Report of Six Month Committee Meeting

Use this rating scale to help formulate a brief report of your student's progress as presented at their six month committee meetings.

Student Name:			Mentor Name:				
Date Meeting Held:		Chair Name:					
D 4 G 1 4	· · · · · ·	(Day)	(year)		•		
Rating Scale: 4 = exceeds expectation, 3 = meets expectations, 2 = acceptable progress but needs							
improvement in several key areas, 1 = unsatisfactory							
1. The student is a self-starter						Committee members present	
2. The student is working hard enough							
3. The student is reading and keeping up with the literature							
4. The student has made adequate progress on the project							
5. Appropriate collaborations are being initiated							
6. Understanding of the principles of RCR							
Overall Rating							
Briefly give an assessment of both the strengths and weaknesses of the student's progress thus far.							
What specific suggestions does the committee have for moving forward?							
<u>Timeline for next meeting</u>							
2 months3 months4 months6 months							
Please forward an electro	Please forward an electronic copy to the student, committee, and DAC to place in student's file.						

RCR Discussion Record

Please check the Responsible Conduct in Research Topics Discussed: Trainee Name: Participants: Conflict of interest Data sharing Responsible authorship and publication Policies for handling misconduct Policies regarding the use of human and animal subjects Data management Peer review Mentor/trainee responsibilities Collaborative science Comments/Details: