**Minutes**

**NSCM Graduate Faculty Meeting**

**11:00 to 11:50, August 12, 2020**

[https://ucf.zoom.us/j/95358328703](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fucf.zoom.us%2Fj%2F95358328703&data=05%7C01%7CTimothy.Sellnow%40ucf.edu%7C2c274bc8d04f4f66e34b08da7b069976%7Cbb932f15ef3842ba91fcf3c59d5dd1f1%7C0%7C0%7C637957565513467070%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=BMYVsEAbjWjuUOK878A%2FSSJwF9zeqaSnnEnr33hi%2FkQ%3D&reserved=0)

**Attendees:** Will Kinnally, Jamie Kosnosky, Robert Littlefield, Tim Sellnow, Kim Tuorto, Renata Kolodziej-Smith, Lisa Kritzer, James McCafferty, Bridget Rubenking, Rich Grula, Peter Smith, Sally Hastings, Tim Brown, Barry Sandler, Adam Parrish, Ann Miller, Harry Weger, Lisa Mills, Michael Strawser, Tim Ritter, Betsy Kalin, Christine Hanlon, Deanna Sellnow, John Murray, George Musambira, Nan Yu, Jihyun Kim, Melissa Dodd, Patric Spence, Kim Voss, Kate Shults, David Negrin

**Excused:** Jen Sandoval, Utsab Das

1. Jamie Kosnosky and Ken Koloski were welcomed as new graduate staff in NSCM.
2. Kim Tuorto provided a review of the curriculum proposal process as well as tentative dates for submitting curriculum changes.
3. Updates were provided for each NSCM graduate program by the program coordinators:
	1. Strategic Communication Ph.D.--Jen Sandoval (update presented by Tim Sellnow)
	2. Film MFA—Elizabeth Kritzer
	3. Communication MA—Sally Hastings
	4. Digital Media MA—Peter Smith
	5. FIEA—Rich Grula
4. Updates and Evolving Policies from the College of Graduate Studies were provided by Tim Sellnow and Jamie Kosnosky
	1. Ongoing discussion on which programs need to submit plan of study forms
	2. Backlog in processing eForms for moving students into Ph.D. candidacy, completing checklist items for students, and moving courses into grad plan of study to meet requirements.
	3. Backlog in processing Dynamic forms for thesis/dissertation committees, graduate faculty nominations, applications for special leave, and probation plans, and seven-year rule plans.
	4. Backlog in processing GTA hiring due to the new Workday system
	5. Evolving transfer credit policy
	6. Graduate students must complete the Human Research Protection Program module.
5. Update on the Graduate Committee (Tim Sellnow)
	1. Will Kinnally and Maria Harrington are in the second year of their two-year terms as at-large representatives.
	2. Please contact your graduate program coordinator or Tim Sellnow if you have an issue you would like the committee to discuss.
	3. Program coordinators wishing to advertise their programs in various outlets should make a proposal to the Graduate Committee.
	4. Graduate students can apply to the Graduate Committee for up to $500 per semester. Funding stops when travel fund is exhausted.
	5. The committee is tentatively planning to host research synchronous spotlight sessions (50 minutes on Zoom) featuring the research of graduate students and faculty. The sessions will be on Fridays at 12:30. The dates of these spotlight sessions has not yet been determined.