

**School of Electrical and Computer Engineering  
Full Committee Report for Proposal**

Student: \_\_\_\_\_ Date: \_\_\_\_\_

**Important Note (please read):**

The expectations for the Proposal Exam have changed as of June 2018. The Proposal must be completed earlier in the student’s academic career; therefore, few original research results are to be expected, and incomplete or inconclusive research results should be considered acceptable. As before, the student is expected to demonstrate background knowledge of the dissertation topic as well as a fundamental understanding of their field, both in the written Proposal document and during the oral examination. The Proposal must contain a detailed and well-conceived plan for completing PhD-level research on the dissertation topic.

**Recommendations**

- Pass\*                       Conditional Pass\*\*                       Fail\*\*  
 All conditions have been met\*

**DOES THE COMMITTEE RECOMMEND THIS PROPOSAL FOR A CLEAVER AWARD?**

YES                      NO

(if “YES” is selected, the Committee Chair must submit a nomination letter to the Academic Office along within two weeks of the proposal).

\*Required actions are not permissible for *pass* recommendation, but recommended actions may be provided in the comments. Comments may be given on following page.

\*\*Required action(s) are encouraged for *conditional pass* and must be specified on the table below. Required actions are required for *fail* and must be specified on the table below.

**Content and Preparation**

	Check one		List any required or recommended corrective actions:
	Yes	No	
<b>Background:</b> Is the student’s background survey sufficient in detail and scope? Do the student’s answers to questions posed during the oral examination demonstrate a fundamental understanding of their field?			
<b>Topic:</b> Is the student’s proposed research topic appropriate for a PhD dissertation; i.e. both original and likely significant in contribution, and of appropriate scope?			

<b>Plan:</b> Is the student’s research plan clearly articulated, realistic, based on best practices, and reasonably likely to yield useful results?			
---	--	--	--

**Communication Skills**

	<b>Check one</b>		<b>List any required or recommended corrective actions:</b>
	<b>Yes</b>	<b>No</b>	
<b>Written English:</b> Does the written English meet quality standards expected for a PhD dissertation?			<i>Note: courses on writing in English are available; see Grad Office to discuss</i>
<b>Written Document:</b> Is the proposal document well-organized and the material well-presented? (graphs, figures, references)			
<b>Oral Presentation:</b> Is the oral presentation well-organized and the material well-presented? (slide quality)			

**The committee chair will provide the original “Full Committee Report for Proposal” and all the individual evaluation forms to the Graduate Affairs Office for copying and disbursement to the student.**

**Comments, Suggestions, and Feedback to Student:**

**Signatures**

\_\_\_\_\_ Committee Chair/Reading Comm Member  
Printed name                      Signature

\_\_\_\_\_ Reading Committee Member  
Printed name                      Signature

\_\_\_\_\_ Additional Member  
Printed name                      Signature

\_\_\_\_\_ Advisor  
Printed name                      Signature

\_\_\_\_\_ Co-Advisor  
Printed name                      Signature                      (where applicable)