Annual Evaluation of Nursing PhD Students in Candidacy

After a student reaches candidacy and has selected a dissertation committee, the student should receive an annual progress review by the dissertation committee members. The purpose of the review is to monitor adequate student progress towards goal completion and to ensure that all committee members are in agreement as to the acceptability of the student’s work thus far.

Process:

1. Each July, the Dissertation Committee Chairs will request their student(s) in candidacy to complete the top section of the form and return to the Chair.
2. The Chair will schedule a meeting with the committee members to complete the remainder of the form.
3. The Chair will then schedule a date and time with the student for the evaluation. Recommendations for student progress should be clearly stated on the forms.
4. The final form should be returned to the Director of the PhD Program for tracking purposes.
5. All members, including the student, can participate remotely, either by speaker phone or videoconference. It should be noted on the form how members participated.
6. Signatures and comments can be faxed or emailed and added to the paper form.
TO BE COMPLETED BY THE STUDENT:

Accomplishments at candidacy status or since last meeting (use attachments if necessary)
National/Regional Meetings Attended:

Manuscripts Submitted/Published:

Posters/Presentations Given:

Awards:
COMMITTEE SECTION: To be completed by the Dissertation Chair

Student Name:_____________________

Date:________________   Year in the program:____________

Members present at committee meeting and method of participation for each member (i.e. phone, in person, videoconference):

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Evaluation of Student Performance: (1 = Best, 6 = Worst)

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<tr>
<th>Student Performance</th>
<th>1 Best</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6 Worst</th>
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<tbody>
<tr>
<td>Enthusiasm</td>
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<td>Work Ethic</td>
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<td>Scientific Curiosity</td>
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<td>Ability to Think Independently</td>
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<td>Research Skills</td>
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<td>Communication Skills</td>
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<td>Evidence of Progress in Dissertation Research</td>
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</table>

The student’s next meeting of the advisory committee should be in:
6 MONTHS___________ OR 12 MONTHS__________

Narrative Statement of the Student’s Performance, identifying any problems:
Research Goals to be met before next meeting:

Quality of Dissertation Research to date:

Outstanding ___________ Acceptable ____________ Unacceptable ____________

Comments of Student: (Comments may be emailed or faxed to Dissertation Chair and attached to this form.)

_________________________________________  ____________________________________________
Student Signature                           Chair Signature

_________________________________________  ____________________________________________
Committee Member Signature                  Committee Member Signature

_________________________________________  ____________________________________________
Committee Member Signature                  Committee Member Signature

_________________________________________  ____________________________________________
Director of PhD Program                      Dean, CGS
(For remote participants, agreement with the advisory meeting results should be emailed or faxed to the Dissertation Chair and attached to this form.)