**Graduate Committee Meeting**

**Minutes**

**December 9, 2022**

Members Present: Rich Grula, Will Kinnally, Elizabeth Kritzer, Jamie Kosnosky, Maria Harrington, Sally Hastings, Peter Smith, Jennifer Sandoval, Kim Tuorto, Kenny Koloski, Charlie Elliot, Tim Sellnow

**New Business**

Curriculum and Assessment: Kim Tuorto

The following proposals were approved unanimously by the voting members of the committee:

**Strategic Communication Ph.D.**

* Eliminate concentration areas
* Move COM7025 Health Communication and COM7727 Seminar in Health courses to unrestricted electives
* Move COM7236 Seminar in Risk and Crisis Communication and COM7815 Risk Communication to core courses (increases core cr. from 9 to 15 and put in numerical order)
* Add the following courses to list of unrestricted electives: COM6047 Interpersonal Support in the Workplace, COM6048 Close Relationship Communication; COM6121 Communication Management
* Put unrestricted electives in numerical order

Eliminate Health Comm track (cannot sustain 2 tracks).

As our PhD program enters its fourth year, we have several years of data that shows low interest in the Health Communication track. Additionally, faculty changes in the last year have made it more difficult to provide all of the courses for both of the tracks every year. We are prepared to teach out the single student in the 2022 entering cohort interested in the Health track.

**Comm MA**

Adding minimum grade requirement of B- in the 6000 level research methods course.

Places stronger emphasis on research methods courses for the program. This eliminates students being able to obtain a grade of C in the research courses and offset it with a grade of A in another course.

**Comm MA**

Add completion of COM5312 Introduction to Communication Research with a minimum grade of B-

To ensure students have a good foundation in COM5312 before moving on to more advanced research courses, COM6303 and COM6304

Research Space

Some space may be available on the 2nd floor of CMB for research. Faculty in need of research space should contact Tim Sellnow. Several committee members expressed interest in existing space and will initiative requests via email.

Advising and Scheduling: Rebecca Morales Magsino

No report

Admission Updates: Jamie Kosnosky

Enrollment: Jamie processes requests as they come in. Will not process if student is staff using the waiver or if they have a hold.

Hold removal delays: According to an email from Barbara Fritzsche, they have no staff working in graduation, and the grad services staff that process committee forms and SLOAs and hold removals have been pulled to focus on the upcoming Fall 22 ceremonies.  I have not had luck getting in touch with anyone from that office all week. Tonya Walker and Kerstin Hamann are aware and want to be kept looped in on all the delays.

CGS Campus Partner meeting on Tuesday 12/13 to discuss the issue

Natasha Stubbs and Barbara Fitzeche should be notified about our 6 students with pending holds in need of a response from CGS.

**Old Business**

Negotiating a Course Enrollment Minimum for Graduate Courses with Dean Tomova

No blanket waivers were permitted. Program coordinators are to: a) enroll/recruit more students; b) reduce the number of classes offered each year or semester; c) ask for permission case by case, semester-by semester basis; d) eliminate unsustainable programs

Reminder about Buhr Fellowship

Applications are due to Timothy Sellnow <timothy.sellnow@ucf.edu>by **5:00 P.M. Friday, February 3, 2023**.

Next Meeting

We will not meet on January 13th unless an issue makes meeting this soon after the start of classes necessary. Thus, our next meeting will be February 10th.

Announcements

Maria Harrington announced that the Digital Media landing page is now active.

Adjourned