ANNUAL ADVISORY COMMITTEE (AC) MEETING REPORT

It is the responsibility of the student to schedule meetings with the AC, at least once annually and to bring a document summarizing progress and goals for faculty to sign confirming that the committee has met.

The student should come to the meeting with a report which includes an evaluation of progress in developing a thesis research project and outline of future plans. The AC should append the report with any concerns about the student's trajectory.

Once approved by the AC, this report should be signed by the student and all members of the AC AT THE TIME OF THE MEETING and submitted to the MCB Office. The report will become part of the student's official graduate record.

Student: ___________________________  Meeting Date: ____________
Research Advisor: ______________________

Courses completed:

Meetings attended:

Honors (travel awards, poster awards, recognition of a recent paper, etc.):

Committee member names and signatures:

#1 ___________________________  Signature: ______________________
#2 ___________________________  Signature: ______________________
PI ___________________________  Signature: ______________________
Student ______________________  Signature: ______________________

REPORT OF PROGRESS / FUTURE PLANS FOR THESIS PROJECT