



Susan Walker

Associate Professor

My purpose as an advisor is to provide support, guidance, and maintain a positive and constructive human relationship with you while you are pursuing your graduate degree. I view advising as a very developmental, relational, and supportive task. It is one of the most fulfilling parts of my work as a faculty member as there are few experiences that bring me as close to a student's scholarship and career passions. As we get to know each other, our ongoing work will allow me to understand best what is needed to ensure your success and well-being. I believe strongly in communication and ongoing meetings whether we are working together or not, to know where you are academically, psychologically, and practically.

What I expect of you:

- Meetings - during your academic program I expect to have regular meetings with you depending on what you need. This may be a few times a semester, more or less, and may correlate with project meeting if you are also working with me as a research assistant or collaborate on research project. I maintain my calendar on Google calendar. This will help you find a time that works for us both.
- FSOS community involvement - a significant role of an academic (student or faculty) is membership and contribution to the professional community. FSOS offers a variety of opportunities - committees, events, social experiences, assistance to new students, etc. I encourage your involvement, particularly in ways that can be documented on your CV and portfolio.
- Communication: email is my preferred mode. In general, if I send a message, I prefer (and will return) a response within 24 hours.
- Conflict Management/Resolution - should there be any issues that I can assist with, please connect with me. This includes the possible conflict that you experience as a student with your classes, faculty, other students, University or Departmental policies, or me. Issues are easiest to resolve early and with joint perspectives. (See below on what you can expect from me).
- Time management and investment - as a student time management may be one of the most challenging tasks that you face. There is a tremendous amount of work across classes, projects, service and products such as papers. Beyond the dates of a semester you will likely continue working (or are expected to work by your supervisors or funders) between semesters and over the summer. Please let me know if I can assist you with managing your time.
- Independence - this will develop as you gain comfort, skills and especially a sense of direction in your research (for your master's or PhD) I anticipate that you will be increasingly independent in choosing courses, committee members, journals for publication, conferences to attend, etc. The ultimate aim is for you to be an independent professional so your academic activity while a graduate student will reflect your growth in this area.
- Amount of lead time if requesting feedback (may vary depending on scope of material): If you would like me to review any work I will need it at least 48 hours before the time we are meeting about it. This time may vary depending on the length of your project and the other demands on my time. At the very least I expect to know what you need reviewed and a time negotiated.
- Publishing – Should we work on projects together that would lead to shared authorship, we will discuss authorship early in the project's inception. I view authorship and authorship order

contingent on a) idea formation for the project and b) contribution to the ultimate product. If data from one of my projects is used, consideration as an author will be discussed when you request the data and inform me of the project, venue and timeline.

- Presentations - attending conferences and giving presentations offers valuable experience and often the opportunity to network. Variables to consider are the level of the presentation (e.g, class guest lecture vs. juried research at a major professional association) and opportunity for publication (does the conference offer published proceedings) (quantity versus quality?) and time involved that might take away from other work (e.g., attending two conferences v. completing a manuscript).
- Keeping notes of meetings - I strongly suggest that you maintain notes of meetings that we have (and that you have with other faculty and those you work on research projects with). Often there are many details, deadlines, and tasks that in the heat of discussion can be easy to forget. I recommend you keep them on your laptop using whatever program is most comfortable and reliable.
- Up to date technology including a reliable back up system. Our academic world revolves on the use of technology for document construction, data collection, management and analysis, communication, information search and archiving files. It is essential that you have reliable devices and the skills to use them, up to date software, and practice sound digital ethics. You must also know how to handle data with utmost security. The University offers a number of resources and supports and you are expected to use them to maintain your competence.

What you can expect from me:

- I will work to the best of my ability to stay abreast of Department, College, and University policies and requirements for your degree, timelines and opportunities available to the successful completion of your academic program and next steps in your professional career.
- I will be fair and respectful in all of our interactions, strive to be a good listener, and be mindful of your time and mine.
- You can expect me to be discrete with any personal information that is shared and will not convey anything you have not asked me to or given me permission to share.
- I will be on time for meetings and will fully convey the need to reschedule as soon as I know it is necessary. If I know I will be late, I will do my best to alert you, and will clarify our meeting location (in person, online, on campus or off).
- You can rely on me to provide you with letters of recommendation and be your advocate while you are a student. Based on what you have asked me to provide, I will assist you in identifying opportunities for funding, publication, and employment.
- You are welcome to join me in the classroom, in the community, and on my research work as it is of interest to you and offers demonstrated value to your learning and academic and professional success.