

## Suggestions for Ford School Faculty Guides for Masters Students

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As you receive the names of incoming Masters students that we are asking you to Guide, let me clarify our procedures and what we expect your role to be. The pairings of students and faculty were based as much as possible on policy interests reported by students and faculty, and on preferences that students expressed for individual faculty. When you meet with these students, here are some pointers that might be helpful about your role:

- You are not expected to know details of degree requirements, course offerings, or the contents of many courses other than your own. Students can learn much of that from available resources, and they can seek clarification and additional information from Student and Academic Services, SAS (see below).
- If you want to explore such issues, see the printed Program Handbook and links on my website: Useful Web Sites / Useful Links for UM Faculty / Advising Links:  
<http://www-personal.umich.edu/~alandear/FacLinks/FacLinks.html>
- You are expected to initiate contact with your assigned students, during the first week of classes. You should arrange to meet with them, individually or as a group. Hillary, in the Dean's office, can assist with meetings in the Meijer Lounge, if you wish, and will provide snacks and drinks appropriate to the time of day.
- You are expected to share the wisdom that comes with being first a successful student, then a successful instructor, especially about your area of research. You can also advise on how to study, organize time, prioritize tasks, etc., if they ask.
- You are expected to share what you know or suspect about how to embark on a successful career in public policy. No, you probably have not had such a career yourself. But that hasn't stopped you from sharing your opinions on other issues. Share them on this as well.
- Mostly, you are expected to be a human being with whom your assigned students can connect and share interests and concerns. To start the conversation, if you need to, try
  - What led you to pursue this degree?
  - What areas of policy are particularly interesting to you?
  - What do you hope to get out of the program?They'll appreciate your listening, and they'll be surprisingly willing to listen to you.
- If their interests suggest other faculty they should get to know or courses they should take, tell them.
- Don't worry about doing damage. These students are smart enough to take your advice for what it's worth.

Student and Academic Services will advise students on the following:

- Course options and academic planning.
- Interpretation of academic requirements, policies, and procedures.
- Graduation audits and degree clearances.
- GSI training and tutoring.
- Strategies for exploring funding sources.
- Support and referral to campus services.

Graduate Career Services will advise on:

- MPP internship requirements and funding support.
- Internship and job search assistance.
- Public policy careers.

Both groups are also willing to advise you, if issues arise outside your area of expertise or comfort level.