***Pre-Exam Evaluation Rubric – for all Committee Members***

***To prepare for PhD Preliminary Examination and Mentoring Meeting***

*This form should be completed by all committee members based on review of the written documents and emailed to the Chair* ***at least 24 hours prior*** *to the scheduled exam/mentoring meeting. This is preparatory for completing the* ***Post-Exam******Qualtrics******Evaluation Rubric*** *during the final discussion section of the exam and submitted to the student.*

Student Name: Committee Member Name:

**Initial Evaluation of Expectations based on written documents:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Exceeds Expectations | Meets Expectations | Improvements Needed | Fails to Meet Minimal Expectations |
| **RESEARCH PROPOSAL** | | | | |
| depth of knowledge to complete dissertation research |  |  |  |  |
| breadth of knowledge to complete dissertation research |  |  |  |  |
| ability to conceptualize and perform meaningful research in their chosen area, including critical analysis of data |  |  |  |  |
| intellectual ability to critically analyze and integrate knowledge from the literature to form a significant research question and testable hypothesis appropriate for a dissertation |  |  |  |  |
| appropriate experimental design to address their research question(s) |  |  |  |  |
| Plans to increase Rigor and Reproducibility of proposed research |  |  |  |  |
| Consideration of caveats, potential problems, and alternative approaches |  |  |  |  |
| Ethical Considerations in the Responsible Conduct of Research (RCR) |  |  |  |  |
| Appropriate Timeline proposed |  |  |  |  |
| Written Technical and Scientific Communication |  |  |  |  |
| Oral Technical and Scientific Communication (*complete at ORAL EXAM*) |  |  |  |  |
|  | | | | |
| **TRAINING PLAN** | | | | |
| CV |  |  |  |  |
| technical skills required for their PhD dissertation, or an appropriate plan for obtaining them in a timely manner |  |  |  |  |
| Planned professional development to position student to be successful in their chosen career path |  |  |  |  |

**Is this the students first attempt or second attempt?**

*\_\_\_\_ First Attempt; \_\_\_\_ Second Attempt;*

**Do you have any concerns about plagiarism in the Written Research Proposal?**

Please also reference the *Ithenticate* screening report sent to all committee members by the Chair:

*Date of Screening: Similarity Index (in %):*

*\_\_\_\_ No concerns; \_\_\_\_ Minor concerns (needs more guidance); \_\_\_\_ Multiple concerns (discussion needed)*

**Do you have any concerns about the Student Self-Evaluation of BME Knowledge areas?**

*\_\_\_\_ No concerns; \_\_\_\_ Minor concerns (needs more guidance); \_\_\_\_ Multiple concerns (discussion needed)*

**Was the writing requirement fulfilled appropriately?** *Yes \_\_\_ No\_\_\_\_ Needs Discussion \_\_\_\_\_*

**Do you have any additional comments for the Chair?** Please list any specific issues you want to pursue in Oral Exam and indicate any confidential comments to be discussed only with the Chair/Committee.

Committee Member Signature: Date:

**Note: The additional questions below are for the oral exam and are also on the Post-Exam Qualtrics Evaluation Rubric to be completed during the final discussion section of the exam and submitted to the student. Please review ahead of the Oral Exam.**

Has the student self-evaluation of BME Knowledge been evaluated and discussed with the student? (Y/N):

*Comments/Suggestions/Feedback for Student (if any):*

Has the IDP been evaluated and discussed with student? (Y/N):

*Comments/Suggestion/Feedback for Student s (if any):*

Have Career Path Options been discussed with the student? (Y/N):

\_\_\_ Academic; \_\_\_ Industry; \_\_\_ Clinical; \_\_\_Global Health; \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other

Reference: [*https://engineering.purdue.edu/BME/Academics/Graduate/Tracks/Tracks%20Header*](https://engineering.purdue.edu/BME/Academics/Graduate/Tracks/Tracks%20Header)

*Comments/Suggestion/Feedback for Student s (if any):*

What are the strengths of student?

Areas for Improvement/Growth:

*Technical:*

*Professional Development:*

Any Additional Suggestions for Training Plan (e.g., additional courses, workshops, networking opportunities):

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

Overall Outcome:

\_\_\_\_\_ Pass

\_\_\_\_\_ Conditional Pass (student repeats the whole process in future semester)

\_\_\_\_\_ Fail

Next Committee Meeting

\_\_\_\_\_ Within 12 months (required for all students)

\_\_\_\_\_ Within 6 months (if needed/helpful)

\_\_\_\_\_ Other

\*\*\*\* POST-EXAM RUBRIC WILL BE FILLED OUT BY WHOLE COMMITTEE ([QUALTRICS](https://purdue.ca1.qualtrics.com/jfe/form/SV_1RnO1NihktcSyV0)) IN LAST 10 MINS of MEETING \*\*\*\*

<https://purdue.ca1.qualtrics.com/jfe/form/SV_1RnO1NihktcSyV0>