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|  | **Graduate Student**  **Individual Development Plan & Annual Evaluation**  **AEC Graduate Program** |

AEC’s goal for graduate education is to help each student develop skills and competencies which contribute to success along the student’s chosen career path. In addition, the developmental process is facilitated by positive relationships among students, faculty, and staff and the foundation of these relationships is clear and open communication. Thus, it is required that each student completes an Individual Development Plan (IDP) in partnership with his or her faculty advisor during the student’s first semester. In addition, the IDP should be reviewed as part of the student’s annual evaluation by April 15th of each spring semester.

**Expectations Guiding Student-Adviser Relationships**

*Student*

* Takes primary responsibility for the successful completion of the degree
* Meets regularly with adviser and provides her/him with updates on the progress and results of the student’s activities
* Establishes a shared understanding of satisfactory progress with adviser
* Works with adviser to develop a nonthesis/thesis/dissertation project and select a committee
* Actively seeks out advice and feedback from adviser, committee, and other mentors
* Keeps informed of departmental and Graduate School policies and requirements for the degree
* Attends and participates in department meetings and seminars
* Acts as a good collaborator, maintaining a safe, clean, and collegial academic and work environment
* Discusses policies on work hours, sick leave, and vacation with the adviser
* Discusses expectations on authorship and attendance at professional meetings with the adviser

*Adviser*

* Commits to a student’s education and training as a future member of the academic community
* Commits to guiding a student’s nonthesis/thesis/dissertation research project, while allowing the student to take ownership of the research
* Encourages student to set reasonable goals and establishes a timeline for completion
* Provides regular feedback to student
* Encourages student to bring discuss concerns, while aiming to find acceptable solutions for all concerned
* Is knowledgeable of and guides student through the graduate program’s requirements/deadlines
* Advises and assists with a student’s committee selection
* Leads by example and facilitates training in complementary skills needed for a successful career, such as communication, writing, management, and ethical behavior
* Discusses authorship policies, acknowledges a student’s research contributions, and works with student to aid in publishing their work in a timely manner

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|  | **Graduate Student**  **Individual Development Plan& Annual Evaluation**  **AEC Graduate Program** | |
| Student Name | | UFID |
|  | |  |
| Degree Sought (MS-thesis/MS-nonthesis/PhD) | | Specialization |
|  | |  |
| IDP/Annual Meeting Date | | Career Goal |
|  | |  |

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| Graduate Program Milestones Achieved (check all that apply) | | | | |
| Supervisory Committee Appointed  🞎 | Program of Study Submitted  🞎 | Qualifying Exam  (PhD only)  🞎 | Project /Proposal Approval  🞎 | Final Exam/Thesis/ Dissertation/Project Defense  🞎 |

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| Student Learning Outcomes (SLO) | Current level of Proficiency1 | | | | | | | | | |
| None | | Basic | | Emerging | | Advanced | | Mastery | |
| S | A | S | A | S | A | S | A | S | A |
| 1. Summarize contemporary and foundational theory and research in the selected specialization. | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| 1. Apply, analyze, and synthesize content knowledge, evolving concepts and philosophies in the selected specialization to solve problems by identifying component parts, relationships and ideas. | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| 1. Apply visual and nonvisual techniques in the use of instructional materials and methods. | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| 1. Apply concepts and principles related to design, implementation, and evaluation of formal and non-formal education and/or training and development programs. | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| 1. Apply principles, practices, and strategies for conducting behavioral research in agricultural and natural resource professions. | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |
| 1. Display ethical behaviors, cultural sensitivity, teamwork, professional conduct, and communication. | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 | 🞏 |

1S = Student’s self-assessment; A = Adviser’s assessment of student

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| Student Learning Outcomes (SLO) | Progress during the current year (annual evaluation only) | Goals for the next Academic Year | |
| Goal | Activities and Timeline |
| 1. Summarize contemporary and foundational theory and research in the selected specialization. |  |  |  |
| 1. Apply, analyze, and synthesize content knowledge, evolving concepts and philosophies in the selected specialization to solve problems by identifying component parts, relationships and ideas. |  |  |  |
| 1. Apply visual and nonvisual techniques in the use of instructional materials and methods. |  |  |  |
| 1. Apply concepts and principles related to design, implementation, and evaluation of formal and non-formal education and/or training and development programs. |  |  |  |
| 1. Apply principles, practices, and strategies for conducting behavioral research in agricultural and natural resource professions. |  |  |  |
| 1. Display ethical behaviors, cultural sensitivity, teamwork, professional conduct, and communication. |  |  |  |

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| Overall Academic Progress | | | |
| 🞎 Unacceptable | 🞎 Below Expectations | 🞎 Meets Expectations | 🞎 Exceeds Expectations |

|  |  |  |  |
| --- | --- | --- | --- |
| Overall Research Progress (Developing research skills; Progress on Project/Thesis/Dissertation) | | | |
| 🞎 Unacceptable | 🞎 Below Expectations | 🞎 Meets Expectations | 🞎 Exceeds Expectations |

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| Advisor/Committee Comments |
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| Student Comments/Response |
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Committee Chair

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| --- | --- | --- | --- |
| Name | UFID | Signature | Date |
|  |  |  |  |

Graduate Student

Return completed form to the AEC Academic Program Specialist

Original: AEC Student File

Copy: Graduate Student

Committee Chair

|  |  |
| --- | --- |
| Signature | Date |
|  |  |

Accepted:

AEC Graduate Coordinator

|  |  |
| --- | --- |
| Signature | Date |
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