

# 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

- |   |  |
|---|--|
| <input type="checkbox"/> BSN-PhD (79 units) | <input type="checkbox"/> Precision Science           |
| <input type="checkbox"/> MSN-PhD (64 units) | <input type="checkbox"/> Data and Systems Science    |
| <input type="checkbox"/> DNP-PhD (64 units) | <input type="checkbox"/> Health Determinants Science |
| <input type="checkbox"/> Dual: PhD/DNP-FNP  | <input type="checkbox"/> Integrative Health          |

## Minor

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

Substantive area of focus (select one):

## Current Academic Funding Achieved (mark any that apply and year awarded to the details below):

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> NFLP                                   | <input type="checkbox"/> University Fellowship       | <input type="checkbox"/> NLN               |
| <input type="checkbox"/> RWJF                                   | <input type="checkbox"/> Doctoral awards             | <input type="checkbox"/> Other (describe): |
| <input type="checkbox"/> F31 (NRSA)                             | <input type="checkbox"/> WIN/CANS dissertation award |  |
| <input type="checkbox"/> Graduate Access and Tuition Fellowship | <input type="checkbox"/> SIGMA dissertation award    |  |
| <input type="checkbox"/> ANIE                                   | <input type="checkbox"/> ANA                         |  |

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

What are your goals for the upcoming academic year? (For example, planned presentations, posters, manuscripts, and funding submissions [details below])

Academic Year	Goal Type (poster, oral presentation, manuscript, funding)	Conference Venue/Journal (name conference or journal)	Details

**Example of potential funding goals:**

Name	Source	FOA link/Other info	Due Date
NFLP	CON OSAA	<a href="https://www.hrsa.gov/grants/find-funding/hrsa-20-004">https://www.hrsa.gov/grants/find-funding/hrsa-20-004</a>	May 1
F31 (NRSA)	NIH (varies)	<ul style="list-style-type: none"> <li>▪ <a href="#">Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship to Promote Diversity in Health-Related Research (Parent F31-Diversity)</a></li> <li>▪ <a href="#">Ruth L. Kirschstein National Research Service Award (NRSA) Individual Predoctoral Fellowship (Parent F31)</a></li> </ul>	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 <a href="https://grad.arizona.edu/funding/opportunities/graduate-access-fellowship-and-tuition-awards">https://grad.arizona.edu/funding/opportunities/graduate-access-fellowship-and-tuition-awards</a>	May 1
CON Doctoral Dissertation Research Awards	CON PhD Program Director (Judi Molina)	Must have IRB application submitted.	April & October
WIN/CANS Dissertation Award	Western Institute of Nursing	<a href="https://www.winursing.org/grants/wincans-dissertation-grant-criteria-2019-2020/">https://www.winursing.org/grants/wincans-dissertation-grant-criteria-2019-2020/</a>	December
STTI/WIN Research Award	Western Institute of Nursing	<a href="https://www.winursing.org/stti-win-call-for-grant-applications/">https://www.winursing.org/stti-win-call-for-grant-applications/</a>	December
STTI & collaborating organizations	STTI	<a href="https://www.sigmanursing.org/advance-elevate/research/research-grants">https://www.sigmanursing.org/advance-elevate/research/research-grants</a>	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.):

Achievement/Activity	Brief Description	Source/Citation/Meeting attended	Date	In CV?


### 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)

### Plan of Study: (update prior to Fall semester)

- ☐ BSN-PhD Plan of Study
- ☐ MS-PhD Plan of Study
- ☐ DNP-PhD Plan of Study
- ☐ BSN – PhD/DNP-FNP Dual (email PhD or DNP Program Director)
- ☐ MS – PhD/DNP-FNP Dual (email PhD or DNP Program Director)

### Benchmarks

#### PhD Committee Development (By Year 2)

- ☐ Major/Comprehensive Exam Committee (Advising)
  - Methods: \_\_\_\_\_
  - Theory: \_\_\_\_\_
  - Substantive: \_\_\_\_\_
- ☐ Minor
  - Exam faculty: \_\_\_\_\_

- ☐ Dissertation Committee
  - Chair: \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

- ☐ 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)

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

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.
4. Maintain confidentiality of conversations.

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: