



**Colorado State University**

**Cell & Molecular Biology Program – PhD with  
Cancer  
Specialization**

Enter Student Name Here

**Progress Report** Enter Year Here

**Committee Meeting:**

Enter Date Of Committee Meeting

Enter Time of Committee Meeting

Enter Location of Committee Meeting

**Seminar:**

Enter Date Of Seminar

Enter Time of Seminar

Enter Location of Seminar

This form is to be completed by the student (PARTS 1 and 4), advisor (PART 3) and Graduate Advisory Committee (PART 2) at the time of the committee meeting each year that the student is enrolled in the CMB Ph.D. Program. Signed copies of all four parts should be provided to the CMB Graduate Program Director, the student and the advisor within one week of the committee meeting.



Cell & Molecular Biology Graduate Student Progress Record

PART 1: Student Record of Progress and Assessment

(To be completed by the student and updated each year, prior to meeting with Graduate Advisory Committee)

Student Name:	Date:
CSU ID Number:	
Date Student Entered Program:	Date or Anticipated Date of Preliminary Exam:
Major Advisor:	Anticipated Date of Graduation:
Co-Advisor:	Lab Rotation 1:
Graduate Advisory Committee Members:	Mentor:
	Project Description:
Lab Rotation 2:	Lab Rotation 3:
Mentor:	Mentor:
Project Description:	Project Description:

Core Courses (Check Off when Completed. For electives, indicate course name & number and # of credits)

BC 563 Molecular Genetics <input type="checkbox"/> BC 565 Advanced Cell Biology <input type="checkbox"/> CM 510 Introduction to CAMB <input type="checkbox"/> CM 792 CMB Seminar (yearly) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> CM 793 Graduate Seminar(yearly) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> CM 795 Independent Study <input type="checkbox"/> CM 799 Dissertation <input type="checkbox"/> GRAD 550 STEM Communication <input type="checkbox"/> MIP611 Advanced Microbiological Research methods <input type="checkbox"/>  (Note: if a core course is not listed on your GS6, please indicate with a <del>strikethrough</del> format)	<u>Courses taken to complete 5 Cr for CBZ specialization:</u> ERHS 510 Cancer Biology (3) <input type="checkbox"/> ERHS 611 Cancer Genetics (2) <input type="checkbox"/> ERHS 733 Environmental Carcinogenesis (3) <input type="checkbox"/> VS 718 Cancer Biology Clinical Practicum (2) <input type="checkbox"/>  <u>Electives</u> Ethics (1-3) <input type="checkbox"/> Statistics (3-4) <input type="checkbox"/> Topics (1-18) <input type="checkbox"/> <input type="checkbox"/> (Preferred: CM 700 X 2) Writing (1-3) <input type="checkbox"/>
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Additional Electives Planned, In Progress or Completed (include credits transferred from other institutions)  
37 credits at 500 level or above required for the Ph.D.

Course#	Title	# of Credits	Semester & Yr



Cell & Molecular Biology Graduate Student Progress Record

<b>Professional Development</b>			
<i>List any relevant workshops or seminars attended (e.g. Technical, Career, Leadership seminars etc)</i>			
Date	Description		
<b>Teaching</b>			
<i>Describe any teaching experience. Indicate level (high school, undergraduate or graduate), course # and semester/year</i>			
Date	Course #	Role	
<b>Progress towards Graduate Teaching Certificate (if applicable)</b>			
Completion of one course in post-secondary teaching theory & practice <input type="checkbox"/>			
Attendance at 6 pedagogical workshops <span style="float: right;">Indicate # of workshops attended workshops</span>			
Completion of 20 hours of teaching, tutoring or mentoring <span style="float: right;">Indicate # of hours hours</span>			
Creation of Teaching ePortfolio <span style="float: right;"><input type="checkbox"/></span>			
<b>Mentoring</b>			
<i>Describe any mentoring experience. Indicate level (high school, undergraduate or graduate) and semester/year</i>			
Date	Name and Position of Mentee		
<b>Presentations</b>			
Date	Conference Title and Location	Presentation Title	Oral / Poster
<b>Publications</b>			
<i>List any publications (in preparation, submitted or accepted). Indicate full citation information and # of times cited. Provide the committee with a PDF copy of all published peer-reviewed papers.</i>			



Cell & Molecular Biology Graduate Student Progress Record


Service

List community outreach and University service. E.g. science fair judging, volunteering at PSD schools or other local agencies, workshop organization, conference moderation, hosting seminar speaker, participating in recruitment, service on CSU/CMB Committees or for CMB Student Association.

Date	Description of Activity

Accomplishments and Awards

List fellowships (applied for and/or awarded), honors, awards & prizes for presentations or travel to conferences etc.

Date	Description

Other Activities

List any other relevant activities (e.g. professional blogging, lab responsibilities, interviews, fund-raising etc)

Date	Description



Cell & Molecular Biology Graduate Student Progress Record

Self-Assessment of Professional Skills (4= highly proficient, 3= very good, 2= improving 1= needs more work, N/A= not applicable)						
	Self-Assessment					Comments
	N/A	4	3	2	1	
<b>RESEARCH SKILLS</b>						
Critical evaluation of data & scientific literature						
Experimental design						
Problem solving/troubleshooting						
Statistical Analysis						
Computer Skills						
Creativity/developing new research directions						
Effective data management and record keeping						
General knowledge of research literature						
Work habits/ethic						
Technical competence						
Maintain a safe & clean work environment						
<b>PROFESSIONAL SKILLS</b>						
Oral presentation skills						
Manuscript writing skills						
Grant writing skills						
Teaching skills						
Mentoring skills						
<b>TIME MANAGEMENT</b>						
Meeting deadlines						
Organizing skills						
Flexibility & Multitasking						
<b>INTERPERSONAL SKILLS</b>						
Positive relationships with colleagues						
Reliability; following through on commitments						
Effective written communication						
Effective oral communication						
English proficiency						
Ability to give / receive constructive feedback						
Networking/meeting new colleagues						



Self-Evaluation

Career Goals

Areas in which you believe you have shown improvement since the last committee meeting

Goals for the next year



Cell & Molecular Biology Graduate Student Progress Record

PART 2: Graduate Advisory Committee Assessment

To be completed by the Advisor/Graduate Advisory Committee at, or following the Committee Meeting each year. Enter appropriate score in box each year: 4=excellent, 3= very good, 2=good, 1= poor, n/a=not applicable

Table with 6 columns: Evaluation of Written Progress Report, Evaluation of Seminar, Development as a Scientist. Rows include Organization & formatting, Data quality & presentation, Clarity and quality of writing, Overall organization of the seminar, Introduction and justification for the project, Clarity of results and conclusions, Poise, enthusiasm, clarity of speech, pace, Answers to questions, Quality of experimental design and results, Overall grasp of project and the field in general, Appreciation for alternate interpretations & ideas, Overall progress towards degree completion.

Comments

Large empty box for entering comments.

Signatures

Signature lines for Advisor, Co-Advisor, Committee Members (4 rows), and Program Director. Each line includes a name field, a signature line, and a date line.



Cell & Molecular Biology Graduate Student Progress Record

PART 3: Confidential Advisor Assessment

To be completed by the Advisor(s) and discussed with the Student each year. This section need not be shared with the Graduate Advisory Committee.

Advisor(s) Assessment of Student's Professional Skills (4= highly proficient, 3= very good, 2= improving 1= needs more work, N/A= not applicable)						
	Self-Assessment					Comments
	N/A	4	3	2	1	
<b>RESEARCH SKILLS</b>						
Critical evaluation of data & scientific literature						
Experimental design						
Problem solving/troubleshooting						
Statistical Analysis						
Computer Skills						
Creativity/developing new research directions						
Effective data management and record keeping						
General knowledge of research literature						
Work habits/ethic						
Technical competence						
Maintaining a safe & clean work environment						
<b>PROFESSIONAL SKILLS</b>						
Oral presentation skills						
Manuscript writing skills						
Grant writing skills						
Teaching skills						
Mentoring skills						
<b>TIME MANAGEMENT</b>						
Meeting deadlines						
Organizing skills						
Flexibility & Multitasking						
<b>INTERPERSONAL SKILLS</b>						
Positive relationships with colleagues						
Reliability; following through on commitments						
Effective written communication						
Effective oral communication						
English proficiency						
Ability to give / receive constructive feedback						
Networking/meeting new colleagues						
<b>Signatures</b>						
By signing below, the student and advisor acknowledge that they have discussed the student's progress towards the Ph.D. degree, including any areas that received scores of 2 or below in the above assessment. Additional comments may be appended if necessary.						
Student Name:	Signature & Date: _____					
Advisor Name:	Signature & Date: _____					
Program Director:	Signature & Date: _____					





**PART 4: Research Report**

This section should list the specific aims of the project and a brief report (1-4 pages) of the student's progress on each aim to date.

The student's research goals for the next year should also be detailed.

- 2<sup>nd</sup> year students – 1 page of background/specific aims, up to 1 page results/discussion – due by GS6 deadline in 3<sup>rd</sup> semester.
- 3<sup>rd</sup> year students – 3-4 pages including 1 page specific aims.
- Direct admit students may provide longer reports or submit the first report earlier.