

## Chemistry and Chemical Biology Annual Committee Meeting Evaluation Rubric

This form is intended to provide feedback to the student, the major professor, and the program on the required annual meeting of students with their faculty committees. Parts II through IV of this form should be completed independently by the committee chair, the major professor, and the student. The completed form should then be transmitted to the committee and the student, with a copy for the student's permanent record.

### Part I

Name of student: \_\_\_\_\_

Semester entered program: \_\_\_\_\_ Degree goal (Ph.D. or M.S.) \_\_\_\_\_

Committee members present (at least three members must be in attendance, either in person or remotely, including the major professor):

\_\_\_\_\_ (chair)

\_\_\_\_\_ (major professor)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has student advanced to candidacy for the Ph.D.? \_\_\_\_\_

**Part II** (to be completed by committee chair following meeting)

Summarize the progress the student has made toward the degree during the past year (course work, exams, research, publications, presentations). Note any specific or general areas of concern.

If the student has advanced to candidacy, summarize what the student needs to accomplish in order to have a defensible dissertation and give your best estimate of when that might occur.

Note any additional recommendations for this student's professional development outside the standard program requirements. (Examples: additional coursework or self-study, training in specific skills, English language training for international students, writing instruction, symposia or short courses at conferences.)

Rate the student on the following Program Learning Objectives (Excellent, Good, Fair, or Poor)

PLO 2. Ability to communicate effectively in both written and oral form.

PLO 3. Ethical and responsible conduct.

**Part III** (to be completed by the major professor)

Summarize the progress the student has made toward the degree during the past year (course work, exams, research, publications, presentations). Note any specific or general areas of concern.

If the student has advanced to candidacy, summarize what the student needs to accomplish in order to have a defensible dissertation and give your best estimate of when that might occur.

Note any additional recommendations for this student's professional development outside the standard program requirements. (Examples: additional coursework or self-study, training in specific skills, English language training for international students, writing instruction, symposia or short courses at conferences.)

Rate the student on the following Program Learning Objectives (Excellent, Good, Fair, or Poor)

PLO 2. Ability to communicate effectively in both written and oral form.

PLO 3. Ethical and responsible conduct.

**Part IV** (to be completed by the student)

Summarize the progress you have made toward the degree during the past year (course work, exams, research, publications, presentations). How would you rate your progress?

If you have advanced to candidacy, summarize what you need to accomplish in order to have a defensible dissertation and give your best estimate of when that might occur.

Are there additional activities outside the standard program requirements that you feel would be helpful to your professional development? (Examples: additional coursework or self-study, training in specific skills, English language training for international students, writing instruction, symposia or short courses at conferences.)