

APPENDIX G

**Graduate Student Research Committee  
Progress Report – Committee Member Version**

**Instructions: To be completed by Committee members other than the Advisor.**

**Committee Member signature required**

**Student:** Retain copy for yourself; distribute copies to committee; submit original to Graduate Program Administrator.

PRINT CLEARLY

**TO BE COMPLETED BY STUDENT**

STUDENT: \_\_\_\_\_

MEETING DATE: \_\_\_\_\_

Program & Year entered: \_\_\_\_\_

**Return this form no later than 1 week  
after meeting is held**

**RESEARCH ADVISOR:**

\_\_\_\_\_

**RESEARCH COMMITTEE MEMBERS:**

\_\_\_\_\_

**TO BE COMPLETED BY COMMITTEE MEMBER**

1. Please Assess Student's Progress since the last committee meeting (circle below)

**Very concerning      Concerning      Adequate      Good      Very Good      Excellent**

2. Strengths / Areas of excellent progress since last meeting (please comment if appropriate)

3. Areas of concern (please comment if appropriate)

4. List any specific recommendations for the student:

5. Should a committee meeting session be scheduled sooner than a year from now?

YES \_\_\_\_\_ How soon? \_\_\_\_\_ (# of months) No \_\_\_\_\_

6. Any other comments:

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In fulfilling the role of member of the research committee, progress toward the completion of the dissertation/thesis and other degree requirements has been discussed with the student. The student has also been reminded that another meeting must be scheduled within \_\_\_\_\_ months of this date.

\_\_\_\_\_  
Committee Member's Name ( PLEASE PRINT )

\_\_\_\_\_  
Committee Member's Signature Date

\_\_\_\_\_  
Student's Signature Date

**RETURN SIGNED ORIGINAL TO:** Biology Graduate Program Administrator