



Graduate Studies

*Department of Biological Science
Florida State University*

Quick Guide to Bio Grad Database

Admin Version

The Biology Grad Database (<http://bio.fsu.edu/gradbeta>) gives the graduate students and faculty access to the tracking information collected by the Graduate Office. The Graduate Office uses this information to ensure that students meet the departmental guidelines for their degree, and that we comply with College and University requirements. In making their own information visible to students, our goals are to

- help students and their mentors track their own progress,
- clarify the departmental requirements and expectations for when students should reach degree checkpoints, and
- recruit the students themselves to help keep our records complete and up to date.

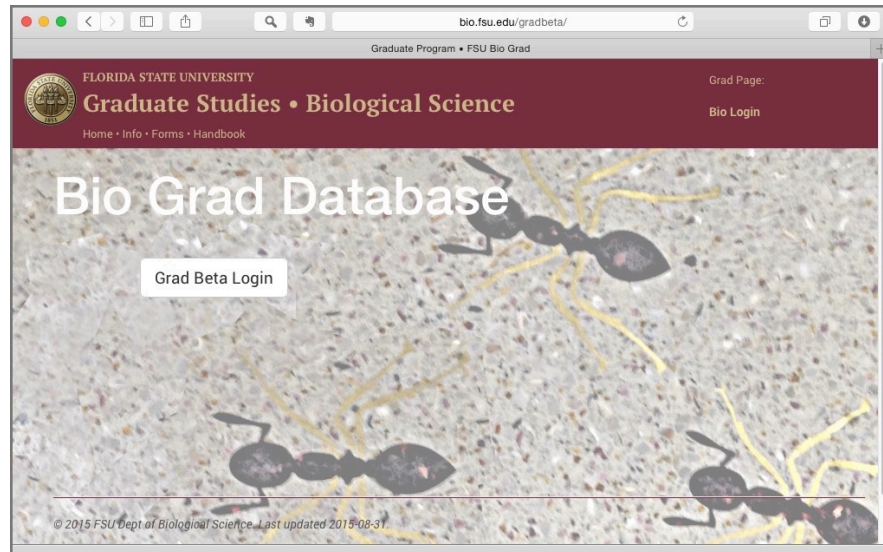
Feedback and suggestions are welcome!

Current Limitations

The overall progress of students who are pursuing (or have completed) an “in-flight” MS is not well-displayed on the current pages (e.g., you can’t currently tell if a PhD student has also done an MS degree from their timeline). Also, the progress of students in our new “course-based MS” program is not well displayed.

Login

You log in to the Gradbeta database by going to <http://bio.fsu.edu/gradbeta>, and clicking on the "Login" button.



Then log in with your fsuid and password (the same login as for Blackboard). The FSU "central authentication service" verifies your login identity independent of Gradbeta or the bio servers.



If you see a page stating that you are not authorized to view the page, or pictures of Cassowaries, then contact me (haupt@bio.fsu.edu). I probably entered your fsuid incorrectly into the user list.

Faculty Page

Once you are logged in, you will see your Faculty page. This page lists your current students, and any graduate committees on which you serve. (Just Biology committees, of course). A listing of your lab alumni will be added in the near future, as we work back through the files.

The screenshot shows a web browser window with the URL `bio.fsu.edu/gradbeta/faculty/biofaculty.html`. The page header includes the Florida State University logo and navigation links. The user profile for Dr. Ben Kenobi is displayed, including his email and employee ID. Below the profile are two tables showing student progress.

Students Table:

Student	Annual Review	Area	Degree	Year	Professor	Committee	Program of Studies	Cumul GPA	Courses	Teaching	Seminar	BSC 8964 (Prelim)	Prelim Exam	Candidacy	Proposal	Dissert. Hrs	BSC 8985 / 8976 (Def)	Defense	Grad. Clearance	Graduation
Skywalker, Anakin biosith@bio.fsu.edu 00000002, biosith	Rev. Form	DEV	PhD	16	●	●	●	—	—	○	○	○	○	○	○	○	○	○	○	○
Skywalker, Luke biostudent@bio.fsu.edu 00000001, biostudent	Rev. Form	DEV	PhD	4	●	●	●	—	—	○	●	○	●	○	○	○	○	○	○	○

Showing 1 to 2 of 2 entries

Bio Committees Table:

Student	Annual Review	Area	Degree	Year	Professor	Committee	Program of Studies	Cumul GPA	Courses	Teaching	Seminar	BSC 8964 (Prelim)	Prelim Exam	Candidacy	Proposal	Dissert. Hrs	BSC 8985 / 8976 (Def)	Defense	Grad. Clearance	Graduation
No data available in table																				

Showing 0 to 0 of 0 entries

Each student is listed with a summary of their progress meeting the various checkpoints towards their degrees. Here we see Dr. Kenobi's two students, Anakin and Luke:

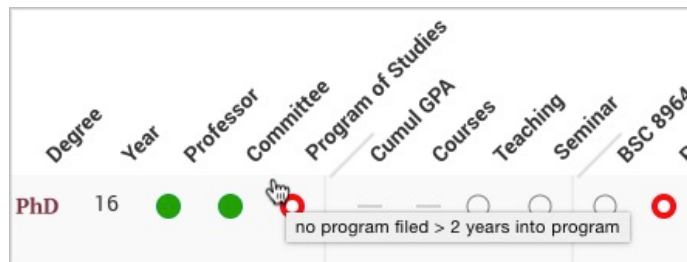
Students

Student	Annual Review	Area	Degree	Year	Professor	Committee	Program of Studies	Cumul GPA	Courses	Teaching	Seminar	BSC 8964 (Prelim)	Prelim Exam	Candidacy	Proposal	Dissert. Hrs	BSC 8985 / 8976 (Def)	Defense	Grad. Clearance	Graduation
Skywalker, Anakin biosith@bio.fsu.edu 00000002, biosith	Rev. Form	DEV	PhD	16	●	●	●	—	—	○	○	○	○	○	○	○	○	○	○	○
Skywalker, Luke biostudent@bio.fsu.edu 00000001, biostudent	Rev. Form	DEV	PhD	4	●	●	●	—	—	○	●	○	●	○	○	○	○	○	○	○

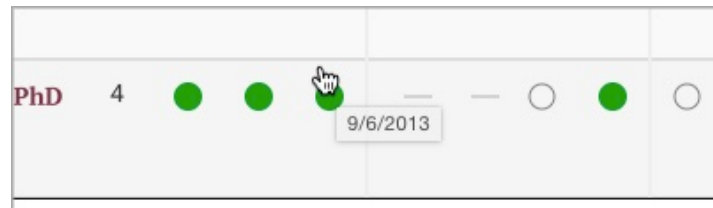
Showing 1 to 2 of 2 entries

Progress is indicated with a series of color-coded dots. "Green" indicates that a requirement has been met (or more exactly, has been recorded by the Graduate Office). "Yellow" indicates that a requirement is about to become due (e.g., prelims should be scheduled at the end of the second year). "Red" indicates that a requirement is missing or overdue (e.g. no "program of studies" has been filed with the graduate office after 2 years).

You can interrogate the status dots by hovering the mouse cursor over the dot. Here we see that Anakin has not filed his Program of Studies, despite being in the program for 16 years:



Luke, however, filed his Program of Studies on time, on September 6, 2013:








Student Pages

The goal of the GradBeta system is to make the student's entire graduate file online and accessible both by the student and the students committee (which helps with "self-advising" to meet the degree requirements) and to consolidate and summarize overall information about our graduate program.

From the Student menus, you can see information about current students and their progress.

The "Students"->"Directory" item lists all current students. Clicking on any the table entry for any one student will open up that student's personal page, which shows their progress towards their degree:

Student	Area	Degr	Year	Professor	Committee	Support & Status
 dchatterjee@bio.fsu.edu 200993074, dc14k India					Zhu Kato Horabin (UR)	Sp17: TAFT, su17: TAFT, Fa17: ..
 bmc09e@my.fsu.edu 100464137, bmc09e	NS	PhD	4	Fadool, D	Keller, L Houpt Levenson, C Figueroa, A (UR)	Fa16: FS,FT, Sp17: TAFT, su17: ,FT, Fa17: ..
 yc14b@my.fsu.edu 200145316, yc14b China	CMB	PhD	3	Tang	Dennis David Meckes Yi Ren (UR)	Fa16: TAFT, Sp17: TAFT, su17: ,FT, Fa17: ..
 lc13g@my.fsu.edu 200037373, lc13g	CMB	PhD	4	Dennis	Hammock, Liz Chase Bass Gunjan, Akash (UR)	Fa16: RAFT, Sp17: TAFT, su17: TAFT, Fa17: ..
 jcusick@fsu.edu 000101271, jcusick	E&E	PhD	4	DuVal	Burgess Travis Miller Hull, Elaine (UR)	Fa16: TAFT, Sp17: TAFT, su17: TAFT, Fa17: ..

Requirement	Date	Status	Notes
Teaching Assistantship		No orientation or PDF certification [PDF]	Week 1
Teach Master Professor	9/1/2014	Dennis (Master Professor)	end of Year 1
Establish Committee	9/1/2014	Hammock, Liz Chase Bass Gunjan, Akash (UR)	start of Year 2
Program of Studies	9/1/2014	Your proposed coursework, approved by your Committee	Year 2
Residence		Notes by site	
Required Courses		Notes by site	

This will open the student profile page (This is the page a graduate student will see when they log into Gradbeta.) At the top of the page is some summary information, a status row, and a timeline of committee meetings and significant checkpoints:

The screenshot shows the student profile page for Luke Skywalker. The header includes the Florida State University logo and navigation links. The student's name, email, and ID are displayed. A progress bar shows the status of various milestones, and a timeline below it shows the dates of committee meetings and other events.

Student	Annual Review	Area	Degree	Year	Professor	Committee	Program of Studies	Cumul GPA	Courses	Teaching	Seminar	BSC 8984 (Prelim)	Prelim Exam	Candidacy	Proposal	Dissert. Hrs	BSC 8985 / 8976 (Def)	Defense	Grad. Clearance	Graduation
Skywalker, Luke biostudent@bio.fsu.edu 00000001, biostudent	Rev. Form	DEV	PhD	4	●	●	●	—	—	○	●	○	○	○	○	○	○	○	○	○

Showing 1 to 1 of 1 entries

Timeline milestones: Program of Studies Committee Form, Comm mtg, Prelim Exam Comm mtg, Proposal Defense Comm mtg.

Legend: TA (orange), RA (red), fellowship (green), self-paying (blue).

Further down are several sections of information. The most relevant is the "PhD [or MS] Requirements" section, which lists in chronological order each requirement (according to the Bio Graduate Handbook), the completion status of each requirement, and the suggested timing of completion.

show PhD Requirements

Requirement	Date	Notes	Timing
<input type="radio"/> Teaching Workshop		Bio Orientation or PIE certification [pdf]	Week 1
<input checked="" type="radio"/> Declare Major Professor	5/20/2013	Kenobi, Ben (Major Professor)	end of Year 1
<input checked="" type="radio"/> Establish Committee	9/6/2013	Windu, Mace Jinn, Qui Gon Yoda Chewbacca (UR) email whole committee	start of Year 2
<input checked="" type="radio"/> Program of Studies	9/6/2013	Your proposed coursework, approved by your Committee	Year 2
— Rotations		varies by area	
<input type="radio"/> Required Courses		varies by area	

For each requirement, a link is provided to the appropriate memo, which should be filed with the Graduate Office to certify completion. For items which have been completed, the date of completion is displayed.

<input type="radio"/>	Teaching Requirement	Memo	TA in 2 different courses: 1. 2.	
<input type="radio"/>	Seminar Requirement	Memo	3 seminars—at least 1 departmental: 1. 2. 3.	
<input type="radio"/>	Register for BSC 8964		You must register for this course in the term in which you hold your Preliminary Examination	start of Prelim Exam term
<input checked="" type="radio"/>	Preliminary Exam	Memo	Register for BSC8964	before Year 3
<input type="radio"/>	Admitted to Candidacy		Filed by Graduate Office after Prelims passed	before Year 3
<input type="radio"/>	Proposal Defense	Memo	Submit to Graduate Office	before Year 4 within 6 m of Prelim Exam 12 m before Defense
<input type="radio"/>	Dissertation Hours		Register for BSC6980 minimum of 24 hours	taken after Prelim Exam
<input type="radio"/>	Register for BSC 8985		You must register for this course in the term in which you hold your dissertation defense	start of Defense term
<input type="radio"/>	Defense Announcement	online form		2 weeks before Defense
<input type="radio"/>	Dissertation Defense	Paperwork	Register for BSC8985	within 5 yr of Prelim Exam

A useful feature is that the student's committee is listed (clicking on the names will open an email.) The entire committee can be emailed at once by clicking on "email whole committee":

<input checked="" type="radio"/>	Establish Committee	9/6/2013	Windu, Mace Jinn, Qui Gon Yoda Chewbacca (UR)	email whole committee
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Student Progress

The “Students” -> “Progress” item lists all current students (<http://www.bio.fsu.edu/gradbeta/studentstatus/>), but with “status”dots” to show what items they have completed in green (and which items they are delinquent on in yellow or red).

Student	Annual Review	Area	Degree	Year	Professor	Committee	Program of Studies	Cumul GPA	Teaching	Seminar	BSC 8964 (Prelim)	Prelim Exam	Proposal	BSC 8965 / 8976 (Def)	Defense	Grad. Cof.
Al Koborssy, Dolly alkoborssy@neuro.fsu.edu 000097599, dka11b	Rev. Form	NS	PHD	5	●	●	●	●	●	●	●	●	○	○	○	○
Arambarri, Lorea lna12@my.fsu.edu 100447339, lna12	Rev. Form	NS	MS	1	○	○	○	○	○	○	○	○	○	○	○	○
Askenasy Flores, Isabel iaskenasy@fsu.edu 000095728, iaskenasy	Rev. Form	CMB	PHD	5	●	●	●	●	○	●	●	●	○	○	○	○
Bartlett, Daniel dbart1807@gmail.com 200244986, dab15b	Rev. Form	CMB	PHD	2	●	○	○	○	○	○	○	○	○	○	○	○

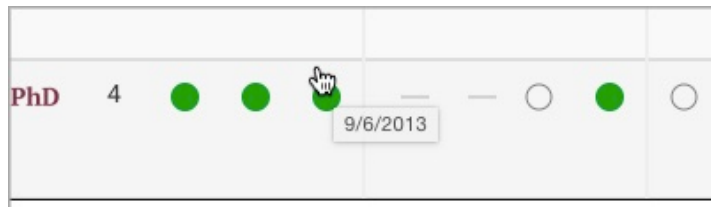
Progress is indicated with a series of color-coded dots. "Green" indicates that a requirement has been met (or more exactly, has been recorded by the Graduate Office). "Yellow" indicates that a requirement is about to become due (e.g., prelims should be scheduled at the end of the second year). "Red" indicates that a requirement is missing or overdue (e.g. no "program of studies" has been filed with the graduate office after 2 years).

You can interrogate the status dots by hovering the mouse cursor over the dot. Here we see that on student, Anakin, has not filed his Program of Studies, despite being in the program for 16 years:

Degree	Year	Professor	Committee	Program of Studies	Cumul GPA	Courses	Teaching	Seminar	BSC 8964 (Prelim)
PhD	16	●	●	○	○	○	○	○	○

no program filed > 2 years into program

Luke, however, filed his Program of Studies on time, on September 6, 2013:



Student Summary

The “Students” -> “Summary” item (http://www.bio.fsu.edu/gradbeta/student_summary/) gives over all numbers of students who have completed the semester-by-semester tasks (annual committee meetings, completed TA evaluations, signed appointment letters, etc.) as well as the number of students who have passed prelims, defended their research proposals, etc.

Item	Completed (%)	Incomplete (%)
Spring TA Evaluation	0 (0%)	0 (0%)
Fall Registration	0 (0%)	0 (0%)
Fall Appointment Letter	0 (0%)	0 (0%)

Progress towards PhD

Updated Fri Oct 7 10:53 AM

Number of PhD Students: 90
 Number in 2nd year or above: 90
 Number in 3rd year or above: 79
 Number in 6th year or above: 33

Item	Completed (%)	Incomplete (%)
Declare Professor (≥ 2nd year)	82 (91%)	8 (9%)
Declare Committee (≥ 2nd year)	71 (79%)	19 (21%)
Program of Studies (≥ 2nd year)	73 (81%)	17 (19%)
Prelim Exam (≥ 3rd year)	64 (81%)	15 (19%)
Proposal (≥ 3rd year)	40 (51%)	39 (49%)
Teaching Requirement	53 (59%)	37 (41%)
Seminar Requirement	26 (29%)	64 (71%)

Progress towards Thesis MS

Updated from Jedi Fri Oct 7 10:53 AM

Number of Thesis MS Students: 11
 Number in 2nd year or above: 11
 Number in 3rd year or above: 9

Item	Completed (%)	Incomplete (%)
Declare Professor (≥ 2nd year)	9 (82%)	2 (18%)
Declare Committee (≥ 2nd year)	7 (64%)	4 (36%)
Program of Studies (≥ 2nd year)	8 (73%)	3 (27%)
Coursework (≥ 2nd year)	-	-

Faculty Pages

Similarly, you can see the graduate program from the perspective of Faculty under the “Faculty” menu (<http://www.bio.fsu.edu/gradbeta/faculty/>). Clicking on any faculty member’s entry will bring up the faculty members page, with a listing of their current graduate students, any biology committees they serve on, and a list of recent alumni from their lab. (This is the page that faculty see when they log in.) Again, clicking on the student’s entry brings up that student’s personal page.

The screenshot shows the Florida State University Graduate Studies Biological Science Faculty Page for Hank Bass, PhD. The page includes a header with navigation links and a faculty member profile. Below the profile are two tables: 'Students' and 'Bio Committees'.

Faculty Member Profile:

Hank Bass, PhD
 bass@bio.fsu.edu
 Employee ID: 000020925 • FSU ID: hbass

Show Key to Requirements

Students

Student	Annual Review	Area	Degree	Year	Professor	Committee	Program of Studies	Cumal GPA	Teaching	Seminar	BSC #984 (Prelim)	Prelim Exam	Proposal	BSC #985 / #976	Defense
Easterling, Katherine kae09@my.fsu.edu 000094005, kae09	Rev. Form	CMB	PhD	4	●	●	●	○	○	●	●	○	○	○	○
Gumber, Hardeep hardeep@bio.fsu.edu 000100720, hkg12	Rev. Form	CMB	PhD	5	●	●	●	●	○	●	●	●	○	○	○
Turpin, Zach zmt11@my.fsu.edu 100225453, zmt11	Rev. Form	CMB	PhD	2	●	○	○	○	○	○	○	○	○	○	○

Showing 1 to 3 of 3 entries Copy CSV

Bio Committees

Student	Annual Review	Area	Degree	Year	Professor	Committee	Program of Studies	Cumal GPA	Teaching	Seminar	BSC #984 (Prelim)	Prelim Exam	Proposal	BSC #985 / #976	Defense
Cole, Lauren lc13g@my.fsu.edu 200017373, lc13g	Rev. Form	CMB	PhD	4	●	●	●	●	○	●	●	○	○	○	○

Document Archive

All of the electronic documents for all students can be viewed at the document catalog link (http://www.bio.fsu.edu/gradbeta/docs_catalog/). Currently, only the recurring evaluation and appointment documents are fully online (at http://www.bio.fsu.edu/gradbeta/docs_catalog/recurring_docs.html) although we are moving towards electronic forms for all of the degree progress milestones (e.g. prelim defense results, proposal defense results, committee memos for certifying that requirements have been met, etc.) By clicking on the pdf links, you can see what our annual review forms, TA evaluation forms, or appointment letters look like.

FLORIDA STATE UNIVERSITY
Graduate Studies • Biological Science
 Gradbeta Page: Tom Houpt
 Logout
 Gradbeta Student Info ▾ Handbook Courses ▾ Overview ▾ Admissions ▾ Alumni ▾ Students ▾ Faculty ▾ Jedi

All Documents Academic Progress Docs **Recurring Docs**

Recurring Documents All Areas Cell & Molecular Neuroscience Ecology & Evolution

Category: All Documents ▾

Show All ▾ entries

Search:

Year	Term	Student	Emplid	Area	Document	PDF File
2012	Fall	Merwin, Andrew	000100671	E&E	Annual review	Merwin_000100671_Annual_Review_Fall_2012.pdf
2012	Fall	Kuhn-Hendricks, Stephen	000100966	E&E	Annual review	Hendricks_000100966_Annual_Review_Fall_2012.pdf
2012	Fall	Margres, Mark	000094559	E&E	Annual review	Margres_000094559_Annual_Review_Fall_2012.pdf
2012	Fall	Walker, Caroline	000080194	E&E	Annual review	Stahala_000080194_Annual_Review_Fall_2012.pdf
2012	Fall	Darrow, Emily	000076998	CMB	Annual review	Darrow_000076998_Annual_Review_Fall_2012.pdf
2012	Fall	McGivern, James	000099666	CMB	Annual review	McGivern_000099666_Annual_Review_Fall_2012.pdf

Other Links

Other areas of the Gradbeta site can be accessed via links at the top of the window:



Info

An assortment of links and useful info for quick look up.

Forms

A listing of forms and memos required by MS and PhD students, which can be downloaded as either word or pdf documents. (Note that the Bio department memos are provided pre-formatted, but they can and should be tailored to the needs of the individual student and their committee.)

Form	Files
Declare your Major Professor	word pdf
Establish Your Committee	word pdf
Program of Studies	word pdf
Teaching Requirement	word pdf
Seminar Requirement	word pdf
Preliminary Examination	word pdf
PhD Proposal Title Page	word pdf
PhD Proposal Defense*	word pdf

Courses

A list of departmental undergraduate courses for the current semester, and a list of TA assignments. (This list currently contains only those courses with graduate student TAs. The designation of “service” is my notation -- TAH.)

Applicants

A list of PhD and thesis-MS applicants (currently displaying last years applicants.) More details will be provided later in the semester as the recruitment season matures.

Handbook

A draft reformatting of the Bio Grad Handbook, with updated links and links to download memos mentioned in the text.

Home • Info • Forms • Handbook

☞ IV. Teaching Requirement

Requirements for the Degree:

V. Program of Studies (MS and PhD Students)

Form THIS DOCUMENT, developed in consultation with the supervisory committee, should outline past and current course work and courses proposed for the future. (See IX. Timetable.)

☞ VI. MS Prospectus

- Contents
- Preface
- Philosophy
- Admission Policies
- Requirements for the Degree:
- I. Time Limits for Degrees
- II. Supervisory Committee
- III. Required Courses
- IV. Teaching Requirement
- V. Program of Studies
- VI. MS Prospectus
- VII. PhD Proposal
- VIII. Graduate Examinations

Overview

Tables summarizing departmental graduate enrollment, graduations, etc. for the current term, and comparing this academic year to last year.

Enrollment						Support					
Fall 2015						Fall 2015					
	All	CMB	NS	E&E	ML		All	CMB	NS	E&E	ML
PhD	93	47	10	36	6	TA	75	41	5	29	2
abs	5	2	0	3	1	RA	19	6	2	11	5
MS	12	3	0	9	2	FS	4	1	3	0	0
abs	0	0	0	0	0	NFR	8	3	0	5	1
cbMS	1	1	0	0	0	Total	106	51	10	45	8
Total	106	51	10	45	8	% TA	70.8	80.4	50.0	64.4	25.0

absentia broken out of PhD total

Jedi

This is a link to the data entry for the underlying database, which can only be accessed by the graduate coordinator (Ben Miller) and the Associate Chair (TAH).

Technical Notes

The Bio Grad Database resides in a MongoDB database, with ancillary data in several spreadsheets maintained by the Graduate Office, or periodically downloaded from central databases such as the Grad School's GST system, or the FSU Admissions portal.

The Gradbeta site consists of static pages generated by a Jekyll-Liquid framework. The advantage of a static site is fast display of prebuilt pages. Because the student tracking data does not change in realtime, the student profiles and statistical tables can be pre-populated and pre-calculated on the Gradbeta website. The pages are generated whenever there is a change in the database or new data files are uploaded, with a latency of only a few minutes. Subsequently, when a user visits the site, the pages can be displayed immediately without having to wait for data retrieval from the database server.

The online Annual Review and TA Evaluation forms are backed by a Firebase database which provides almost instant synchronization across multiple views of the same form by different faculty and students.

A series of custom Clojure, Javascript, and PHP programs glues everything together and provides a custom interface.

Security

The Database itself is stored on a separate secure server which can only be accessed from within the King building network by the Graduate Office (Ben, Rita, and Tom); it is protected by the King firewall from outside access.

The Gradbeta site is generated on the secure server and then uploaded to the bio.fsu.edu server for student and faculty access. Although some portions of the site are publicly accessible (e.g. the handbook), most pages can only be accessed by faculty or students. Users are authenticated by the FSU central authentication server (CAS), aka Blackboard/fsuid login, which verifies identity without Gradbeta needing to see the user's password. Using the fsuid system also makes it easy for outside committee members to login to their student's page.

Individual student pages are only accessible to the student and their committee. A custom server-side security program, Cassowary, mediates between the FSU CAS and Gradbeta to restrict page access based on user fsuid.

T.A. Houpt
C.E. Houpt