TAC Meeting Protocol
for students of the MPIMG or IMPRS-BAC

Name: ______________________________ TAC meeting date: __________________

Part A – to be filled out by the student before the feedback meeting

I. Accomplishments in the last year:

II. Goals for the next year:

III. For my TAC meeting I will (tick one or more)

☐ Prepare a research presentation with slides
☐ Have an informal discussion about my progress
☐ Discuss a very specific research question because my TAC members are up to date on my progress
☐ Choose another format (please specify): ________________________________________
Part B – to be filled out during the TAC meeting

I. Feedback on mentoring from supervisor and student
   (e.g. frequency/quality of interaction, areas for improvement):

II. Feedback on work and plans for the next year:

III. Feedback on career advice questions (please address at least from year 2):

All TAC members and student, please be advised that the student is encouraged to approach any member of the TAC in the event of a confidential issue with a supervision relationship.

________________________________________  ______________________________
Signature PhD student                        Signature TAC member

________________________________________  ______________________________
Signature TAC member                        Signature TAC member

*Note* – please scan the completed form and upload on [www.molgen.mpg.de/tac](http://www.molgen.mpg.de/tac); keep the original with your files for the period of your PhD studies.