

MCRO THESIS COMMITTEE MEETING PROGRESS REPORT

Student: _____

Committee Chair: _____

Advisor: _____

Directions: Take this form to all committee meetings. Have your committee Chair complete his or her record of the meeting, overall assessment, and comments/recommendations. Discuss the meeting summary with your Chair to ensure you understand the committee's advice. Sign and return the original form to the Student Services Specialist after each meeting and keep a copy for yourself. **You are required to have at least one committee meeting every twelve months.** However, it is in your best interest to have meetings more frequently.

Committee Meeting 1

Date: _____

Topics covered (check): Mentor concerns (student absent) _____ Student concerns (mentor absent) _____
Research _____ Publications _____ Career goals _____

Overall assessment (check one): Exceeds expectations _____ Meets expectations _____ Below expectations _____
(If Below expectations, then inform Director of Graduate Studies)

Next meeting in (check one): 3 months _____ 6 months _____ 9 months _____ 12 months _____

Comments/Recommendations (Attach additional page if necessary):

Signatures: Chair: _____ **Student:** _____

Committee Meeting 2 (usually oral prelim exam and topic approval)

Date: _____

Topics covered (check): Mentor concerns (student absent) _____ Student concerns (mentor absent) _____
Research _____ Publications _____ Career goals _____

Overall assessment (check one): Exceeds expectations _____ Meets expectations _____ Below expectations _____
(If Below expectations, then inform Director of Graduate Studies)

Next meeting in (check one): 3 months _____ 6 months _____ 9 months _____ 12 months _____

Comments/Recommendations (Attach additional page if necessary):

Signatures: Chair: _____ **Student:** _____

Committee Meeting 3

Date: _____

Topics covered (check): Mentor concerns (student absent) _____ Student concerns (mentor absent) _____
Research _____ Publications _____ Career goals _____

Overall assessment (check one): Exceeds expectations _____ Meets expectations _____ Below expectations _____
(If Below expectations, then inform Director of Graduate Studies)

Next meeting in (check one): 3 months _____ 6 months _____ 9 months _____ 12 months _____

Comments/Recommendations (Attach additional page if necessary):

Signatures: Chair: _____ **Student:** _____

Committee Meeting 4

Date: _____

Topics covered (check): Mentor concerns (student absent) _____ Student concerns (mentor absent) _____
Research _____ Publications _____ Career goals _____

Overall assessment (check one): Exceeds expectations _____ Meets expectations _____ Below expectations _____
(If Below expectations, then inform Director of Graduate Studies)

Next meeting in (check one): 3 months _____ 6 months _____ 9 months _____ 12 months _____

Comments/Recommendations (Attach additional page if necessary):

Signatures: Chair: _____ **Student:** _____

Committee Meeting 5

Date: _____

Topics covered (check): Mentor concerns (student absent) _____ Student concerns (mentor absent) _____
Research _____ Publications _____ Career goals _____

Overall assessment (check one): Exceeds expectations _____ Meets expectations _____ Below expectations _____
(If Below expectations, then inform Director of Graduate Studies)

Next meeting in (check one): 3 months _____ 6 months _____ 9 months _____ 12 months _____

Comments/Recommendations (Attach additional page if necessary):

Signatures: Chair: _____ **Student:** _____

Committee Meeting 6

Date: _____

Topics covered (check): Mentor concerns (student absent) _____ Student concerns (mentor absent) _____
Research _____ Publications _____ Career goals _____

Overall assessment (check one): Exceeds expectations _____ Meets expectations _____ Below expectations _____
(If Below expectations, then inform Director of Graduate Studies)

Next meeting in (check one): 3 months _____ 6 months _____ 9 months _____ 12 months _____

Comments/Recommendations (Attach additional page if necessary):

Signatures: Chair: _____ **Student:** _____

Committee Meeting 7

Date: _____

Topics covered (check): Mentor concerns (student absent) _____ Student concerns (mentor absent) _____
Research _____ Publications _____ Career goals _____

Overall assessment (check one): Exceeds expectations _____ Meets expectations _____ Below expectations _____
(If Below expectations, then inform Director of Graduate Studies)

Next meeting in (check one): 3 months _____ 6 months _____ 9 months _____ 12 months _____

Comments/Recommendations (Attach additional page if necessary):

Signatures: Chair: _____ **Student:** _____

Committee Meeting 8

Date: _____

Topics covered (check): Mentor concerns (student absent) _____ Student concerns (mentor absent) _____
Research _____ Publications _____ Career goals _____

Overall assessment (check one): Exceeds expectations _____ Meets expectations _____ Below expectations _____
(If Below expectations, then inform Director of Graduate Studies)

Next meeting in (check one): 3 months _____ 6 months _____ 9 months _____ 12 months _____

Comments/Recommendations (Attach additional page if necessary):

Signatures: Chair: _____ **Student:** _____