UA CON PhD Individual Development Plan  
(To be completed by student and reviewed by advisor)

Today's date: ___________________________  Student name: ___________________________

Academic year for this report: ___________________________  Advisor name: ___________________________

Student ID: ___________________________  Date started program: ___________________________

Projected graduation date: ___________________________

Program Track
☐ BSN-PhD (79 units)  ☐ Precision Science  ☐ Minor
☐ MSN-PhD (64 units)  ☐ Data and Systems Science  ☐ Nursing
☐ DNP-PhD (64 units)  ☐ Health Determinants Science  ☐ Non-nursing (specify or describe)
☐ Dual: PhD/DNP-FNP  ☐ Integrative Health  ___________________________

Substantive area of focus (select one):
☐ Precision Science
☐ Data and Systems Science
☐ Health Determinants Science
☐ Integrative Health

Minor
☐ Nursing
☐ Non-nursing (specify or describe)  ___________________________

Current Academic Funding Achieved (mark any that apply and year awarded to the details below):
☐ NFLP  ☐ University Fellowship
☐ RWJF  ☐ Doctoral awards
☐ F31 (NRSA)  ☐ WIN/CANS dissertation award
☐ Graduate Access and Tuition Fellowship  ☐ SIGMA dissertation award
☐ ANIE  ☐ ANA
☐ NLN  ☐ Other (describe):  ___________________________

Please complete the following questions for the current year in your program. State your answer in no more than 1 sentence.
What is your career goal? For example, tenured position in academia, researcher in industry, conducting research in a government agency, etc.)

• Y1
• Y2
• Y3
• Y4

Briefly describe your current research focus and target population:
• Y1
• Y2
• Y3
• Y4

If applicable, describe changes in your research focus or trajectory from the previous year.
• Y2
• Y3
• Y4

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Student name: ____________________________________________
Academic year for this report: ___________________________
Advisor name: ____________________________________________
Student ID: ____________________________________________
Date started program: ______________________________________
Projected graduation date: ___________________________
What are your goals for the upcoming academic year? (For example, planned presentations, posters, manuscripts, and funding submissions [details below])

<table>
<thead>
<tr>
<th>Academic Year</th>
<th>Goal Type (poster, oral presentation, manuscript, funding)</th>
<th>Conference Venue/Journal (name conference or journal)</th>
<th>Details</th>
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<tbody>
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</tr>
</tbody>
</table>

Example of potential funding goals:

<table>
<thead>
<tr>
<th>Name</th>
<th>Source</th>
<th>FOA link/Other info</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>NFLP</td>
<td>CON OSAA</td>
<td><a href="https://www.hrsa.gov/grants/find-funding/hrsa-20-004">https://www.hrsa.gov/grants/find-funding/hrsa-20-004</a></td>
<td>May 1</td>
</tr>
</tbody>
</table>
| F31 (NRSA)                     | NIH (varies)                  | • [Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)](https://www.hrsa.gov/grants/find-funding/hrsa-20-004)  
  • [Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship (Parent F31)](https://www.hrsa.gov/grants/find-funding/hrsa-20-004) | April 8, August 8, December 8 |
| Graduate Access & Tuition Fellowship | UA (PhD 1 only) | Must have demonstrated financial hardship or need). Work with PhD Program Director [https://grad.arizona.edu/funding/opportunities/graduate-access-fellowship-and-tuition-awards](https://grad.arizona.edu/funding/opportunities/graduate-access-fellowship-and-tuition-awards) | May 1          |
| CON Doctoral Dissertation Research Awards | CON PhD Program Director (Judi Molina) | Must have IRB application submitted.                                               | April & October |
| STTI/WIN Research Award        | Western Institute of Nursing  | [https://www.winursing.org/stti-win-call-for-grant-applications/](https://www.winursing.org/stti-win-call-for-grant-applications/) | December       |
| STTI & collaborating organizations | STTI                          | [https://www.sigmanursing.org/advance-elevate/research/research-grants](https://www.sigmanursing.org/advance-elevate/research/research-grants) | Varies from Feb 1 to Dec 31 |
| College of Nursing             | CON (Judi Molina)             | Scholarship Universe                                                               | May 1          |

List your overall **major scholarly achievements** in courses or other professional activities (e.g. podium presentation, poster presentation, abstract, manuscript publication, grant submission, GRA/TA activity, poster judging, manuscript reviewer, extra/intramural service, etc.):

<table>
<thead>
<tr>
<th>Achievement/Activity</th>
<th>Brief Description</th>
<th>Source/Citation/Meeting attended</th>
<th>Date</th>
<th>In CV?</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Updated and Approved by PhD-CISC May 2, 2023.
Communication Expectations for Advisor-Student Meetings (decided with your advisor)

Meetings to be held by:
☐ Phone
☐ Video conferencing
☐ Face to Face
☐ E-mail

Frequency
☐ Weekly
☐ Every 2 weeks
☐ Monthly

Dissertation Option (Review requirements on CON Website)
☐ Traditional 5 Chapter
☐ Three- Manuscript

Coursework Plan Requirements (Available on CON Website):
BSN-PhD Program Guide
MS-PhD Program Guide
DNP-PhD Program Guide (contact PhD Program Director)
Dual degree Program Guide (contact PhD Program Director)

Benchmark
PhD Committee Development (By Year 2)
☐ Major/Comprehensive Exam Committee (Advising)
   o Methods: ____________________________
   o Theory: ______________________________
   o Substantive: _________________________

☐ Minor
   o Exam faculty: _________________________

☐ Dissertation Committee
   o Chair: ______________________________
   o _______________________________________________________________________
   o _______________________________________________________________________
   o _______________________________________________________________________

☐ Enter committee members into GradPath
PhD Portfolio Items (Updated annually and submitted August 1, on D2L, PhD Portfolio to discuss at RISE)

Checklist for Portfolio Items & Benchmarks (Check the PhD Handbook for more details; bolded items to be submitted to GradPath)

<table>
<thead>
<tr>
<th>Item</th>
<th>Form/Action</th>
<th>Submit to:</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Curriculum Vita (CV)</td>
<td>UA Template</td>
<td>PhD Portfolio</td>
<td>Annually, Aug 1</td>
</tr>
<tr>
<td>☐ Individual Development Plan (IDP)</td>
<td>CON Website</td>
<td>PhD Portfolio</td>
<td>Annually, Aug 1</td>
</tr>
<tr>
<td>☐ Exemplar of writing</td>
<td>From selected course</td>
<td>PhD Portfolio</td>
<td>Mid-semester</td>
</tr>
<tr>
<td>☐ Plan of Study</td>
<td>CON Website: Resources/student resources/PhD</td>
<td>PhD Portfolio &amp; GradPath</td>
<td>Annually, Aug 1</td>
</tr>
<tr>
<td>☐ Finalize committee members</td>
<td>Email Committee/Gradpath</td>
<td>GradPath</td>
<td>Before the end of Year 2, 2nd semester</td>
</tr>
<tr>
<td>☐ Schedule Comprehensive Exam Meeting</td>
<td>Email/Committee Meeting</td>
<td>Comp committee</td>
<td>Before the end of Year 2, 2nd semester</td>
</tr>
<tr>
<td>☐ Schedule written &amp; oral comprehensive exams</td>
<td>Email committee</td>
<td></td>
<td>After completion of last core, substantive and/or minor course.</td>
</tr>
<tr>
<td>☐ Comprehensive Exam Form</td>
<td>GradPath form</td>
<td>GradPath</td>
<td>Prior to taking written exam</td>
</tr>
<tr>
<td>☐ Written comprehensive examination (all questions)</td>
<td>Word document</td>
<td>PhD Portfolio</td>
<td>On due date for written comps</td>
</tr>
<tr>
<td>☐ Written comprehensive examination scores &amp; summary comments</td>
<td>PDF document</td>
<td>OSSCE</td>
<td>At completion</td>
</tr>
<tr>
<td>☐ Select dissertation committee</td>
<td>Personal communication</td>
<td></td>
<td>After passing comprehensive exams</td>
</tr>
<tr>
<td>☐ Doctoral Dissertation Committee Appointment Form</td>
<td>GradPath form</td>
<td>GradPath</td>
<td>Prior to starting dissertation proposal</td>
</tr>
<tr>
<td>☐ Dissertation Proposal Defense Form</td>
<td>CON Website</td>
<td>OSSCE, PhD Portfolio</td>
<td>Following dissertation proposal defense</td>
</tr>
<tr>
<td>☐ IRB application</td>
<td>IRB forms CON Website: Research</td>
<td>CON Departmental Review Committee</td>
<td>After proposal defense &amp; prior to dissertation data collection</td>
</tr>
<tr>
<td>☐ IRB approval form</td>
<td>IRB approval form</td>
<td>PhD Portfolio</td>
<td>Prior to data collection</td>
</tr>
<tr>
<td>☐ Initiate research</td>
<td>Traditional or manuscript option</td>
<td>PhD Portfolio</td>
<td>Per dissertation timeline</td>
</tr>
<tr>
<td>☐ Final oral dissertation defense</td>
<td>Schedule with committee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Final dissertation defense form</td>
<td>Final dissertation defense form</td>
<td>GradPath</td>
<td>Following final defense</td>
</tr>
<tr>
<td>☐ Final dissertation</td>
<td>Final, approved dissertation</td>
<td>PhD Portfolio &amp; GradPath</td>
<td>Following final approval from Chair</td>
</tr>
</tbody>
</table>

This agreement outlines the goals and expectations agreed upon by the advisor and student. Items will change and be adjusted to fit the needs of the advisor and student over time. This IDP will be reviewed at the beginning of Fall semester and adjusted accordingly. Updates should be filed in the PhD Portfolio with the following naming convention: IDP_Student last name_Student first name_Academic Year (e.g., 2020-2021)

Signing this agreement indicates that the student and advisor agree to:
1. Meet regularly at the established times outlined above.
2. Give at least 24 hours’ notice of meeting cancellation or rescheduling.
3. Work collaboratively to identify and meet established goals.

Updated and Approved by PhD-CISC May 2, 2023.
Mentor/Advisor name: _______________________ (Must sign off)
Y1 Agreement ☐
Y2 Agreement ☐
Y3 Agreement ☐
Y4 Agreement ☐

Student name: ______________________________ (Must sign off)
Y1 Agreement ☐
Y2 Agreement ☐
Y3 Agreement ☐
Y4 Agreement ☐

MEETING NOTES: