

GEOL Annual Advisory Committee Meeting Summary Form (Yrs. 2+)

At the conclusion of the annual meeting in years 2 to graduation, the 1) Committee Meeting Log and 2) Annual Advisory Committee Meeting Summary form, which should summarize the meeting's outcomes and any feedback or concerns from the committee regarding student progress, should be completed. The student should complete this Annual Committee Meeting Summary form, with consultation with the Chair and Advisor(s), for completeness on the narrative. All Committee members will sign off within a week to ten days of the Committee meeting.

Student Name: _____

Date of Annual Advisory Committee Meeting: _____

Concise Summary by the Student of the Annual Advisory Committee Meeting

Below, please write a summary of your Annual Advisory Committee Meeting. This will likely include what was discussed at the meeting, main points of feedback, and any important points or deadlines to capture regarding your next Annual Advisory Committee Meeting or an upcoming Exam or Defense. Please indicate the Committee feedback on the below topics. Feel free to summarize these in concise bullet form.

Recommended coursework for the upcoming year:

Recommended research activities in the upcoming year:

Recommended professional development activities in the upcoming year:

Additional milestones to prepare for a timely Comprehensive Exam (PhD) or Defense (MS, PhD):

Describe the adequate or above-adequate progress and professional development student is making:

Describe any concerns about student progress or professional development:

Committee Chair:

Advisor(s):

Other Committee Members:

Space for additional comments by the Committee: