

## Follow-up Thesis Committee (CSDI) Interview REPORT

*A complete reminder of how CSID (French Acronym for "Follow-up Thesis Committee") works is available at the end of the form*

**The PhD student pre-fills in sections 1 to 5 before the interview**

IDENTIFICATION	
<b>Research UNIT:</b>	<b>Doctoral contract or other institutional financing :    yes / no</b> <b>Teaching contract :                    yes / no</b> <b>Year of Phd (current) :</b>
<b><u>PhD Student</u></b>	
Surname :	First Name :
<b><u>Thesis title:</u></b>	
<b><u>Thesis Supervisor</u></b>	
Name :	<b><u>Thesis Co-supervisor</u></b>
Name :	Name :
<b><u>Committee</u></b>	
Surname :	First name :
Surname:	First name :
<i><u>Note: add lines if more than 2 members</u></i>	
Date of Interview:	

## 2. INTERGRATION INTO UNIT

**Attendance of the PhD student at seminars organized by the unit:**

regular  irregular  never (explain)

**How often do you meet with your thesis supervisor?**

monthly  quarterly  semi-annually  other (explain)

**Is this frequency satisfactory for the PhD student? (Yes/ No) Comment if necessary**

## 3. ASSESSMENT OF THE YEAR EVALUATED

### RESULTS ACHIEVED

What are the main results obtained and/or the main research actions accomplished by the PhD student since the last interview (Situation of the progress of the thesis in relation to the project)?

### VALUING THE WORK OF THE THESIS

List of Publications (accepted, in press, published or planned - this list includes working papers)

Has the PhD student participated in a conference(s)/colloquium(s) or/and submitted abstracts, oral presentations or posters?

**4. TRAININGS ATTENDED  
during the year evaluated**

**ACADEMIC and DISCIPLINARY TRAINING (ACA)**

- Training in ethics and scientific integrity (mandatory for the PhD program): .....h
- Training in sustainable development issues (mandatory for the doctoral program starting in 2023-2024): ..... h
- Other courses in the ADUM catalog: ..... h
- Other courses outside the ADUM catalog validated by the ED (EUR minors, International PhD Programs, SKEMA Programs.....): ..... h
- Conferences / Thematic schools / workshops (3h / ½ days): ..... h
- Seminars of the ED laboratories (1.5 h per seminar): ..... h
- Exemption from ACA training obtained for the current year: ..... h
- Total ..... h

**PROFESSIONAL AND TECHNICAL TRAINING (PRO)**

- Open Science training (mandatory on the PhD curriculum starting in 2023-2024): .....h
- Scientific communication : ..... h
- Dissemination of the scientific culture: .....h
- BU training "Theses: deposit and online" (mandatory for the PhD course): .....h
- Other BU training courses: .....h
- Training to prevent health and safety risks: .....h
- Professional integration after the thesis: ..... h
- Other training courses in the ADUM catalog: ..... h
- Other training courses outside the ADUM catalog validated by the ED-DESPEG: ..... h
- Exemption from PRO training obtained for the current year: ..... h
- Total .....h

**Remarks / Desired training :**

## 5. LOOKING FORWARD TO THE FOLLOWING YEAR

### OBJECTIVES AND EXPECTED RESULTS

Objectives and planning (if last year of thesis, defense planned in the year or not? give reasons, what funding planned?)

### POST-DOCTORAL CAREER GOAL

Indicate in a few lines the project of the PhD student, has a process been initiated, contacts made, ...

## 6. COMMENTS OF THE COMMITTEE

Are the scientific, material and financial conditions necessary for the successful completion of the doctoral project present? Is the PhD student well integrated into the research team or unit, in a scientific community? Does he or she feel isolated?

*Note: - If the PhD student is preparing his or her thesis in a partnership framework (interdisciplinary, international or with a company), are the conditions of this partnership satisfactory? Is there real collaboration between the different actors?*

Is the motivation and determination of the PhD student to advance in his or her work good? Does the timetable for the completion of the thesis appear credible?

Notes:

*- If the PhD student is preparing his or her thesis in a lifelong learning program, in parallel with another professional activity, is the time sharing between his or her various activities adapted/appropriate? Is a revision of the conditions of the doctoral program necessary (to be accepted)?*

*- If the PhD student requests a waiver to enroll in a thesis beyond the 3rd year of the doctorate, is this request justified?*

*- If the PhD student requests an exemption for a thesis registration beyond the 3rd year of the PhD, is this request justified?*

Is the dialogue between PhD student and supervisor satisfactory?

Is the PhD student exposed to psychosocial risks? Is he/she subject to harassment, discrimination, violence and in particular sexist and sexual violence or gender-based violence?

*Note: If the interview reveals this type of risk, do not mention the nature of the risks in the report but check yes to alert the Doctoral School who will contact you*

Yes

No

Does the PhD student have substantial written productions (progress report, bibliography review, article, chapters of the thesis...)? If so, how did the PhD student and supervisor work together?

Are the PhD student's presentation skills satisfactory? Clarity, spirit of synthesis, quality of the supports, oral ease, didactics?

Does the PhD student have opportunities to develop his or her scientific culture in his or her field of research in the broad sense and its international opening (seminar cycles, thematic schools, etc.)?

Is the development of the PhD student's general knowledge and expertise in his/her field satisfactory?

What is the state of the preparation of the PhD student's professional career? (cf. portfolio of competencies). *Has he or she reflected on his skills, his training plan and additional activities? Does it have or does it have any professional development activities other than research (teaching missions for example?)*

What is the status of the PhD student with regard to his or her doctoral training hours (cf. Individual training plan) *Has the PhD student been made aware of research ethics and scientific integrity, of the challenges of open science and the dissemination of research work in society in order to strengthen the relationship between scientists and citizens, and of the challenges of sustainable and durable development?*

Did the interview with the thesis supervisor reveal any points that the committee wishes to mention in this report?

Other observations from the committee:

Summary and Opinion of the Committee on Doctoral Re-enrolment

**Signature of the Monitoring Committee referent**

*Note: If no referee had been appointed at the time the committee was set up, the committee members shall appoint from among themselves a referee from the current academic year*



## REMINDER OF THE FUNCTIONING OF THE CSID

As a reminder, the individual PhD student follow-up committee (CSID) aims to

- **Provide** a framework for discussions and exchanges between the PhD student and his/her research unit, on an annual basis and for the duration of the doctorate.
- **Validate** the proper integration of the PhD student within the unit and his/her team and the proper conduct of his/her thesis supervision
- **Advise** the PhD student in his/her approach if difficulties arise
- **Identify** any form of conflict, discrimination, moral or sexual harassment or sexist behavior and alert the doctoral school
- **Accompany** and advise the PhD student in his/her professional project
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Each year, between mid-May and mid-July, the committee meets **at the request of the PhD student**, who contacts the members of the CSID and the doctoral school to set a date for the interview.

**Once the date of the interview has been set, the PhD student:**

- Sends the following documents to the committee and to his/her thesis director, at least 3 days before the committee meeting:
  - A **summary** of all or part of the scientific work (free format)
  - The **pre-filled interview** report for sections 1 to 5
  - The **updated portfolio** of skills (to be downloaded from ADUM) (optional)
  - The updated individual **training plan** (to be downloaded from ADUM) (optional)

The interview takes place in 3 steps:

- **Step 1.** Scientific presentation of the PhD student in the presence of the thesis director
- **Step 2.** Interview with the PhD student without the presence of the thesis director
- **Step 3.** Interview with the thesis director without the presence of the PhD student

*Note: The indicative time for the global interview is 1h-1h30. Nevertheless, the 3 steps can be disconnected in time. For example, the presentation of the scientific advances by the PhD student may have taken place beforehand in the context of a study day, seminar or other event to which the committee members have been invited. The interview with the PhD student can take place on a different day from the interview with the thesis director. Finally, all or part of these 3 steps can be done by videoconference.*

**At the end of the interview, the CSID:**

- **Writes** his observations in section 5 of the form sent by the PhD student
- **Sends** the interview report signed by the committee's referent to the PhD student and the thesis director.
- **Alerts the doctoral school directly** if any form of risk or conflict is identified
- [ed-despeg@univ-cotedazur.fr](mailto:ed-despeg@univ-cotedazur.fr)

**The CSID's favorable opinion, with reasons, is mandatory for any application for re-registration.**

*A complete guide to the CSID, published by the Université Côte d'Azur, for the use of all stakeholders is available at the following link: <https://ed-despeg-unice.fr/le-comite-de-suivi-de-these/>*

*If no referent has been designated at the time of the committee's creation, the committee members will designate a referent from among their number for the current academic year.*