



Jenifer K. McGuire

Associate Professor and Extension Specialist

I view advising as an opportunity to cultivate and collaborate with future colleagues and create relationships with people I expect to know and work with for a very long time. My hope is to introduce students to a field of research where they will find their place and collaborate with colleagues for many years after completing their degree at UMN.

Equity and Inclusion:

My fundamental approach to research is one of integrating diverse perspectives to incorporate a strong foundation of knowledge, and focus on processes that may not be visible through other means. As such, equity and inclusion are central to my work, my advising, and my outreach.

What I expect from you:

- Meetings (regular lab/group and individual) (additional meeting request via Google Calendar)

As your adviser, I will expect to meet with you individually for advising for at least half an hour a minimum of every other week. At this meeting we will review progress towards academic milestones (reading lists, thesis work, analyses, conference proposals, etc.) and I will expect that you will make progress between our meetings on the things that we discuss each meeting.

- There may be lab meetings weekly, biweekly, or monthly, although this will vary by semester. The purpose of lab meetings is to improve the efficiency when there are multiple people who need to review and discuss similar content. If there is a lab meeting any active advisees will be included and expected to attend. This will count as part of independent study or research hours. A guide exists for submission of an independent study contract for independent study for lab meetings.
- I use google calendar to manage my schedule and will expect that advisees interact with this interface, including sharing their own calendar so that I can see when the student is on campus for scheduling meetings. Obviously, not all of an advisee's schedule needs to be visible, but I do need to be able to see on the calendar when you are on campus and available for scheduling group meetings. There is also a shared calendar for the lab space so that people can book their time in the lab. This is especially critical for advisees who will be interfacing with extension or community partners where scheduling requires openness in calendars.
- FSoS community involvement (SHARK, seminars, social events, etc.)

Opportunities for involvement in the department and college provide many benefits for professional development. I strongly encourage students to take advantage of these many opportunities, and expect attendance at a certain amount of these sorts of activities. For example, beginning or end of semester parties and departmental speakers are an important opportunity to interact with members of the department you don't normally see and I expect that you will make a strong effort to fit these events into your schedule.

- Communication (preferred mode – email, text)

I generally prefer that communications be made via email. It is ok to text me with last minute changes (e.g. I am running late). For complicated or difficult topics, I think in-person is a much better way to communicate. For lists of things you need me to do, please consolidate them into one email that I can easily refer back to in order to facilitate completion in a timely manner.

- Conflict Management/Resolution

If there is something you are uncertain about, unhappy about or we are in conflict over, there are a variety of ways to resolve this conflict. First, please remember that my role is to support the development of any (and all) students, and I intend to address any concern you have with a mindset of helping you achieve what is best for you. To that end, I can be more helpful to you if you share your concerns with me, and allow me the opportunity to support you in finding the best route for yourself.

If you are not able to resolve a conflict with me then I encourage you to go to the departmental leadership for support including the department head, associate head, or director of graduate studies. At that point we can meet jointly for mediation with a member of the departmental leadership.

If we are still not able to resolve a conflict, I encourage you to go to the office for student conflict resolution for support. This office offers counseling, guidance and mediation support for students and advisors.

- Time management and investment (may include working during breaks, during summer on research, etc.)

You are entering a research-based PhD program and your work life will likely revolve around research for some number of years. Your academic progress on your milestones will need to be managed in conjunction with your coursework and your assistantships. How you manage your time and the pace of your work and progress will affect your time investment. During the summer if you are able to have funding for research, that is ideal. You may need to work over winter break on things like theses and comprehensive exams in order to accomplish your tasks.

The people who will work best with me are those who will naturally take on tasks, and seek to use available time to do their best possible work. I tend to attract students who are naturally motivated and interested in their work, as I am. In my lab you will likely find like-minded peers, who will also be very interested in the work that we share, and want to spend time on it.

- Independence

Students who will work best with me are those who will naturally check in regularly and want to be collaborative in decision making. My best projects are those that are completed with significant collaboration, and the strongest science, in my opinion is that which has input from many engaged perspectives.

Amount of lead time if requesting feedback (may vary depending on scope of material)

Most things will need a week for feedback, longer things will need two weeks for feedback. If you have sent something I haven't sent feedback, it is always ok to send reminders.

- Publishing – Authorship

I work hard to ensure that my advisees have ample opportunity to publish while working with me. I generally hope to include advisees on one or two papers as a second or third authors that they can learn the practices of publishing in a mentored way before expecting them to take on a first authored publication. I expect my advisees to do the work to be on at least four publications by the time they complete a PhD.

- Presentations (quantity versus quality?)

During your first year I will expect you to join at least one research presentation with me or other students or faculty. After that I will expect at least one conference presentation per year.

- Career advising/mentoring

There will be an annual review. At this time each year we will review your longer-term career goals to ensure that you are pursuing the appropriate activities to meet those goals. In addition to that I am happy to discuss goals at any other time along the path. I do not expect or prefer that my advisees move towards academic careers. However, I do expect that they continue in research, as this is the form of advising I am best able to provide.

- Keeping notes of meetings

I strongly encourage you to keep notes of our meetings together so that you can refer back to them. If we have made agreements during a meeting, it is advisable for you to send me an email documenting agreements we have made. That way I can respond quickly, and in writing, if we have any discrepancy in our understanding.

What you can expect from me:

I am primarily a scholar and extension specialist, with a deep commitment to my research. I will work with you as a junior colleague and assume that you are similarly committed to the research and outreach that we pursue together. You can expect that I will take my work seriously and your work seriously.

You can expect that I will place your academic well-being at the forefront of our relationship. That is my responsibility. As such, I will take seriously your research interests and give consideration to your academic interests. If your well-being would be best served with a different pathway I will gladly support you in identifying the proper path, and finding resources to help you get there.

You can expect thorough and deep review of your academic work with a critical eye. The purpose of this critique is to improve your work.

You can expect many opportunities to work on a variety of research projects with a variety of people and a variety of datasets.

You can expect that there will be more opportunities than you will be able to take advantage of.

You can expect to learn a variety of quantitative and qualitative research skills.

Joint Responsibilities:

We are jointly responsible to ensure that all milestones and agreed activities are completed. To that end, the administrative task of reminding and double-checking lists and timelines will fall primarily to the student, while ensuring that there are no surprises in how things are done will likely fall more to the adviser.

In my lab we work on sensitive topics, and work sometimes with protected data. All students are expected to understand and be compliant with university research ethics standards, as well ethical standards for APA and NCFR.

- [APA](#)
- University of Minnesota [Code of Conduct for Students](#)
- [NCFR](#)

Beyond professional standards, I function from a perspective of an ethic of relationship, meaning is someone harmed by an action. This is critical given the sort of sensitive data that I work with. What this means in practice is that I expect honesty among lab members, and with me, and an effort at protection of the integrity of members of the community at all times. This applies to interactions with one another, interactions with our data, and interactions with the public.