

Graduate Student Advising:

The anthropology department's graduate program is designed to facilitate close collaboration among faculty and students with shared areas of interest. Consistent with this philosophy, upon entering the program each student is assigned a professor who will act as his or her major advisor. The advisor/advisee relationship is a critical component of student success. It is important to recognize that people have different relationship styles and that there is a diversity of models for what this professional relation should like. In order to help ensure a successful relationship, the department suggests that students discuss the following points with their advisor at the beginning of their relationship:

- The student's personal timeline and the timing of committee formation and other program milestones.
- The advisor's preferred communication method and frequency.
- The expected supervisory model or style.
- Students might consider asking:
 - ✓ How quickly can you expect your advisor to respond to written submissions turned in on time?
 - ✓ How quickly can you expect your advisor to respond to requests to schedule meetings or conversations?
 - ✓ How regularly does your advisor like to meet?
 - ✓ How often would your advisor like a written report of your progress along degree milestones? What format should this report take?

Advisors should:

- Maintain regular communication with advisees while in residence.
- Ensure that advisees are formally supported (either by themselves or another faculty member) when the advisor is on sabbatical or research leave.
- Be aware of advisees' course choices.
- Be mindful of departmental and Graduate School deadlines.
- Monitor GPAs, and other indicators of student performance.
- Review closely (for accuracy, appropriate timeline and other details) and sign-off on the annual student progress reports.
- Help advisees identify opportunities to participate in the larger professional anthropology community by proposing and delivering conference presentations or pursuing other appropriate activities.
- Mentor students about professional norms and provide guidance as they enter the profession.

Advisees should:

- Initiate regular communication with advisor.
- Inform advisor of the courses the student plans to enroll in and keep advisor informed of progress or problems.
- Work with advisor to create an agreed upon timeline for reaching program milestones and maintaining timely progress toward degree.
- Learn and comply with departmental and Graduate School deadlines and regulations.

- Consult with advisor about how to best take a role in the discipline of anthropology by participating in professional meetings or other appropriate forums.

If students have concerns about the advising they are receiving they should arrange to speak confidentially with the Director of Graduate Studies, Department Chair, or a member of the Departmental Advisory Committee (depending on the personnel involved). The department wants to support graduate students to the best of our ability and we will take these concerns seriously. Students may also seek out the guidance of the Academic Ombudsman (<http://www.uky.edu/Ombud/>). Any student, after due consideration and consultation with the DGS and the agreement of the faculty to serve, may change advisor or committee members at any point prior to the qualifying exams.

Approved 5/8/15