advice and Guidance**

- a. Advisors are encouraged to be proactive in assisting advisees in establishing and meeting research goals with highest possible impact. In this light, the advisor(s) and advisee team should be aware of and avoid “predatory journals” – NH-INBRE senior leadership can assist with this as needed.
- b. Advisors are encouraged to be proactive in providing research project advice and identifying deficiencies that may be limiting research progress.
- c. Advisors should help advisees prioritize research activities.
- d. Advisors should inform advisees about the opportunities to make use of the cores at the lead/co-lead institutions (Dartmouth and UNH).
- e. When the advisor and advisee are actually collaborating on a NH-INBRE funded research project, they should clearly establish the role of each lab in the collaboration early on, and proactively resolve potential conflicts about research data ownership and publication.
- f. Research aims may evolve as the research program progresses. Advisor(s) should assist the advisee to modify the specific aims as needed. The advisee will communicate proposed specific aim changes to NH-INBRE senior leadership for their consideration.
- g. The advisor can encourage and assist advisees in developing further collaborations to broaden the scope of their research and core scientific competencies.
- h. The advisor should read and make suggestions on any abstracts, journal articles or grant proposals that the advisee intends to submit. The advisor should inform advisees about publication issues including journals for submission and authorships.

### **3. Institutional Career Development Mentor**

- a. As part of the full advising/mentoring team, each funded PI also has an NH-INBRE-defined institutional mentor to advise them on institutional issues, including, but not limited to, promotions, tenure decisions, etc. This institutional/career development mentor should communicate at least annually to the NH-INBRE senior leadership team so that there can be subsequent communication to the scientific advisor(s) as needed and for coordination of all advisor/mentor roles.

### **4. Leadership Guidance**

- a. The NH-INBRE Senior Leadership Team will be in close contact with advisor(s), advisees, and career mentors, forming the full advising/mentoring team, and will be available for questions/concerns.