

MGG Doctoral Thesis Committee Meeting Report

This form is to be completed by the student's advisor.

Student's Name: _____ Advisor: _____

Date: _____ Time: _____ Place: _____

I. Members of the thesis committee present:

II. If any committee member was absent, did the student meet with them beforehand? _____

Did they contribute to the meeting *in absentia*? _____

III. Did the student provide each committee member with material to review prior to the committee meeting?

No _____ Yes _____ If yes, when? _____

IV. In the course of the presentation and discussion, the student demonstrated: (check one)

knowledge of the field	comprehensive	1	2	3	4	limited
ability to organize material	excellent	1	2	3	4	deficient
ability to integrate material	excellent	1	2	3	4	poor
ability to communicate knowledge	articulate	1	2	3	4	inarticulate
professional attitude	excellent	1	2	3	4	poor

Please remark on any significant improvement since the last committee meeting, or on any continued deficiency that needs to be addressed: _____

V. Since the last committee meeting, has the student completed work sufficient for publication? No _____ Yes _____

If no, when is it expected to be completed and what is required? _____

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If yes, what specific plans have been made for its publications? _____

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VI. Has the student submitted or prepared at least one competitive external grant or fellowship application since the last committee meeting? No _____ Yes _____

If yes, list for each: Title, Agency, Date Submitted, and Result (if available): _____

If no, is there a clear plan and timeline for submission? _____

Planned funding agency/program and deadline: _____

VII. PhD students must complete or update their Individual Development Plan (IDP) annually (at <https://gradschool.wayne.edu/students/phd/forms>). Please indicate the date that the last IDP was completed.

Advisor: _____

Co-Advisor: _____

Student: _____

Graduate Officer: _____

Please email completed form to Suzanne Shaw (sshaw@wayne.edu) in the CMMG Administrative Office.