**Department of Civil and Environmental Engineering**

**Graduate Student Annual Report**

Name: Click or tap here to enter text.

Advisor: Click or tap here to enter text.

Ph.D.

M.S.  Plan A  Plan B

UConn Start Date: Click or tap to enter a date.

Expected Completion: Click or tap to enter a date.

This form is meant to be a record and reflection on your progress and achievements. The questions posed represent the values that our Faculty espouse for professionals in our field.

**Student:** This report is due to your advisor by **May 31st** and the program assistant by **June 15th** annually. The specific information you provide on here will remain confidential among your advisor, the program director and the program assistant. However, the program may use some of the information in aggregate to plan and address needs.

For this year, please return to [timothy.vadas@uconn.edu](mailto:timothy.vadas@uconn.edu) (ENVE) or [marina.astitha@uconn.edu](mailto:marina.astitha@uconn.edu) (STAM, TUE) after you have discussed and signed with your advisor.

**Faculty:** You are expected to review, complete the advisor comment section, and discuss with your student before **June 15** annually.

**Section I: Academic Progress**

* **Have you assembled your advisory committee**? Yes No
* If yes, who are on your committee? (Minimum of 3, 1 outside of your technical area recommended)

1. Click or tap here to enter text.

2. Click or tap here to enter text.

3. Click or tap here to enter text.

4. Click or tap here to enter text.

5. Click or tap here to enter text.

* Date Plan of Study filed: Click or tap to enter a date.

(after 2 semesters for MS, after 2 semesters for PhD with MS prior, or after 3 semesters for PhD with BS prior)

* Date by which all requirements for degree must be completed: Click or tap to enter a date.

**Master’s Degree**

Plan A: Date of Thesis Defense (planned or actual) Click or tap to enter a date.

Plan B: Date of Exam (planned or actual) Click or tap to enter a date.

Date of Final Exam Report Filed (Plan A & B) (planned or actual) Click or tap to enter a date.

**PhD**

**(planned or actual)**

* Date of Qualifying/General Exam : Click or tap to enter a date.

Planned Passed

Click or tap here to enter text.

* Date of Dissertation Proposal Defense: Click or tap to enter a date.

Planned Passed

* Date Dissertation Proposal submitted to graduate school: Click or tap to enter a date.
* Date of Dissertation Defense: Click or tap to enter a date.

Planned Passed

* Date of Graduation: Click or tap to enter a date.
* Apply for Graduation: Yes No

**Please submit the unofficial transcript as attachment to the annual progress report form.**

**Section II: Teaching Experience**

* What courses have you served as TA?
* Are you interested in being a TA? Yes No
* If yes, for what classes?

Click or tap here to enter text.

* Are you interested in teaching an entire course yourself? Yes No
* If yes, which course?

Click or tap here to enter text.

* What teaching training activities have you participated in?

Click or tap here to enter text.

* What teaching experiences have you had? (Consider experiences outside the classroom as well)

Click or tap here to enter text.

**Section III: Research Experience**

List research presentations with authors, title, meeting, date and whether poster or oral:

Click or tap here to enter text.

List any manuscripts on which you are an author and status (draft, submitted, in revision, accepted/in-press, published):

Click or tap here to enter text.

List any grant applications that you have submitted yourself or helped your advisor in preparing:

Click or tap here to enter text.

Have you received a Doctoral Student Travel Award from UConn? Yes No

Date: Click or tap to enter a date.

Have you received the CEE Graduate Leadership or Travel award?

Leadership award; Date: Click or tap to enter a date.

Travel award; Date: Click or tap to enter a date.

List other travel awards, department or advisor travel support received:

Click or tap here to enter text.

**Section IV: Service and Professional Development Experience**

**List any student, professional organization, or related community activity in which you are involved and explain your level of involvement (member, chair, leader, sub-committee, task force, etc.):**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time Frame** | **Activity** | **Involvement** | **Effort** |
| EXAMPLE:AY2019-2020 | GSS | Finance chair | 1 hr per week |
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**List any outreach activities you have participated in:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Time Frame** | **Activity** | **Involvement** | **Effort** |
| EXAMPLE:Mar 3, 2019 | Two Rivers Middle School activity | participant | 2 hrs, one time |
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**Section V: Progress and Planning**

**1. What is your academic and professional development plan for the coming academic year?** **List main and secondary goals you want to accomplish numbered in order of priority** (half page)

Click or tap here to enter text.

**2. How have you addressed your plan from the previous year (briefly list your goals from the last annual report here)?** (half page)

Click or tap here to enter text.

**3. What are your career goals for the next 5-10 years?** (up to half page)

Click or tap here to enter text.

**4. Other**

Do you have any suggestions for graduate student activities, professional development seminars or workshops, field trips, etc.?

Click or tap here to enter text.

Do you have any general feedback for the program? Click or tap here to enter text.

Do you have any feedback for your advisor? Click or tap here to enter text.

**Section VI: Advisor Comments**

1. Regarding the goals achieved during the past academic year, the student:

Exceeds expectations

Meets expectations

Partially meets expectations

Does not meet expectations

2. List any comments you have about the student’s progress that support your evaluation above; the evaluation must connect to the student’s self-assessment and goals in section V.2:

Click or tap here to enter text.

3. I have discussed and agreed with the student regarding their main and secondary goals for the next academic year:

agree disagree

Any other comments you may want to add regarding the student’s performance towards degree completion:

Click or tap here to enter text.

**Date Discussed with student:** Click or tap to enter a date.

**Advisor Name** Click or tap here to enter text. **Advisor Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Name** Click or tap here to enter text. **Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**