

**DEPARTMENT OF BIOENGINEERING GRADUATE STUDENT EVALUATION FORM**  
**Part 3: Advisor Evaluation**

Date: \_\_\_\_\_ Semester/Year: \_\_\_\_\_  
 Student: \_\_\_\_\_ Year in Program: \_\_\_\_\_  
 Degree Sought:    MS Thesis                      MS Non-Thesis                      PhD  
 Advisor: \_\_\_\_\_ Co-Advisor: \_\_\_\_\_

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Part 3 should be filed by the adviser / supervisor each semester for a grade determination in BioE 8910 and BioE 9910. Meeting expectations in all specific areas below is required for a Pass (P) grade. Please refer to Part 4 for departmental guidelines for expectations.

	<b>Excellent</b>	<b>Very Good</b>	<b>Good</b>	<b>Poor</b>
Development of Independence				
Lab Leadership / Responsibility				
Efforts to Grasp New Concepts				
Knowledge of Relevant Literature				
Originality, Intellectual Creativity in Research				
Efforts Devoted to Quantitative Thought during Research				
Work Habits in Pursuit of Research Goals				
Improvements in Lab Skill				
Productivity in Research				
Written Communication Skills				
Oral Communication Skills				
Course Study/ Degree Progress				
Assigned Job (if applicable, Evaluation conducted by assigned supervisor)				

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**Part 3: Advisor Evaluation**

Overall Grade (please check only one letter grade):

**P**

**F**

Please provide any general comments regarding the student's performance and accomplishments during this evaluation period and on specific strengths and weaknesses.

*I have read and discussed the content of this evaluation with my advisor*

Student Signature:

Date:

Advisor Signature:

Date:

Supervisor for

Date:

assigned Job (if applicable):

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**Part 4: Guidelines\***

<b>Goals</b>	<b>Evaluation Metrics</b>
Development of Independence	<ol style="list-style-type: none"> <li>1. Show initiative in planning long-term goals, monitoring progress and in disseminating findings</li> <li>2. Design experiments (with a weekly written plan) and complete them independently</li> <li>3. Identify research questions timely and determine several ways to address them independently</li> <li>4. Revisit I reevaluate experimental protocols if the obtained data have large variability, troubleshooting lab equipment, calling up technical support, etc.</li> </ol>
Lab Leadership / Responsibility	<ol style="list-style-type: none"> <li>1. Set a high standard for the quality of research performed in the lab (reliable data generations, presentation skills, lab management)</li> <li>2. Maintain lab in safe condition and follow safety guidelines</li> <li>3. Keep the lab neat, uncontaminated and in aesthetically pleasing condition</li> <li>4. Grasp the overall lab operation, delegate tasks amongst members and train other students in techniques</li> <li>5. Maintain, with venders, lab equipment and other facilities in good condition, keep logbooks, and track inventory requirements</li> <li>6. Practice teamwork-Take initiative in assisting other students in research and written/ oral communication</li> </ol>
Efforts to Grasp New Concepts	<ol style="list-style-type: none"> <li>1. Discuss at least one new idea per month with advisor</li> <li>2. Read manuscripts in various research areas and propose its application regularly during lab meeting/ journal clubs</li> </ol>
Knowledge of Relevant Literature	<ol style="list-style-type: none"> <li>1. Read at least 10 new papers per month in the area of research</li> <li>2. Evaluate and compare the merits and drawbacks of published work and own research</li> <li>3. Modify or improve research goals/plans constantly in terms of recent literature</li> <li>4. Establish collaborative contacts with assistance from advisor/ faculty</li> </ol>
Originality, Intellectual Creativity in Research	<ol style="list-style-type: none"> <li>1. Contribute original ideas to research projects and/or PI' s proposals</li> <li>2. Suggest valid modifications of research aims digressing from what advisor originally proposed</li> </ol>

	<ol style="list-style-type: none"> <li>3. Adapt, alter, or refine established scientific methods or techniques not having been used in the lab to achieve current research goals.</li> <li>4. Develop new techniques with considerations of financial allowance, equipment availability, and with advisor's agreement</li> </ol>
Efforts Devoted to Quantitative Thought during Research	<ol style="list-style-type: none"> <li>1. Determine analytically, theoretically or experimentally parameters involved in research, being able to employ mathematical tools such as differential equations</li> <li>2. Analyze, statistically, experimental outcomes and interpret their relevance</li> <li>3. Identify parameters influencing experimental or modeling outcomes and develop solutions to reducing error margins</li> </ol>
Work Habits in Pursuit of Research Goals	<ol style="list-style-type: none"> <li>1. Demonstrate consistent work ethic / habits, such as following lab rules for work hours</li> <li>2. Schedule vacation in advance and consistent with lab and University policy</li> <li>3. Find positive / alternatives for negative results</li> </ol>
Improvements in Lab Skill	<ol style="list-style-type: none"> <li>1. Know precisely how all methods work</li> <li>2. Know how to operate and maintain all lab instruments, even if they are not directly used for your research</li> <li>3. Try to know how to operate and understand the theory behind the instruments available in the Department / University, such as SEM</li> <li>4. Obtain consistent results from one experiment to the other one with minimal personal error</li> </ol>
Productivity in Research	<ol style="list-style-type: none"> <li>1. Submit at least one conference abstracts per year in average during the graduate study period</li> <li>2. Submit at least one full length peer-reviewed research publication per year after passing qualifying exam (Minimum 3 during Ph.D. study)</li> <li>3. All submissions must be approved by advisor and co-authors</li> </ol>
Written Communication Skills	<ol style="list-style-type: none"> <li>1. Write on average one original document (summary, proposal, protocol etc.) per month with minimal supervision.</li> </ol>
Oral Communication Skills	<ol style="list-style-type: none"> <li>1. Present research work in at least one conference per year</li> <li>2. Improve overall scores obtained from departmental graduate seminar</li> <li>3. Discuss in the lab meeting on the presentation skills used by the invited speakers during the Friday departmental seminar</li> </ol>

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**Part 4: Guidelines\***

Course Study/ Degree Progress	<ol style="list-style-type: none"><li>1. Maintain 3.5 GPA in course work</li><li>2. Take courses that would improve either current research function or future career development</li><li>3. Schedule one committee meeting per semester</li><li>4. Complete necessary degree requirements consistent with departmental timelines (GS-2, qualifying exam, etc.)</li></ol>
Assigned Job (if applicable) (Evaluation conducted by assigned supervisor)	

*\* These guidelines are established for doctoral students who have completed their first year of graduate school. First year PhD or MS students should use these metrics as targeted performance goals.*