Integrated Biomedical Sciences Graduate Program

_____

Name of Discipline

Evaluation of Research Progress by Research Supervising Committee

Cover page to be completed by student

✱ Student provides an electronic version of this form or brings a copy of this form to the meeting for each committee member ✱ and completes this cover page prior to committee meeting

Student Name: **Date of Meeting:**

Supervising Professor: **Mo/Yr Started Program:**

Anticipated date of defense:

Has official Advancement to Candidacy form been submitted to Dean's office? **Yes** ☐ **No** ☐

Has Dissertation Proposal been submitted and approved by the GSBS Dean? **Yes** ☐ **No** ☐

Title of Proposal:

Has enrollment in <u>two semesters</u> of Dissertation credit been accomplished? **Yes** ☐ **No** ☐

Has a F31 or equivalent fellowship application been submitted? **Yes** ☐ **No** ☐

If yes, list the agency/agencies and date(s) of submission _____

Honors/Awards/Grants received since last committee meeting:

Presentations at national meetings since last committee meeting:

Manuscripts <u>accepted or submitted</u> for publication since last committee meeting:

Evaluation of Research Progress
Submitted by Each Member of the Research Supervising Committee

Name of Committee Member: _____

Instructions to Evaluator: Rate each item with 1, 2, 3, or 4; then provide an Overall Rating.
Students should be rated relative to appropriate expectations for their current level of training.

	No Proficiency Demonstrated **Failure (1)**	Marginal Proficiency Demonstrated **Unsatisfactory (2)**	Proficiency Demonstrated **Satisfactory (3)**	Exceptional Proficiency Demonstrated **Honors (4)**	RATING (1-4)
Hypothesis and Significance	**Failed to demonstrate** the significance of the proposed work and a testable hypothesis.	**Superficial demonstration** of the significance of the proposed work by providing a **basic argument that defends the hypothesis**.	**Satisfactory demonstration** of the significance of proposed work by providing a **compelling argument that defends hypothesis**.	**Exceptional demonstration** of the significance of proposed work, including effectively providing defense and abstract implications of the hypothesis.	
Experimental Strategies and Methods	**Failed to present** a realistic strategy and appropriate methods for testing the stated hypothesis.	**Undeveloped experimental strategies and questionable methods** for testing the stated hypothesis.	**Satisfactory experimental strategies and methods** for testing stated hypothesis, with **basic explanations for why specific methods were chosen**, and alternative approaches should proposed strategies fail**.**	**Fully developed** experimental strategies and **advanced explanations** for why specific methods were chosen including **detailed explanations** of the principles on which methods work, and **why alternative methods were not chosen**.	
Data Collection, Analysis and Interpretation	**Failed to explain** how data is collected/analyzed so as to derive valid conclusions regarding the stated hypotheses.	**Superficial explanation** of data collection/analysis resulting in weak conclusions.	**Satisfactory explanation** of data collection/analysis, **including statistical analysis** to demonstrate validity of conclusions.	**Exceptional explanation of** data collection/analysis, including **insights impacting the general field of study**, and statistical analysis demonstrating validity of conclusions.	
Verbal Communication	**Failed to communicate ideas** or explain conclusions.	**Marginally effective communication** of findings and results, often lacking clarity due to missing details.	**Satisfactory communication,** with clarity and expected detail, of findings and results.	**Highly effective communication**, including general implications of results in relation to the field of study.	
Knowledge Directly Related to Student's Research Project	**Failed to demonstrate** knowledge directly related to research project.	**Superficial knowledge** directly related to research project.	**Satisfactory knowledge** directly related to research project.	**Exceptional comprehensive knowledge** directly related to research project.	

Knowledge of Relevant Literature	**Failed to demonstrate knowledge** of evidence published by other investigators that supports or refutes hypothesis of the research project.	**Superficial knowledge** of evidence published by other investigators that supports or refutes hypothesis of the research project.	**Satisfactory knowledge** of evidence published by other investigators that supports or refutes hypothesis of the research project.	**Exceptionally comprehensive knowledge** of evidence published by other investigators that supports/refutes hypothesis of the research project.	
Responses to Criticisms From Committee	**Failed** to address criticisms of research project.	**Rarely** addressed criticisms of research project successfully.	**Frequently** addressed criticisms of research project successfully.	**Always** addressed criticisms of research project successfully.	
Knowledge <u>Indirectly</u> Related to Student's Research Project	**Failed to demonstrate general knowledge** expected of students at this point in their training.	**Superficial general knowledge** expected of students at this point in their training.	**Satisfactory general knowledge** expected of students at this point in their training.	**Exceptionally comprehensive knowledge** that exceeds typical students at this point in their training.	
Future Studies	**Failed to envision** "where research would go" after completion of the proposed studies.	**Superficial vision** of "where research would go" after completion of the proposed studies.	**Satisfactory vision** of "where research would go" after completion of the proposed studies.	**Exceptional vision** of how proposed studies should be extended to advance the field.	
Overall Critical Thinking and Independence	**Failed to demonstrate any** ability to approach scientific questions with rational experimental strategies, or to answer relevant scientific questions independently (*i.e.*, with **constant assistance from Supervising Professor**).	**Superficial ability** to approach scientific questions with rational experimental strategies and to answer relevant scientific questions independently (*i.e.*, with **constant assistance from Supervising Professor**).	**Satisfactory ability** to approach scientific questions with rational experimental strategies and to answer relevant scientific questions independently (*i.e.*, with **frequent assistance from Supervising Professor**).	**Exceptional ability** to approach scientific questions with rational experimental strategies and insights that exceed students at the current stage of training, and to answer relevant scientific questions independently (*i.e.*, with **extremely rare assistance from Supervising Professor**).	

The <u>Overall Rating</u> reflects the student's total performance. The Overall Rating should be consistent with, but is not a mathematical average of, the individual ratings shown above that may each carry different weight.

OVERALL RATING:

<u>COMMENTS FROM COMMITTEE MEMBER</u>: Indicate below, factors that influenced your ratings. Be particularly detailed if a rating of 1 or 2 is given; provide suggestions for how the student could improve performance. Attach additional pages if needed.

Integrated Biomedical Sciences Graduate Program

_____

Name of Discipline

RESEARCH SUPERVISING COMMITTEE SUMMARY REPORT

(To be completed by the Research Supervising Committee Chair)

STUDENT: _____

YEARS IN IBMS PROGRAM: _____

SUPERVISING PROFESSOR: _____

DATE OF RESEARCH SUPERVISING COMMITTEE MEETING: _____

COMMITTEE MEMBERS:	**Overall Ratings**
1. _____ **(Committee Chair)**	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Optional _____	_____

Attach individual evaluation forms from committee members to this summary.

FINAL GRADE *: Honors (H) – Mean of individual ratings = 3.5 - 4.0, and there is no Individual Assessment of < 3.0.
Satisfactory (S) - Mean of individual ratings = 2.5 – 3.4, and no more than 1 Individual Rating of < 2.0.
Unsatisfactory (U) - Mean of individual ratings < 2.5.

_____
MEAN OF OVERALL RATINGS

_____
FINAL GRADE (H, S, or U)

COMMENTS: Indicate factors resulting in the Final Grade shown above. If the student receives a Final Grade of U, indicate **specific weaknesses** that resulted in that grade and suggestions for resolving weaknesses. Attach additional pages if needed.

The student has demonstrated expected (satisfactory) ethical behavior: Yes ☐ No ☐

This summary report, together with original score sheets from Research Supervising Committee members, should be sent from the chair of the Research Committee (typically the student's faculty mentor/Supervising Professor) to the appropriate Discipline Director for inclusion in student's academic file. In addition, **this summary report should be forwarded to the chair of the Committee on Graduate Studies (COGS) of the IBMS Graduate Program**.

GUIDELINES FOR RECOMMENDATIONS AND SUBSEQUENT ACTIONS

OVERALL RATINGS provided by members of a student's Research Supervising Committee will contribute, in part, to the grade posted on the student's official transcript for IMBS 6097 in a given semester and can be one of the following:

Satisfactory with Honors (H); Satisfactory (S); Unsatisfactory (U); Incomplete (I)

Satisfactory with Honors:

*A grade of **Honors (H)** may posted for IBMS 6097 indicating that the student's performance during the research committee meeting demonstrated no major flaws or weaknesses, and was considered exceptional for a student at the current stage of training.*

This grade will be submitted to the Registrar for IBMS 6097 if the **Mean Overall Rating for the Research Committee Meeting is 3.5 - 4.0**, and **no Overall Rating given by any committee member is less than 3.**

Satisfactory:

*A grade of **Satisfactory (S)** may be posted for IBMS 6097 indicating that the student's performance during the research committee meeting(s) of a particular semester demonstrated only limited flaws or weaknesses, and was considered adequate for a student at the current stage of training. It is possible that some specific areas for potential improvement were identified as noted in comments. Recommendations for making such improvements may be forwarded to the Discipline Director.*

This grade will be submitted to the Registrar for IBMS 6097 if the **Mean Overall Rating for the Research Committee meeting is 2.5- 3.4** and **no more than one committee member gives an Overall Rating of less than 2.**

Unsatisfactory:

*A grade of **Unsatisfactory (U)** may be posted for IBMS 6097 indicating that the student's performance during the research committee meeting(s) during a particular semester demonstrated serious shortcomings in numerous aspects of the student's performance. Furthermore, if a student fails to have a Research Committee Meeting during a particular semester, a grade of Unsatisfactory (U) would be appropriate (also, see Incomplete described below).*

This grade will be submitted to the Registrar for IBMS 6097 if the **Mean Overall Rating is < 2.5.**

If serious shortcomings are identified, and the Research Supervising Committee recommends that a grade of Unsatisfactory (U) be posted for IBMS 6097, the student should be given appropriate advice regarding how to rectify the shortcomings. The student should also be informed that, as stipulated by the Graduate School of Biomedical Sciences, receiving a U grade in Research/Academic Progress in two consecutive semesters requires that a recommendation must be submitted to the IBMS COGS that the student be considered for dismissal from the IBMS Graduate Program. Detailed justification of such an action will be required from the Discipline Director.

Incomplete:

A grade of Incomplete (I) would be appropriate if a student has a justifiable reason for not having a Research Supervising Committee meeting during the expected semester. The "I" grade would be changed to "S" if the student meets discipline requirements for having the delayed meeting; or would be changed to "U" if the student does not meet such requirements.