Policies for T32 Trainees

Cancer Biology T32 Training Program
Student Policies

Appointment from: ____________________ to: ____________________

1. **Expectations for each fellow include:**

   a) Engagement in full-time research during the appointment period

   b) Submission of an Individual Development Plan (IDP) with Progress Report at the end of each year. Please see the following link for guidance on developing and IDP: https://myidp.sciencecareers.org/

   c) Submission of an abstract and subsequent presentation of research at a national professional meeting by the end of first year

   d) Submission of a minimum of one manuscript on research findings to a refereed research journal and publication of the paper by the end of second year

   e) Register for the 2 credit hour ethics course offered in the Spring semester: Responsible Conduct of Research (PHS 711)

   f) Predoc fellows are required to participate in MCC Research Day; Postdoc fellows are required to participate in MCC Research Day as well as UK’s Annual Postdoctoral Poster Session. If not able to attend MCC Research Day, trainees must choose another local research symposium to present their work (Barnstable Brown Diabetes and Obesity Research Day, Saha Cardiovascular Research Day, Kentucky Center for Clinical and Translational Sciences Spring Conference, the Markesbery Symposium on Aging and Dementia, or Bluegrass Chapter of the Society for Neuroscience Annual Meeting)

   g) Each fellow is required to shadow a clinician and include one physician scientist on mentoring committee. The duration of shadowing should be decided upon by mentors, clinicians, and trainees

   h) Attendance at a monthly journal club, with at least one presentation per year; Cancer Signaling (Jessica Blackburn), Genomic Instability/DNA Repair (Stuart Jarrett), Stem Cell (Tianyan Gao)

   i) Attendance at MCC weekly seminar series

   j) Participation in at least one workshop or symposium over the course of training. Examples include The Society of Postdoctoral Scholars (SOPS) symposium, Metabolomics Symposium and Workshop, Breast Cancer Symposium, UofL/UK Lung Cancer Scientist Symposium
k) In addition, trainees on the Cancer Biology T32 are expected to complete the following coursework:

PRE-DOCTORAL TRAINEES
- MI/MED/PHA616 – Biology & Therapy of Cancer (3 hrs.)
- MI/TOX/PHA 767 – Dissertation Research (2 hrs. per semester)

POST-DOCTORAL TRAINEES
- MI/MED/PHA616 – Biology & Therapy of Cancer (3 hrs.)
- Additional courses as needed

l) Each fellow must acknowledge NIH Training Grant T32CA165990 on abstracts, presentations and publications

m) T32 Training Grant requests that we follow our trainees for 15 years post-graduation. To facilitate this task, we require that fellows be part of our MCC Trainee Network listserv, participate in trainee surveys and obtain an ORCID number

n) The T32 training grant annual report must be submitted to NCI in January. We need a progress report (approved by your mentor) that contains the following information:
- Name of research project
- Names of mentoring committee members including one physician scientist
- Brief (8-10 sentences) description of project and scientific progress to date
- Local and national Scientific Meetings attended
- Presentations (poster or podium) made at local and national meetings
- Publications- published papers and those submitted. All publications should acknowledge the training grant with a statement "Your full name’ was supported by NIH/NCI training grant T32CA165990".
- Title and Agency name if you submitted any grant applications
- Physician shadowing activities
- Training plan for next year

**Please send the report to Dr. Vivek Rangnekar and Erin Oakley no later than January 12, 2019.

o) Participation in an exit interview and/or survey upon completion/termination of fellowship

2. Benefits includes:

a) Travel support of $800 is available for each predoc fellow and $1000 for each postdoc fellow to attend and present research findings at a national professional meeting each year (Keystone Meeting or AACR). Additional travel funds may be available from the COM Student Travel Award administered by the Office of Biomedical Education. Before making any travel arrangements, please contact Erin Oakley for more information and to obtain the required forms

b) The training grant will pay for stipends and tuition (for required coursework)
c) Additional funds are also available to defray the costs of research training related expenses, such as staff salaries, consultant costs, research supplies, staff travel, and health insurance.

3. Appointment, Re-appointment, and Termination forms are initiated in the NIH xTrain system. Each fellow will be required to obtain an eRA Commons ID and must complete these forms in a timely manner upon receiving email notification from the xTrain system. Please contact Dalene Rice if you need assistance with obtaining an ID or completing the forms.

Printed name (Trainee): ______________________

Trainee Signature: ___________________________ Date: __________

Printed name (Advisor): ______________________

Advisor Signature: ___________________________ Date: __________