

**Cell Biology and Molecular Physiology Graduate Program
Thesis Committee Meeting Report Form**

Student:

Advisor:

Committee Chair:

Date of Committee Meeting:

Committee Members Present (*signatures required*):

Please provide a numerical score of the student's progress (scale of 1 to 5). This score should be provided by the chairperson after consultation with other committee members.

1= Outstanding	2= Excellent	3= Good	4= Marginal	5= Poor
Extremely strong with negligible weaknesses	Very strong with only some minor weaknesses	Strong but with at least one moderate weakness	A few strengths and a few major weaknesses	Very few strengths and numerous major weaknesses

Assigned Numeric Score (1-5): _____

Students receiving scores of 4 or 5 will be required to have another committee meeting within 3 months. If the student does not make progress towards resolving the issues by the next meeting, he/she may be placed on probation.

In the space below, the student with assistance from his/her advisor and committee members will summarize his/her progress, thesis committee's comments, and future research plans/directions decided at the meeting. This will serve to assist the committee with documenting progress for the next meeting.

If this is the **first** meeting of the thesis committee, please state the specific aims/objectives of the thesis project as approved by the committee. For all subsequent meetings the student will need to state the thesis objectives if they have been significantly changed or revised.

(Continue on additional sheets if necessary)

Student Signature

Advisor Signature

****After Completion of DocuSign, copies will be distributed to the Committee Members, Dr. Adam Kwiatkowski, Sarah Biancardi and to the graduate student.**