

Year 2 Fall
 (Students >1 years and <1.5 years aftermatriculation)
Graduate Student Status Report Signature Page



The Graduate School of
Biomedical Sciences

MD/PhD Program?	
YES	NO

Student Name: _____
 Program: _____
 Meeting Date: _____

ID#: _____
 Dates of LOA: _____
 Matriculation Yr: _____

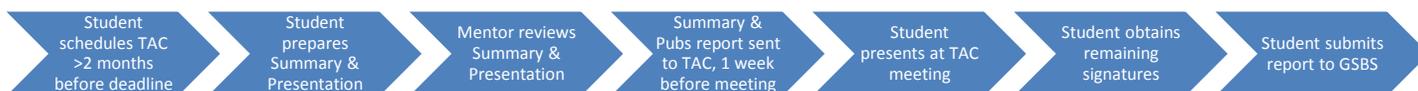
	Yes	No		Yes	No
Status report clearly written?	<input type="checkbox"/>	<input type="checkbox"/>	Was Individual Development Plan discussed?	<input type="checkbox"/>	<input type="checkbox"/>
Oral presentation clear?	<input type="checkbox"/>	<input type="checkbox"/>	Is Rigor and Reproducibility Addressed?	<input type="checkbox"/>	<input type="checkbox"/>
Experimental Plan agreed to?	<input type="checkbox"/>	<input type="checkbox"/>	Is Publication Report attached?	<input type="checkbox"/>	<input type="checkbox"/>
Was progress satisfactory?	<input type="checkbox"/>	<input type="checkbox"/>	Is Academic & Grant Awards Report attached?	<input type="checkbox"/>	<input type="checkbox"/>

Explanations and Comments for Items Above Marked No (continue on additional sheet(s) if necessary)

REQUIRED SIGNATURES: My signature denotes that I approve the summary and explanations (*a member or student may attach a minority report to this document if they dissent from the majority opinion*).

	Printed Name	Signature	Date		
Major Advisor					
Student					
Committee Members				Present	Not Present
Reporting Member					
Program Director					

INSTRUCTIONS FOR STATUS REPORT - YEAR 2 FALL



Submission: (See section 9.4 of the GSBS Policy). Thesis Advisory Committee (TAC) meetings may be held at any time between July 1 and the December deadline. Status reports are due in the Graduate School by 5:00 pm on the last business day preceding December 24. There are no extensions of these deadlines except under extraordinary circumstances approved by the Dean. Academic consequences and fines for delinquent reports are found in section 9.4.6.

Once a Thesis Advisory Committee (TAC) has been appointed, status report meetings (except under the special circumstances described in Section 9.4.7) must include the Major Advisor, Reporting Member and at least two additional members of the TAC (total of 4), but all members must review and sign the status report. It is the responsibility of the student to schedule and hold the TAC meeting so that they are completed before the deadlines. Since scheduling difficulties may be encountered, the student should begin arranging the meeting significantly in advance of the deadlines. A committee member (including the mentor) may be present through teleconferencing or video conferencing arrangements. If the TAC has not been appointed, the student and mentor should meet with their program director.

Initial Status Report (Year 2-Fall: Students >1 year and < 1.5 years after matriculation)

At the first meeting (Year 2, Fall), the student should present to the committee a brief introduction to the research they have done so far, show any significant experimental accomplishments or problems, and discuss with the committee ways in which the project(s) might mature into a dissertation project. The purpose of this is to help the student prepare for the more extensive presentation of a potential thesis topic at the Year 2-Spring status report meeting. Students should be prepared to discuss Rigor & Reproducibility with respect to their project's experimental design and authentication of key biological and/or chemical resources (e.g. cell lines, antibodies, specialty chemicals, other biologics).

Every Status Report must include:

1. Signature Page: completed and signed
2. Summary – Research Progress & Plans: see below
3. Publication and Awards Report <https://www.bcm.edu/sites/default/files/2020-10/Publication%20Report%20and%20Honors%20%26%20Grant%20Award%20Report.pdf>
4. A short written summary (1 page) should be prepared by the student as a component of their Status Report. It is the responsibility of the student to provide the report to the mentor so that he/she has adequate time to read it before its distribution to the committee. It is the responsibility of the mentor to read and discuss the summary with the student before it is distributed to the members of the thesis committee. It is also the student's responsibility to provide the report to the committee at least one week before the meeting so that they have adequate time to read it in advance of the TAC meeting. The report should be attached to the completed Student Status Report Signature Page. In addition, an updated and complete Publications and Awards form must be reviewed by the TAC at each meeting and submitted with every Status Report. It is recommended that the student retain an e-copy of the Publications & Awards from that can be easily updated at each subsequent TAC meeting.

The summary should include:

1. Introduction and significance
2. Experiments completed to date
3. List of experimental goals for the next six months
4. List of publications and publication plans (if any)
 - A. Publications
 - B. Papers in press
 - C. Unpublished manuscripts
 - i. List and/or description of completed figures
 - ii. List of experiments and/or figures remaining to be done and estimated dates of completion
 - iii. Status of draft manuscript, including date completed or expected completion date
 - iv. Anticipated submission date

Individual Development Plan

The individual development plan (IDP) is intended as a tool to enable trainees to identify professional goals that match their interests and values for the purpose of identifying and developing appropriate career specific skills. After successful completion of the qualifying examination, trainees should initiate the IDP process by performing a self-assessment to identify current scientific skills and knowledge, general interests, and personal values, using the web-based *MyIDP Self-Assessment Tool* (<http://myidp.sciencecareers.org>).

Following completion of this milestone, trainees should seek input from his/her mentors to arrive at a final, more accurate assessment of skills, knowledge, and interests in relation to his/her preferred career choice. For this Initial Status Report, mentors should check the box on the status report front page to indicate whether they have discussed the results of the self-assessment with their student. If they have not, student and mentor should discuss when the self-assessment step will be completed.

See <https://mediasrc.bcm.edu/documents/2014/58/idp-process-gsbs-june2014.pdf> for more information.