

## Policy for Implementation of Individual Development Plans (IDPs) for DBBS Graduate Students

**Goal:** Students should take ownership of their training, as developing independence of thought and action are essential to their future careers.

DBBS recommends the tool myIDP <http://myidp.sciencecareers.org>, presented by AAAS and hosted on the Science Careers website. This tool will help students explore a range of career possibilities as well as to set realistic goals to assist them on their career path.

1. The Associate Dean will introduce the myIDP tool to students during orientation. More advanced students will have the opportunity to attend a more comprehensive workshop on creating their IDP.
2. Steering Committees will reinforce the importance during each advising session over years 1 and 2.
3. Short- and long-term goals set during the thesis proposal will form the basis of academic research goals of the IDP.
4. The DBBS Education Coordinator and the Career Center provides a variety of career and professional development workshops to assist students with the professional goals of the IDP.
5. At subsequent thesis update meetings, the student and PI will confirm that the IDP and career exploration was reviewed. Committee chairs will verify on the DBBS Thesis Committee Report progress report forms that the IDP has been completed and discussed with the PI or another DBBS faculty mentor.
6. If students have issues related to the IDP that they would prefer to discuss with others besides their PI, they are encouraged to discuss these with their thesis committee chair, Program Director or Student Coordinator for further guidance.

This policy fulfills the NIH requirement for PIs to report on the use of IDPs on some grants. See Notice <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-14-113.html>.

*Below is generic information that can be used for grants. Faculty are encouraged to personalize this text with information regarding the specific experiences of their students.*

DBBS recommends myIDP <http://myidp.sciencecareers.org> hosted by Science Careers for all students. Incoming students are introduced to the tool during orientation and more comprehensive workshops are offered for advanced students. The IDP is monitored by the Program Steering Committees either in annual advising sessions or during periodic thesis reviews with the thesis advisory committee.

We recognize that Ph.D. students need both information and opportunities to explore the variety of career outcomes pursued by our alumni. DBBS has an Education Coordinator and the University employs a full-time career strategist to provide career and professional development training for students. A variety of career opportunities are introduced to students during orientation and highlighted at career talks held throughout each year featuring both alumni and Ph.D.s from local institutions and businesses who have chosen non-academic careers.