

# Preparing Tomorrow's Academics, Professionals and Leaders

Guidance for working with  
Graduate Students

# The Many Faces of Graduate Students

- Applicants
- Students (Masters & Doctoral)
- GTA
- GRA
- Mentees
- Colleagues? Business Partners?
- Friends? More?

# Guiding Principle

All faculty are in a position of power with students. Faculty need to be aware that the relationship is not equal, and that it is their responsibility to set appropriate boundaries while they supervise and guide students to academic and professional success.

# Resources

- Campus Policies
- Collective Bargaining Agreement
- Departmental Handbooks
- Professional Organizations



# Areas of Risk

- Expectations and Academic Progress
- Workload and CBA Compliance
- Conferences and Work Assignments
- Field Studies
- Alcohol
- Relationships

# Managing Expectations

- Start with a realistic plan
- Meet often, with open effective dialogue
- Provide timely and meaningful feedback
  - This means addressing both the positive and the negative

# Workload and CBA

- Under the CBA, the GRA or GTA assignment can average no more than 19 hours per week during the academic year.
- Any additional work should be solely for the student's academic benefit.
- Watch for efforts to circumvent the CBA, direct dealing, paying through other than official channels, or at a different time than the work is done.

# Conferences and Work Assignments

- Establish clear guidance for determining who attends conferences, appropriate travel arrangements, etc.
- Establish clear guidance for work assignments, especially when one student is put in a position of authority over others.
- The guidance should ensure a fair competitive process that is not up to a single individual, regardless of source of funds.



# Field Studies

- Establish clear expectations and lead by example.
- Provide training to reinforce the expectations before departure.
- Comply with all University travel policies.
- Develop departmental guidance.

# Alcohol

- The consumption of alcohol should be secondary to the defined purpose of the event.
- Faculty should lead by example.
- Follow University process for on campus events.
- Use the on-campus guidelines when hosting events off campus.
  - Limited time and availability of alcohol
  - Provide adequate food and non-alcoholic beverages

# Relationships

- Relationships that could impair the faculty member's ability to objectively evaluate and appropriately mentor students should be avoided.
  - Even a non-romantic relationship can be problematic.
- University policy allows romantic relationships with disclosure and appropriate safeguards.

# Experiences

- Tell us about your experiences?
- How did you handle it?
- What did you learn?
- What can we do to prevent it in the future?