Annual Academic Committee Meeting

·SUBMIT FORM BY THE END OF FALL SEMESTER OF EACH ACADEMIC YEAR WITH SCHEDULED DATE

The Annual Academic Committee Meeting must be completed before the end of the MS/Ph.D. student's spring semester in the program of each annual academic year. The student will select an Initial Advisory Committee comprised of 3 tenure-track faculty member in Geo-sciences to meet annually.

SATISFACTORY ACADEMIC PROGRESS: Satisfactory academic progress consists of meeting all enrollment and grade requirements outlined in the MS/PhD handbook, as well as meeting with committees once per year and submitting a subsequent annual progress report, and making adequate progress in taking exams, progressing in independent research, submitting papers to peer-reviewed journals, participating at conferences, and participation in proposal writing. Failure to meet these academic requirements as judged by the committee will be grounds for ineligibility for support and potentially dismissal.

The Geosciences department requires that MS/PhD students meet with their advisory committee at least once a year. In preparation of that meeting, the student is required to prepare a brief (no more than one page) written report that summarizes their progress during the past year and outlines their goals for the coming year.

The advisory committee meeting is not supposed to be a mini-oral exam; the students advisory committee should benefit them by providing advise and support. The meeting (30-60 minutes minimum) is an opportunity to discuss progress and goals as a group, identify relevant courses, provide advice on meeting research and writing goals, schedule events such as prelims and defenses, and consider funding opportunities. The student's prepared progress report should be signed by each member of the committee and a copy is due in the Geosciences Academic Affairs office (GLD-210) on May 1st of each year that the student is enrolled in Geosciences graduate degree program. Students should contact the members of their advisory committee to schedule a meeting and prepare their progress report in advance of the meeting. Students in their first year without committees should plan to meet with their advisor to discuss choosing a committee before the May 1 deadline. Please see the suggested schedule for yearly committee meetings here: https://www.geo.arizona.edu/?q=node/36

Student Name: ________________________________

Major Advisor: ________________________________
 print name ________________________________
 date

Committee Member: ________________________________
 print name ________________________________

Committee Member: ________________________________
 print name ________________________________

Committee Member: ________________________________
 print name ________________________________

Date of Meeting: _______________ Time: ______ Location: ______________________