

Department of Physics
MANDATORY ANNUAL MEETINGS WITH THE Ph.D. COMMITTEE
Adopted Fall 2012 – Revised Spring 2019

The Department of Physics requires senior graduate students to hold annual meetings with their graduate committee to discuss progress and plans for completing their Ph.D. thesis. These annual meetings are not intended to be along the lines of the oral comprehensive exam but are simply intended to be a one-hour meeting to have the student and committee discuss progress on and plans for the thesis project. The meetings will also serve as a regular source of input from other members of the committee. The annual meetings are encouraged once a student joins a research group and has formed a Ph.D. committee, but become mandatory beginning with the Spring term of the student's second year in the program, that is prior to the student starting his/her 3rd year. The student is responsible for scheduling the committee meeting. Attendance at the meeting for the two nonreaders on the committee is desired but not required. The three readers are required to attend the meeting, or an appropriate substitute found in rare conflicted cases. The grad student will discuss the planned timeline and progress on the thesis at the meeting. After the meeting, the thesis advisor will submit a summary letter to the department head, with copies to the student and other members of the committee, prior to the end of that spring semester. Failure to do this will delay initiation of the GTA or GRA appointment for the following Fall term. Questions regarding this policy should be brought to the Department Head.