

SBS Graduate Student Annual Report for the 2023-24 Academic Year
DUE August 26, 2024

- 1) Please complete the attached form. Fill out the form completely; if a category is not applicable, please type "NA".
- 2) Please name the pdf copy: **Lastname, Firstname Annual Report 2024 and email a PDF copy to your Advisor and Committee.**
- 3) When the form has been approved by your advisor, then email the approved PDF copy to your Supervisory Committee members and also to **jstranberg2@unl.edu**.
- 4) All Supervisory committee members are required to email their Annual Report evaluation score to **jstranberg2@unl.edu PRIOR to September 9, 2024**. (See Rubric on page 5 for criteria and action plans - Satisfactory, Needs Improvement, Unsatisfactory).

| | |
|---|--|
| Name | |
| Email address | |
| Degree objective (Ph.D. or M.S.) | |
| Semester and year entered program | |
| Specialization (EEB, GCMB, PP, etc.) | |
| Semester and year you hope to complete degree | |

Ph.D. Students

| Program Requirement | Time to complete | Date completed |
|--|---|----------------|
| Guidance Interview | First week of classes | |
| Committee formed | Before end of 1 st academic year | |
| Program of Studies submitted | Before end of 1 st academic year | |
| *Individual Development Plan Completed | Start of 3 rd semester (with annual report) | |
| Comprehensive exam | Before end of 8 ^h semester | |
| Admission to Candidacy | Upon completion of Research Tool and Comprehensive exam | |
| Final Oral Exam | | |

*Acceptable formats for the IDP include templates from AAAS, UNL Graduate Studies, NSF, and NIH.

M.S. Students

| Program Requirement | Time to complete | Date completed |
|--|--|----------------|
| Guidance Interview | First week of classes | |
| Committee formed | Before end of 1 st academic year | |
| Memorandum of Courses submitted | Before end of 1 st academic year | |
| *Individual Development Plan Completed | Start of 3 rd semester (with annual report) | |
| Final Oral Exam | | |

*Acceptable formats for the IDP include templates from AAAS, UNL Graduate Studies, NSF, and NIH.

Supervisory Committee Members (Ph.D. normally 5 total, including outside member; M.S. normally 3 total)

| | |
|---------------------|--|
| Advisor | |
| Co-advisor (if any) | |
| Member | |
| Member | |
| Member | |
| Member | |
| Outside Member | |

Dates of all Supervisory Committee meetings (list earliest to most recent)

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Assistantships and Fellowships since you entered the program (list earliest to most recent)

| Semester and year | Type: RA, Fellowship, TA - list course, or other (specify) | Source (e.g. Department, University, NSF, Advisor's grant) |
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Required courses (Professionalism, Seminars and Core Courses required by your Specialization).

| Course name | Course number | Semester/year | Grade |
|-------------|---------------|---------------|-------|
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Presentations of your work to SBS (e.g. Specialization seminars, BGSA symposium)

List earliest to most recent.

| Seminar series or BGSA symposium | Date | Title |
|----------------------------------|------|-------|
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Give a short description of the goals of your research.

Give a summary of the research progress you have made during the past year. Include any special workshops or courses attended (e.g. OTS).

Briefly outline your proposed research for the next year.

Proposals submitted – List the title, funding source, dollars requested, and status (funded, denied, pending) of all research and travel proposals submitted since **August 2023**. Include requests to both external and internal funding sources.

Conferences attended – List name of conference, date, title and type (poster/oral) of presentation (if any). Include local, regional, national and international non-local meetings.

Published/Submitted manuscripts – List complete citation of each article submitted, in press, or published since **August 2023**.

Research Awards – List any awards received **since August 2023** (e.g. “best poster”, etc.)

Proposals planned in the upcoming year – List funding source and submission deadline (if known).

Conferences you hope to attend in the upcoming year – List name, approximate dates, and type of presentation.

Manuscript submissions planned in the upcoming year – List working title and journal.

Guest lectures in courses – List course name and lecture topic.

Teaching Awards

Teaching preference - If you will be a TA next semester or next year list three preferred courses. Please also explain the rationale for your preference.

Service activities (BGSA officer, search committee member, etc.)

Outreach activities (Presentations to the public, science fair judge, Sunday with a Scientist, etc.)

Professional societies in which you are a member, including the years of your membership.

Anything of significance not included above

Rubric for Rating Annual Report

| Recommendation | Suggested Criteria (examples include, but are not limited to) | Action Plan |
|-------------------|--|---|
| Satisfactory | Student meets expectations, Student's goals have been achieved. | No action necessary |
| Needs Improvement | Student is meeting some expectations, but has deficiencies in certain areas, i.e., not making deadlines, failure to meet with Supervisory Committee once per year, failure to present to the SBS community or other meetings, insufficient reading of the literature, less than adequate writing skills, no clear plan for the future. | The student will be required to schedule a committee meeting. At this meeting, the deficiencies will be discussed and suggestions to overcome those deficiencies will be proposed. No later than November 15 th , the student's advisor should submit a letter to Grad Comm summarizing the salient points of the meeting. No remediation plan is necessary and no other action is needed. |
| Unsatisfactory | In addition to the suggested criteria above, Student is not meeting expectations, does not spend enough time in the lab, is not synthesizing research concepts, does not use proper controls, and cannot make conclusions from research results. | <p>As stated in the GPG,</p> <p>1) The student will be required to schedule a committee meeting. At this meeting a plan for remediation must be developed. No later than November 15th the student's adviser should submit a letter to the SBS Graduate Committee (cc'd to the student and Supervisory Committee) summarizing the deficiencies and describing a plan for remediation.</p> <p>2) Within 6 months (no later than April 15th of the same academic year) the student must have another committee meeting to determine if the plan for remediation has been satisfactorily completed. If the student has completed the plan and is making satisfactory progress all committee members must approve and report this change in status in writing to the Graduate Committee.</p> <p>3) Students who fail to achieve satisfactory status by April 15th will be put on probation. Once on probation, the student will have another 4 months to achieve satisfactory status, failure to achieve this constitutes grounds for dismissal (termination) from the graduate program.</p> |