

**Graduate Program**

**Student Progress Report**

Food Science and Technology Graduate Students are required to meet with their supervisory committee at least once a year to review progress and discuss future research and academic plans. The Student Progress Report should reflect your whole graduate experience. Each Student Progress Report should build off the prior years’ reports. Email your completed Student Progress Report at least two weeks before your supervisory committee meeting to your supervisory committee members.

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| --- | --- | --- | --- | --- | --- |
| Meeting Date |  | Time |  | Room |  |

**Student Information**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name | |  | | | | | | | | | | NU ID |  | | |
| Email Address | | | |  | | | | | | | | | | | |
| Office/ Room | | | |  | | | | | | | Phone | |  | | |
| Term Admitted  (month & year) | | | |  | | | | | Anticipated Graduation  (month & year) | | | | | |  |
| Degree |  | | PhD | |  | MS-Thesis |  | MS-Project | | Minor (if applicable) | | | |  | |

**Supervisory Committee Members**

|  |  |
| --- | --- |
|  | **Print** |
| Faculty Advisor  (Committee Chair) |  |
| Co-Faculty Advisor |  |
| Member |  |
| Member |  |
| Member |  |
| Outside Representative |  |
| Minor Member  (if applicable) |  |
| Special Committee Member  (outside NU system) |  |

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| **Office of Graduate Studies Program Requirements** | **Date Completed** |
| Supervisory Committee  Formed by the end of the 2nd semester |  |
| Plan of Studies  Formed by the end of the 2nd semester – established with supervisory committee  MS: Filed prior to completion of one-half coursework or 15 hours  PhD: Filed prior to completion of one-half coursework, including transfer hours or at least 45 credit hours remaining |  |
| Research Proposal Presentation and Defense  MS: Completed by end of 3rd semester or before completion of 20 credit hours  PhD: Completed by end of 4th semester or before completion of 50 credit hours including transfer hours |  |
| PhD Only -- Admission for Candidacy  Submitted after passing proposal defense |  |

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| **Teaching Assistant Requirement** | **Semester Completed or Planned** |
| FDST 896-002 Teaching Assistant Experience (include course) |  |

**CONSTRUCTIVE FEEDBACK**

*To be filled out by the faculty advisor and submitted to* [*Julie McManamey*](mailto:julie.mcmanamey@unl.edu?subject=Annual%20Report)*, FDST Graduate Program Coordinator*

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| --- | --- |
|  | **Satisfactory**  Student is meeting expectations, has made progress, earning minimum grades requirements, presented their research and a clear plan for the future. |
|  | **Needs Improvement**  Student is meeting some expectations, but has deficiencies in certain areas, i.e., not meeting deadlines, failure to meet with Supervisory Committee once per year, failure to present research at meetings, insufficient reading of the literature, less than adequate writing skills, no clear plan for the future. |
|  | **Unsatisfactory**  Student is not meeting expectations. In addition to the Needs Improvement deficiencies above, student does not spend enough time in the lab, is not synthesizing research concepts, does not use proper controls, and cannot make conclusions from research results. |

Strengths:

Areas of Improvement:

Six-month Improvement Plan *(for Needs Improvement and Unsatisfactory)*

Proposed Action Steps with Timeline to Remove Deficiencies and Consequences if No Improvement:

**Project Update *(2-3 pages)***

Project Title

Project Description and Justification

Why is it important? How does it demonstrate subject mastery, your understanding of FDST and your analytical and interpretive skills?

Progress Summary

Describe methods, results, challenges, and accomplishments. What skills or knowledge have you gained? How have you addressed areas of improvement?

Project Schedule

Include a proposed timeline to your graduation date that will help you stay on track.

Proposed Work

Describe methods, upcoming experiments, literature reviews, etc. Are they any areas where you need help or additional advice?

**Supervisory Committee Meetings**

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| --- | --- |
| Date | Agenda/ Actions Taken |
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**Funding**

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| --- | --- |
| Academic Year or Term | Type and Source  (e.g. research assistant, teaching assistant, fellowship/scholarship/grant including funding agency or employer with company name) |
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**Career Path**

What are you plans after graduation? What type of career are you planning on?

**Specialized Training Completed and Planned**

List skill workshops, special courses outside UNL or internships.

**UNL Program of Study Coursework Completed**

Include Course Number, Title, Hours and Grade (You may include an unofficial transcript with your report)

**UNL Program of Study Coursework Remaining**

Include Course Number, Title, Hours and Semester it will be taken

**Professional Societies**

Including the years of your membership

**Additional Funding - Research, Travel and Fellowship Awards, Proposals Submitted and Planned**

List the title, funding source, dollars requested, and status (funded, denied, pending). Include requests to both external (professional societies, conference invitations that include funding, NSF, NIH, USDA, DOJ, etc.) and internal (UNL, IANR/CASNR, FDST) funding sources.

**Conferences Attended and Planned**

List name of conference, date, title and type (poster/oral) of presentation (if any). Include local, regional, national & international meetings.

**Awards and Honors Received**

List research and teaching awards and honors received (for example, “best poster” or “oral presentation”).

**Publications Submitted, Published, In Press and Planned**

List complete citation of each article.

**Service/ Extension Activities Completed and Planned**

For example, guest lecturer in course or workshops, presentations to the public, science fair judge, helping Undergraduate Recruitment Committee or Sara Roberts with recruitment and outreach events

**Leadership and Teamwork Experience**

For example, mentoring undergraduate and other graduate students in research, serving as a UNL student organization officer or representative with dates, be a teaching assistant outside of the FDST requirements, UNL collaborations outside FDST.