

**Horticulture & Agronomy Graduate Group  
PhD Guidance Committee Report**

Student Name: \_\_\_\_\_ Area of Emphasis: \_\_\_\_\_

**Guidance Committee Meetings:**

	Graduate Adviser	Major Professor	3 <sup>rd</sup> Committee Member	Student
Name: (please print)				
<b>First Quarter Meeting</b> – Date: _____				
Signatures:				
<b>Third Quarter Meeting</b> – Date: _____				
Signatures:				
<b>Fifth Quarter Meeting</b> – Date: _____				
By signing here, you agree that:				
1) the student will have completed his/her required coursework once all of the courses listed on page 2 have been completed with satisfactory grades, and				
2) you approve the QE committee recommendations shown on page 5.				
Signatures:				

**First Quarter Meeting:**

- Status of prerequisites
- Discuss QE process and timeline (discuss guide on website)
- Identify cropping system, three other topic areas for Qualifying Exam
- Identify courses, alternative courses, or other preparation for each topic
- Study plan (determine timing of coursework)
- Comments?

**Third Quarter Meeting:**

- Discussion of third quarter topics (see list, page 4)

**Fifth Quarter Meeting:** (submit one-page abstract of research to Guidance Committee prior to meeting)

- Review/revise study plan
- Status of required courses, finalize page 2
- Qualifying Exam
  - Confirm final topics
  - Identify committee members, alternates
  - Determine quarter QE to be taken
- Research
  - Discussion of one-page research abstract and research progress
  - Identify dissertation committee members, alternates
- Comments?

**After each meeting, send signed report form to Grad Group Coordinator (Lisa Brown, [lfbrown@ucdavis.edu](mailto:lfbrown@ucdavis.edu))**

**Status of Required Courses**

Topic Area courses: Minimum of three courses overall (totaling at least 9 units), of which at least two (6 units minimum) must be graduate level. Once the QE topic areas and the classes the student must complete before taking the QE are determined, they should be listed on this page.

Required Courses	Qtr & Year of Expected Completion	Qtr & Year Completed	Units	Grade
HRT 200A (Fall)				
HRT 203 (Winter)				
HRT 200B (Spring)				
HRT 290 (Fall)				
PLS 205 (Winter) or PLS 206 (Fall? Winter?)				
Required Seminar				
Exit Seminar				
Cropping system:				
Topic Area 2:				
Topic Area 3:				
Topic Area 4:				

**First Quarter Meeting:**

Prerequisites and other preparatory coursework

Prerequisites		
_____ General Chemistry	_____ Statistics	_____ Plant Physiology
_____ Organic Chemistry	_____ Biology	_____ Soils
_____ Physics	_____ Genetics	

Advice on prerequisites needed before taking the required courses, and any additional coursework suggestions for preparation in horticultural and agronomic cropping systems:

Identify cropping system: \_\_\_\_\_

Identify four areas for Qualifying Exam, including the cropping system. List potential courses for each area; mark strongly recommended courses with \*, but include alternatives in case

1. _____ (cropping system)	2. _____	3. _____	4. _____
Alternative courses for each area (in case of schedule conflicts, cancelled courses, etc.):			

### Recommended Study Plan

Include required core courses, topic area courses, seminars, any other required coursework

Topic Area courses: minimum of three courses (totaling at least 9 units), of which at least two (6 units minimum) must be graduate level.

Fall _____	Winter _____	Spring _____
Fall _____	Winter _____	Spring _____

### Third Quarter Meeting:

I. Discuss the following topics; indicate with a check mark that the topics were discussed.

\_\_\_\_\_ Performance in first-year coursework

\_\_\_\_\_ Status of prerequisites

\_\_\_\_\_ Planned coursework for second year

\_\_\_\_\_ Plans for research project/status of research proposal

\_\_\_\_\_ Preparation for qualifying examination

\_\_\_\_\_ Qualifying Exam Committee membership (preliminary)

\_\_\_\_\_ Potential Dissertation Committee membership

**Fifth Quarter Meeting:**

**Qualifying Exam**

**All required courses, including topic area courses for QE, must be completed before taking the QE.**

- a. Suggested month & year for examination (must be taken by Spring of third year): \_\_\_\_\_
- b. Proposed members of the Qualifying Exam Committee. At least one member, but no more than two members, must be from outside the Horticulture & Agronomy Graduate Group. At least three members must be Academic Senate faculty. The Chair must be a member of the Horticulture & Agronomy Graduate Group.

<i>Examination Topic</i>	<i>Committee Member, First Choice</i>	<i>Second Choice</i>
<u>General Horticulture/Agronomy (Chair)</u>	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Research**

- a. Proposed topic for Research Proposal  
(Student should submit a one page abstract of his/her thesis research to the Guidance Committee prior to the fifth quarter meeting)
- b. Recommendations for Dissertation Committee:  
(Students must advance to candidacy within one quarter after passing QE. Advancing to candidacy includes getting official Graduate Studies approval of the student’s Dissertation Committee.)

\_\_\_\_\_ Chair (student’s Major Professor)  
\_\_\_\_\_  
\_\_\_\_\_

Alternatives:  
\_\_\_\_\_  
\_\_\_\_\_

**Comments**

Any other comments/concerns discussed with student: