

Welcome

to the



Graduate School of Geosciences

Induction meeting, Part A

Dr Karin Boessenkool

Friday, 04/12/2020 (10 a.m. – 12:30 p.m. CET)



Today's meeting

10:00 – 10:15 **Introductions**

10:15 – 10:55 **GSGS aims, structure, and basic rules**

Including time for answering fundamental questions about the GSGS

10:55 – 11:05 Break

11:05 – 11:35 **Supervisor & doctoral candidate expectations**

11:35 – 12:15 **GSGS forms and procedures**

Including time for practical questions

12:20 – 12:30 **Time to arrange a meeting** to discuss individual issues with the GSGS manager



HOW GRAD SCHOOL IS JUST LIKE KINDERGARTEN

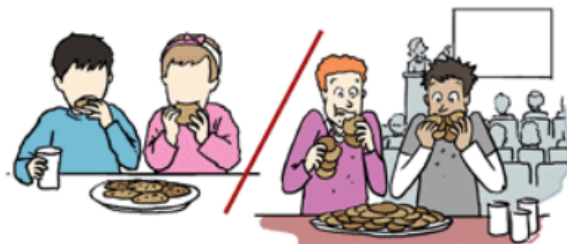
ALL DAY NAPPING IS ACCEPTABLE



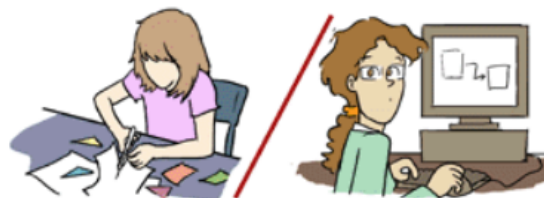
THERE IS CONSTANT ADULT SUPERVISION



YOU GET COOKIES FOR LUNCH



MOST COMMON ACTIVITY:
CUTTING AND PASTING



THERE ARE NO GRADES
(YOU JUST HAVE TO PLAY WELL WITH OTHERS)



CRYING FOR YOUR MOMMY IS NORMAL



JORGE CHAM © 2010

WWW.PHDCOMICS.COM

***footnote: Thanks to Stephanie from UCSB for this comic idea!*

Why a graduate school?

- Challenges for doctoral candidates, such as
 - limited time available (often 3 years)
 - publishing articles for a “thesis by publication”
 - public attention to quality assurance
 - e.g., plagiarism, storage of primary data
 - need for “selling” your science
 - leadership and time/self management skills
- Networking and support
- Certificated training and activities (-> CV)



This is to confirm that
Norma Speckschneider
was a member and fulfilled all requirements of the Graduate School of Geosciences at the University of Cologne.

Ms Speckschneider carried out a doctoral research project at the Institute of Geography, University of Cologne, under the guidance of Prof Dr Yolanda Schmincke (advisor), Prof Dr Harry Chiu and Dr André Rieu (co-advisors).

Specific activities are listed hereafter.

Training

25/05/2014 Navigating the review process: 1-day workshop 'Survival Guide to Peer Review' by Prof. Ulrike Müller

08/09/2014 Presentation / teaching techniques / rhetoric: 1-day workshop 'Voice and Body Coaching'

Publications

11/10/2013 Submission of first-author publication: doi: 10.11171/JRS (accepted 31/01/2014)

15/05/2015 Submission of first-author publication: doi:10.3390/ (accepted 17/07/2015)

22/06/2015 Submission of first-author publication: doi:10.3390/ (accepted 02/09/2015)

Research and Communications

04/07/2014 Attendance GSGS Research Conference

30/09/2014 Conference presentation: Oral, xxxx Technical Commission Xth Symposium, Istanbul

16/02/2015 Conference presentation: Poster, xxxx Workshop / xxxx Conference, Cologne

12/01/2016 Attendance Cologne Geosciences Colloquium (9 times)

19/07/2016 Conference presentation: Poster, XXIII Congress of the International Society for x, Boulder

03/08/2016 Conference presentation: Oral, 13th international conference on xxx, St. Louis, USA

Competency Activities

15/06/2015 2-day GSGS induction module, including workshop on Good Scientific Practice

15/01/2016 Doctoral Committee meetings held regularly

15/01/2016 Progress reports submitted regularly

Community Service

24/04/2014 Active member of GSGS Student Council for 1 year from date to 06/07/2015

18/03/2015 Organising conference/workshop/summer school: xxxxx Workshop / xxx Conference, Cologne

Cologne, 05/01/2017

Dr Karin Boessenkoel
GSGS manager

Document No. GSGS - 2017- 72

www.geosciences.uni-koeln.de Page 1 of 1

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- | | |
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Networking and Communications

- | | |
|------------|---|
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| 30/09/2014 | Conference presentation: Oral, xxxx Technical Commission Xith Symposium, Istanbul |
| 16/03/2015 | Conference presentation: Poster, xxxx Workshop / xxxx Conference, Cologne |
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Compulsory Activities

15/06/2015	2-day GSGS induction module, including workshop on Good Scientific Practice
15/01/2016	Doctoral Committee meetings held regularly
15/01/2016	Progress reports submitted regularly

Community Service

24/04/2014	Active member of GSGS Student Council for 1 year from date to 06/07/2015
18/03/2015	Organising conference/workshop/summer school: xxxxx Workshop / xxx Conference, Cologne

Cologne, 05/01/2017

*Dr Karin Boessenkool
GSGS manager*

Document No. GSGS - 2017 - 72

Goals

- offer **structured graduate education** within the Department of **Geosciences**
- cooperate closely with
 - organisations for graduate education in the Geosciences (IRTGs, Graduate Schools at Research Institutions such as Forschungszentrum Jülich), especially within [Geoverbund ABC/J](http://geoverbund-abcj.de/geoverbund/DE/Home/home_node.html) (as a GSGS member, you are a member)
 - other Graduate Schools in the Faculty of Mathematics and Natural Sciences
 - and the university-wide [Albertus Magnus Center for Early-Career Researchers](http://amc.uni-koeln.de) (amc.uni-koeln.de)
- to secure and foster **3rd party funding**, and attract **external scholarships**
- foster **excellent doctoral research by**
 - supporting our members during their doctoral phase
 - supporting initiatives by GSGS members

Now think

We all introduced ourselves at the start of this meeting.

Everyone introduced their project.

Go to www.menti.com and enter code 98 70 92 7

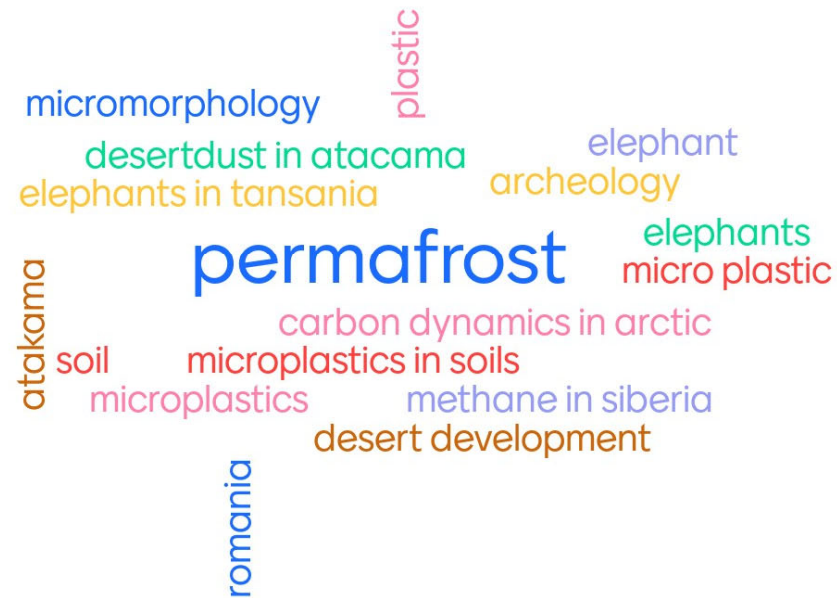
Type 3 words or short phrases, about a person's project that stuck in your head.



Now think

Type 3 words or short phrases, about a person's project that stuck in your head.

Mentimeter



6



University of Cologne
Department of Geosciences

Geography

Geology & Mineralogy,
Crystallography

non-professorial
academic staff (Dr)

Geophysics,
Meteorology

supervising members (Prof/PD)

external supervising
members (Prof/Dr)

(StCom)
Steering Committee

GSGS "Doctoral Council"

doctoral candidate members
"Doctoral Assembly"



Graduate School
of Geosciences



Sarah Luft
(Geography, WG
Kraas)

Katrin Schwaiger
(Geography, WG
Braun)

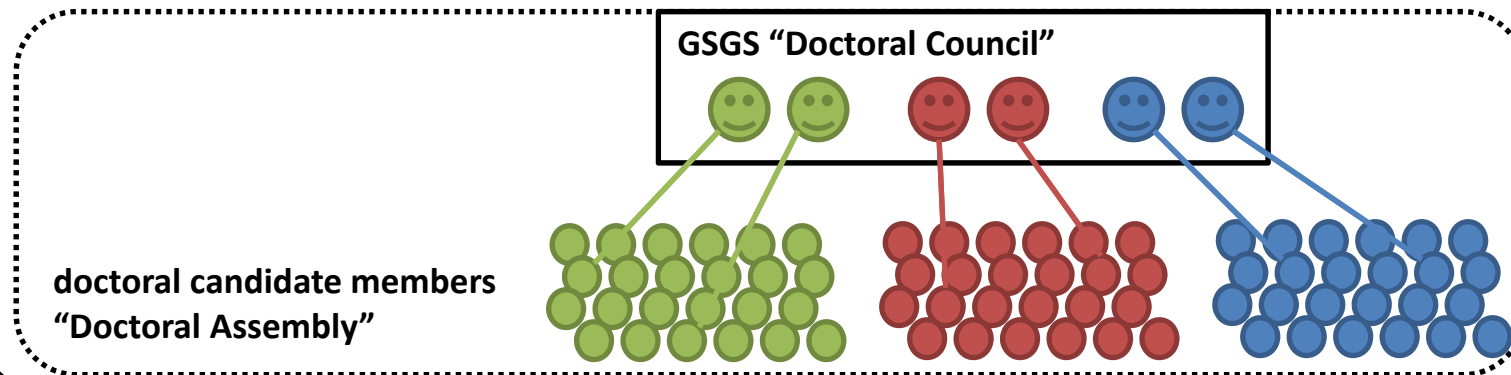
Linus Kalvelage
(Geography, WG
Revilla Diez)



Graduate School
of Geosciences

Bárbara Blanco
(Geophysics, WG Tezkan)

Stephan Schlegel
(Geophysics, WG Saur)



Professors



1

Prof Dr Boris Braun *Spokesperson*



2

Prof Dr Tim Mansfeldt



1

Prof Dr Roel Negers



2

Prof Dr Joachim Saur



1

Prof Dr Bernd Wagner



2

Prof Dr Patrick Grunert

non-professorial academic staff (Dr)



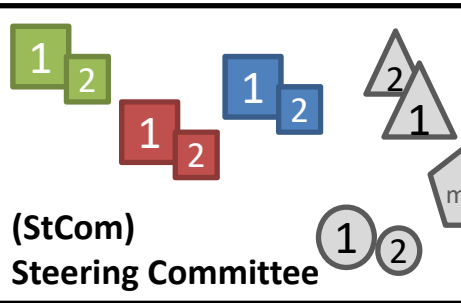
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Dr Kerstin Ebell



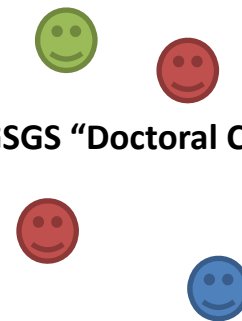
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Dr Alexandre Wennmacher



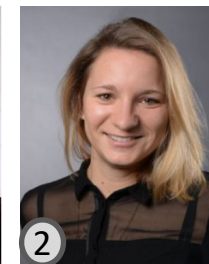
Dr Karin Boessenkool
(Manager GSGS)

GSGS "Doctoral Council"



1

Stephan Schlegel



2

Sarah Luft

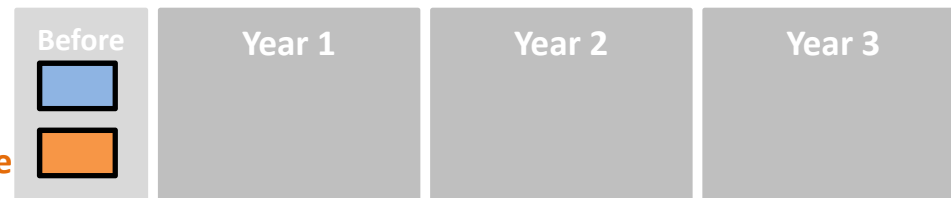
GSGS membership (1)

- Advisor / TAC interaction
- Deadline at GSGS office

GSGS doctoral project time line

Find advisor, topic and funding

Apply for admission at Doctoral Office



Step 1 – Registration on “Docfile”

<https://portal.uni-koeln.de/en/doctoral-candidates/doctoral-candidates/docfile-online-registration-for-doctoral-candidates-at-the-university-of-cologne>

Step 2 – Register at the Doctoral Office (and with the GSGS)

Use the form “Application for admission as a PhD student” to register in one of the Geosciences with the Doctoral Office of the Faculty of Mathematics and Natural Sciences (Math.-Nat. Fak.). The GSGS manager needs to co-sign. From this time, you are a GSGS member. Should you not be admitted, your GSGS membership ends after a year.

<https://mathnat.uni-koeln.de/en/doctoral-candidates/doctoral-procedure>

GSGS membershi

Find advisor, topic and funding

Apply for admission at Doctoral Office

Step 1 – Registration on “Docfile”

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<https://mathnat.uni-koeln.de/en/doctoral-candid>



Graduate School
of Geosciences

Antrag auf Zulassung als Doktorand/in der Math.-Nat. Fakultät, Universität zu Köln gemäß der Promotionsordnung vom 12. März 2020 Application for Admission as a PhD Student of the Faculty of Mathematics and Natural Sciences of the University of Cologne According to the Doctoral Regulations of 12. March 2020

1. Docfile Aktenzeichen / registration number

Eine der Voraussetzungen für die Zulassung als Doktorandin/Doktorand ist die vollständige Registrierung im Promovierenden-Registrierungssystem „Docfile“ der Universität zu Köln. Kopien der Hochschulzugangsberechtigung, aller Zeugnisse und Urkunden des Studiums, Transkripte und/oder eine Studienverlaufsbescheinigung sowie sonstige Nachweise sind in „Docfile“ als PDF-Dateien hochzuladen. <https://mathnat.uni-koeln.de/promovierende/verlauf-der-promotion>
One of the requirements for admission as a doctoral student is full registration in the doctoral registration system “Docfile” at the University of Cologne. Copies of the university entrance qualification, of all certificates and diplomas, of transcripts and/or a certificate of study progress as well as other evidence must be uploaded in “Docfile” as PDF files. <https://mathnat.uni-koeln.de/en/doctoral-candidates>.

2. Angaben zur Person / Personal data

Name / last name Vorname(n) / first name(s)
Geburtsdatum / date of birth, Geburtsort / place of birth (city and state) Staatsangehörigkeit / nationality Geschlecht / gender
private Anschrift / private address
Telefon (privat u. dienstlich) / phone numbers (private and official) Email (privat u. dienstlich) / email (private and official)

3. Studium / Course of studies

Für die Promotion qualifizierender Studienabschluss / academic degree qualifying for PhD
z.B. Master of Science in Fachrichtung / e.g. Master of Science in field Abschlussdatum / completion date
Hochschule / university Ort, Land / city and state

4. Angaben zum Promotionsvorhaben / information on the doctoral project

4.1 Allgemeines / general data

Thema (Arbeitstitel) / topic (working title)
Promotionsfach / field of the doctoral project Datum des Beginns / actual start date
Betreuer/in (Titel Vor- u. Nachname) / advisor (title first and last name) Email / email Telefon / phone number
*Arbeitsgruppe und Abteilung / research group and research unit *Institut bzw. Forschungseinrichtung / research institution
*Anschrift des Instituts bzw. der Forschungseinrichtung / full address of the research institution

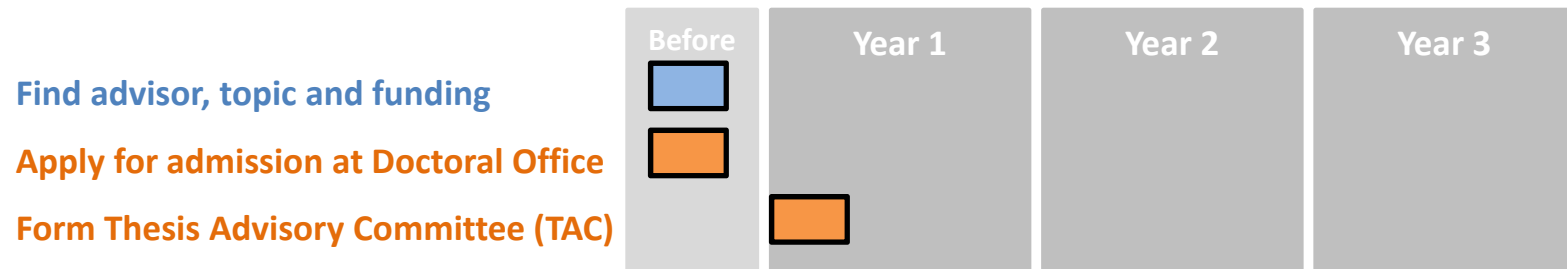
*Einzutragen ist wo das Promotionsprojekt durchgeführt wird, d.h. die Arbeitsgruppe und
(a) das Institut und Department der Math.-Nat. Fakultät (auch An-Institute),
oder (b) das Institut und die Fakultät der Universität zu Köln (sofern nicht Math.-Nat. Fakultät)
oder (c) die außeruniversitäre Forschungseinrichtung (hierzu zählen: Forschungszentrum caesar, Forschungszentrum Jülich, MPI für Biologie des Alters, MPI für Kohlenforschung, MPI für Stoffwechselforschung, MPI für Pflanzenzüchtungsforschung, MPI für Radioastronomie).
oder (d) andere Forschungseinrichtungen (hierzu ist ein Antrag gem. § 5 Abs. 4 der Promotionsordnung als Anlage beizufügen, der von dem/der Promotionsbetreuer/in befürwortet ist).
*Enter where the doctoral project will be carried out, i.e. the research group and
(a) the Institute and Department of the Faculty of Mathematics and Natural Sciences (also affiliated institutes),
or (b) the Institute and Faculty of the University of Cologne (except Faculty of Mathematics and Natural Sciences)
or (c) the non-university research institution (this includes Research Centre caesar, Research Centre Jülich, MPI for Biology of Ageing, MPI for Coal Research, MPI for Metabolism Research, MPI for Plant Breeding Research, MPI for Radio Astronomy).
or (d) other research institutions (For this purpose, an application according to § 5 of the doctoral regulations must be attached, which must be approved by the doctoral advisor).



GSGS membership (2)

- Advisor / TAC interaction
- Deadline at GSGS office

GSGS doctoral project time line



Step 2 – Form your Thesis Advisory Committee (TAC) (was: Doctoral Committee, DC) during first 3 months

Talk to you principal supervisor (advisor) about who could be on your TAC

GSGS membership (3)

- Advisor / TAC interaction
- Deadline at GSGS office

GSGS doctoral project time line

- Find advisor, topic and funding
- Apply for admission at Doctoral Office
- Form Thesis Advisory Committee (TAC)
- Supervision Agreement



Step 3 – Supervision agreement (during first 3 months)

- [GSGS Supervision Agreement](#) (if you have another format, contact the GSGS to see if it fits the requirements)
- Prepare a draft version with your day-to-day supervisor
- send the draft to the co-advisor(s) for comments.



GSGS membership (4)

...

Step 3 – Supervision agreement (cont'd)

It can be helpful to discuss certain parts of the agreement with all parties involved.

-> Arrange a (video) meeting or teleconference



Step 4 – Detailed Research Plan & TAC meeting (within first 6 months)

Use the reporting guidelines. Submit your Plan to your TAC and arrange a meeting about it (see meeting guidelines)

Fill out “Doctoral Committee members’ Feedback form” in the meeting and submit with your Detailed Research Plan

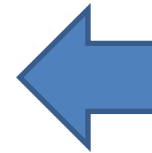
The latest version of all important documents can be found in <https://geosciences.uni-koeln.de/gsgs/downloads>

If you encounter any serious obstacles, send an email to gradschool-geosci@uni-koeln.de to apply for an extension.



Compulsory items for GSGS members

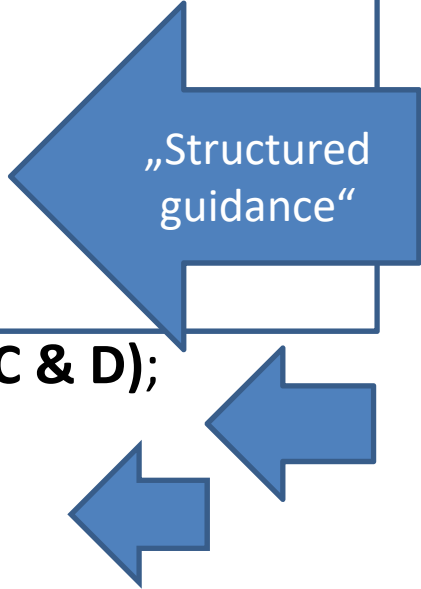
1. Form a **thesis advisory committee** (TAC);
2. Sign a **supervision agreement**;
3. **Report** regularly to your TAC and the GSGS office;
4. **Meet** frequently with your TAC members;
5. Participate in the GSGS **induction module**;
6. Present at a **GSGS Research Conference**





Compulsory items for GSGS members

1. Form a **thesis advisory committee (TAC)**;
2. Sign a **supervision agreement**;
3. **Report** regularly to your TAC and the GSGS office;
4. **Meet** frequently with your TAC members;
5. Participate in the GSGS **induction module (Part A, B, C & D)**;
6. Present a **poster at a GSGS Research Conference**



„Structured guidance“

Next Research Conference: early **2021**, online (planned date **05.03.2021**)

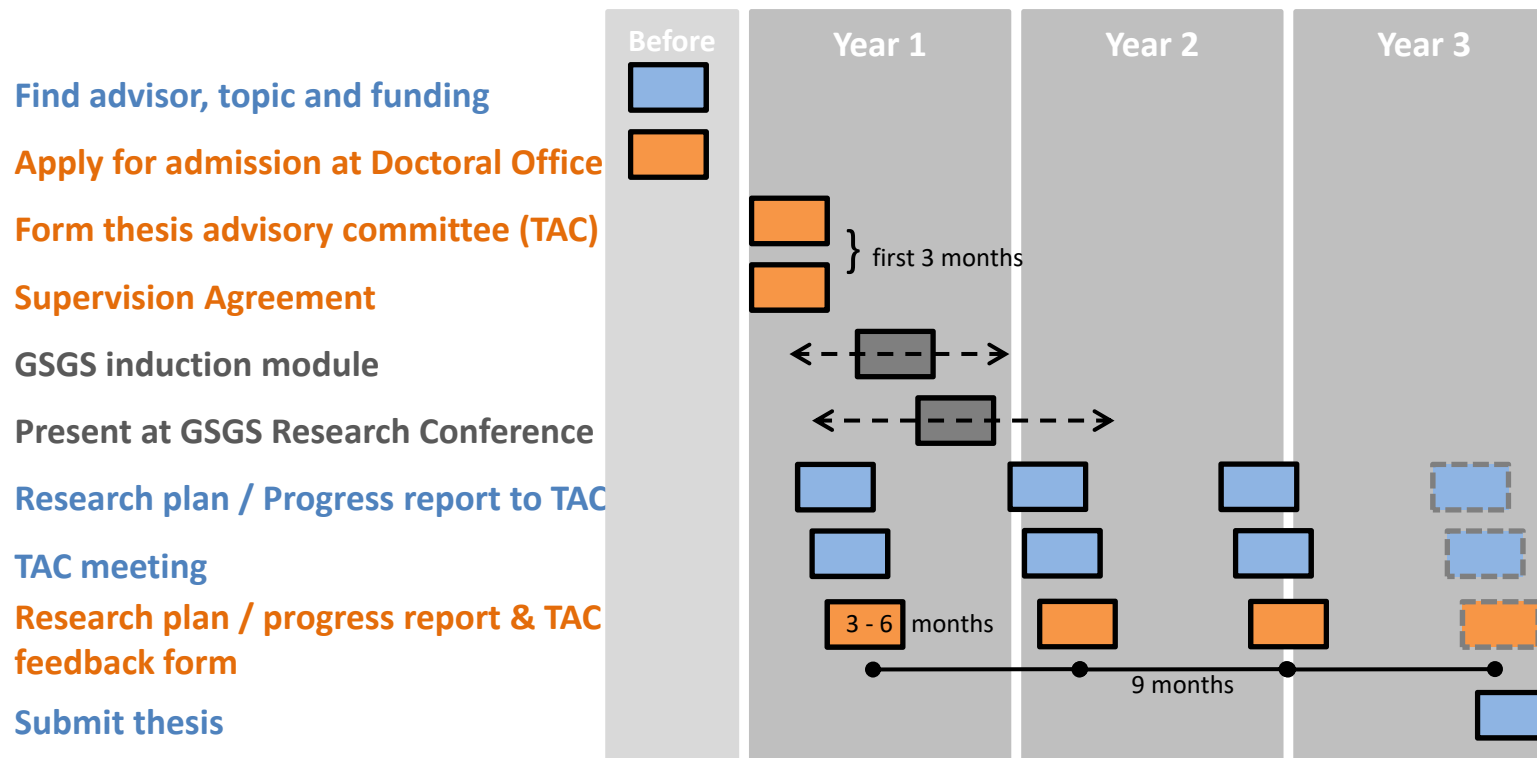
!! We are still looking for people to join the Organizing Committee!!



Structured guidance??!

- Advisor / TAC interaction
- Deadline at GSGS office
- Compulsory GSGS activity

GSGS doctoral project time line

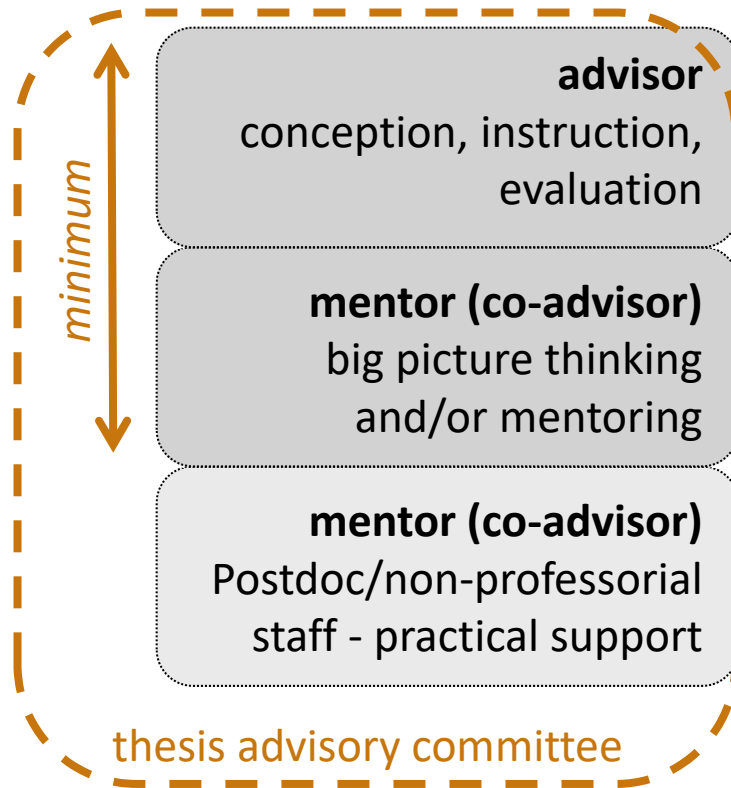


Why structured guidance?

- Help you structure your work
 - and finish in time...
- Help your supervisor help you
- Get fresh input/views into your project
- Stimulate information exchange you ↔ your supervisor



Thesis Advisory Committee



Requirements:

Professor or **Privatdozent** legally entitled to supervise doctoral candidates in Math-Nat. Faculty, UoC

Doctorate or **PhD** degree,
Different working group,
Independent of advisor

Doctorate or **PhD** degree

Committee member are not necessarily the assessors of your thesis.



Examples Thesis Advisory Committee composition

	Principal supervisor / advisor	Mentor (Co-advisor)	Mentor (Co-advisor)
Example 1	Prof @ Math-Nat Faculty, Cologne	Academic staff member (Dr), same WG	Dr @ other univ. or in industry, independent of advisor
Example 2	PD @ Math-Nat Faculty, Cologne	Prof @ Math-Nat Faculty, Cologne (other WG)	
Example 3	Prof @ Math-Nat Faculty, Cologne	Prof @ other university	Academic staff member (Dr), same WG as advisor

necessary (pointing to the third column)

optional (pointing to the fourth column)



other GSGS opportunities and benefits

(for the larger part “members only”)

During Covid-19:

- [Training](http://www.geosciences.uni-koeln.de/training0.html) (http://www.geosciences.uni-koeln.de/training0.html) (also check “training by others”)
- “Travel” Grants (<https://geosciences.uni-koeln.de/gsgs/opportunities/financial-support-for-members/travel-grants>) for professional development / event participation
- Useful resources on <https://wiki.uni-koeln.de!/gsgs/>
 - Both you and any external TAC members get access after handing the supervision agreement
- Personal support through GSGS coordinator or referral to other providers > do get it touch, if you need help.
- Networking through SLACK workspace (gsgs-uoc.slack.com)
- Support for activities organized by members

Before/after Covid-19 also:

- Travel Grants to attend conferences, courses and workshops
- International activities, e.g. invited speakers
- Networking in person with fellow doctoral candidates and people in the Department

**COLOGNE
GEOSCIENCES
COLLOQUIUM
WINTER 2017/18**
MONDAYS
AT 5:00 PM

**CLIMATE CHANGE
GEOSCIENTIFIC PERSPECTIVES**

09 OCT
Prof John Sweeney
Climate Change Science and Policy and Education's New Integrator
Geography Department, National University of Ireland, Maynooth

23 OCT
Speaker and title to be announced.

06 NOV
Dr Hans von Storch
Domestic Decision Making and the Role of (Climate) Science
Director emeritus of Institute for Coastal Research of the Helmholtz-Zentrum
Geesthacht, Professor at the Meteorological Institute and member of the
Faculty of Social Sciences of the University of Hamburg

20 NOV | STARTING 4:00 PM!
Prof Rosalind Rickaby
The Evolving Role of Phytoplankton in the Global Carbon Cycle
Biogeochemistry Department of Earth Sciences, University of Oxford, UK

04 DEC
Dr Stefan Krüppel
Holocene Climate Change in the Eastern Sahara:
Lessons from the Past
Institute of Prehistoric Archaeology - African Archaeology,
University of Cologne

18 DEC
Dr Casper Tai Christensen
Terrestrial Carbon Cycling Research in Permafrost-
affected Environments
Scientific Leads, Arctic Station, Drottningholm, Greenland

15 JAN
Dr Matthias Gorchsien
Between Welfare State and Resilient State:
The Contested Responsibility for Risk Mitigation and
Social Protection under Conditions of Global Change
Institute for Environment and Human Security,
United Nations University, Bonn

29 JAN
Closing event - Look back to COP23

Geo-/Bio-Hörsaal, Zulpicher Str. 49a, 50674 Köln | For members and staff of the Department of Geosciences,
doctoral candidates, master students and other interested people. Followed by a time for discussion and free snacks

Contact
Dr Karin Boessenkol
kboessen@uni-koeln.de | Phone: 470 5925
geosciences.uni-koeln.de/colloquium.html



Graduate School
of Geosciences



GSGS Points

Collecting [GSGS points](http://www.geosciences.uni-koeln.de/12702.html) (<http://www.geosciences.uni-koeln.de/12702.html>) is important to qualify for certain benefits offered by the GSGS, especially:

GSGS Travel Grants: ≥ 5 GSGS points per semester (on average)

NB: You can be a GSGS member and participate in any activities without collecting GSGS points.

General tips

- Read and follow guidelines
- Keep to deadlines and appointments (and use a diary)
- Register for activities, if necessary (> we will count on you attending!)
- Let us know as soon as possible if you cannot make it after all
- Set up a holiday message when you are absent (e.g. for more than 4 days)
- Keep a record of your activities yourself
- Write minutes or a short list of things you agreed on in meetings with your supervisor and send it to them for comments
- Be pro-active, especially towards your supervisor
- Contact your representative on the “Doctoral Council” if you have any suggestions for the GSGS
- Contact the GSGS office if you have any questions or problems.



GSGS alumni questionnaire: “What advice would you give doctoral candidates at the beginning of their project?”

Improve writing skills from the very beginning of your PhD.

Keep note of all the papers you read at the start of the project and keep a list of these papers with a few key points.

Start publishing as early as possible and do not set your sights too high.

Particularly workshops related to time management, writing and presentation skills were very helpful for me.

Doing your PhD is like climbing a high mountain. But (...) don't look up, only focus on your next steps and stop once in a while to look back at what you already accomplished.

Have concrete goals.

Don't be afraid to ask for help when stuck on something.

GSGS contact



title: "Class communication" - originally published 3/25/2015



GSGS contact

Website

www.geosciences.uni-koeln.de/gsgs

Newsletter to „gsgs-students“ mailing list (yes, by e-mail 😊)

Contact your representatives (GSGS Doctoral Council) for ideas, feedback, and initiatives:

gsgs-council@uni-koeln.de

Karin Boessenkool

gradschool-geosci@uni-koeln.de / kboessen@uni-koeln.de

Phone +49 (0)221 - 470 5925 (except on Wednesdays)

English / German



What else...

11:10 – 11:20 Break

11:20 – 11:40 **Supervisor / advisor, mentor, doctoral candidate expectations**

11:40 – 12:15 **Details of GSGS forms and procedures**
Including time for practical questions

12:15 – 12:30 **Time to discuss individual issues with the GSGS manager**

Supervisor and doctoral candidate expectations

2 breakout groups:

Group 1 make a list of characteristics of the perfect supervisor

Go to www.menti.com and enter code 94 41 43 0

Group 2 make a list of characteristics of the perfect PhD Student (from viewpoint of supervisor)

Go to www.menti.com and enter code 96 00 09 3

- 10 minutes to discuss
- Coordinate your entries; everyone in the group can enter cards for the group.
- I will write “one minute left” in the chat after 9 minutes

The perfect supervisor/advisor

My Supervisor is awesome. He is always ready to help whenever i needed any assistance from the Faculty. He is a good communicator and very deep.

Teaches well

give space for own ideas of PhD-student, be open for new methods and technologies

supportive, available, not too pushy, too stressy, patient, not over-ambitious, good communicator, good scientific advisor, direct communication but not being mean/rude, well-organized, emphatic, perfect mixture of being caring and giving us freedom

The role of an advisor / supervisor is to guide a candidate in research and academic affairs.

Advisor vs “mentor”: not all advisors are “suitable” to be someone’s “mentor” (in the sense that they care about the personal development of their mentee).

If you think that it would be good for you to have someone to take up a mentoring role for you (and you think that your advisor cannot do this): look for someone who can, either as a TAC member, through a mentoring programme, or through personal contacts. As for help if you need it.



The perfect doctoral candidate

A perfect PhD candidate does not exist but should strive to be efficient, communicative, professional with originality and ingenuity.

Is realistic and knows their strengths and weakness

A perfect phd. Candidate does not exist but should strive to be efficiently creative and communicate genuinely

Stay realistic, do not reach for the stars but maybe for the moon.

Knows how to take care of his/her /their mental and physical health

A perfect PhD candidate does not existe, but should try to be efficient, originally creative and can communicate effectively.

Take care of yourself



GSGS forms and procedures

All important GSGS documents > [GSGS “downloads” section](https://geosciences.uni-koeln.de/gsgs/downloads)
(<https://geosciences.uni-koeln.de/gsgs/downloads>)

- Supervision Agreement
- Reporting Guidelines – note option to write a paper draft
- TAC/DC Meeting Guidelines (checklist is optional)
- DC/TAC Feedback Form
- Catalogue of GSGS Points
- Activities Form to report activities that can earn you GSGS points

12:20 – 12:30 Time to arrange a meeting to discuss individual issues with the GSGS manager

Do not hesitate to contact Karin if you are unsure about the next step to take!