

MASTER OF SCIENCE IN TRANSLATIONAL RESEARCH

Institute for Translational Medicine and Therapeutics



Compact Between MTR Trainees and Their Mentors

The MTR trainee will undertake scholarship and research that together provide a training experience essential for career advancement in translational research. The training component is conducted in an apprenticeship model where she/he works under the supervision of an investigator/mentor. Many MTR trainees may have more than one mentor; for example, one directing the basic science component of their research training and another directing the clinical aspects of their projects. This compact is made available to all mentors and is intended to initiate discussion and clarify expectations and responsibilities of both parties. The document is modeled on two other documents, the AAMC Compact between Resident Physicians and their Teachers and the Compact between Post-doctoral Trainees and their Mentors. Both original documents can be found on the AAMC website (www.aamc.org).

MTR Trainee Commitment Compact

- I acknowledge that I have the primary responsibility for the development of my own career.
- I will develop a mutually defined research project with my mentor that includes well-defined goals and timelines. This project has been outlined and agreed upon at the time of the initial appointment and will be further refined.
- I will perform my research activities conscientiously, maintain good research records, and catalog and maintain all tangible research materials that result from the project.
- I will respect all ethical standards when conducting my research including compliance with all institutional and federal regulations as they relate to responsible conduct in research, privacy and human subjects research, animal care and use, laboratory safety and use of radioisotopes. I recognize that this commitment includes asking for guidance when presented with ethical or compliance uncertainties and reporting on breaches of ethical or compliance standards by me and/or others.
- I will show respect for and will work collegially with my coworkers, support staff and other individuals with whom I interact.
- I will assume progressive responsibility and management of my research project as it matures, recognizing that this is a critical path to independence.
- I will actively seek regular feedback on my performance and ask for a formal evaluation at least annually.
- I will have open and timely discussions with my mentor concerning the dissemination of research findings and the distribution of research materials to third parties.
- I recognize that I have embarked on a career requiring “lifelong learning.” To meet this obligation, I must stay abreast of the latest developments in my specialized field through reading the literature, regular attendance at relevant seminar series, and attendance at scientific meetings.
- I will actively seek opportunities outside the laboratory (e.g. professional development seminars and workshops in oral communication, scientific writing, and teaching) to develop the full set of professional skills necessary to be successful for my chosen career.
- At the end of my appointment, in accordance with institutional policy, I will leave behind all original notebooks, computerized files, and tangible research materials so that other individuals can carry on related research. I will also work with my mentor to submit the research results for publication in a timely manner. I can make copies of my notebooks and computerized files and have access to tangible research materials which I helped to generate during my appointment according to institutional policy.

MTR Mentor Commitment Compact

- I will ensure that a mutually agreed upon set of expectations and goals are in place at the outset of the MTR training period. I will work with the trainee to create an individual career development plan which will include data acquisition, publications, NIH grant submissions and preparation of the MTR thesis.
- I will meet with the MTR trainee on a regular basis. It is recommended that the frequency of these meetings is monthly in the first year of training, and every 2 months for the remainder of the training period until graduation. I will also meet with the student's MTR Mentoring Committee annually.
- I acknowledge that all MTR trainees are expected to participate in a series of required and elective courses for scientific writing. I understand that these courses are designed to help the trainee and mentor create a successful path toward independence for the trainee, including both publication and funding.
- I will meet with the MTR trainee more often during the following times and courses:
 - **MTR 601 – Year 1 July through mid-August, Review Manuscript:** I will meet with the trainee weekly during the first summer of the program to guide them in authoring a review manuscript in their proposed area of study for publication. My responsibilities include guiding the trainee both in content and structure of the article, as well as teaching them how to identify a suitable journal and submit the finished manuscript for publication.
 - **MTR 605 – Year 2 late May through June, Primary Data Manuscript:** I will meet with the trainee weekly during the second summer of the program to guide them in authoring a primary data manuscript in their area of study for publication. If the trainee has not generated sufficient data to warrant publication within the first 12 months in the laboratory, I will provide access to a suitable data set. The authorship for the publication is left to the discretion of the mentor in consultation with the originator of the data and the mentee. My responsibilities include guiding the mentee both in content and structure of the article, as well as teaching them how to identify a suitable journal and submit the finished manuscript for publication.
- I recognize that because of the nature of Translational Research, the MTR trainee may have mentors other than myself. I agree to work collaboratively with these other scientists/clinicians to further the training of the MTR trainee and to recognize that the trainee may have responsibilities to these individuals as well.
- I will strive to maintain a relationship with the MTR trainee that is based on trust and mutual respect. I acknowledge that open communication and periodic formal performance reviews, conducted at least annually, will help ensure that the expectations of both parties are met.

- I will promote and clearly define all ethical standards for conducting research including compliance with all institutional and federal regulations as they related to responsible conduct in research, privacy and human subjects research, animal care and use, laboratory safety, and use of radioisotopes.
- I will provide the trainee with the required guidance and mentoring and will provide access to formal opportunities/programs in complementary areas as necessary for a successful career.
- I will encourage a progressive increase in the level of responsibility and independence for the MTR trainee to facilitate the transition to a fully independent career.
- I will encourage the interaction of the MTR trainee with fellow scientists both intra- and extramurally and encourage the trainee's attendance at professional meetings to network and present research findings.
- I will ensure that the research performed by the MTR trainee is submitted for publication in a timely manner and that the trainee receives appropriate credit for the work performed. I will acknowledge trainee contributions to the development of any intellectual property and will clearly define future access to tangible research materials according to institutional policy.
- I recognize that not all trainees will become academic faculty. To prepare a trainee for other career paths, I will provide assistance in exploring appropriate options.
- I commit to being a supportive colleague to the MTR trainee as they transition to the next stage of their career and to the extent possible, throughout their professional life.

This compact serves as both a pledge and a reminder to mentors and their MTR trainees that their conduct in fulfilling their commitments to one another should reflect the highest professional standards and mutual respect.

Primary Research Mentor Printed Name / Signature / Date

Secondary Research Mentor Printed Name / Signature / Date

MTR Trainee Printed Name/ Signature / Date