Advising Statement
Stephanie Groman
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The Groman Lab studies the neurodevelopmental mechanisms of psychopathologies including addiction. Our goal is to do the best science we can and make discoveries that can cure, treat, and/or alleviate human disorders. Although we are a new lab (established January 2021) I have been fortunate to serve as a mentor for many trainees at different stages of their career. I believe that my responsibility as an advisor is to help you become an exceptional neuroscientist and achieve your career goals, whether that be an academic or non-academic track. This statement is a living document and will be updated as needed.

Respecting Shared Workspace and Equipment
The Groman Lab consists of three separate rooms: an operant suite (4-121 Jackson hall), a surgery suite (4-125C Jackson Hall), and wet bench area (4-125 Jackson Hall). We have a small community area located in Jackson Hall 4-125B that is equipped with two computers, a small refrigerator, and a microwave for use by any Groman Lab teammate. Equipment and space are shared amongst all Groman Lab teammates, unless otherwise stated by Dr. Groman. This means that everyone is responsible for cleaning up after themselves and ensuring that equipment is functional after use.

- **Safety procedures**: Most laboratories contain dangerous materials and equipment. Individuals that do not follow the Groman Lab safety procedures are at risk of serious injuries to themselves or others. To work in the Groman Lab, you must wear closed toed shoes, garments that cover your entire legs (e.g., no shorts, skirts that do not cover your entire leg), and a lab coat when handling animals or chemicals. There are no exceptions to these rules. If you do not come to the lab in proper attire, you will be asked to leave that day. All Groman Lab teammates are required to follow the laboratory safety procedures that are outlined in the Institutional Biosafety Committee (IBC) protocol and COVID Sunrise Plan located on the google drive. Individuals will be required to complete all online laboratory safety trainings prior to starting in the lab as well as trained by their supervisor (e.g., a grad student, post doc, or Dr. Groman). There are two eye wash stations located in the lab (4-125 JH and the surgery suite) and a full shower in the lab (4-125 JH) in case individuals come in contact with any dangerous chemicals. If you have any questions regarding a chemical you will be using, read the Safety Data Sheet (SDS) sheet either in the lab SDS binder or online here: [https://chemicalsafety.com/sds-search/](https://chemicalsafety.com/sds-search/)

- **Treating equipment with respect**: Individuals will be trained on all equipment prior to use. If you do not know how to use something, ask your supervisor or Dr. Groman. If laboratory equipment is broken or is malfunctioning, lab teammates are expected to fix immediately. Do not use equipment that is not working, including the operant boxes. If you do not know how to fix it, contact your supervisor or Dr. Groman.
• **Cleaning up after yourself:** Lab teammates may have to share workspace and/or equipment. Make sure that any area you use is cleaned after you are done. This includes sanitizing shared workspaces and countertops, sweeping the floor, cleaning operant box pans and walls, removing trash and debris, and washing dishes and equipment.

• **Letting someone know when supplies are low or run out:** If you notice something is running low or you use the last of an item, let someone know so that that item can be replaced. With supply chain issues and COVID-19 related delays, it is more difficult and taking longer to get supplies so it’s critical that we order things as far in advance as possible.

**Respecting our research subjects**

Our studies use rats. Before performing any experiments in animals, researchers are required to describe each individual experiment in a protocol and receive approval by UMN Institutional Animal Care and Use Committee (IACUC). The IACUC ensures that research studies are justified by their benefits and minimize any pain or suffering experienced by the animal and that all research personnel understand the policies in place for conducting animal research at UMN. Each Groman Lab teammate is expected to read and follow the procedures outlined in the Groman Lab IACUC protocol (located on the google drive). Individuals that do not follow these policies will be reprimanded. Sometimes protocol procedures need to be modified or changed. If you realize that the procedures as described do not work for your experiments, let Dr. Groman know so that we can update these procedures in the IACUC protocol and ensure that we are in compliance.

• **The best data is from healthy and happy rats:** It is our responsibility to ensure that the rats are healthy and happy. If you at any time are concerned about the health or well being of a rat, contact Dr. Groman and/or the veterinarian at Moos Tower (see numbers on the sheet located in the vivarium space) if Dr. Groman is not available for a consult at any time/day. Signs of illness or distress in rats includes heavy respiration, hair standing up (e.g., piloerection), watery eyes, and vocal distress when handling.

• **Food and/or water restriction:** Some of our experiments require rats to be under a form of dietary restriction (e.g., limited food or water). It is the responsibility of the researchers to ensure that rats are provided with adequate food and/or water each day and to note this on the sign out sheet in the vivarium. Groman Lab teammates are to maintain records of each rat’s bodyweight as outlined in the IACUC protocol. These records are to be stored under the labgroman google drive account.

• **Concerns about animal welfare:** All Groman Lab teammates are required to treat the rats with kindness and respect. Unacceptable behaviors include throwing, shaking, hitting, or maliciously harming the rats. If you have any concerns at any point about an individual (within or outside of the Groman Lab) mistreating animals, contact Dr.
Groman and submit a concern to the UMN Institutional Animal Care and Use Committee (IACUC) at iacuc@umn.edu.

- **Pictures or videos of animals:** Taking pictures/videos of research animals is prohibited as outlined here: https://drive.google.com/file/d/1U4E1qwfPcjKO0iUrc_EgEu8yLHwkMafd/view.

**Professionalism**
All members of the Groman Lab are expected to behave in a professional and respectful manner while in the laboratory, as well as at any laboratory-sponsored or department-sponsored event. You are a representative of the Groman Lab and the UMN Department of Neuroscience. This includes the following:

- **Punctual for lab duties:** The timing of experiments and use of equipment is a carefully orchestrated process revolving around many people. If you start your experiments late, this could then make someone else now has to start late, and the next person will have to start even later. It is critical that you be respectful of others time and make every effort to arrive at lab and start your experiments on time. That being said, sometimes we oversleep or are running late. If this happens, reach out to all lab teammates that may be affected by this and let them you know you will be running late and the expected impact it will have on their schedule and experiments.

- **Be prepared for meetings and other lab duties:** Make sure you are prepared for your lab duties prior to coming into lab. This includes wearing proper lab attire (e.g., wearing closed toed shoes, pants that cover your legs) and having a detailed plan for the experiments to be done that day that are documented in your lab notebook. This also includes being prepared for Groman Lab meetings (e.g., reading the journal article prior to coming to lab meeting, having a presentation prepared prior to lab meeting) and individual or group meetings. By coming to meetings prepared, you are demonstrating that you are being respectful of people’s time.

- **Accept responsibility for mistakes:** For most of you, doing research in the lab will be a completely new experience and you will be learning so many new things. Mistakes will be made and that is ok because you are learning. A critical aspect to learning is acknowledging that a mistake was made and taking responsibility for that mistake. If you make a mistake, let your supervisor know and document exactly what happened in your laboratory notebook. Remember that everyone makes mistakes!

- **Academic honesty:** Our goal as scientists is pursue the truth, regardless of whether these truths align with our hypotheses or not. Manipulating data or lab notebooks (including “cherry picking” results), fabricating results or experiments, or removing data without justification are violations of the University of Minnesota’s Research Integrity Policy and individuals that participate in academic misconduct will be asked to leave the lab and reported to the Research Integrity Officer at the University of Minnesota. If you are concerned that other teammates are participating in academic
misconduct, report these concerns to Dr. Groman immediately. The University maintains a 24 hour reporting line, U Report that can also be used in these circumstances. Reports may be made anonymously if the reporter chooses.

- **Communication:** Many conflicts in the lab (and relationships, in general) develop because communication between individuals breaks down. This can occur because individuals feel that their voice is not heard, their opinions do not matter, or they are not appreciated. Groman Lab teammates are expected to respectfully communicate with one and other and express gratitude to one and other. There is to be no name calling, aggressive statements or actions, or putting down of teammates. Bullying is unacceptable. If personnel difficulties arise or conflicts arise, these issues should be brought to the attention of Dr. Groman or Human Resources immediately. If the situation cannot be addressed, external assistance will be brought in to ensure that the lab remains a safe and fun environment for everyone.

**Expectations and responsibilities of Trainees**
Trainees in the Groman Lab are expected to participate and develop an independent research project with the assistance and guidance of Dr. Groman. As such I expect the following:

- **Read and know the literature:** Trainees should have good understanding of the literature (past and current) before proposing, developing, or beginning a new project. This knowledge should continue to develop over the course of training.

- **Plan your experiments:** It is the responsibility of trainees to make sure they can complete planned experiments, have access to the appropriate equipment, and have all the supplies needed.

- **Be a self-advocate:** Trainees are expected to let Dr. Groman know if there is something that is needed, concerns that need to addressed, or issues that arise, including assistance in lab-related things.

- **Follow approved procedures:** All experiments done in animals need to be approved by the IACUC PRIOR to being conducted. Trainees are expected to write and submit protocol amendments as needed for their experiments and to ensure that these procedures have been approved by the IACUC.

- **Manuscripts and Fellowships:** Each Ph.D. student is expected to submit at least two first author manuscript from their work in the lab and one NIH NRSA (F31) application in their third year of graduate school.

- **Timeline:** I expect that trainees will complete their PhD training in 4-5 years.
**Expectations and responsibilities of Advisor**

I want my lab environment and my mentoring style to foster creativity and curiosity, motivate people to explore and think big, and support individuals in whatever career path they choose. In order to do this, I will:

- **Advise and support trainees:** I will support the academic and research development of my trainees. This includes meeting with trainees weekly, holding weekly lab meetings, procuring the research funds to support trainees and their experiments, and advising individuals in post-PhD plans.

- **Provide opportunities and an environment for success:** I will inform trainees of opportunities that will enhance their development and success, including fellowship opportunities, travel award applications, and research awards. I will ensure that the research environment in my lab supports and fosters trainee development.

- **Be available:** I will make myself available to trainees. This could include assisting with experiments outside of standard business hours (e.g., weekends), having unscheduled meetings as needed, helping with data analysis and/or manuscript writing, or discussing career plans. I have an open-door policy meaning that anyone can stop in when my office door is open.

- **Open to criticism:** Like most, I have not received formal training in mentoring or advising of graduate students. I am not perfect and willing to learn from my trainees. I welcome criticism from my trainees and students in order to become an exceptional mentor and advisor.