**University of Kentucky**

**Department of Political Science**

**Graduate Student Self-Assessment**

This form is to be submitted via email to the DGS yearly. It is due on January 18. The purpose of this form is to provide information to evaluate your progress as a graduate student.

The DGS will do one of two things with this form based on where you are at in the program:

1. For those who have an advisory committee:

The DGS will send this form to your advisory committee. The committee will use this information in their meeting with you sometime before February 8. Based on the information in this form and the advisory committee’s discussions with you, the chair of your advisory committee will write a report to evaluate your progress. The chair of the committee will then send his/her report to the DGS. The DGS will pass along both forms, including (1) this self-assessment and (2) the committee’s report, to the Graduate Committee. The Graduate Committee will use this information to make decisions about funding and retention.

2. For those who do not have a dissertation committee:

The DGS will take this form and add any comments s/he feels might help inform the Graduate Committee. The DGS will then send this form to the Graduate Committee. The Graduate Committee will use this information to make decisions about funding and retention.

Please also be aware that we do not expect you to have information for every item (or even most items). This form is meant to provide us with information. It is not to be used as a guideline of what we expect from you (e.g., we likely do not expect most of you to have published or to have reviewed for any journals, but we want to know about it if you did).

**University of Kentucky**

**Department of Political Science**

**Graduate Student Review Report**

**I. Personal Data:**

Name: [\_]

Year you entered the graduate program: [\_]

Dissertation Committee (please mark the chair/co-chairs with an \*):

1.

2.

3.

4.

5.

6.

**II. Research and Other Scholarly Accomplishments**

II.A. Published/forthcoming work

Please list anything you have published over the last year. Tell us whether the work is forthcoming or in-print. Provide a full citation. List anything that you have published (e.g., book reviews, chapters, articles).

[\_]

II.B. Work under review

Please list any work that is currently under review. Indicate when and where you have submitted the work.

[\_]

II.C. Work in preparation for publication

Please list any work that is currently being prepared for potential publication. List only work that you think might reasonable be under review within one year (i.e., do not list papers you wrote in a seminar that are likely dead). Indicate whether or not you have submitted this work for potential publication, when it was submitted, and when it was rejected. Provide a brief timeline of what you intend on doing with this work (e.g., presenting it at a future conference, future submission to some journal).

[\_]

II.D. Conference papers

Please list any work that you have presented at professional conferences. Indicate where and when it was presented.

[\_]

II.E. Reviewing

Please list any work you have reviewed for professional journals. Indicate what journal this was for, when you were asked to review, and when you submitted the review.

[\_]

II.F. Research statement

Please provide us with a brief narrative (around 300-500 words) explaining what you have done and where you are heading with your research. This might explain how you are progressing on your dissertation, what papers you think could be turned into publications someday or special training (e.g., ICPSR) that you have taken or intend to take. In short, give us a brief run-down of where you are at and where you intend to head with your research.

[\_]

**III. Teaching**

III.A. Courses taught

Please list all courses you have taught over the past calendar year[[1]](#footnote-1), including those taught over the past summer. Indicate approximately how many students were in each class. Indicate your role (e.g., primary instructor, TA, grader). Briefly describe this role. If you were not the primary instructor, please indicate which professor was the primary instructor.

[\_]

III.B. Accomplishments

Please indicate anything you did in this course that was innovative and worked well.

[\_]

III.C. Areas for improvement

Please indicate anything that you did that did not go particularly well. Explain how you intend on improving the course or your instruction in the future.

[\_]

III.D. Evaluations

For each course listed above, please list the scores from your teaching evaluations from item 9 (presented material effectively), item 13 (stimulated interest of the subject), item 20 (value of the course) and item 21 (quality of teaching).[[2]](#footnote-2)

[\_]

III.E. Training

Explain anything you have done to improve your teaching. This might include courses you have taken, seminars you have attended, or efforts to gain knowledge from professors and/or other students. In short, explain what you are doing to get better at teaching.

[\_]

III.F. The future

Please explain any goals you have for improving your teaching in the future. Explain your plan for making your teaching portfolio as impressive as possible.

[\_]

**IV. Course Work**

IV.A. Course List[[3]](#footnote-3)

In the spaces below, please mark any coursework that you have taken or are currently taking. Fill in the blank with the term (e.g., Fall 2011) in which you took or are taking the course. If the course has been completed, write the grade you received under “Grade.” If the reported grade is an “I”, provide an explanation of how you intend on removing the “I” below the table.

General Phase

|  |  |  |
| --- | --- | --- |
|  | Term | Grade (if completed) |
| PS572 |  |  |
| PS671 |  |  |
| PS672 |  |  |
| PS620 |  |  |
| PS674 |  |  |
| PS680 |  |  |
| PS681 |  |  |

\*Note that required proseminars must include PS620 or PS674 AND PS680 or PS681.

Major Specialization

|  |  |  |  |
| --- | --- | --- | --- |
|  | Course | Term | Grade (if completed) |
| Proseminar |  |  |  |
| Required 1 |  |  |  |
| Required 2 |  |  |  |
| Required 3 |  |  |  |
| Elective 2 |  |  |  |
| Elective 3 |  |  |  |
| Elective 4 |  |  |  |

\*Note that the proseminar and two other courses (Required 1-3) must be completed before you will be allowed to take the field exam in your major field.

Minor Specialization

|  |  |  |  |
| --- | --- | --- | --- |
|  | Course | Term | Grade (if completed) |
| Proseminar |  |  |  |
| Required 1 |  |  |  |
| Required 2 |  |  |  |
| Elective 1 |  |  |  |
| Elective 2 |  |  |  |
| Elective 3 |  |  |  |
| Elective 4 |  |  |  |

\*Note that the proseminar and two other courses (Required 1-2) must be completed before you will be allowed to take the field exam in your minor field.

Analytical Skill

|  |  |  |  |
| --- | --- | --- | --- |
|  | Course | Term | Grade (if completed) |
| Required | 572 |  |  |
| Required | 671 |  |  |
| Required | 672 |  |  |
| Required |  |  |  |
| Other 1 |  |  |  |
| Other 2 |  |  |  |
| Other 3 |  |  |  |

\*Note that most students fulfill the Analytical Skill requirement by taking 3 additional credit hours in advanced methods training. See the Graduate Handbook if you intend on taking an alternative route (e.g., fulfilling the foreign language requirement).

IV.B. Courses Needed

Please explain what courses you would like to see offered in the future. Feel free to comment on how urgently you need these courses.

[\_]

IV.C. Accomplishments

Please explain what you have done particularly well in courses. Explain your strengths (e.g., participation, preparation, presentations, writing).

[\_]

IV.D. Areas for improvement

Please explain what you are not doing well in your courses. Explain your plan for improving on your weaknesses.

[\_]

**V. Service to the Department, University and/or Community**

V.A. Committees and leadership

Please list any committees you serve on, including service among the graduate students. Indicate your role and provide any information you deem relevant (e.g., tasks and time spend on your efforts).

[\_]

V.B. Community outreach

Please list anything you have done to reach out to the community (e.g., talks for community organizations).

[\_]

**VI. Miscellaneous**

VI.A. Improvement based on past feedback

For those of you who have already completed your first year, you should have received a funding/retention letter last March. In this letter, the Graduate Committee likely laid out some points of strength and points for improvement. Briefly describe how you addressed the points we asked you to improve upon. If you ignored any points, please address why you decided to ignore the advice the graduate committee gave you. Please be as specific as possible.

[\_]

VI.B. Funding

You are encouraged to seek ways to fund yourself. This includes funding opportunities inside and outside of UK. If you have sought ways to fund yourself (e.g., applied for the Presidential or Dissertation Year fellowship), please explain what you applied for here. If you have not made an attempt to fund yourself, please explain why.

[\_]

VI. C. Other

Please provide any information that you think might be relevant beyond what is listed above.

[\_]

1. By “past calendar year,” we mean that current spring semester, the previous fall/summer terms, and the previous spring term. For example, if you submitting this form in Spring 2013, we want information on Spring 2013, Fall 2012, Summer 2012, and Spring 2012. We realize that you will not have some information on the current term and may not yet have teaching evaluations for the previous term. Just provide as much information as you can gather. [↑](#footnote-ref-1)
2. We realize that the new/online assessments may mean that these item numbers are wrong for the most recent semester. If so, just find the question from the teaching evaluations that best match these items. [↑](#footnote-ref-2)
3. Pay special attention to Section III.c in the handbook. Many courses may count towards various majors/minors, particularly for those who began in fall 2015. This may also be true for those who began before fall 2015. What counts for what is up to your committee. Just be sure everyone is on the same page. [↑](#footnote-ref-3)