

Faculty Laboratory Rotation Evaluation Form



Stanford
MEDICINE | Immunology

Laboratory rotations are important components for First Year graduate students. Faculty should submit the Faculty Lab Rotation Evaluation form after each rotation/quarter.

Instructions:

1. Please type or print clearly into each field.
2. Complete Part I and II. An incomplete form will not be accepted.
3. Submit a copy of the completed form to the Lina Hansen (lhansen@stanford.edu). Keep the hard copy for your records.

Please note: The rotation student has signed up for Immunology 399, Graduate Research, under your section number. **Please do not forget to put in a letter grade in Axxess: A+, A, A-, B+, B, B-**. Letter grade C is considered a failing grade.

The Rotation Evaluation will enable the Predoctoral Committee to provide ongoing feedback to First Year graduate students at their quarterly meetings and at the Rotation Evaluation Presentations. Students want specific feedback on strengths and areas for improvement.

- Please don't be hesitant in pointing out weaknesses. Preceptors are very nice people who, by nature, only want to say, "You're doing great!" While this is encouraging to the student, students will be better served if you help them address their weakness now.
- **If you have serious concerns about a student (foundation, research/lab skills), please contact Dr. Olivia Martinez at omm@stanford.edu.**

Part I: Rotation Information

Student Name

Rotation Preceptor

Date of Rotation (Quarter/Year)

Part II: Evaluation

Please use the scale below to evaluate the student. Check the appropriate response for each of the following criterion.

- 1 (Poor) = Occasionally unacceptable; much improvement needed to meet minimum standards
- 2 (Fair) = Performance adequate some of the time; somewhat inconsistent; improvement desired to reach expected performance
- 3 (Good) = Satisfactory; overall acceptable performance
- 4 (Very Good) = Consistently does well; often exceeds expectations
- 5 (Excellent) = Overall very high-quality performance; exceeds expectations nearly all of the time

Criteria	1	2	3	4	5	Comments
<p>Foundation in immunology.</p> <p>Use of scientific method and grasp of basic first principles in immunology. Knowledge of current developments in immunology. Initial familiarity with project.</p>						
<p>Problem Solving / Critical Thinking.</p> <p>Uses critical thinking skills to assimilate appropriate information as part of problem solving and decision making. Asks appropriate questions that demonstrate critical thinking. Reading and use of the literature in solving problems.</p>						
<p>Organization and Planning Skills in execution of lab rotation project.</p> <p>Understanding of the project. Use time productively and efficiently. Demonstrates the ability to be flexible and adaptable. Follows through on assigned duties and tasks. Ability to budget time effectively; time in lab well-spent. Design and execution of experiments. Demonstrates independence in the completion of projects and assignments.</p>						
<p>Professional and Personal Development</p> <p>Demonstrates ability to accept corrective feedback and suggestions for improvement. Accepts responsibility and consequences for own actions and decisions. Identifies areas of personal strengths, weakness, and goals.</p>						
<p>Interpersonal & Communication Skills</p> <p>General attitude and ability to get along positively with peers and research staff. Demonstrates the ability to work well with both individuals and groups. Communicates verbally in a clear, understandable manner. Listens carefully to diverse points of view. Is patient & tolerant of others. Utilizes effective leadership skills.</p>						
<p>Writing Skills.</p> <p>Presents relevant information in a fluent, concise and organized manner.</p>						
<p>Attendance in Lab and lab meetings.</p>						
<p>Lab notebook</p>						

Additional Comments:

1. Strengths

2. Weaknesses

3. Did the student present at lab meeting? If so, what grade would you assign the presentation?

4. What grade would you assign his/her overall performance in your lab?

5. Would you accept this student into your lab?

For Office Use Only:

09/2020

Received By: _____ Date: _____