

*University of Texas at Austin
Department of Astronomy*

Committee Meeting Evaluation Form: Report on Progress

Section I to be filled out by the student and emailed to their committee (cc Rachel) 1 week before the meeting. Section II to be completed by the supervisor after the meeting and emailed to graduate coordinator and graduate advisor.

Section I

To be completed by student and emailed to committee 1 week prior to meeting.

Student's Name: _____

Date of meeting: _____ **Date of Last Committee Meeting:** _____

Members of committee:

Oral Presentation and Posters:

a) Has the student given at least one talk in their selected seminar group this year? If yes, list date and name of seminar. If no, please provide brief explanation and when the talk is expected to happen:

b) List all professional presentations given this year:

Title of presentation or poster	Name of Conference/Meeting	Date
Title of presentation or poster	Name of Conference/Meeting	Date
Title of presentation or poster	Name of Conference/Meeting	Date
Title of presentation or poster	Name of Conference/Meeting	Date

Publications:

a) **Peer-reviewed/Refereed Publications** (List additions since last committee meeting)

*For instrumentation projects, include publications in SPIE journal.

1					
	Title	Journal/Publication		Date	
1st Author	Co-Author	Submitted	Accepted	Published	

2									
Title				Journal/Publication				Date	
1 st Author		Co-Author		Submitted	Accepted	Published			

3									
Title				Journal/Publication				Date	
1 st Author		Co-Author		Submitted	Accepted	Published			

4									
Title				Journal/Publication				Date	
1 st Author		Co-Author		Submitted	Accepted	Published			

b) **Total Publications to Date** (Only list publications as a graduate student at UT Austin Dept. of Astronomy)

Year in program (1 st , 2 nd , etc.)	Refereed Articles Published/Accepted						Non-Refereed Papers (e.g., Conference Proceedings)						Citations: Grand Total
	Number of Papers			Citations			Number of Papers			Citations			
	1st Author	Co- Author	Total	1st Author	Co- Author	Total	1st Author	Co- Author	Total	1st Author	Co- Author	Total	

Section II

Supervisor completes this section (retaining student info) and emails to graduate coordinator and graduate adviser after meeting.

1. What progress has the student made toward his/her degree during the past semester? (Do not include progress recorded in last semester's report.) Explain any deviations from last semester's goals:

2. Itemize the remaining requirements for the student's dissertation and propose a timetable for completing them. Indicate which one(s) the student expects to complete during the next semester:

3. Please check the appropriate boxes below:

	Unsatisfactory	Satisfactory	Good	Excellent
Knowledge of Research and Literature				
Knowledge of physics of astrophysics				
Progress on the research project				
Skill in communication				