

Botany and Plant Sciences

Annual Graduate Student Evaluation

Due June 1, 2011 to the Graduate Student Affairs Center

All students should submit the following items by May 23, 2011:

1. "Report on Progress of Graduate Student" for the current academic year, including an up-to-date one-page summary of research progress to date, work remaining to complete the degree and plans for completing the research and degree

Applications for teaching assistantships are handled by the Biological Sciences Teaching Assistant Allocation Committee using a web-based form. Applications will probably be due sometime in May. A separate memo concerning financial support issues will be sent later with the appropriate forms.

All graduate students in Botany and Plant Sciences must consult with their Major Professor and Guidance, Thesis, or Dissertation Committee to prepare the annual "Report on Progress of Graduate Student," regardless of the source of financial support.

DEPARTMENTAL STANDARDS FOR MAKING ACCEPTABLE PROGRESS

1. Students must be making acceptable progress toward their degree objective. By Graduate Council definition, students are expected to finish their Ph.D. in a total of five years, which is considered normative time. For most Master's students, acceptable progress is represented by enrollment for not more than two years. Students beyond normative time plus one year (total of six years for the Ph.D., three years for the M.S.) will not be considered by the Department for any financial support. Progress towards the degree objective includes completing required coursework and achieving research objectives. Evidence of research achievement may include publications or presentations authored or co-authored by the student and the awarding of grant support for their research.
2. To be eligible for departmental support, students must have a cumulative grade point average (GPA) in courses in the major area of ≥ 3.25 .
3. Ph.D. students are expected to have passed their Qualifying Examinations by the end of their second year in the Ph.D. program. When this is not the case, the Progress Report should state why this has not been possible. Students who have passed their Qualifying Examination must have submitted their Research Proposal to their Dissertation Committee within six weeks of passing the examination. The student must revise the research proposal to the satisfaction of the Dissertation Committee within three months of the date that the Qualifying Examination was passed.

Plant Biology Graduate Program
Report on Progress of Graduate Student for Academic Year 2010-11

Instructions:

- The following report should be filled out during or within 10 weeks after a face-to-face meeting between the student and all members of his or her Guidance, Thesis, or Dissertation Committee held in January, February, March, April, or May of 2011. The meeting can involve Skype if necessary. The only Committee members who do not need to be present are those who are on Sabbatical.
- At that meeting, the student should present his/her coursework and research progress to date, work remaining to complete the degree, and plans for completing the research and degree. A one-page summary of the research portion of that presentation should be attached to this report, including a brief statement of career goals.
- At the end of the meeting, the student and Committee members must sign this report.
- **Due:** To Plant Biology Graduate Program Advisor, Linda Walling, 5:00 pm Monday, May 23, 2011.

Date of recent Guidance, Thesis, or Dissertation Committee Meeting at which this form was completed _____ (if no meeting was held, please explain why)

Planned date for next meeting: _____ (Students are **required** to meet with their Committee AT LEAST annually)

Student Name _____ Qtr Admitted _____ Qtr TAST or SPEAK test passed _____

Program/Concentration _____ Major Area _____

Date of Passing Qualifying Exam _____ Date Degree Expected _____

Date Research Proposal Submitted to Dissertation Committee _____ (Due within 6 weeks of passing the qualifying examination.)

Dissertation or Thesis Title _____

Date of 250 seminar presentation: _____

Coursework completed and remaining:

TA Experience: _____

Do you expect to request a TAsip in the 10-11 academic year? _____

Student's progress report attached? _____

Evaluation of Student's Progress (considering her/his stage in the graduate program):
Grading Scheme: Excellent; Good; Satisfactory; Needs improvement; Unable to Evaluate

Background Knowledge	Understanding of the experimental system	Motivation / effort	Experimental skills	Progress
Critical thinking	Quality of Presentation	Quality of Report	Creativity	Overall

1. Are there any concerns about the project?

2. Are there any concerns about the student?

3. Have concerns/recommendations from previous meeting(s) been addressed?

4. Specific recommendations of Committee to student:

 Student Date

 Major Professor and Chair, Guidance, Thesis, or Dissertation Committee Date

 Member, Guidance, Thesis, or Dissertation Committee Date

 Member, Guidance, Thesis, or Dissertation Committee Date

 Graduate Advisor Date