

Name _____

Date _____

THESIS COMMITTEE MEETING SUMMARY
Cell and Developmental Biology Department

The Chair of the Thesis Committee should complete this form, obtain student's signature, and return to Kristen Hug within 7 days after the meeting.

Committee Members Present

_____ (Chair)

_____ (PI)

Signatures

Student: _____

Chair: _____

The next meeting will be: _____

Individualized Development Plan

Date of last completion: _____

	Agree			Disagree	
1. The student has made acceptable progress since the last committee meeting.	1	2	3	4	5
2. The student is committing adequate time and intellectual input to their research.	1	2	3	4	5
3. The student is able to grasp appropriate concepts and design experiments.	1	2	3	4	5
4. The research plan for the upcoming year as presented by the student is acceptable	1	2	3	4	5
5. The research presented is in a state suitable for publication.	1	2	3	4	5
6. The student should begin writing the thesis	1	2	3	4	5

NARRATIVE REPORT (use additional pages)

Please comment on the student's progress and include the following information in your description:

1. Suitability and feasibility of research proposal (for first meeting).
2. Progress relative to last meeting (were the goals met?).
3. Goals and plan for the following year.
4. Activities to develop student's "core competencies" (written and oral communication, collaborations, leadership and management skills, teaching, networking).
5. Career plans.