# Roadmap to Advising and Mentoring

Use this roadmap to identify a range of advisors and mentors who can help you make the most of your SEAS graduate experience.

<table>
<thead>
<tr>
<th>Faculty</th>
<th>SEAS Staff</th>
<th>UM Staff</th>
<th>Current Students</th>
<th>Alumni/Employers</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SEAS Faculty Advisor</strong></td>
<td>Jennifer Taylor, SEAS Registrar, OAP Office</td>
<td>Central Financial Aid, 2500 Student Activities Building, 515 E. Jefferson St.</td>
<td>Compass Mentorship Program by People’s Global Majority in the Environment (PGMEnt)</td>
<td>SEAS Alumni Channels for Connecting with SEAS Alums</td>
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</tbody>
</table>
| ● The role of the general faculty advisor is to assist you in developing a course of study, which includes advice on courses and co-curricular activities and career guidance. | ● Course advising  
  ● Course selection  
  ● Add/Drop a course  
  ● Add a specialization or degree  
  ● Transfer credits  
  ● Degree progress  
  ● Graduation audits  
  ● Forms & procedures | ● FAFSA information  
  ● Federal loans  
  ● Financial literacy  
  ● Supplemental borrowing  
  ● Emergency funding | ● Creates a community for students that identify as people of the global majority with an interest in leading the racial equity and inclusion movement in the environment.  
  ● Peer-to-peer mentorship program | ● SEAS Community Network(SEASnet) - online community for mentorship  
  ● Career Trek - A trip to engage with alums in the field through panels and events  
  ● Career Week - A week of events that engages over 30 alums.  
  ● Alumni Podcasts- 4 times a year we share interviews with alumni and a current student.  
  ● LinkedIn - Connect with alumni by updating your profile to the SEAS page. |
| ● Note: Students have the opportunity to switch their general faculty advisor. The process would include completing the **change of advisor form** and asking their current and new advisor to approve the change. | | | | |
### Master’s Project Mentor

- Suggest completing the **MP mentoring plan** to establish shared expectations
- Provides guidance throughout the master’s project, including through regularly scheduled meetings
- Assists in establishing and rapport with the client
- Approves final deliverables at the end of the project which may/not include peer-reviewed publications

**Mark Romanowski, SEAS Financial Aid Coordinator, OAP Office**
- Finding funding resources
- GSI/GSRA appointment processing
- Fellowships, travel grant
- Master's project grant, master's thesis grant, master's practicum grant

### Master’s Thesis Mentor

- Suggest completing the **Rackham graduate student mentoring plan** to establish shared expectations
- Provides guidance throughout the master’s thesis process, including through regularly scheduled meetings
- Approves thesis and supports publication of thesis research in peer reviewed publications

**Jenna Bumstead, SEAS Career Counselor, OAP Office**
- Resume, CV, and cover letter help
- Job interview questions
- Mock interview appointments
- Job strategy support
- Networking help
- Plans and supports MLA Job Shadow program
- Supports planning for Career Week

### Counseling and Psychological Services (CAPS), Tappan Auxiliary Building, 609 Tappan Ave

- Short-term individual counseling
- Referral services for long-term counseling
- Mental health and wellness workshops & groups
- Mental crisis services
- Gender affirming services for trans/non-binary students

### SEAS Student Government Representatives

- Supports SEAS students with their social, academic, professional, and community needs.

### University Health Services (UHS), 207 Fletcher St

- Medical clinic
- Wolverine Wellness is part of UHS that fosters personal & community well-being for U-M students, in college and beyond.

### Student Leaders for your Specialization (MS Only)

- Help first-year students adjust to life at SEAS
- Track leaders coordinate course previews.

**BEC:** Aurora Aparicio & Logan Christian  
**ConEco:** Kirk Acharya & Olivia Mitchinson  
**EI:** Zhengyu Li & Zoe Fullem  
**EJ:** Sacha-Rose Phillips & Wakako (Koko) Kobayashi  
**EPP:** Emily Blackmer &

### UM Alumni Channels for Networking with UM Alumni

- **UM Alumni Association**  
- **LinkedIn Official Group** - The Alumni Association of the University of Michigan provides a community for verified U-M alumni and students to network and gain career advice and professional development.

### Employers

- **Industrial E-Mentoring**  
- Professional support for potential employer connections
Specialization Coordinators
Your additional contacts for questions related to the specializations

BEC - TBD
ConEco - Allen Burton
EI - Bill Currie
EJ - Dorceta Taylor
EPP - Steve Yaffee
SS - Greg Keoleian
LA - Stan Jones

Ashley Richardson, SEAS Associate Director of Career Services, OAP Office
- Plans professional skills workshops
- Plans and manages the green career fair
- Assists in planning and managing Career Trek and Career Week
- Manages internship funding opportunities

The Spectrum Center, 1443 Washtenaw Ave
Ann Arbor, MI 48104
- Resource for LGBTQ+ students and allies
- Peer mentorship
- Crisis response and support

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Student American Society of Landscape Architects (SASLA)
President: Evan Gill
VP: Sarah Peterson
MLA Track Leaders: Rachelle Roake, Chuyi Yin, Neha Srinivasan
- Organizes outings and social events for MLA students
- Resources for MLA specific questions and concerns.

Ph.D. Representative
Carissa Knox
- Can answer Ph.D. student questions and concerns.
- Can act as a Ph.D. representative to the SEAS administration

Associate Dean, Michaela Zint
Your contact for challenges in mentoring relationships

Kim Elliott, Director of the Office of Academic Programs, OAP Office
- Guides SEAS students to resources and solutions
- Plans & supports student development & the SEAS student experience
- Student Leadership Development
- Policies

Services for Students with Disabilities, G-664
Haven Hall, 505 South State St.
- Submit accommodation requests to this office.
- They offer a paratransit service
- Can sign up for an academic coach

Ph.D. Representative
Carissa Knox
- Can answer Ph.D. student questions and concerns.
- Can act as a Ph.D. representative to the SEAS administration
Hillary Streit, Student Services Admin Assistant, OAP Office
- General questions about SEAS and UM
- Develops student programs and activities
- Supports SEAS student organizations

The International Center, 515 E Jefferson St, Ann Arbor
- Visa questions
- University international travel Questions
- Workshops for international students

GRIN Fall Mentorship Program
- Fosters friendship and builds valuable connections with peers across Rackham.

Nate Geisler, SEAS Employer Relations Manager, OAP Office
- General master’s project questions
- Master’s project deadline
- Master’s project client question
- Assists employer-related programming and planning: Career Trek and Industry Coffee Chats
- Assists in managing Employer Partnerships

Sweetland Center for Writing, 1310 North Quad
- They offer face-to-face writing help for graduate students in their Writing Workshop.
<table>
<thead>
<tr>
<th>Sonia Joshi, Diversity &amp; Inclusion Manager</th>
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<tr>
<td>● Navigating social identities</td>
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<tr>
<td>● DEI programming &amp; professional development</td>
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<td>● Inclusive language in teamwork</td>
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<td>● Addressing tokenism and marginalization in the classroom</td>
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<td>● Intercultural communication approaches</td>
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<tr>
<th>Rackham Fellowship Office, 0120 Rackham Building, 915 E. Washington St.</th>
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<td>● Various fellowship competitions</td>
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<td>● Conference travel funding</td>
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<td>● Emergency funds</td>
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ROADMAP TO MENTORING

**Tips for Getting the Mentoring You Want:**
Consider what you personally need when meeting with your mentor
1. Set expectations, goals, requirements, agendas and keep notes
2. Develop a mentoring plan
3. Break tasks into manageable pieces
4. Be respectful of your mentor’s time and prioritize topics
5. Take the initiative and drive the partnership
6. Do an annual review of your progress and the mentoring relationship

The process of mentoring is realized through 4 stages:
1. Developing a plan for mentee own development. The essence of the stage is in setting up the protégé (mentee) for the results they seek, and the role of the mentor is reduced to observation and minimal assistance in the plan development.
2. Independent learning. At this stage, the role of the mentor is limited to help in non-standard situations and the maintenance of the protege's motivation.
3. Support. The most important stage. During this period the protégé will most often appeal to the mentor. However, an experienced mentor should not answer the question but only point to the source of knowledge.
4. Evaluation of results. Evaluation should be conducted by the protege, and the mentor should only indicate possible errors in the analysis.

**Mentoring Resources**
1. Rackham: [How to get the mentoring you want: a guide for graduate students](#)
2. The Council of Graduate Schools: [“Quick Start Guide for Great Mentoring in Graduate School”](#)