Information and guidelines for Ph.D. students

Miriam Golden

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1. I normally meet with all students and post-docs whom I supervise in a two-hour group meeting held once every week, at a time mutually convenient time for all participants. I have found that students learn a lot from each other in these meetings and that they are also useful for imparting professional norms and expectations.

2. Students who are out of the area Zoom in to participate. Meeting times are arranged to accommodate participants from anywhere in the world. If you are away doing field work, you are encouraged to continue attending.

3. In summer periods, meeting frequency declines to once every two weeks or monthly.

4. Regular attendance is expected.

5. Participants are expected to share their work on a regular basis. This may consist of a paper, a prospectus, a research design, a pre-analysis plan, a grant proposal, IRB or ethics documents, a research memo, slides for a presentation, or any other material on which a student wishes to receive feedback.

6. Paper drafts are usually given a full hour for discussion, whereas shorter documents receive less time.

7. Documents that students share with the group are normally deposited in a GitHub repo 48 hours prior to the meeting.

8. All participants are expected to read all documents for each meeting and to come to the group with some constructive feedback.

9. You may expect to receive written feedback from me on papers you present to the group within 24 hours of the meeting. My feedback is deposited in the GitHub repo so that all group members have access to it.

10. All materials presented to the group are considered confidential and should not be circulated or discussed with others.

11. Occasionally, meetings focus on a specific topic (e.g. your c.v., your homepage, writing a grant proposal). If you have a topic to propose, feel free to do so.

12. You are encouraged to offer informal skills workshops to others in the group (and beyond) at other times. Students or post-docs with more advanced computational, coding, or technical skills are encouraged to spend time passing those on to others.

13. If you are struggling to learn a new skill or to understand how to generate a type of document (e.g. a pre-analysis plan, a grant proposal), you should also me to provide you with examples.

14. You are encouraged to work on research projects together.

15. Unless otherwise prohibited (i.e. by the department), I accept dissertations with two of three chapters co-authored with peers.

16. Incoming students are welcome to begin participating in the meetings as soon as they have confirmed acceptance of their offer.

17. Students who transition to another advisor no longer participate in the group.

18. Students or post-docs who complete their Ph.D.s but have not obtained tenure-track employment are welcome to continue attending the group.

19. Students are free to request individual meetings with me. Sometimes, however, matters that students wish to discuss individually with me are actually better discussed in the group. Any problem you have has been or will be a problem for one of your colleagues, and group serves as an all-purpose site for profesionalization, intellectual feedback, and moral support.

20. That said, if time constraints prevent you from receiving enough feedback from me, I would be happy to meet individually with you.

21. Students working under my supervision are encouraged to seek a co-supervisor at the EUI or (as of their second year) externally, but should expect that the co-supervisor needs to be someone I would be comfortable intellectually working with. You will not benefit from bringing in a co-supervisor who steers you in directions very different than mine.

22. Post-docs working under my mentorship are encouraged to actively mentor the Ph.D. students in the group and are expected to serve as role models.

23. You will need many letters of recommendation from me, and it is part of my job to write them. Especially before I get to know you well, please try to allow me a week to write and submit a letter. All letters are confidential.

24. Students should currently expect to use the following when working with me:

    - For writing, please use LaTeX or RMarkdown
    - Lab materials will be stored on GitHub
    - For data analysis, please use R or Stata
    - Lab communication will take place through Slack
    - Responses to group communication are expected within 48 hours
    - To send me any documents, please use email (not Slack)