



# Department of Cell & Systems Biology

## Graduate Student Supervisory Committee Form

**Student:**

### Committee

Supervisor	
Co-supervisor	
Committee Member / Chair	
Committee Member	
Committee Member	

### Dates

Start  Transfer (if applicable)  Defense

Committee Meetings	1.	2.	3.	4.	5.
	6.	7.	8.	9.	10.

### Courses

Course	Date	Modules	Grade

Course requirements met?  M.Sc. (0.5 credits)  Ph.D. (1 credit)

### Progress

	Committee Meeting (one column per meeting)									
	1	2	3	4	5	6	7	8	9	10
Oral Communication										
Written Communication										
Research Progress										
Technical Skills										
Background Knowledge										
Critical Thinking										
Independence & Work Ethic										
Communication with Supervisor										
Overall Progress										

1:unsatisfactory; 2:needs improvement; 3:good; 4:very good; 5:exceptional;

SC: see comments (number evaluation also required)

Comments required for ranks of 1 or 2

One 'unsatisfactory' in Overall Progress will invoke meeting with Graduate Chair

Two 'unsatisfactory' in Overall Progress justifies dismissal from the program

**Committee meetings cannot be recorded without the written consent of the student and committee members.**



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### STUDENT SELF-ASSESSMENT

**Student:**

**Date:**

- To be completed by the student prior to each committee meeting.
- Provide concise and specific answers (bullet points acceptable).
- Provide dates when appropriate.
- Use up to one additional page if necessary.
- Provide an updated CV to your committee along with this document.
- **Student must bring to each committee meeting a copy of the Supervisory Committee Report from the prior meeting (except first committee meeting)**

1. Major research accomplishments since last committee.

- Make specific reference to the goals described in section 2. Leave blank for first meeting.

2. Specific goals for next meeting.

- Include specific aims (experiments) and milestone (outcomes) you plan to accomplish.

3. Scholarships and Awards since last committee

4. Publications, Posters, Oral Presentations since last committee

5. Other Career Developments since last committee (optional)



# Department of Cell & Systems Biology

## Graduate Student Supervisory Committee Form

### SUPERVISORY COMMITTEE REPORT

**Student:**

**Date:**

**Thesis Title:**

Committee Member	Signature

#### Comments

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Have concerns from the previous meeting been addressed?    Yes    No    Not applicable

Date of next Committee meeting:

The student has met with their committee in the absence of their supervisor(s):    Yes    No

Student's Signature:

Date:

**The student must bring the following to each committee meeting:**

- The **Ongoing Progress Report**
- The **Supervisory Committee Report** from the prior meeting
- A completed **Student Self-Assessment** and a copy of the Student Self-Assessment from the prior meeting
- A new **Supervisory Committee Report** and a copy of the Supervisory Committee Report from the prior meeting

All committee meeting documents must be returned to Ian Buglass in RW424F following each meeting

**Committee meetings cannot be recorded without the written consent of the student and committee members.**