# UBC-crest.pngDepartment of Microbiology and Immunology Graduate Program Committee Report

## Thesis Committee Meeting

Note: this report is provided to the thesis committee and is to be sent to  
[ubcmicb-g-grad@mail.ubc.ca](mailto:ubcmicb-g-grad@mail.ubc.ca) two weeks before the scheduled committee meeting.

|  |  |  |  |
| --- | --- | --- | --- |
| Student name: |  | E-mail address: |  |
| Thesis advisor: |  | Program (MSc, PhD, MD/PhD): |  |
| Thesis committee: |  |  |  |
| Initial registration date: |  | Date of transfer to PhD program (if applicable) |  |
| Purpose of meeting\* |  |  |  |
| Dates on leave: |  |  |  |
| Date & location of this meeting: |  | Dates of previous committee meetings: |  |

\* Either: thesis progress, request to transfer to PhD program, comprehensive exam planning, permission to write.

## Graduate CV

### Courses and certifications taken in graduate program (list all courses for credit or audited)

### MICB 506

### Graduate awards

(add rows as needed)

|  |  |
| --- | --- |
| Dates held | Award |
|  |  |
|  |  |

### Presentations (list poster and oral presentations of graduate work, add rows as needed)

|  |  |
| --- | --- |
| Date | Title and Location |
|  |  |
|  |  |

### Publications (list peer reviewed original papers and reviews related to graduate work)

### Teaching

(list TA assignments and other teaching activities, add rows as needed)

|  |  |
| --- | --- |
| Date | Title and Location |
|  |  |
|  |  |

### Professional Activities

(list other contributions to the university and community as a graduate student)

**Summarise your Individual Development Plan (IDP)**

(provide 1 -3 lines of your future career plans and what skills you want to gain that will help you towards this goal)

## First Thesis Committee Meeting Report

Maximum length of 5 pages (11+ pt, single spaced) plus appendix with references, figures and tables

### 1. Statement of the Research Problem (1 page)

* Provide a brief scientific introduction to the research problem.
* Provide background information and rationale that logically leads to a **defined hypothesis** that will be tested.
* Define the **overall goal of the proposed work** and its predicted **significance** to the field.

### 2. Specific Research Aims and Brief Approach (1/2 page)

* In order to achieve your overall aim, you will devise 1-3 sub aims, that together will allow you to achieve your overall goal. State 1-3 specific research aims in point form, as headings.
* Each aim should be ONE brief phrase/sentence of what you will do
* Following each aim heading, provide 1-3 sentences /a very brief paragraph of your specific approach and expected outcomes.

### 3. More detailed experimental plan of approach of each aim, include any preliminary data/ results here (1- 2 pages, figures at end)

• Under each aim title, now explain in more experimental detail what you will do, and include any preliminary data you may have. You can refer to figures/diagrams/schematics/data which are included at the end

### Note: in future reports - this will be a SUMMARY OF RESULTS and the major part of the report

### 4. Summary of Work plan for the next year (1/2 page)

* In point form, list the work to be performed in the coming year.
* Again, this can be described under the aim headings – and for e.g., it could be that you will focus on experiments for Aim 1 for the next year

### Appendix (max 6 pages)

* References,
* Figures and tables of your data