Undergraduate research expectations – Rangeland Biodiversity Lab OSU

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**General expectations:**

1) Know which category of worker you are! [see below]

2) Know who your direct “supervisor” is (this could be a graduate student or Dr. Duchardt, depending on your project)

3) If you are working on a lab-funded project, know that these are often renewed at the semester level, and is not guaranteed beyond a given semester unless otherwise stated. It is your responsibility to discuss further funding opportunities with your supervisor towards the end of your funded semester.

4) Take ownership of your research and career goals! If you are confused about something you are working on, or feel you aren’t making progress, it is your responsibility to reach out to other students or Dr. Duchardt!

5) Practice communicating effectively with peers and mentors. This includes professional emails that provide enough detail, and consistently responding to email in a timely fashion (during “work hours”).

6) If a deadline for a project you are working on is approaching, and you are falling behind on work, ensure you are communicating effectively with your supervisor to ensure the deadline is met.

7) Expect that any task you plan for will take *longer* than you expect!

8) Plan to attend at least one lab meeting or other lab event

9) Treat all animals and equipment with respect since it’s a privilege to be working with them, and equipment can get expensive (even the cheaper supplies can add up). This includes keeping work areas organized.

**Research position categories**

**VOLUNTEER LEVEL**

This level is appropriate for students attending a field day, just starting in the lab, or those who are looking for <10 hrs work per semester. This level is appropriate for students looking to build resumes and gain experience with diverse taxa and systems. This is also appropriate for students who have their own research ideas that may not completely align with current lab objectives, but are looking for some guidance/advising to seek external funding.

**Expectation:** Attend/interact to your desired level, but with high priority towards data quality if data entry is a part of your work.

**PAID RESEARCH – LSAMP OR OTHER OUTSIDE FUNDING (E.G., WENTZ)**

This level is appropriate for students funded by LSAMP, Wentz Scholarships, or other external funding. Students in this category are expected to work a minimum of > 20 hours per semester. Weekly or semester work expectations will vary with funding (but see expectations below). Students with outside funding should work with Dr. Duchardt and graduate students to identify research and career goals. These are flexible within the general goals of the lab.

**Expectation:** Work an average of 5 hrs per week with the lab. Work tasks can include:

Reading/summarizing academic literature

Entering or summarizing data

Collecting field data

Training on analytical or field techniques

**Expectation:** Track your work hours each week and summarize work activities (there is a pre-made spreadsheet for this!)

**Expectation:** Meet with direct advisor (either Dr. Duchardt or a graduate student) AT LEAST once a month to review progress, and back up data.

**PAID RESEARCH – LAB OR GRANT FUNDING**

Students conducting research associated with lab or grant funding are expected to work on a pre-defined project. Students in this category are expected to work a minimum of > 20 hours per semester.

**Expectation:** Work as a volunteer with the lab for 5-10 hours before beginning paid work – this time is considered training, and also to encourage students to only commit to this work if they have adequate time.

**Expectation:** Work between 2-10 hours a week

Reading/summarizing academic literature

Entering or summarizing data

Collecting field data

Training on analytical or field techniques

**Expectation:** Track your work hours each week and summarize work activities

**Expectation:** Meet with direct advisor (either Dr. Duchardt or a graduate student) AT LEAST once a month to review progress, and back up data.