

Section 1 Postdoctoral Administrative Policy Subject 1.1 Postdoctoral Training Environment Policy 1.1.3 Postdoctoral and Mentor Responsibilities	March 2024 - Originated Revised - Reviewed w/changes - Reviewed w/o changes – GSBS - Author
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Postdoctoral and Mentor Responsibilities

Policy: Faculty supervisors/mentors and their postdoctoral appointees enrolled the Postdoctoral Certificate Program are expected to establish a mentor-mentee relationship and regularly meet to discuss research progress and professional development.

Procedure:

- A. Responsibilities of the Faculty Mentors. Faculty members serving as mentors/supervisors of postdoctoral appointees are responsible for providing an environment in which advanced training in a research specialty can be conducted and for providing guidance in the professional development of the postdoctoral appointee. The faculty mentor is responsible for reasonable work assignments and performance evaluations. The faculty mentor will make final decisions regarding research projects, experimental approaches, publications and authorship. These decisions will be made in consultation with the postdoctoral appointee. The faculty mentor is responsible for providing an annual review of the postdoctoral appointee's training progress and direction.
- B. Responsibilities of Postdoctoral Appointees. Postdoctoral appointees are responsible for the ethical and conscientious conduct of their research. This includes, but is not limited to, the maintenance of adequate research records and compliance with UTMB policies and procedures. Postdoctoral appointees are expected to play an active role in developing their professional skills, beyond those learned in the laboratory setting, and share with their faculty mentor/supervisor the responsibility for frequent communication.