

## Graduate Student Annual Research Advisor Meeting

**Instructions:** Complete Parts I–II below on your own before the meeting with your advisor. At the meeting, discuss your progress, future plans, and concerns with your advisor. After the meeting, please show the signed and completed form to Jennifer Weisman in the Chemistry Education office. She will register your completion of the meeting and you may keep the form.

Please note that the purpose of this form is to stimulate productive conversation with your advisor on each of the points mentioned below. The form will only be read by you and your advisor.

### Part I Student Self-Evaluation

Well-being is a core value of the Chemistry Department. On a scale of 1–5 (5 being the best), how happy/content are you in the graduate program? Feel free to add any comments.

What were your biggest contributions to your research lab in the previous year?

When do you expect to graduate? \_\_\_\_\_

Considering your accomplishments so far, are you satisfied with your progress toward graduation? If not, what challenges have you faced and what have you learned from them?

What are your primary goals for the coming year (e.g., publishing a paper, developing/expanding on collaborations, mentoring others, attending an external conference, graduating...)?

What do you need to do in order to accomplish these goals?

In the next year, what skills would you like to develop or what experiences would you like to gain that might help you prepare for your future career?



## **Part II Mentoring and Climate Evaluation**

What are the best aspects of your relationship with your advisor?

How could your relationship with your advisor be improved? What could you do? What could your advisor do (e.g., does your advisor promote healthy work expectations)?

In what ways could your advisor support your professional development in the coming year?

Inclusivity is a core value of the Chemistry Department. On a scale of 1–5 (5 being the best), how inclusive do you feel the environments of your lab and the Department are? Please add any comments.

Effective communication, with your advisor, your colleagues in lab, your thesis committee, and other stakeholders in the Department is critical for success. Do you feel that channels for communication are clear and effective? What can be improved, and how?

What do you enjoy most about working in your research group?

If you could change something about the way the group or department functions, what would it be?

## **Part III Advisor Meeting**

Annual Meeting Occurred on: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Student Signature: \_\_\_\_\_