The Comparative and Experimental Medicine (CEM) Program has a formal process for annual evaluation of student progress and performance. The process is designed to optimize the value of individual student programs and to ensure timely progression through degree requirements.

Expectations for Good Standing
Students in the CEM program are expected to maintain a 3.0 cumulative grade-point average on all graduate courses graded A–F. For all other courses, a grade of either P or S must be received. In addition, students are expected to make reasonable progress in their thesis or dissertation research after projects have been approved. The CEM program has a formal process for annual evaluation of student progress and performance. The process is designed to optimize the value of individual student programs and to ensure timely progression through degree requirements.

Yearly Progress Report
Following each spring semester, students who have been in the CEM Graduate Program for at least two semesters must meet with their major professor to discuss their progress and performance. The major professor is responsible for providing a written evaluation describing the student’s accomplishments, strengths, and deficiencies and if necessary, suggested corrective actions. In the event of an anticipated unsatisfactory evaluation, the major professor consults with the student’s advising committee before preparing the evaluation. The major professor provides copies of the evaluation to the members of the student’s committee and to the CEM program director.

Following the major professor’s evaluation and prior to the start of the fall semester, the student must submit an information packet to the CEM program director’s office. The packet includes a detailed reporting form, a current curriculum vitae (CV), and a copy of the major professor’s evaluation. The reporting form includes explanations and corrective actions to be taken in response to deficiencies or unsatisfactory progress reported in the major professor’s evaluation. The packet will be available to the major professor and to members of the student’s advising committee.

If warranted, the CEM program director will notify the student, the major professor, and the student’s advising committee that a report of unsatisfactory performance is being made to the JGCC. The JGCC will review the report and any additional materials provided by committee members and decide if there are grounds for probation or dismissal from the program.

Should a progress report not be filed by the specified deadline, access to financial support may be jeopardized, and students may be restricted from registering for courses.

Conflict Resolution
If a conflict develops between a student and the student’s major professor, both parties should work to correct the interfering issues. Conflicts may include issues of disruptive conduct and insubordination. If the conflict cannot be resolved, the professor or student should request mediation through the CEM program director. If all efforts fail and the professor decides to stop serving as the student’s major professor, that professor documents in writing all problems and attempts to make corrections to the student, the student’s committee members, and the director. Conversely, students may similarly request changes. Under either scenario, to remain in the program, the student must provide to the director a written explanation and request to formally visit with other program faculty (as in laboratory rotations) or to associate formally with another faculty member (who must provide written agreement). The director will notify the student, the major professor, and the student’s advising committee that the student’s request and accompanying materials are being directed to the JGCC for decision. The CEM program is not responsible for replacing any stipend and tuition support provided by the first faculty mentor, and it is possible that stipend and tuition support for the student may be lost.

Ref: https://vetmed.tennessee.edu/research/Documents/CEM/CEMHandbook1516.pdf