3rd TAC Meeting – Final Sprint and Career Planning

The third meeting of the Thesis Advisory Committee (TAC) is to give final remarks on the progress of the thesis project, to define all necessary actions to finish the PhD in time, including the possibility of an application for extension, and to plan the PhD student's career after thesis completion.
Please prepare a 20 minute presentation and a 2-page written report, which you hand in one week before the meeting.

Meeting protocol

Name of the PhD Student	
Duration of the PhD	
Project name	
Name of first supervisor	
Name of second supervisor	
Date of the 3rd TAC Meeting	

Before the TAC Meeting

To be filled out by the PhD student	To be filled out by the supervisors
What have I accomplished since the 2nd TAC meeting?	Feedback on those accomplishments
What are my concerns regarding the PhD deadline?	How can these concerns be alleviated?
What do I need to finish the PhD in time?	Feedback and proposed priorities

To be filled out by the PhD student	To be filled out by the supervisors
What was good and what could be improved about the supervision?	Specific proposals for action to improve supervision
How could my job look like after I finish the PhD?	Plans and recommendations

During the TAC Meeting

Agreements
Final thesis and project timeline
Workflow changes
Publication status and plan of action
Proposed training to facilitate ongoing employment or job change

At the end of the TAC Meeting

To be filled out by the supervisors

	1 Excellent	2 Good	3 Satisfactory	4 Sufficient	5 Insufficient
Quality of written report	o	o	o	o	o
Presentation quality	o	o	o	o	o
Background knowledge on the topic	o	o	o	o	o
Understanding of the CRC project	o	o	o	o	o
English language skills	o	o	o	o	o
Quality of the work that has been done	o	o	o	o	o
Working atmosphere	o	o	o	o	o

Notes

Signatures

PhD Student
First Supervisor
Second Supervisor