



EXPECTATIONS OF CMB FACULTY

As CMB is an interdisciplinary program with faculty in departments all over the university, the program aims to provide a collaborative environment in which faculty are highly involved in program activities. Involvement is critical not only to community, but also to exposing students to a broad range of research.

Expectations of Faculty Once Affiliated with CMB:

I. ATTENDANCE

- **Minimum annual attendance** – please attend at least 3 of these events per academic year:

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|---|--------------------|
| 1. <i>Fall Retreat</i> | October |
| 2. <i>Holiday Party</i> | December |
| 3. <i>PIBS Interviews/CMB Recruitment Events</i> | Late Jan/Early Feb |
| <i>This event is “all hands on deck”– please plan to attend if able</i> | |
| 4. <i>Spring Symposium</i> (poster session) | May |
| 5. <i>Welcome Picnic</i> | August |

- **At least 1 Diversity, Equity & Inclusion (DEI) Event or Training Per Academic Year**
Visit the [DEI](#) or [Events](#) page on the CMB website, or email CMB-DEI-Task-Force@umich.edu for more details about upcoming opportunities.
- **Attendance at CMB 850** (*faculty sign up for 1-2 seminars per Fall and Winter semester*)
The discussion and Q&A at seminars is central to the training environment, so we expect that faculty will not only attend, but provide feedback and ask questions to stimulate conversation.

II. PROGRAM/COMMITTEE SERVICE

It is expected that you agree to serve in these capacities when asked by a student or CMB Leadership.

- ***Prelim exam committees***
- ***Dissertation committees***

Please also volunteer to take leadership roles where possible. This may include membership in a faculty committee, advising a student committee, or helping coordinate a CMB event or training session. Visit the [Faculty Involvement](#) page or “[Faculty Handbook](#)” for more information.

III. RESPONSIVENESS AND COMMUNICATION

- ***Timely Submission of Information*** (i.e. within 3-5 days) when requested by CMB leadership/the CMB office (e.g. requests for information - training grant, funding, website profile, etc.)
- ***Communicate Updates to CMB*** - e.g. if you are leaving the university or would like to unaffiliate with CMB, if your website information is no longer accurate, your job title has changed, etc.

Indication of Acknowledgement:

“I have read thoroughly the expectations above, clarified points of confusion, and am in agreement.”

Signature

Date