



Department of Film and Mass Media Meeting

Meeting Date: 09/07/18

Start: 10:06 a.m. **End:** 11:33 a.m.

Attendance: G. Bagley, Z. Beckler, J. Bowen, T. Brown, R. Brunson, S. Collins, K. Coronado, L. Danker, Y. DeBlois, D. Doyle, M. Gerstein, L. Ingle, E. Kight, W. Kinnally, J. Kunerth, A. Major, J. McCully, L. Mills, P. Peters, L. Peterson, G. Rhodes, S. Rice, B. Rubenking, B. Sandler, K. Shults, K. Smith, L. Speere, U. Stoeckl, K. Voss, D. Yonts

Excused: R. Jones, P. Kohl, T. Ritter

| Agenda Item | Discussion/Conclusion | Recommendations/Actions | Responsible | Follow-Up |
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| Welcome | <ul style="list-style-type: none"> Thanks to everyone for attending the first Film and Mass Media departmental meeting. The intent is not to schedule meetings on Fridays. Fridays should be used to do research, course preparation, etc. Future departmental meetings will not be held on Friday. It is impossible to schedule meetings when faculty members are not teaching; however, an attempt will be made to schedule meetings when majority of faculty are available. | | | |
| Recruitment and Marketing | <ul style="list-style-type: none"> There is some budget for marketing and materials. Maybe use some funds for MFA marketing. R-TV would like to rebrand their program because of falling numbers. A recruitment and marketing committee will be formed Need to look at equipment; what do the students want? A suggestion was made to canvas first-year and new incoming students. | Find someone from the school to be part of the recruitment and marketing committee | G. Rhodes | |
| Internships | <ul style="list-style-type: none"> Internships should be a unique course with a number and be part of the teaching load Journalism requires a 1.0 credit hour internships | Film, Journalism, R-TV to look at internships | All | 10/02/18 |
| Advising | <ul style="list-style-type: none"> Journalism and R-TV faculty advise students During transfer orientation, students meet with faculty With the Film department having 500 plus students, faculty do not advise. The Advising department handles student advising | Discuss a unify procedure for advising students, if possible | Program Coordinators | 10/02/18 |
| Travel | <ul style="list-style-type: none"> Travel budget is looking better Department has \$26K The goal is that the program not lose ground | Submit all upcoming travel plans | All | ASAP |

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| | <ul style="list-style-type: none"> • General expectation is \$2K per person • Strongly suggest submitting all travel plans now • \$10K has been set aside at the school level for international travel or unexpected events • New procedure needs to be created for travel | Lobby for more money | G. Rhodes | |
| Summer Assignment | <ul style="list-style-type: none"> • A unified procedure for all | Review procedure | Policy and Planning Committee | |
| Committee Organization | <ul style="list-style-type: none"> • AESP Committee Tim Brown Steve Collins Mark Gerstein Ula Stoeckl • Curriculum Committee Zach Beckler Rick Brunson Kevin Smith • Policy Planning Committee George Bagley Jon Bowen Lori Ingle Jeff Kunerth Kevin Smith Lance Speere • Recruitment Committee Katie Coronado Yson DeBlois Philip Peters Stephanie Rice Kate Shults | Schedule and meet | All members | 11/01/18 |
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| | | Schedule and meet | All members | 11/01/18 |
| Any Other Business | <ul style="list-style-type: none"> • Nothing | | | |