**Appendix A: Mentor and Mentee Compact**

**Mentor & Mentee Compact
for an MBL Summer Undergraduate Scholar Research Experience**

The Mentor and Mentee will agree on a research project that can be accomplished in an 8 to 10 week period. The project will not simply consist of menial laboratory tasks and chores or an “extra set of hands” for a larger experiment - the Mentee should not only collect data but also participate in the analysis and interpretation of data. The Mentor and Mentee will agree on expectations of laboratory attendance (i.e. hours, weekends, evenings) and any prolonged absences by the Mentor.

All Mentees will receive appropriate safety training before commencing work. Mentees will be supervised by the Mentor or a designated senior lab member. Mentees are not allowed to work alone in the laboratory at any time.

**Mentor Guidelines**

* Provide appropriate training in laboratory and field techniques and be available for answering technical questions, offering conceptual guidance, and trouble shooting
* Guide the Mentee in understanding the importance of appropriate experimental design, controls, rigor, reproducibility, and hypothesis testing
* Recognize the importance of official program functions such as workshops, seminars, and discussion groups, and allow the Mentee to attend all such functions
* Help students prepare presentations and submit abstracts for symposia
* Attend the official gathering of the group as appropriate, especially the end-of-summer symposium if the Mentee is presenting
* Exhibit the highest standards of scientific integrity

**Mentee Guidelines**

* Follow the instruction of the mentor and other designated advisors and be respectful of all members of the laboratory
* Respect laboratory equipment and space; clean up after yourself, knowing that others will use the space as well; ask questions when you do not know how to use or handle a piece of equipment
* Be aware of lab safety so as not to endanger yourself or others in the lab; ask questions if you have any concerns
* Attend all laboratory events as invited, and alert lab members of planned absences
* Report any incidents that suggest a disrespectful environment
* Exhibit the highest standards of scientific integrity

For questions or concerns, please contact Jean Enright, Manager, Student Affairs & Undergraduate Programs at jenright@mbl.edu or 508-289-7674, Homestead Building, #102

