

## SynBAS NRT Mentor Expectations Agreement

The Synthetic Biology Along Scales (SynBAS) training program is built on a foundation of trainee participation in all aspects of the program. As an advisor we expect you to promote full participation of your trainee in this program and in addition help us expand our diversity through our recruitment and retention efforts. Specifically, as an advisor we expect that you will:

- Encourage and facilitate your trainee to complete all SynBAS NRT program requirements including coursework, workshops and experiential learning projects. Note: experiential learning projects may require your trainee to spend additional time outside of their research to complete this project.
- Conduct an annual Individual Development Plan (IDP) process with your trainee according to your own laboratory practices or using practices from other established IDP systems such as <http://myidp.sciencecareers.org>.
- Participate and encourage others to participate in CSB community events such as the annual retreat, science hours and others that we develop over the course of the program.
- Participate and encourage others to participate in CSB outreach events.
- Participate in SynBAS training program meetings or committee meetings to help improve the program.
- Provide information to help track the progress of the training program – including updates on research, publications, participating in evaluation interviews and other information gathering surveys.
- Agree to provide information on products for reporting purposes. This will include, but is not limited to book chapters, thesis/dissertations, conference papers and presentations, other Publications, technologies or techniques, patents, inventions, licenses, websites, and other products.

### Preceptor Commitment to Diversity and Inclusion:

1. For mentors to continue to receive a second year of support for a trainee in their lab, the mentor (or the primary mentor in the case of jointly mentored students) must undertake at least one of the following activities:
2. Invite and host a seminar speaker from an underrepresented background for the CSB seminar series or your Department seminars.
3. Recruit students at one of the national meetings: Annual Biomedical Research Conference for Minority Students (ABRCMS), Society for Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS), or out in Science, Technology, Engineering, and Mathematics (oSTEM), Society of Women Engineers (SWE), National Society of Black Engineers (NSBE) or others. Undertake a recruiting trip to a campus serving predominantly underrepresented students.
4. Host and mentor an undergraduate student from underrepresented identities or backgrounds for a summer internship. Mentoring underrepresented students from NU would also count towards this obligation.
5. Participate in a CSB outreach event.

Name (printed):

Signature:

Date: