

Graduate Student Report of Advisory/Supervisory Committee Meeting

Each student's Advisory or Supervisory Committee should meet at least once every six months. Within one week of each meeting, the Chair of the Committee should complete this report form, sign it, and submit it to the Director of the Graduate Program. A copy of this report should be sent to each member of the committee, the student, and the College of Graduate Studies. -

Department/Program _____ Date _____

Name of Student _____ Signature of Student _____

Name of Chair _____ Signature of Chair _____

List Committee Members (note those in attendance):

PROGRESS _____

Courses completed by the student during the past six months.

Courses remaining to be taken by the student (A total of 90 credit hours are required for a PhD, including a minimum of 30 didactic credit hours and 30 reseach credit hours).

Provide a brief review of the research accomplishments of the student since the last committee meeting.

What specific recommendations were made by the Committee for future research?

What is the timetable for completion of degree requirements by the student?

EVALUATION

Evaluate the student's research performance and intellectual development over the past six months.

Summarize the student's current strengths and weaknesses (as an independent scientific investigator).

If there are any present weaknesses or deficiencies, what is proposed in the coming six months to address these?

Is there anything about the student's performance to date, or prospects for the completion of the degree, that should be brought to the attention to the Dean's Office?