



Plant Science and Technology Graduate Program Handbook

Department of Plant and Agroecosystem Sciences

Reference this handbook to learn about the unique policies, requirements, procedures, resources, and norms for graduate students in the Plant Science and Technology program.

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Table of Contents

Navigating Policy and Resources at UW-Madison.....	1
Who to Contact for Questions.....	2
Department & Program Overview.....	3
Diversity, Equity, and Inclusion.....	3
How to Get Involved.....	6
In Our Program/Department.....	6
On Campus & In the Community.....	6
Advising & Mentoring.....	7
Finding & Selecting an Advisor.....	7
Changing Your Advisor.....	8
A Graduate Student Guide to Working with Faculty Advisors.....	9
Advising Compact	9
Degree Requirements.....	9
Master’s Degree.....	9
Thesis.....	10
Master’s Degree Checklist: Timeline & Deadlines.....	10
Doctoral Degree.....	11
Committee.....	11
Preliminary Exam.....	11
Dissertation & Final Oral Exam/Defense.....	12
Doctoral Degree Checklist: Timeline & Deadlines.....	14
Enrollment Requirements.....	14
Academic Exception Petitions.....	15
Satisfactory Academic Progress.....	15
Definition.....	15
Not Meeting Academic Expectations.....	15
Personal Conduct Expectations.....	16
Professional Conduct.....	16
Academic Misconduct.....	16
Non-Academic Misconduct.....	16
Research Misconduct.....	17
Hostile and Intimidating Behavior (Bullying).....	17
Grievance Process.....	18
Incident Reporting (Hate, Bias, Sexual Assault, Hazing, Students of Concern, Bullying)	18
Funding, Employment, and Finances.....	18

Finding Funding Without a Guaranteed Appointment.....	19
Campus-Wide and External Sources.....	19
Additional Policies & Resources.....	19
Professional Development.....	20
On Campus.....	20
In Our Program/Department.....	21
In Our Discipline.....	21

Navigating Policy and Resources at UW-Madison

This handbook is one of many sources to consult as you become familiar with the policies, procedures, requirements, resources, and norms of graduate education at UW-Madison:



[Graduate Guide](#)

[Graduate School AP&P](#)

[UW-Madison Policy Library](#)

[Graduate Student Life](#)

Who to Contact for Questions

Many of your questions about how to meet expectations and thrive as a graduate student will be answered by the various sources of policies, procedures, requirements, resources, and norms listed above. Several key positions in this department and on campus are ready to answer your remaining questions:

Graduate Program Manager

Each graduate program will have at least one department staff person typically called a Graduate Program Manager who serves as a point person for program policy and procedures. Graduate Program Managers are well versed in most elements of graduate education that extend beyond academic instruction in your program and will likely be your first stop for questions related to anything in this handbook.

Director of Graduate Studies

Each graduate program has one faculty member designated to direct its educational vision and structure.

Names and contact information of your Graduate Program Coordinator and Director of Graduate Studies can be found on your program's page in the *Graduate Guide* (guide.wisc.edu/graduate). Simply navigate to the "Major/Degree" tab, click on your program's name, and look for the contact information box on the righthand side.

Faculty Advisor

Each student will be assigned a faculty advisor in each graduate program in which they are enrolled. Your faculty advisor(s) will be a key source of guidance for your academic development. Further definition can be found here: policy.wisc.edu/library/UW-1232. Guidelines for finding, changing, and working with your advisor can be found in the Advising & Mentoring section below.

The name and contact information of your faculty advisor can be found on your Student Center on MyUW (my.wisc.edu) under "Academic Progress" and then "Advisors."

Graduate School Services

For general inquiries and graduate student services from the Graduate School, see the operations and front desk contact information on this contact page:

grad.wisc.edu/contacts.

Department & Program Overview

Plant Science and Technology focuses on the scientific principles and technology underlying the cultivation of agricultural plants and their utilization for food, feed, fiber, energy, and well-being. We find and disseminate answers to problems and discover opportunities concerning efficiency and sustainability of plant production, improvements in quality, and methods for safe and environmentally-sound practices.

An advanced degree in Plant Science and Technology prepares graduates for professional careers in research, teaching, and Extension at academic and government institutions, and for research and technical careers in industry.

The UW–Madison Plant and Agroecosystem department is one of the most highly ranked and regarded programs in the nation. We are committed to integrating research, teaching, and outreach to address issues of food scarcity, food quality and nutrition, environmental impact, and sustainability.

The program maintains or has access to excellent facilities for research, including fully equipped laboratories, growth chambers and greenhouses, and complete field facilities at nearby agricultural research stations and throughout the state.

[PST MS Guide Page](#)

[PST PhD Guide Page](#)

Fostering a Supportive and Inclusive Learning Community

In alignment with the College of Agricultural and Life Sciences' commitment to student success, the Department of Plant & Agroecosystem Sciences has created a graduate program designed to cultivate a welcoming and collaborative academic environment. This program is crafted to support the success of all students, helping them thrive academically, personally, and professionally.

Through a range of dynamic and engaging learning experiences, students will gain critical scientific skills aligned with the program's learning objectives, while also building

meaningful connections within their peer and professional communities. The curriculum emphasizes a strong foundation in biological processes and their relevance to plant and agroecosystem sciences, preparing students to analyze global challenges and contribute to innovative solutions. Students will also develop key research and communication skills for advanced careers in plant science and technology.

The Department acknowledges the importance of broadening participation in the plant sciences and aims to build a program that reflects a wide range of perspectives, experiences, and interests. We are committed to recruiting a diverse cohort of students and to supporting their success throughout the program. Our outreach efforts include collaboration with campus organizations and academic support programs that serve students from a variety of educational pathways, such as McNair Scholars, Mercile J. Lee Scholars, and the Center for Educational Opportunity. We also aim to connect with student groups such as Minorities in Agriculture, Natural Resources and Related Sciences (MANRRS), Wunk Sheek, and the Black Cultural Center to share opportunities and raise awareness of our PhD program.

Our approach to student services is holistic. From the moment students express interest in the program through graduation and beyond, we are committed to providing regular engagement, advising, and mentorship. Advisors work closely with students to create personalized support plans, offer meaningful academic guidance, and connect students with campus resources to ensure they feel empowered and confident throughout their graduate journey at UW–Madison.

Student DEI Resources

Please refer to the programs Guide page for Grievance and Appeals processes
<https://guide.wisc.edu/mas/>

If you are having issues in the program or your lab please talk with your Graduate Program Manager or any other faculty/staff member in the department that you trust.

Student Groups/Activities:

PSGSC, or the Plant Science Graduate Student Council, works with the faculty, staff, and students to promote educational and social outreach and to welcome new graduate students in the vast world of plant sciences at UW-Madison. Learn how to get involved and meet the program representatives here <https://psgsc.org/>

MOSAIC fosters a supportive community by connecting BIPOC postdocs and graduate students with enthusiastic mentors who understand and share their experiences. <https://mosaicuw.org/>

For those facing food insecurity, the PAS program has a food pantry in the closet (room 370) across from the mail room. There will be free food here that anyone in need is welcome to take. Please only take from this pantry if you are truly in need so that we can provide for those who need it. If you are financially able please purchase your snacks and food from the PSGSC snack cabinet in the student lounge.

Mental Health Support - <https://www.uhs.wisc.edu/mental-health/>

- CALS Embedded Provider - CALS has an embedded mental health provider. You can call Mental Health Services (265-5600, option 2), identify yourself as a CALS student, and ask for a CALS embedded provider appointment. No access appointment needed.
- Office of Student Assistance and Support <https://osas.wisc.edu/for-students/>
- Services that require an access appointment: <https://www.uhs.wisc.edu/mental-health/appointment/>
- Services that are offered online & on campus (no access appointment needed) - <https://www.uhs.wisc.edu/mental-health/outreach-services/>
 - Let's Talk - <https://www.uhs.wisc.edu/mental-health/lets-talk/>
 - Mediation and Mindfulness - <https://www.uhs.wisc.edu/mental-health/group-counseling/schedule/#wellness-workshops>
 - Thrive Workshops - <https://www.uhs.wisc.edu/mental-health/outreach-services/thrive/>

Basic Needs Resources - The Basic Needs Team offers dedicated resources to assist students in gaining access to food, housing, and insurance to promote overall wellness while attending UW-Madison. Our Basic Needs Assistants are ready to support in getting students connected to resources including programs such as Foodshare, as well as getting connected to different food pantry's or other resources. Below are resources offered both through UW-Madison as well as our local community to help [support your basic needs](https://financialaid.wisc.edu/success/basic-needs-resources/) - <https://financialaid.wisc.edu/success/basic-needs-resources/>

How to Get Involved

As a graduate student at UW-Madison, you have a multitude of opportunities to become involved on campus and in your academic discipline. This involvement often enhances your academic, professional, and personal growth through developing advanced leadership, communication, and collaboration skills. It also provides opportunity for professional networking.

In Our Program/Department

There are several graduate student representatives that serve as voting members during department meetings. These are elected positions with new elections occurring each year. The graduate student election committee will put out a call for nominations each year. Most department committees have student representatives. If you are interested in serving please contact the department chair.

Students are also welcome to join our departments Equity and Diversity Committee. Please contact the chair of the EDC committee or your graduate program manager for more information.

Students are encouraged to participate in the Plant Sciences Graduate Student Council and can find more information on their website <https://psgsc.wisc.edu/>

On Campus & In the Community

The Wisconsin Idea is the principle that education should influence and improve people's lives beyond the university classroom. For more than 100 years, this idea has guided the university's work.

You will find a list of ways to engage in campus and local community life at:

The Graduate School's Current Student Page

grad.wisc.edu/current-students

If you are a student actively involved in leadership and service activities, consider nominating yourself for membership in the following honor society:

Edward Alexander Bouchet Graduate Honor Society

Advising & Mentoring

Advising relationships are a central part of academia, important to both the experience and development of students and faculty members alike.

The Graduate School's definition of an advisor can be found here:

policy.wisc.edu/library/UW-1232. Your advisor has two main roles: 1) To assist you in acquiring the highest possible level of knowledge and competence in the field, and 2) to chair the committee that will determine whether you have performed at an acceptable level in each of your degree milestones (see "Degree Requirements" section below for further information on building your committee). Other roles of your advisor may include tracking your progress in completing your degree (note: this may include use of the Graduate Student Tracking System at gsts.grad.wisc.edu), assisting with course selection and planning your academic path, and helping you identify possible research mentors, committee members, and research opportunities. Both the student and advisor are responsible for making their expectations clear to each other. Be sure to discuss this with your advisor.

Finding & Selecting an Advisor

Your advisor should be a faculty member in the program whose expertise and project/research interests match closely with those that you intend to acquire. To learn more about the faculty in your program, consider consulting the following sources:

- Courses and seminars you attend
- Our program website (<https://pasdept.wisc.edu/>)
- Faculty publications
- Students currently in a prospective advisor's group/lab

Additionally, you may wish to have a discussion with a prospective advisor. Below are some questions to consider asking in this discussion, though it is not a complete list. You should spend some time identifying what is most important to you in your graduate training and ask questions accordingly.

Questions to Ask of Prospective Advisors

Adapted from IPiB handbook

- What thesis projects would be available to me if I were to join your group?
- Would these projects expose me to a variety of different approaches?
- In general, how available will you be to answer questions I might have?
- What is your philosophy regarding the amount of guidance the advisor should provide to a student during preparation of the thesis proposal, literature seminars, thesis writing, etc.?
- What are your expectations for the amount of time I should spend each day/week in your group/lab?
- What regularly scheduled activities (e.g., group meetings, joint group meetings, research clubs) does your group participate in that provide an opportunity to get outside input on my research project and to hear about the work of other students and postdocs?
- Do you encourage your students to attend seminars and journal clubs, including those that may be outside of their narrow field of interest/research?
- Do students in your group/lab have the opportunity to attend professional meetings where they can interact with colleagues/researchers from other institutions?
- Do you include your graduate students in professional activities that will familiarize them with their field of interest/research, such as reviewing manuscripts and meeting with visiting speakers?
- How long do you think it should take me to get my degree?
- What are your former graduate students (if any) doing now?
- What is your general philosophy of graduate training and what goals do you have for your graduate students?

Changing Your Advisor

As the advisor-student relationship is one of mutual agreement, it may be terminated by either party. If you decide that you would prefer working with a different advisor, discuss this with your prospective advisor to seek the change.

If you [change your advisor](#), you must notify your Graduate Program Manager and follow any related procedures. You will need to identify a new advisor before the next term begins in order to stay in the program. You will also need to secure funding for your studies.

Every graduate student must have an advisor or else they may be suspended from graduate study at UW-Madison by the Graduate School. Be sure to follow procedures to re-select a new advisor (described above) prior to finalizing the termination of your current advising relationship. You can confirm that the name of your advisor has been updated in the official record by looking in your Student Center on MyUW (my.wisc.edu) under “Academic Progress” and then “Advisors.”

A Graduate Student Guide to Working with Faculty Advisors

Through [this interactive, self-paced micro-course](#), graduate students learn about the characteristics of functional and dysfunctional relationships with faculty advisors, strategies for communicating effectively and aligning expectations, as well as program grievance processes and Hostile and Intimidating Behavior resources. Completion of the micro-course takes about 20 minutes and is optional but encouraged for all graduate students.

Mentoring Agreements

Incoming students should have a discussion with their advisors about expectations in the lab and the mentor/mentee relationship, which is formalized in a document signed by both student and advisor. A sample document can be found on the [PST website](#)

We also strongly encourage the use of Individual Development Plans (IDP) to help guide your academic planning. Further information about IDPs can be found at: grad.wisc.edu/professional-development/individual-development-plan

Degree Requirements

Preparatory Coursework

The minimum requirements are shown below, and any deficiencies will need to be addressed in consultation with the student's graduate committee, the graduate program manager, and the faculty director of graduate studies.

Biological Sciences – 4 semesters

Chemistry – 2 semesters

Statistics – 1 semester

Math - 1 semester

Master's Degree

All students in the Plant Science and Technology program are responsible for keeping aware of the following requirements to complete the degree.

Requirements

For all current requirements to complete your degree (e.g., credits, courses, milestones, learning outcomes/goals, etc.) see your program's page in the *Graduate Guide*. Navigate to guide.wisc.edu/graduate, then select "Degrees/Majors," your program's name, the "Named Option" of your program (if applicable; found near the bottom of the Requirements tab), and then "Requirements" from the navigation bar on the right side. You will be taken to a subsection of your program's *Guide* page that contains all official requirements for your degree. Similarly, see "Policies" from the navigation bar of your program's page to learn about policies affecting these requirements (e.g., prior coursework, probation, credits per term allowed, time constraints, grievances and appeals, etc.). Note that when you look at the *Guide* to learn about program requirements, you will be viewing the current year's version. To find past versions of program requirements, see the [Guide Archive](#) and search for your program and the year you would like to reference.

Program Requirements including required forms can be found on our [website](#).

Thesis

Committee & Topic

Master's committees advise and evaluate satisfactory progress, evaluate a thesis, and/or sign a degree warrant. For general guidance from The Graduate School on the role and composition of committees as well as an online tool to determine if your committee meets minimum requirements, see the following policy page: policy.wisc.edu/library/UW-1201.

Your advisor chairs your committee and provides individualized guidance on how to select committee members. Your advisor can also provide guidance on selecting your

topic. If you find that your topic and/or mentoring needs no longer align with your advisor, see “Advising & Mentoring” section on how to change advisors. Note that your committee composition may or may not need to change as well in this scenario, depending upon your new advisor’s guidance.

Form & Content

For a guide of how to prepare your thesis please consult the graduate schools degree completion checklist <https://grad.wisc.edu/current-students/masters-guide/>

Public Seminar

All M.S. candidates are encouraged to present a public exit seminar.

Master’s Degree Checklist: Timeline & Deadlines

The Graduate School maintains a list of steps to complete your master’s degree, including deadlines and important things to know as you progress toward graduation: grad.wisc.edu/current-students/masters-guide.

It is the student's responsibility to be aware of all degree deadlines. Please consult your Graduate Program Manager if you have any questions and consult the [PST website](#).

Doctoral Degree

All students in the Plant Science and Technology program are responsible for keeping aware of the following requirements to complete the degree.

Requirements

For all current requirements to complete your degree (e.g., credits, courses, milestones, and learning outcomes/goals) see your program’s page in the *Graduate Guide*.

Navigate to guide.wisc.edu/graduate, then select “Degrees/Majors,” your program’s name, the “Named Option” of your program (if applicable; found near the bottom of the Requirements tab), and then “Requirements” from the navigation bar on the right side. You will be taken to a subsection of your program’s *Guide* page that contains all official requirements for your degree. Similarly, see “Policies” from the navigation bar of your

program's page to learn about policies affecting these requirements (e.g., prior coursework, probation, credits per term allowed, time constraints, grievances and appeals, etc.). Note that when you look at the *Guide* to learn about program requirements, you will be viewing the current year's version. To find past versions of program requirements, see the [Guide Archive](#) and search for your program and the year you would like to reference.

Graduate School Breadth Requirement

In the requirements tab of the PST Guide page there are 9 credits listed for a Graduate School Breadth Requirement. This refers to the 9 credits needed for a Graduate School Minor. The most common option is the Distributed minor. Students may also complete a minor in a specific program. For more information please see the [graduate school policy on minors](#).

Committee

Doctoral committees advise and evaluate satisfactory progress, administer preliminary and final oral examinations, evaluate a thesis or dissertation, and/or sign a degree warrant. For general guidance from The Graduate School on the role and composition of committees as well as an online tool to determine if your committee meets minimum requirements, see this policy page: policy.wisc.edu/library/UW-1201.

Your advisor chairs your committee and provides individualized guidance on how to select committee members.

Preliminary Exam

Students must prepare and defend a written research proposal for their thesis committee. Students must also complete an oral preliminary exam, which is administered by the thesis committee to assess knowledge in the field of Plant Science and Technology. Students must prepare and deposit a PhD thesis based on independent research, conduct a public exit seminar, and pass a final oral exam by their thesis committee.

The preliminary examination is a comprehensive oral exam given by a four- or five-member faculty committee, hereafter referred to as the Preliminary Examination Committee, when you have completed all or nearly all of the prescribed course work (all

of the course work for the minor must be completed). In the exam, you will be expected to demonstrate competency in your field of study as well as in other areas that the committee deems necessary. The Preliminary Examination Committee must include your major and minor professors. Students are not eligible to take the comprehensive preliminary examination until they have cleared their records of all incomplete grades.

At least three weeks before your preliminary exam contact the graduate program manager to request a warrant. Students expecting to take their prelims should see the office staff to reserve a room for their examination; most students use 462 or 473. A student is allowed to retake the preliminary examination once. If you fail to pass the preliminary examination on your second attempt, you may be removed from the program. After you pass your preliminary examination, the members of the Preliminary Examination Committee must sign the warrant. The chair of the department signs as the minor professor for a distributed minor.

Dissertator Status

To be eligible to register as a dissertator, you must:

- pass the preliminary exam
- submit the signed preliminary exam warrant to the Graduate School
- complete the minor course requirements
- complete the major course requirements
- clear all incompletes or “P” grades in non-research courses
- complete a minimum of 32 graduate level credits.

The Graduate School requires that all dissertators maintain continuous enrollment. Dissertators must enroll in the semester in which they defend, submit their dissertation, and graduate. In cases where this is not possible, a [degree](#) completion fee can be assessed.

As a PhD student you must take your final oral exam within five years of passing the prelim or you will be required to take another preliminary examination and be admitted to candidacy for a second time.

Graduate School policy on [dissertator status](#)

Dissertation

[The dissertation must be your own work.](#) It may be the result of research enterprises in which others have collaborated, but in such cases you are required to present a substantial portion which represents your own contribution.

A copy of your dissertation must be submitted to the members of the Final Examination Committee at least one week prior to the final examination. Three members of the Final Examination Committee serve as a reading committee to review the dissertation in critical detail. You must file an unbound copy of the dissertation with the Memorial Library. For more information, see [The Doctoral Guide.](#)

Exit Seminar

All Ph.D. candidates are required to present a public exit seminar.

Dissertation & Final Oral Exam/Defense

Topic

Your advisor can provide guidance on selecting your dissertation topic. If you find that your topic and/or mentoring needs no longer align with your advisor, see “Advising & Mentoring” section on how to change advisors. Note that your committee composition may or may not need to change as well in this scenario, depending upon your new advisor’s guidance.

Form & Content

For a guide of how to prepare your dissertation please consult the graduate school's degree completion checklist <https://grad.wisc.edu/academics/doctoral-guide/> or <https://grad.wisc.edu/academics/masters-guide/>

Procedures

The committee consists of four or more members of the graduate faculty, with your major professor as chairperson. This committee may or may not be the same as the Preliminary Examination Committee. Follow [Graduate School committee guidelines.](#) The examination ordinarily covers your thesis and the general fields of your major and minor studies.

A form called a warrant must be requested from the Graduate School at least three weeks before the exam. If you pass the final exam, your committee will sign the warrant.

Copies of the warrant are submitted to the Graduate Coordinator and the Graduate School and filed along with the dissertation.

You may not take the final oral examination until all other requirements for the degree have been satisfied. Your record must be cleared of incomplete grades.

Doctoral Degree Checklist: Timeline & Deadlines

The Graduate School maintains a list of steps to complete your master's degree, including deadlines and important things to know as you progress toward graduation: grad.wisc.edu/current-students/doctoral-guide.

Please consult your Graduate Program Manager if you have any questions and consult the [PST website](#).

Teaching Practicum

Teaching is not required but if you are interested please speak with your advisor about PlantSci 799 credit.

Enrollment Requirements

You are responsible for following Graduate School policies related to course enrollment requirements and limitations:

Adding / Dropping Courses

grad.wisc.edu/documents/add-drop

Auditing Courses

policy.wisc.edu/library/UW-1224

Canceling Enrollment

grad.wisc.edu/documents/canceling-enrollment

Continuous Enrollment Requirement for Dissertators

policy.wisc.edu/library/UW-1204

Enrollment Accountability

grad.wisc.edu/documents/enrollment-accountability

Minimum Enrollment Requirements

policy.wisc.edu/library/UW-1208

Academic Exception Petitions

Exemptions should be brought to the director of graduate studies.

Satisfactory Academic Progress

Your continuation as a graduate student at UW-Madison is at the discretion of your program, the Graduate School, and your faculty advisor. Any student may be placed on probation or dismissed from the Graduate School for not maintaining satisfactory academic progress, and this can impact your academic standing (detailed below), financial aid (see this policy page: policy.wisc.edu/library/UW-1040), or funding (consult your sources of funding, as applicable).

Definition

Information about how the Graduate School determines satisfactory academic progress can be found at this policy page: policy.wisc.edu/library/UW-1218. In addition to the Graduate School's monitoring of satisfactory academic progress, this program regularly reviews the satisfactory academic progress of its students. Please consult with your Graduate Program Manager if you have questions about your academic eligibility.

Not Meeting Academic Expectations

The Graduate School requires that all students maintain a minimum graduate GPA of 3.00 in all graduate-level work (300 or above, excluding research, audit, credit/no credit, and pass/fail courses) taken as a graduate student, unless probationary admission conditions require higher grades. If you receive less than a B in any course you may be required to repeat that course if your advisory committee or advisor deems it necessary.

The Graduate School also considers Incomplete (I) grades to be unsatisfactory if they are not removed during the subsequent semester of enrollment; the instructor may impose an earlier deadline. You may be placed on probation or suspended from the Graduate School for low grades or for failing to resolve incompletes in a timely fashion. In special cases the Graduate School may permit you to continue on probation upon recommendation and support of your advisor.

Personal Conduct Expectations

Professional Conduct

The Office of Student Conduct and Community Standards maintains detailed guidance on student rights and responsibilities related to learning in a community that is safe and fosters integrity and accountability. You are responsible for keeping aware of their policies and procedures, found at the following page: conduct.students.wisc.edu

Academic Misconduct

Academic misconduct is governed by state law, UW System Administration Code Chapter 14. For further information on this law, what constitutes academic misconduct, and procedures related to academic misconduct, see:

The Graduate School

Academic Policies & Procedures: Misconduct, Academic
grad.wisc.edu/documents/misconduct-academic

Office of Student Conduct and Community Standards

Academic Misconduct Website
conduct.students.wisc.edu/academic-misconduct

Non-Academic Misconduct

Non-academic misconduct is governed by state law, UW System Administration Code Chapters 17 and 18. For further information on these laws, what constitutes non-academic misconduct, and procedures related to non-academic misconduct, see:

The Graduate School

Academic Policies & Procedures: Misconduct, Non-Academic

grad.wisc.edu/documents/misconduct-nonacademic

Office for Student Conduct and Community Standards

Non-Academic Misconduct Website

conduct.students.wisc.edu/nonacademic-misconduct

University of Wisconsin System (UWS)

Chapter 17: Student Non-Academic Disciplinary Procedures

docs.legis.wisconsin.gov/code/admin_code/uws/17

Chapter 18: Conduct on University Lands

docs.legis.wisconsin.gov/code/admin_code/uws/18

Research Misconduct

Trust in the accuracy and veracity of the scholarly record are fundamental to science. When that record is tainted, whole fields of study can be set back or questioned. Moreover, when scientists have been found to engage in misconduct, partners and the public lose faith in the ability of all scientists to address society's grand challenges.

Per the [UW-Madison policy](#), “*research misconduct is defined as fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results.*” The policy applies to all those involved in the research process including graduate students.

For more information, please visit the [Office of the Vice Chancellor for Research research misconduct page](#).

If you have questions or concerns about research misconduct or integrity, this can be discussed confidentially with the Research Integrity Officer (rio@research.wisc.edu).

Hostile and Intimidating Behavior (Bullying)

Hostile and intimidating behavior (HIB), sometimes referred to as “bullying,” is prohibited by university policy applicable to faculty, academic staff, and university staff. For further definition, policy, and procedures related to HIB see: hr.wisc.edu/hib and <https://policy.wisc.edu/library/UW-147> . Students who feel they have been subject to HIB are encouraged to review the informal and formal options on the “Addressing HIB” tab of this website or contact the Office of Compliance.

HIB can be reported to the Office of Compliance <https://compliance.wisc.edu/hib-investigations/> . Connecting with your Graduate Program Manager about any concerns you are having in your lab or the program, including HIB, is strongly encouraged but not required. They will be able to walk you through the reporting process and provide overall support and guidance.

Grievance Process

Each college or program on campus has a grievance process that students can use to address other concerns regarding their experience in the program. This program’s grievance process can be found detailed in [Guide](#).

Incident Reporting (Hate, Bias, Sexual Assault, Hazing, Students of Concern, Bullying)

The Office of Student Assistance and Support maintains a portal to report incidents of hate, bias, sexual assault, hazing, dating/domestic violence, stalking, missing students, and students displaying other concerning behaviors at UW-Madison:

Office of Student Assistance and Support Incident Reporting

osas.wisc.edu/report-an-issue/

As noted above in “Personal Conduct Expectations,” students who feel they have been subject to hostile and/or intimidating behavior (i.e., bullying) are encouraged to review the informal and formal options for addressing this behavior (including filing complaints when desired) at:

Funding, Employment, and Finances

“Funding” is a term used to describe university employment or support to cover some or all of your costs of graduate education. It varies in kind, amount, and level of guarantee.

Employment outside of your UW appointment is handled on a case-by-case basis. Please discuss this with your graduate committee.

Maximum Levels of Appointments

grad.wisc.edu/documents/maximum-levels-of-appointments

Concurrent Appointments for Fellows/Trainees

grad.wisc.edu/documents/concurrent-appointments

Enrollment Requirements for Graduate Assistants

policy.wisc.edu/library/UW-1208

Eligibility for Summer RA, TA, PA, and LSA Appointments

policy.wisc.edu/library/UW-5089

Finding Funding Without a Guaranteed Appointment

Campus-Wide and External Sources

To help you find resources to pay for costs related to graduate education, the Graduate School provides a comprehensive overview of the funding process on campus as well as descriptions of the types of funding available, sources of funding, minimum stipend rates and benefits, and links to applicable human resources policies (e.g. GAPP) at:

Graduate School: Funding and Financial Aid

grad.wisc.edu/funding

External Fellowships

<https://grad.wisc.edu/funding/fellowships/#external-fellowships>

UW-Madison Libraries Grants Information Collection

library.wisc.edu/memorial/collections/grants-information-collection

Additional Policies & Resources

Graduate School Policy: Residence for Tuition Purposes

grad.wisc.edu/documents/residence-for-tuition-purposes

Employee Disability Resources

employeedisabilities.wisc.edu

Graduate Assistantship Policies and Procedures (GAPP)

hr.wisc.edu/policies/gapp

Professional Development

When you participate in professional development, you build skills needed to succeed academically and thrive in your career. The following are professional development activities that we recommend for your consideration. Required professional development will be detailed in “Degree Requirements” above.

On Campus

The Graduate School develops and curates a wide variety of resources for professional development, including a tool to assess your skills, set goals, and create a plan with recommended activities on campus (e.g., the popular “Individual Development Plan” or IDP) as well as programming to help you explore careers, prepare for a job search, build your network and learn from alumni, manage projects, communicate about your research, and much more.

DiscoverPD helps master’s and doctoral students at UW-Madison advance their academic and professional goals with customized recommendations based on a skills self-assessment. The 400+ professional development recommendations available in the DiscoverPD database are available in a range of formats to best meet your diverse needs, including in-person, virtual, asynchronous, and synchronous opportunities. All of this can be found at:

Professional Development from the Graduate School

grad.wisc.edu/professional-development

The Graduate School communicates professional development opportunities through an e-newsletter, *GradConnections*, that all graduate students receive at their wisc.edu email. Graduate students in traditional graduate degree programs receive the newsletter weekly during the academic year and every other week in the summer. Graduate students in online degree programs receive the newsletter every other week during the academic year and monthly during the summer.

The Delta Program in Research, Teaching, and Learning engages graduate students and postdocs in professional development in teaching, mentoring, outreach, and advising. <https://grad.wisc.edu/delta/>

In Our Program/Department

Our Department, the EDC committee and PSGSC will host various workshops, symposiums and trainings throughout the year. Please reach out to department staff for more information. All events will be advertised via email and posted in the building.

In Our Discipline

Graduate students often attend various conferences during their time in our program to present on their research, network and attend seminars on new emerging research. Please consult with your advisor if there are conferences you would like to attend or have questions about which might be the best fit for your field.