Pre-Thesis Advisory Committee Meeting Update Form

This form is to be completed by the student and provided to each committee member at least 1-week prior to the TAC meeting.

Student Name: _____

Program Entry Date: _____

Advisor(s): _____

Aims updates

Please provide a brief one-sentence summary for each aim and a few sentences about progress since the last committee meeting.

Aim 1

Summary: (one-sentence aim summary)

_____
_____

Last year: (aim status at last meeting)

_____
_____

This year: (progress made since last meeting)

_____
_____

Aim 2

Summary:

_____
_____

Last year:

_____
_____

This year:

_____
_____

Aim 3

Summary:

_____
_____

Last year:

_____
_____

This year:

_____
_____

Accomplishments

Please list any papers submitted or published, or presentations given, since the last committee meeting.

Papers
   1.

Presentations
   1.

Collaborations

Please list any collaborations or collaborative projects you participate in outside of your main thesis work.

_____
_____
_____
_____
_____
_____
_____
_____

Problems encountered

Please list any problems encountered since the last committee meeting that have impacted your thesis work.

_____
_____
_____
_____
_____
_____
_____
_____

Bioinformatics Program Thesis Advisory Committee Report Form A

This form must be completed by the committee chair following the student's annual Thesis Advisory Committee (TAC) meeting.   A copy will be provided to the student and to the Bioinformatics Program.

Student Name: _____   Student ID#: _____

Meeting Date: _____

Research Advisor: _____   Committee Chair: _____

Other Committee Members (mark Co-advisor, if any, with an asterisk*):

_____

_____

_____

_____

Student Skills and Achievement. Please evaluate relative to the student's stage of graduate training.

	Outstanding	Very Good	Acceptable	Unsatisfactory
Self-reliance and independence	❏	❏	❏	❏
Perseverance in pursuing goals	❏	❏	❏	❏
Critical thinking	❏	❏	❏	❏
Computational and algorithmic skills	❏	❏	❏	❏
Statistical and mathematical skills	❏	❏	❏	❏
Reproducibility and record keeping habits	❏	❏	❏	❏
Familiarity with domain specific research literature	❏	❏	❏	❏
Familiarity w/ domain specific computational techniques	❏	❏	❏	❏
Written communication (papers, posters, grants, etc.)	❏	❏	❏	❏
Oral communication (talks, posters, etc.)	❏	❏	❏	❏
Interaction with collaborators/advisors	❏	❏	❏	❏
Productivity (aims, papers, talks, posters, grants, etc.)	❏	❏	❏	❏
Mentoring & teaching students (undergrads, MS, other PhDs, etc.)	❏	❏	❏	❏

Please comment on any components above (required for those rated Unsatisfactory)

_____

_____

_____

_____

_____

Has the student made acceptable progress during the past year?

    ☐ Yes
    ☐ Marginal
    ☐ No

Please provide a brief evaluation of the student's progress.

_____

_____

_____

_____

_____

_____

Please provide a brief comment on the computational innovation in the project

_____

_____

_____

_____

Has the student met regularly with the computational co-advisor (if there is one)?

    ☐ Yes
    ☐ No
    ☐ NA (Dissertation advisor is computational advisor)

Is the student on track to complete the PhD in a timely fashion (approximately 5 years from starting the program)?

       ☐ Yes
       ☐ No

If No, please note obstacles and approximate time to completion.

_____

_____

_____

_____

_____

_____

Please provide the student with feedback and recommendations for going forward

_____

_____

_____

_____

_____

_____

Bioinformatics Program Thesis Advisory Committee Report Form B

Questions to be discussed with the student WITHOUT the Dissertation Advisor present

Student Name: _____   Student ID#: _____

Meeting Date: _____

Did the committee meet with the student without the Dissertation Advisor present?
- ☐ Yes
- ☐ No

Is the student receiving sufficient mentoring in terms of the following:

	Yes	No
Overall guidance on the dissertation project?	☐	☐
Time devoted to the student by the Dissertation Advisor?	☐	☐
Interactions with the student by the Computational Co-Advisor (if any)? (Mark yes if there is no Computational Co-Advisor)	☐	☐
Development of computational skills, approaches, and innovation?	☐	☐

Did the committee meet with the student without the Dissertation Advisor present?
- ☐ Yes
- ☐ No

Please summarize the student's comments/concerns and committee recommendations

_____

_____

_____

_____

_____

_____

_____