

THIS FORM IS FOR PREVIEW PURPOSES ONLY AND WILL NOT BE ACCEPTED FOR SUBMISSION.

PLEASE INITIATE FORM IN DOCUSIGN

FORM GSBS07: STUDENT THESIS RESEARCH ADVISORY COMMITTEE MEETING REPORT

Instructions

STUDENT: Please schedule your TRAC meeting and report your meeting date in Blackboard Learn at least one week before your meeting. Please initiate this form prior to your TRAC meeting. Your TRAC chair will use this form to assess your progress and development at your annual TRAC meeting.

You must have a TRAC meeting each year to make Satisfactory Academic Progress.

TRAC CHAIR: Please complete pages 1 and 2 and submit.

If student has been given authorization to schedule their defense, please use form GSBS70: TRAC Approval of Proposed Dissertation Timeline

Student and Meeting Overview

Student:

Year of matriculation at UMass Chan:

Program:

Date of TRAC Meeting:

Room number if on-site:

- Student HAS met all advanced elective requirements
- Student HAS NOT met all advanced elective requirements
- TRAC Chair has received and reviewed the report from the previous meeting
- TRAC met with the student alone
- TRAC met with the thesis mentor alone

Signatures and Attendance

Role	Name	Remote	On-site	Signature	Date
Student		<input type="checkbox"/>	<input type="checkbox"/>		
Thesis Advisor		<input type="checkbox"/>	<input type="checkbox"/>		
Co-Thesis Advisor		<input type="checkbox"/>	<input type="checkbox"/>		
TRAC Chair		<input type="checkbox"/>	<input type="checkbox"/>		
Graduate Program Director		<input type="checkbox"/>	<input type="checkbox"/>		
Graduate Program Co-Director		<input type="checkbox"/>	<input type="checkbox"/>		
Graduate Program Co-Director		<input type="checkbox"/>	<input type="checkbox"/>		
TRAC Member 1 (if attended)		<input type="checkbox"/>	<input type="checkbox"/>	N/A	N/A

TRAC Member 2 (if attended)	<input type="checkbox"/>	<input type="checkbox"/>	N/A	N/A
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Instructions to TRAC Chair

Please assess the student's progress and development in the areas below using the following scale:

1 = Not Performing. The student was unable to meet this objective.

2 = Developing. The student showed some progress toward meeting this objective, with prompting and input from the thesis mentor or other committee members.

3 = Achieving. The student satisfactorily met this objective, independent of input from others.

4 = Excelling. The student showed unusual ability in meeting this objective

Provide an overall score for each area. Individual subareas must be scored if they are not in alignment with the overall area score. If the student scores less than a 2 in any area or subarea, please attach an additional page with explanatory comments.

Student:

Date of TRAC Meeting:

Evaluation

Score	Section I: Evaluation of research progress
	The student articulated the goals, aims, and progress of the review period
	Aims and accomplishments were outlined and related to the stated hypothesis or discovery goal
	Progress toward stated goals since previous meeting was apparent
	Data were of sufficient quality to allow evaluation of progress and significance
	Student could explain experimental design clearly and completely
	Student drew clear conclusions from data
	Deviation from stated previous goals was justified
	Student appears on track to completion in typical time frame
	Overall Evaluation of Progress

Score	Section II: Evaluation of student development
	Student presented in clear spoken English
	Student prepared high-quality visual aids to clarify aims and approach
	Student could recognize and explain the broader significance of the project
	Student could identify knowledge from other sources relevant to area of study
	Student could explain experimental design clearly and completely
	Student could answer questions independently of thesis mentor
	Student provided evidence of stage-appropriate level of planning for post-graduation
	(If applicable) Progress toward addressing weakness cited at previous meeting (specify in comment space below)
	Overall Evaluation of Student Development

Final Grade: Pass Marginal Pass Fail

If the student received a grade other than Pass, please attach a written explanation for the grade.

An additional TRAC meeting must be scheduled within 6 months or a recommendation for withdrawal or a switch to the master's track must be made.

Student should meet with committee again in: 6 months 1 year Other (please define)

Recommendation (if applicable): Switch to MS track Withdrawal from the Graduate School

If it is recommended that the student switch to the MS track or to withdraw from the GSBS, please attach a written explanation.

GSBS Office Use

PSCS ID:

Checklist Updated

Office Staff:

Date:

Distribution: All signers