



# UNLV COMMUNICATION STUDIES GRADUATE STUDENT HANDBOOK

DEPARTMENT OF COMMUNICATION STUDIES  
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## Letter from the Graduate Student Coordinator

Dear Communication Studies Graduate Students,

On behalf of the department, I would like to welcome you to Las Vegas, and our program. We hope you are getting settled here in Nevada and finding your way around the community and campus.

Each one of us needs communication skills for a variety of reasons and our goal is to provide our students with the skills needed to make informed choices within both their professional and personal lives. Our program offers a wide range of useful courses in theory and methods, as well as topic-based courses ranging from the study of interpersonal communication, to organizational communication, to the role of rhetoric in our everyday lives. At its core, we believe effective and ethical communication is key to the wellbeing of society. These skills require advanced training: thus, the crucial importance of an advanced degree in Communication Studies. We are glad you have decided to take this step by receiving an M.A. in Communication Studies from the University of Nevada, Las Vegas.

This handbook is designed to assist you during your time as a member of our program. There are resources on getting started at UNLV, funding opportunities, as well as guidelines for coursework, committee development, and program and university policies. If at any time you have questions while reading through the guide, please reach out for assistance.

Best wishes,

David R. Gruber, PhD  
Associate Professor | Graduate Student  
Coordinator Communication Studies  
University of Nevada, Las Vegas  
[david.gruber@unlv.edu](mailto:david.gruber@unlv.edu)

## **Department Graduate Faculty**

A brief description of each of our graduate faculty members can be found at [Communication Studies Directory](#). A current listing of the graduate faculty can be found in the UNLV Graduate Catalog. Faculty must hold graduate faculty status to be involved in graduate education at UNLV. For up to date information regarding graduate faculty status in your department, visit the [Graduate Faculty status web page](#).

## **Program Description and Outcomes**

### **Mission Statement**

Our mission is to help students, members of the Las Vegas community, and citizens from all walks of life, develop healthy interpersonal relationships, manage small groups and organizations, speak with knowledge and confidence, critically evaluate and present complex data, and ensure the developments of sound public policy.

### **Program Information**

The Department emphasizes two areas of study: Relational Communication and Public Communication. Faculty research and expertise focuses on interpersonal, small group, and organization communication, media studies, political communication, public advocacy, research methods, health communication, and intercultural communication. Courses of study are designed for students with various career aspirations.

In addition to the two areas of study detailed above, our program emphasizes two tracks for completion of the degree: The Advanced Communication Research Track and the Community Engagement Track. For either path, students work to acquire proficiency in critical analysis, social scientific and humanistic research methods, argumentation, and oral written presentation.

#### **Advanced Communication Track\***

This track emphasizes the histories, theories, and methodologies of communication scholarship. It is designed as a pre-Ph.D. academic track that can also prepare students for the legal profession and other specialized degrees to further their career. Students in this track gain enhanced proficiency in the fundamental competencies of a critical, informed, and ethically reflexive public. The skills students refine in this track include advanced scholarly research, writing, analytic thinking, historical contextualization, and ethical attunement.

#### **Community Engagement Track\***

Our second track in Community Engagement is designed for individuals aspiring to work closely with their local constituencies to address community-related issues through a professional project as the culminating experience. This track is designed to offer a real-world orientation to the practical communication-based challenges of our day. The skills students refine in this track include the ability to put communication theory into practice by examining the ongoing political, cultural, socio-economic, and relational challenges that beset our communities every day.

\* [Please see the Graduate Catalog for official and complete program requirements.](#)

## Learning Outcomes

Upon completion of the Master of Arts program, students should be able to:

- Define communication in relational and public contexts.
- Analyze and evaluate messages and interaction in interpersonal, small group, organizational, intercultural, and rhetorical/public settings.
- Identify and discuss historical developments and key theories in relational and public communication.
- Recognize and explain self-reflexivity in relational and public contexts.
- Read critically and analyze productively published research articles.
- Recognize and explain multiple perspectives in rhetorical and relational communication theory.
- Conduct original research in relational and public communication at a level appropriate to capstone work in a graduate education.
- Identify and assess features of ethical and unethical relational and public communication.

## **Application and Admissions Procedures**

Program requirements regarding [admission, coursework and culminating experience can be found in the graduate catalog.](#)

## Sample Degree Requirements\*

The Department of Communication Studies offers two culminating projects a student may choose from to achieve a Master of Arts degree in Communication Studies: a thesis project or a professional project. Students pursuing a Ph.D. are strongly encouraged to write a research thesis, while MA terminal students are encouraged to complete a relevant professional project. All students are required to complete 32 credit hours for the program, however students have two different “tracks” or, options, for how to fulfill those credits.

### Sample Thesis Track\*

The thesis track requires the completion of an original piece of research that the student writes under the guidance of a thesis advisor and committee. This track is most often considered by students who wish to pursue a Ph.D. in Communication or a related field.

#### Requirements include:

- A minimum GPA of 3.0 must be maintained in order to graduate
- 24 hours of coursework (6 hours may be outside of the department)
- 2 hours of professional development credit (first semester and last semester)
- 6 hours of culmination credits (COM 797)
- Completed prospectus and defense in the fall of the second year
- Completed thesis and defense in the spring of the second year

### Sample Professional Project Track\*

The professional project is a project that the student completes under the guidance of a project advisor and committee. This track should be considered by students who seek to enter a specific professional field upon completion of the MA degree, showing advanced research skills and expertise to potential employers.

#### Requirements include:

- A minimum GPA of 3.0 must be maintained in order to graduate
- 27 hours of coursework (6 hours may be outside of the department)
- 2 hours of professional development credit (first semester and last semester)
- 3 hours of culmination credits (COM 798)
- Completed prospectus and defense in the fall of the second year
- Completed project and defense in the spring of the second year

## Sample Required Courses\*

#### All students are required to take the following courses:

- COM 700/Professional Development I
- COM 701/Professional Development II
- COM 710/Communication Theories
- COM 711/Rhetorical Methods
- COM 712/Empirical Research Methods
- COM 730/Rhetorical Theory

\*[Please see the Graduate Catalog for official and complete program requirement.](#) All students, regardless of track, are responsible for conforming to [Graduate College Deadlines](#).

## Culminating Experiences: Thesis Option

A thesis is an original research project completed by the student under the advisement of their major advisor and committee members. The thesis should be roughly 80-100 pages in length and typically completed over the course of the final two semesters in the program. Below is a timeline and description of the process.

## Graduate School Thesis Resources

To ensure your thesis conforms to UNLV guidelines for submission, please review [this page](#) to assist you in developing and finalizing your prospectus and thesis. Additionally, you may review past theses completed for the department [here](#).

## Prospectus

During the first semester of the second year, a student will work with their advisor to develop a prospectus (roughly 30 pages) for their thesis. The prospectus is a plan for writing the thesis and includes an introduction explaining why the study is being executed and how the study will be conducted, including theory, methodology, and a timeline for completing the project.

### For a quantitative prospectus this would typically include:

- Title Page (required)
- Table of Contents (required)
- Introduction (optional, may be folded into the literature review chapter)
- Literature Review
- Methods Proposal
- Appendices (e.g., planned survey, experimental design)
- References (required)

### For a qualitative prospectus this would typically include:

- Title Page (required)
- Table of Contents (required)
- Introduction (optional, may be folded into the literature review chapter)
- Literature Review
- Methods Proposal
- Appendices (e.g., interview schedule of questions)
- References (required)

### For a rhetorical prospectus this would typically include:

- Title Page (required)
- Table of Contents (required)
- Introduction (optional, may be folded into the literature review chapter)
- Literature Review
- Methods (optional, may be folded into another chapter)
- References (required)

## Prospectus Defense

Following the completion of the prospectus to the satisfaction of the major advisor, the student will provide a copy to the committee, **requiring a minimum of two weeks from the date shared before an oral defense occurs. The oral defense should be scheduled by the end of the third full semester in the program** (e.g., Fall second year). All committee members must be present at the defense for it to move forward. The defense should be calendared for 90 minutes, with the understanding that this may take less time to complete depending on needs.

## **Thesis**

The full thesis is typically 80-100 pages in length (may be shorter or longer depending on the project type) and provides the full study for review. Please see the structure of a thesis across types of studies noted below.

### **A quantitative research project would typically include:**

- Title Page (required)
- Copyright Page (required)
- Abstract (required)
- Dedication (optional)
- Table of Contents (required)
- Introduction (optional, may be folded into the literature review chapter)
- Literature Review Chapter
- Methods Chapter
- Results Chapter
- Discussion Chapter
- Conclusion (optional, may be folded into the literature discussion chapter)
- Appendices (e.g., tables, figures, survey)
- References (required)
- CV (required)

### **A qualitative research project would typically include:**

- Title Page (required)
- Copyright Page (required)
- Abstract (required)
- Dedication (optional)
- Table of Contents (required)
- Introduction (optional, may be folded into the literature review chapter)
- Literature Review
- Methods
- Findings
- Discussion
- Conclusion (optional, may be folded into the literature discussion chapter)
- Appendices (e.g., tables, figures, schedule of questions)
- References (required)
- CV (required)

### **A rhetorical analysis would typically include:**

- Title Page (required)

- Copyright Page (required)
- Abstract (required)
- Dedication (optional)
- Table of Contents (required)
- Introduction Chapter
- Literature Review Chapter
- Historical Overview/Background (may be part of introduction or a separate chapter)
- Methods Chapter (may be folded into other chapters depending on structure)
- Analysis Chapter(s) – typically 1-3 depending on approach and artifact
- References (required)
- CV (required)

## **Thesis Defense**

Following the completion of the full thesis to the satisfaction of the major advisor, the student will provide a copy to the committee, requiring a minimum of two weeks from the date shared before an oral defense occurs. **The oral defense should be scheduled no later than one and a half months prior to the end of the student’s last semester at UNLV.** As with the prospectus, **the student must give the committee a minimum of two weeks to review the thesis.** The defense should be calendared for 90 minutes, with the understanding that this may take less time to complete depending on needs. Typically, students will pass but may still require minor to moderate revisions, and as such, we encourage students to schedule their defense with sufficient time to make edits and still meet deadlines. For specific deadlines to defend your thesis and graduate, see [this website](#) which is updated to reflect current and upcoming semesters. All committee members must be present at the defense for it to move forward. Students are required to provide the graduate college with the date and time of the defense, the notification of oral defense form is available in Grad Rebel Gateway and is only required for theses.

**[Please see Graduate Catalog for more information about Defenses.](#)**

## Culminating Experiences: Professional Project Option

A professional project can take many forms and is completed by the student under the advisement of their major advisor and committee members. More specifically, students may select one of three options for completing their professional project:

- **Theoretical Application Project:** This type of project contributes to the discipline or the professions by adding to technical and/or professional knowledge or by providing an original application of communication theory within one's topic of interest. This type of project would focus heavily on developing an understanding of a communication theory and applying it within a specific context (e.g., organizations, interpersonal relationships).
- **Resource Guide Project:** contributes to a professional field by enhancing communication of a subject matter through training and/or resource guides. Examples of projects include a training or development leader's manual or an instructional manual for an organization or professional field identifying best practices in communication.
- **Curriculum Project:** This type of project encourages a student to dive deep into the theoretical underpinnings of communication as it relates to teaching and education. Examples of projects include designing a new teaching method or developing an argument for a course of study (inclusive of a full syllabus, readings, and justification for course design based on theoretical claims and discussion).

A key distinction between the professional project and the thesis option is the thesis produces original research while the professional project seeks to apply existing literature to highlight communication within a topic area of your choice. The professional project should be roughly 30-35 pages in length (though may be longer depending on the project) and is typically completed over the course of the final two semesters in the program. Below is a timeline and description of the process.

### Prospectus

During the first semester of the second year, a student will work with their advisor to develop a prospectus (roughly 10-15 pages) for their professional project. The prospectus is a plan for completing the project and includes an introduction explaining what the project is, why it is being done, how it will be done, and a timeline for completing the project. As the type of project can vary greatly, the format and structure of the prospectus should be determined between the student and the advisor.

### Prospectus Defense

Following the completion of the prospectus to the satisfaction of the major advisor, the student will provide a copy to the committee, **requiring a minimum of two weeks from the date shared before an oral defense occurs. The oral defense should be scheduled by the end of the third full semester in the program** (e.g., Fall second year). All committee members must be present at the defense for it to move forward. The defense should be calendared for 90 minutes, with the understanding that this may take less time to complete depending on needs.

## Full Professional Project

The full project should be roughly 30-35 pages (though may be longer depending on the project) in length inclusive of references and consists of edits made to the prospectus based on committee feedback from the defense, leading to the full development of the project based on the guidelines noted above for each project type.

## Professional Project Defense

Following the completion of the professional project to the satisfaction of the major advisor, the student will provide a copy to the remainder of the committee, requiring a minimum of two weeks from the date shared before an oral defense occurs. **The oral defense should be scheduled no later than three weeks prior to the end of the student's last semester at UNLV.** As with the prospectus, **the student must give the committee a minimum of two weeks to review the thesis.** The defense should be calendared for 90 minutes, with the understanding that this may take less time to complete depending on needs. For specific deadlines to defend your professional project and graduate, see [this website](#) which is updated to reflect current and upcoming semesters. All committee members must be present at the defense for it to move forward.

[Please see Graduate Catalog for more information about Defenses.](#)

## Academic Advisor and Committee Guidelines

All graduate students are required to have a major advisor and committee. Please see the description of each below.

### Major Advisor

At the time of admission into the graduate program the graduate coordinator will serve as all first-year student's informal advisor. By March 1 of your first-year students are required to complete the graduate student major advisor form detailing:

- 1) Whether you will be completing a thesis or professional project
- 2) The general topic area you intend to explore (roughly 250 words)
- 3) Your top three choices for major advisor, and why you believe they are the best fit

To identify potential advisors, read about each faculty member, take classes with different faculty, and set up meetings with people you haven't met to discuss your interests and their research or teaching prior to submitting your top choices. You might consider asking faculty specific questions to help you decide if you will work well together. Think about your own preferences in preparing, for example, do you work better with multiple or few deadlines? What kind of feedback do you expect/anticipate? How often do you (hope) to meet with your advisor? While it is unlikely that any person will be the "perfect" advisor, you should strive to choose someone you can trust to guide you through the difficult parts of graduate school and have methodological or topical overlap (if possible) in identifying your top three choices.

Faculty will meet to discuss your preferences and plans and first year students will be notified of their new advisor no later than April 1. If a student and advisor find they are unable to successfully work together, the student should reach out to the graduate coordinator and/or department chair to discuss alternative options for successfully completing their degree program.

#### **The role of the major advisor is primarily to:**

- Assist you in selection of your courses both in and out of the department and ensuring those courses meeting graduation requirements
- Serve as the primary editor and source of feedback for the thesis or professional project
- Serve as the point of contact for any concerns or questions you may have while part of the program
- Ensure you are aware of forms and deadlines related to the program

If a student is concerned about their ability to work with their major advisor, they are encouraged to reach out to the graduate coordinator or department chair to discuss potential options.

### Thesis and Professional Paper Committees

In addition to the major advisor, each student is required to assemble a committee. The committee consists of:

- Two internal committee members from Communication Studies (or faculty granted Communication Studies faculty status)

- One external graduate faculty member, who can be from any department on campus but must have graduate faculty status (GFS) and approved to serve as a graduate college representative (GCR). Please [click GFS list here](#) to double check status.

Students are required to identify their internal departmental committee members and external committee member by the end of the spring semester of their first year in the program. Students are encouraged to speak with internal members early and, in consultation with their major advisor, confirm the three members of the committee through submission of the Appointment of Committee form in Grad Rebel Gateway.

**The role of committee members is primarily to** serve as a source of feedback for the thesis or professional project. Each thesis and professional paper committee member reads the entire project and offers feedback typically a minimum of twice (prospectus and final project). Committee members are the ultimate judges of quality and they make the decision on whether or not a student passes a defense. The Graduate College Representative (external member) is charged with making sure there are no inequities in the project defense or other aspects of the process. While students are discouraged from actively changing committee members once they are selected, this may need to happen for various reasons (e.g., committee member leaves the school, new faculty arrive that may better serve the research interests). As such, you are encouraged to work with your major advisor on the best way forward as soon as possible if there is a need to find a new member. Students will need to complete a change of advisory committee form in Grad Rebel Gateway.

## Sample Schedule: Thesis

Below is an example timeline for coursework in the program. Importantly, decisions regarding courses and how many to take in a semester should be between the advisor and student. For example, you may decide to have your one semester of 9 credits occur in the fall semester of your second year, instead of the spring semester of your first year. Please note that when it comes to elective courses, students are able to take up to two courses (6 credits) outside of the department, these courses must be designated graduate-level courses. This is a great opportunity for a student in their first year to connect with a potential external member for their committee.

### Example Course Load (32 credits total required)

#### Year 1/Fall (7 hours)

700/Professionalization Seminar I (*required*)

710/Survey of Communication Studies (*required*)

730/Theories of Communication (*required*)

#### Year 1/Spring (9 hours)

711/Rhetorical Methods (*required*)

712/Empirical Research Methods (*required*)

1 elective course

#### Year 1/Summer (3 hours)

793/Independent Study

#### Year 2/Fall (7 hours)

797/Thesis

1 elective course

#### Year 2/Spring (6 hours)

701/Professionalization Seminar II (*required*)

797/Thesis

1 elective course

## Sample Schedule Timeline: Professional Project

Below is an example timeline for coursework in the program. Importantly, decisions regarding courses and how many to take in a semester should be between the advisor and student. For example, you may decide to have your one semester of 9 credits occur in the fall semester of your second year, instead of the spring semester of your first year. Please note that when it comes to elective courses, students are able to take up to two courses (6 credits) outside of the department, these courses must be designated graduate-level courses. This is a great opportunity for a student in their first year to connect with a potential external member for their committee.

### Example Course Load (32 credit hours total required)

#### Year 1/Fall (7 hours)

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730/Theories of Communication (*required*)

#### Year 1/Spring (9 hours)

711/Rhetorical Methods (*required*)

712/Empirical Research Methods (*required*)

1 elective course

#### Year 1/Summer (3 hours)

793/Independent Study

#### Year 2/Fall (7 hours)

2 elective courses

#### Year 2/Spring (6 hours)

701/Professionalization Seminar II (*required*)

798/Professional Project

1 elective course

## Semester Checklist

Below is a useful checklist to highlight key tasks to complete each semester while at UNLV.

### Fall Semester (First Year)

- Enroll in COM 700, COM 710 and COM 730
- Participate in graduate student orientation the week before the semester starts
- Participate in first-year check-in meeting with graduate coordinator
- Enroll in spring courses in consultation with graduate coordinator, should include at a minimum: COM 711 and COM 712, with a potential third course
- Begin brainstorming projects/topics of interest and exploring opportunities for professional development (e.g., RA, workshops)

### Spring Semester (First Year)

- If you are a TA, re-apply for funding for second year (Grad Rebel Gateway)
- Complete the graduate college individual development plan (IDP) form
- Identify whether you will complete a thesis or professional project and the topic
- Identify top choices for major advisor (top three)
- Once assigned, meet with your advisor and complete annual review
- Identify internal committee members (two) and external committee member (one)
- Complete Program of Study Proposal Form (Grad Rebel Gateway)
- Complete Appointment of Committee Form (Grad Rebel Gateway)
- Enroll in summer courses (1 section of COM 793 with advisor) and develop work plan
- Enroll in fall courses in consultation with your advisor (electives)

### Summer (First Year)

- Work with advisor to develop your prospectus for defense (COM 793)

### Fall Semester (Second Year)

- Defend your prospectus by the end of the semester
- Complete Prospectus Defense Form (Grad Rebel Gateway)
- Enroll in spring courses (double check remaining needs for graduation)

### Spring Semester (Second Year)

- Complete the graduate college individual development plan (IDP) form
- Apply for Graduation (March 1 deadline)
- Complete annual review with advisor
- Complete notification of oral defense form (*thesis only*, Grad Rebel Gateway)
- Defend final thesis or professional project
- Complete thesis/professional project approval form after defense (Grad Rebel Gateway)
- Thesis option only: Submit thesis to ProQuest & Digital Scholarship @ UNLV

## Required Forms

Upon admission, there are several forms that will need to be completed and submitted by the appropriate deadlines. These forms are, for the most part, available in Grad Rebel Gateway. To learn more about accessing and viewing forms, [please click here](#). The due dates below are approximations, you should always double-check with your advisor or the graduate student coordinator for current requirements. For information on current deadlines please see: [Graduation Deadlines](#)

Please note it is the student's responsibility to be aware of and conform to all deadlines.

Form Title	Form Description	Form Due Date
Appointment of Committee and Major Advisor	This form identifies your major advisor, two internal committee members, and one external committee member for your culminating experience.	By the end of the 2 <sup>nd</sup> semester in the first year in the program
Proposed Master's Degree Program of Study Part I and II	Required of all students; cannot be submitted until Appointment of Faculty Advisor or Appointment of Advisory Committee form. <a href="#">Part II is downloaded from the Degrees Directory</a> , completed by the student, and uploaded into the Grad Rebel Gateway Part I form online.	By the end of the 2 <sup>nd</sup> semester in the first year in the program
Prospectus Approval Form	Required of master's students to document passing of the prospectus defense, as applicable. Form cannot be submitted until Appointment of Advisory Committee form is approved.	End of the 3 <sup>rd</sup> semester in the second year in the program
Application for Graduation	Used to apply for graduation and certificate completion. This triggers the Graduate College RPC team to do a preliminary degree check for the student.	October 1 (Fall) March 1 (Spring)
Notification of Oral Defense	Required for thesis students only, this form announces your final defense.	Final semester, when defense is scheduled
Culminating Experience Results Form	Used to document completion of the culminating experience. Required of students in doctoral programs and most, but not all, master's and specialist programs. Cannot be submitted until all preceding required forms are approved.	<b>Scholarly Project:</b> No later than two weeks before the end of the semester <b>Thesis:</b> No later than four weeks before the end of the semester

*\*Please see the link above for the specific date for this form for your semester of graduation*

## Annual Review Procedures

Each winter break and early spring term, graduate students are **required** to complete the Graduate Student Individual Development Plan (IDP) form. The review covers the prior calendar year and assesses student progress, and it establishes reasonable goals for the year ahead. Reported student data is shared with students' graduate coordinators and advisors to foster opportunities for discussion about students' strengths and weaknesses, accomplishments and next requirements, and mentoring plans so that students know what they need to do in order to progress successfully through their programs in a timely manner. Students who are graduating are also required to complete the form in order to record their achievements since the data is also used to track metrics related to the annual productivity of all students. Students are required to submit to their advisor the annual review form for the department and university.

To facilitate this process, students are encouraged to develop a curriculum vitae (CV) to track their research, teaching, and service while in attendance at UNLV. We will hold a CV workshop once a year to help students develop their own CV.

The Communication Studies Graduate Faculty members meet in April annually to discuss each student's progress, noting accomplishments and highlighting areas in need of attention. The Graduate Coordinator summarizes this discussion in a written "annual report," copies of which are sent to both the student and their advisor by the end of finals week in the spring semester.

Students in good standing must complete all classes with a grade point average of 3.0 or better, they must have no incomplete grades, they must be making regular progress in the development of their committees and culminating projects. For Graduate Teaching Assistants (GTA) and Research Assistants (RA), they must also receive a satisfactory rating from their course or research coordinator. Any graduate student struggling with the teaching, coursework, or the stresses of being a graduate student in general, should immediately reach out to the Graduate Student Coordinator, who can help find ways to help. For students who are not in good standing may be recommended to the Graduate College to be placed on academic probation. See also the resources available through the graduate college and contained within this handbook.

## Funding Opportunities

There are many opportunities for graduate students to receive scholarships, fellowships, assistantships, and other monetary awards through UNLV. Please see the Graduate College website for more information.

### Graduate Assistantships

UNLV offers several opportunities for students to serve as a graduate assistant at the university while students complete their graduate degree. The assistantship covers a large portion of the cost of the degree program, while providing a stipend and healthcare benefits.

**Teaching Assistantship.** Within the Communication Studies department we fund several students each year (fall and spring) to serve as teaching assistants in either COM 101 (Public Speaking), COM 102 (Interpersonal Communication) or COM 104 (Critical Thinking). Students are assigned to TA for 2 sections a semester and are primarily involved in grading and leading break-out discussions on topics in the course. To learn more about these positions, please see the section of this handbook on Graduate Assistantship Policies. Please note that official Graduate Assistantship policies are found on the Grad College website and Graduate Catalog.

**Summer Teaching.** Students who work as teaching assistants during the academic year for the department, and are in good standing, also have the opportunity, when possible, to teach and be paid for one stand-alone class their first summer and up to two stand-alone classes the summer after their successful completion of their culminating project (i.e., their thesis or professional paper, fully defended and completed for technical issues with the Graduate College, no later than May 15). These positions are competitive. Not all students are guaranteed summer teaching, as demand and the range of eligible students varies based on needs and interests. *Criteria for selection will be (a) good standing; (b) experience teaching the course; (c) overall teaching effectiveness, based on the measured student success, and (d) experience with online education.*

**Additional Assistantship Opportunities.** Outside of the department there are additional opportunities to seek assistantships. For example, students who want to eventually work in academia (but not as a teacher) may find they are interested in seeking an assistantship through the graduate college, residential life, or academic advising. The **Public Communication Initiative** also has a funded RA spot for students interested in science and technical communication. These opportunities, and more, can be **learned about here** under the “Search Graduate Assistantships” tab.

### University Funding Opportunities

To learn more about each of the scholarships noted below, please **follow this link**. Please note most of these have a deadline of December 1 for funding for the next academic year.

## **Additional Funding for Research and Travel Opportunities**

**Research Assistant Add-On.** The Department of Communication Studies provides, when there is sufficient faculty demand, an RA “add-on” to assist professors with publishable research. These are usually for 50 to 100 hours of research support with pay at \$15 an hour—these are subject to change, so please be sure to watch for the email from the Graduate Coordinator detailing available opportunities each semester. Students are eligible for add-on participation only after successfully completing their first semester of course work and must apply for available positions when posted.

**Travel Support.** Pending budgetary availability, students may apply for up to \$750.00 annually in travel funds to present original research at professional conferences. The department will support travel for as many as two conferences in an academic year, one per semester, where papers have been accepted, with a maximum of \$500.00 for a single trip. Interested individuals should reach out to the graduate coordinator for the application process.

**Research Support.** Pending budgetary availability, students may also apply for up to \$500 in research support towards their thesis, and \$250 in research support for their professional project. This funding should be used to support data collection or analysis. Interested individuals should reach out to the graduate coordinator for the application process.

**Dean’s Associate’s Funds.** Pending budgetary availability, students may also apply for support from the Greenspun College of Urban Affairs for travel support or research projects. Interested individuals should reach out to the graduate coordinator for the application process.

**GPSA Travel and Research Grants.** One of the most important services the GPSA offers for UNLV graduate and professional students is the allocation of funds for graduate and professional research, conference/event travel, and other scholarly activities. This service is intended to provide support for projects that directly affect a student's degree program as well as make a contribution to the scholar's field. Applicants are eligible for up to 3 research and/or travel sponsorship awards per academic year (fall to summer semester) and may submit only one application for each sponsorship cycle. The annual maximum amount any student may be awarded is \$1,250.00. To learn more, please follow [this link](#).

## Emergency Funding Retention Grant

The graduate college also provides one-time emergency retention grants to assist students in need. Please see the graduate college website for more information.

## Getting Started at UNLV

As you get started at UNLV, there are many things to keep in mind. Importantly, please note the following three primary contacts for help during your time in the program:

**Department Chair:** Dr. Kevin Stoker, [kevin.stoker@unlv.edu](mailto:kevin.stoker@unlv.edu), 702-895-2619

**Graduate Coordinator:** Dr. David Gruber, [david.gruber@unlv.edu](mailto:david.gruber@unlv.edu), 702-895-5133

**Main Office:** Ms. Donna Ralston, [donna.ralston@unlv.edu](mailto:donna.ralston@unlv.edu), 702-895-5125

One of the most helpful resources available to you is [this page](#) from the Graduate School. For a few additional resources, please see below.

### Campus Map

Communication Studies is located within Greenspun Hall (GUA), which is on Maryland Parkway right next to the Student Union. This is where our main office and faculty and student offices are located. We also have a conference room that is often used for graduate courses. GTAs will likely teach in other buildings on campus, so it is useful to take the time to familiarize yourself with campus. Additional buildings of note include:

- **Lied Library:** The main library for campus, Lied, is a short walk from GUA, here you can reserve rooms for studying and work with our college librarian, Susie Skarl, to find resources to support your coursework, research, and teaching interests.
- **CBC:** The classroom building is one of the main locations for classes taught on campus, this complex is next to the library.
- **Student Union:** Mentioned above, the student union is off Maryland Parkway, right next to GUA. Here you'll find a variety of resources for students as well as several spots to grab a bite to eat or drink. This is also where you will get your UNLV ID card.
- **Grad Rebel Gateway Building:** The graduate school has a building on Maryland Parkway, across the street from GUA. The first floor of the building has several places to eat or drink, and the main floors for graduate students include a commons space to study and connect with other graduate students.
- **Hospitality Hall:** one of the newest buildings on campus close to the library and CBC, hospitality hall has a student-run coffee shop inside, Rebel Grounds that serves up treats, coffee, and other beverages that are high quality.

### UNLV Parking

All faculty, staff, and students are required to have a permit to park their vehicles on campus. There are several parking lots immediately adjacent to Greenspun Hall to facilitate easy access to our building. Students may also park in the parking garage attached to the Grad Rebel Gateway building which is across the street from GUA.

### Student Recreation and Wellness Services

The Student Recreation and Wellness Center (SRWC) is a building on campus with varied services to support students mental and physical health, including a clinic, pharmacy, wellness education programs, lactation rooms, personal trainers, relaxation rooms, and counseling services, to name a few. Click the link above to learn more about the opportunities available to you.

**UNLV Bookstore**

The bookstore on campus, located right next to GUA, is a great place to acquire your textbooks for classes and get UNLV branded gear. Graduate teaching students receive a 10% discount on their textbooks for the bookstore when they show their appointment letter.

## Graduate Assistant Policies\*

When applying to be a part of the program, there is also the opportunity to serve as a graduate assistant for the department. We encourage you to also familiarize yourself with the graduate college's [graduate assistant handbook](#). Some details shared here are from that handbook, which contains all policies and procedures you are expected to be familiar with. To be a graduate assistant, students must apply through [Grad Rebel Gateway](#). A new application must be submitted by a student to their Grad Rebel Gateway account for each academic year, even if they want to continue in the same GA position. There are two types of graduate assistants within our program, specific details for each are noted below.

(\*[Please check the Graduate Catalog and Grad College website for official information and policies.](#))

### Graduate Teaching Assistant

The role of the graduate teaching assistant (GTA) is to serve as an assistant for one of three courses: COM 101 (Public Speaking), COM 102 (Interpersonal Communication), or COM 104 (Critical Thinking and Public Argument). Students will be assigned during the school year to either stand-alone teach 2 sections or, primarily, to serve as a break-out discussion leader for 2 sections under the basic course coordinator for the course assigned. The average time dedicated to GA duties is 20 hours weekly. Examples of duties for a GTA include:

- Teaching a small section of a course
- Holding office hours and meetings with students
- Assisting with the grading of homework, exams, and/or presentations and written assignments
- Assisting a faculty instructor with a large lecture course through breakout discussion sections

Students should indicate in their letter of application the course they would be interested in teaching, however there is no guarantee students will be assigned to the course requested. Most GTAs will assist with COM 101 as it has the highest demand in the program. In addition to teaching during the academic year, students who are GTAs also have the opportunity to teach 1 standalone sections in the summer between their first and second year in the program.

### Graduate Research Assistant

On occasion the department may have sufficient funding to support a graduate research assistant (GRA). The role of a GRA is to support faculty on current academic research projects. Examples of duties include:

- Collecting, coding and/or analyzing data
- Conducting literature reviews or library research
- Preparing materials for submission to funding agencies and/or foundations
- Writing reports
- Preparing materials for IRB review

### Benefits

GTA's and GRA's receive benefits for supporting the department. More specifically, students receive a stipend from the department for their 9-month appointment, a waiver of out-of-state tuition, and a waiver of tuition cost for up to 9 credit hours (3 courses) each semester. Students may also opt-in for university provided health insurance for an additional semester fee. For additional details related to funding and benefits, please see the section of this handbook titled "Funding Opportunities". If you are a Graduate College state-funded graduate assistant, you can also receive 10% off purchases at the UNLV Bookstore by showing a copy of your GA offer letter (which you receive in Grad Rebel Gateway). Graduate assistants enrolled in 6 or more graduate credits also receive free student tickets to UNLV athletic events.

### Sample GA Paycheck Information

Appointment Terms	# of Paychecks	First Paycheck
Fall and Spring	10	First Business Day of September
Fall Only	5	First Business Day of September
Spring Only	5	First Business Day of February
Entire Summer	2	First Business Day of July
First Half of Summer	1	First Business Day of July
Second Half of Summer	1	First Business Day of August

### Academic Expectations

Graduate assistants must satisfactorily progress toward their degree and remain in good standing. This includes, but is not limited to:

- Attending new student orientation
- Maintaining a cumulative GPA of 3.0 or greater
- Successful progress on the culminating project (thesis or scholarly project)
- Maintaining communication with Grad Coordinator, professors, and supervisors

### Work Expectations

Graduate assistant must also meet the guidelines set forth by their immediate supervisor. This includes but is not limited to:

- Completing training provided by the program upon initial appointment
- Completing FERPA training (GTA)
- Completing IRB training (GRA)
- Completing Sexual Harassment Prevention Training
- Attending mandatory check-in meetings
- Completing work/grading within the timeframe established
- Work/grading completed meets expectations for quality in the program
- Maintaining communication with Grad Coordinator, professors, and supervisors

### Workload

Graduate assistants are graduate students, first and foremost. Thus, their primary goal is to earn a graduate degree. That said, as a GA they have been hired by the university to perform work that is

central to the goals of the hiring unit (e.g., department or academic unit). Because GAs are students first, they are expected to spend on average, no more than 20 hours per week (.50 FTE) fulfilling duties and responsibilities during the academic year.

### **Additional Employment**

Additional employment on or off campus is prohibited unless approved by the department chair and Graduate Dean. Such employment **may never exceed 10 hours per week** and must be limited in nature. Failure to request prior approval of employment may result in the assistantship being rescinded. All domestic students requesting additional employment must submit a completed Graduate Assistant Request for Additional Employment form to the Graduate College before beginning any outside employment. The form can be found by logging in to [Grad Rebel Gateway](#) and visiting the Forms page.

### **Course Load Requirement**

Graduate assistants must carry a minimum of 6 graduate credit hours for each Fall and Spring semester. Audited or undergraduate courses will not be counted toward the 6-credit minimum requirement. Failure to remain in 6 graduate credit hours for a grade will result in the termination of the graduate assistantship contract. An overload petition must be approved by the department chair and Graduate Dean for credit loads in excess of 15 credit hours. Credit hours must be taken in residence to maintain GA eligibility unless an official consortium has been approved.

Graduate assistants working during the summer must enroll in at least one graduate credit during Summer Session I, II, or III in order to remain in “student status” for payroll tax purposes. Please note that UNLV considers GAs enrolled in 6 credits as a full-time graduate student. However, for federal financial aid purposes, a GA enrolled in less than 9 credits will be considered part-time. This could impact the cost of attendance for a GA in terms of tuition and the cost of course materials (e.g., books). Credit hours must be taken in residence to maintain GA eligibility unless an official consortium has been approved.

### **Consensual Relationship Policy**

The University of Nevada, Las Vegas prohibits romantic or sexual relationships between members of the university community when one of the individuals involved has direct professional influence or direct authority over the other. In that circumstance, both the university and the person in the position of influence are vulnerable to charges of sexual harassment from the person in the position of lesser power and/or by third parties. Consensual relationships existing between individuals — neither of whom has direct professional influence or authority over the other — are not prohibited by this policy. For more information, please see Human Resources [Consensual Relationships Policy](#) webpage.

## Graduate Student Policies

### University Policies

Graduate students are responsible for knowing and acting in accordance with UNLV Policies and Procedures. To view the most commonly referenced campus policies and procedures, you can refer to the following websites:

- [Academic Integrity](#)
- [Activation for Military Service](#)
- [Change of Address](#)
- [FERPA/Privacy Rights](#)
- [Health Insurance - Mandatory](#)
- [Jean Clery Campus Safety and Security Report](#)
- [Proof of Immunization](#)
- [Policies and Procedures on the Protection of Research Subjects](#)
- [Rebelmail Policy](#)
- [Student Conduct Code](#)
- [Student Computer Use Policy](#)
- [Title IX](#)

UNLV does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or policies should be directed to UNLV's Title IX Coordinator.

The Title IX Coordinator can be reached through the [online reporting form](#) or by email at [titleixcoordinator@unlv.edu](mailto:titleixcoordinator@unlv.edu), by phone at (702) 895-4055, by mail at 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV, 89154-1062, or in person at Frank and Estella Beam Hall (BEH), Room 555.

To ensure compliance with Graduate College policies and procedures, please review the relevant sections of the [Graduate Catalog](#):

- [Academic Calendar](#)
- [Academic Policies](#)
- [Admission and Registration Information](#)
- [Degree Progression Policies & Procedures](#)

The [Graduate College website](#) also contains additional information regarding policies and procedures. Please note ***Nothing in this handbook supersedes any NSHE, UNLV, or Graduate College policy.***

## Resources

There are a number of helpful resources listed below that can assist you during your tenure as a M.A. student in the Department of Communication Studies at UNLV.

### Organizations within the Discipline

#### National Communication Association

The National Communication Association (NCA) serves the scholars, teachers, and practitioners who are its members by enabling and supporting their professional interests in research and teaching. A primary form of engagement with NCA is through the annual conference, where scholars share the work they are doing. Submissions to participate in the conference are typically due each March and the conference is held later that year in November. To see locations and timing for future conferences, please [click here](#).

#### International Communication Association

The International Communication Association (ICA) aims to advance the scholarly study of human communication by encouraging and facilitating excellence in academic research worldwide. The ICA conference is held typically at the end of May/early June, with a submission deadline set for early November the year prior. Typically, ICA shifts between being in the United States and an international location every other year. To see locations and timing for future conferences, please [click here](#).

#### Western States Communication Association

In addition to International and National associations, within the United States we also have four regional organizations and conferences: Western, Central, Eastern, and Southern. UNLV is a part of the western region. Submission deadline is in early September and the conference is the following February. To see locations and timing for future conferences, please [click here](#).

#### International Association for Relationship Research

The International Association for Relationship Research (IARR) is an interdisciplinary organization that strives to (a) promote advances in the scientific study of personal and social relationships, and (b) encourage collaboration among students, new scholars and experienced scholars. IARR holds both mini-conferences and annual conferences, typically in the middle of the summer. Like ICA, conferences are held domestically and internationally. The submission deadline is in the winter, and unlike NCA and ICA, only requires the submission of an abstract to represent the research. This is a great opportunity for relationship researchers to connect and share works in progress, IARR also includes a graduate conference as part of the main conference. To see locations and timing for future conferences, please [click here](#).

#### Rhetoric Society of America

The Rhetoric Society of America (RSA) serves as an interdisciplinary organization to disseminate and discuss current knowledge of rhetoric, broadly construed; to identify new areas within the subject of rhetoric in which research is especially needed, and to stimulate such research. RSA offers a biennial conference during even years and biennial institutes in odd years. These meetings are typically held in late May or early June. To see locations and timing for future conferences, please [click here](#).

### UNLV Student Organization Resources

Below is a sampling of organizations students can participate in while at UNLV; this list is not exhaustive; students are encouraged to seek out additional opportunities as they see fit.

### **Graduate & Professional Student Association (GPSA)**

The Graduate & Professional Student Association serves all currently enrolled University of Nevada, Las Vegas graduate and professional students. The GPSA maintains the Graduate Student Commons located in the Lied Library room 2141. The facility a working office equipped with a copier, fax, flatbed scanners, color laser printer, office supplies, and computers with printers and a small kitchen area. The GPSA is the graduate student governance body at UNLV; the GPSA Council consists of one graduate student representative from each graduate department, and they meet monthly. The GPSA also provides volunteer opportunities, sponsors social events, and supports graduate student research through the graduate research and travel grants program.

### **The Grad Academy**

The Grad Academy, established by the UNLV Graduate College, is a series of workshops and certificates from the graduate school to assist students in developing skills across a wide range of areas. Students can apply to complete up to four certificates in: communication, teaching, research, and/or mentorship.

### **Medallion Program**

The Graduate College Medallion Program will honor exceptionally involved and high-achieving students. All graduate and professional students qualify for the program and may participate. For those who choose to be a part of the Medallion Program, they will need to accumulate at least 100 points using the point system below. Those who do so will be awarded a Graduate College Medallion the semester they graduate. We encourage the medallions to be worn at commencement as part of your graduation regalia!

### **Grad Rebel Slam (Three-Minute Thesis) Competition**

The Rebel Grad Slam 3-Minute Thesis Competition is an opportunity for graduate students to showcase their research and scholarship in an engaging way. This is a fast-paced research rumble to highlight the innovative and impactful work being done by UNLV graduate students. Come out to cheer on your friends, students and colleagues! The Rebel Grad Slam challenges students to a 3-minute/1-slide presentation to showcase their research to the audience and judges in a condensed and compelling way. Participants will be evaluated on how well they explain and communicate the most significant parts of their scholarship/research. Winners of the Preliminary Rounds will progress to the Semi-Finals. Winners of the Semi-Finals round will compete in the Grad Slam Finals. A panel of UNLV faculty, staff, and community members will judge each round of presentations using a standard scoring rubric. UNLV faculty, staff, and students, as well as family, friends, and the community are all invited and encouraged to attend the virtual Semi-Finals and Finals rounds.

### **Grad Rebel Ambassador Program**

The primary role of the Grad Rebel Ambassadors is to serve as the official graduate student representatives for the Graduate College. Ambassadors are required to attend events hosted by the university and to participate in the Grad Rebel Slam competition.

### **Grad Rebel Advantage Program**

Interested in mentorship? The Grad Rebel Advantage Program pairs graduate students with undergraduate students interested in learning more about graduate school. To serve as a mentor you must be in your second year in the M.A. program and in good academic standing. Click the link above to learn more and apply if you are interested.

### **Lambda Pi Eta Honors Society**

Lambda Pi Eta (LPH) is the student honor's society for Communication Studies. M.A. students who were a member of LPH as an undergraduate student may transfer and continue their membership at UNLV. New students who were not previously in LPH must apply and can obtain membership once they have completed 12 credit hours with a GPA of at least 3.50 since starting at UNLV.

## **UNLV Student and Academic Resources**

### **Office of Diversity Support**

The vision of the Office of Diversity Initiatives is to advocate, promote, and support the advancement of equity, inclusiveness, and empowerment of a continuously changing collegiate and global community. The mission of the Office of Diversity Initiatives is to provide leadership and support for UNLV's diversity mission: *to nurture equity, diversity, and inclusiveness that promotes respect, support, and empowerment*. This Office also handles UNLV Title IX questions, inquiries, and reporting.

### **Jean Nidetch Women's Center**

The Jean Nidetch Women's Center is committed to creating a supportive and inclusive environment for all genders through programming, services, and advocacy for the UNLV community. The Women's Center has informational resources, brochures, and flyers for a variety of on and off campus organizations to help empower and protect yourself and learn about your options. They also provide free tampons, pads, and condoms.

### **Office of Veteran Services**

The UNLV Office of Veteran Services is staffed with veterans and GI Bill-experienced staff to assist more than 1,000 veterans, dependents, active-duty service members, National Guard members, and reservists. Their mission is to develop a welcoming, veteran-friendly campus environment that fosters academic and personal success.

### **Office of International Student and Scholars**

Students and Scholars (ISS) ensures compliance with both SEVIS (Student and Exchange Visitor Information System) and federal law, so that the university can continue to be authorized by the U.S. federal government to enroll international students; host and hire international scholars; assist and advise employment eligibility and authorization relating to international students and scholars, and visa, travel, and immigration issues; provide critical and specialized services to the international students and scholars of the UNLV community; and facilitate their transition to the campus and the U.S.

### **Disability Resource Center (DRC)**

The DRC is committed to supporting students with disabilities at UNLV through the appropriate use of advocacy, accommodations, and supportive services to ensure access to campus courses, services, and activities. The DRC is the university-designated office that determines and facilitates reasonable accommodations in compliance with the Americans with Disabilities Act

(ADA) and Section 504 of the Rehabilitation Act of 1973. Graduate students with disabilities must disclose to the DRC in order to receive appropriate accommodations.

### **Student Counseling and Psychological Services (CAPS)**

Your college years are an exciting and challenging time. Academic and environmental demands can be highly stressful. You may feel anxious or depressed and alone. These feelings can sometimes interfere with academic performance, social relationships, and your physical health. CAPS can help you manage your feelings so that you can make the most out of your college experience. Our clinicians are trained to help you work through problems commonly experienced by college students of all ages and backgrounds.

### **Center for Individual, Couple and Family Counseling (CICFC)**

The Center for Individual, Couple & Family Counseling is a mental health facility that provides quality, low-cost therapy to residents of the Las Vegas community. The center serves as a premier training facility for the UNLV marriage and family therapy program. Students working on master's degrees in marriage and family therapy work with clients under the direct supervision of professionally qualified UNLV faculty members.

### **The Financial Aid & Scholarships Office**

The Financial Aid & Scholarships Office supports higher-education access and persistence by providing financial aid to eligible students. The office partners with student organizations, the UNLV Foundation, the Graduate College, and other external constituents to provide financial aid learning opportunities and scholarship support for graduate students.

### **Office of Student Conduct**

The Office of Student Conduct is a student-centered, service-oriented office located within the Division of Student Affairs. The Office of Student Conduct collaborates with the UNLV community to provide an inclusive system through enforcement of the *UNLV Student Code of Conduct* by:

- Promoting awareness of student rights and responsibilities;
- Establishing accountability for student choices;
- Creating opportunities for involvement in the process; and
- Striving to uphold the values and ethics that advance the common good.

### **UNLV Libraries**

UNLV Libraries has always been more than books; they are about encouraging students and creating quality programs that elevate growth and learning. Please visit their website for important information about the services they offer to graduate students.

### **Writing Center**

This is a free service to UNLV students to help you with any writing project, from papers to creative writing, to resumes, and we can work with you at any stage of the writing process. The center can help you brainstorm, make an outline, work on your drafts, or just be a soundboard for your ideas. The center staff can assist you in person, or via the Online Writing Lab (OWL) page.

### **Academic Success Center**

The goal of the Academic Success Center is to help students do well academically and complete their studies on time. They offer or will refer you to such programs and resources as tutoring, advising, skills testing, career exploration and more. They guide students every step of the way

to the many established resources created to ensure they complete their educational goals. Learn more about the programs and services the center currently offers.

### **The Intersection**

The Intersection is a one-stop resource for UNLV's highly diverse student body — a comprehensive multicultural center grounded in the academic life of our students. As an intersecting campus resource, the Intersection helps ensure students, particularly first-generation and students of color, successfully navigate their academic careers. Here, all members of campus can discuss their differences, discover their similarities, and build a shared sense of belonging.

## **UNLV Graduation Resources**

### **UNLV Alumni Association**

With an alumni base 140,000 strong and growing, the Alumni Association offers a variety of services and opportunities in support of alumni and their families. UNLV alumni are encouraged to support the values of higher learning through advocacy, involvement, and giving.

### **Commencement Office**

Located in the UNLV Registrar's Office, the commencement office is the last step in the graduation process. Please check with the commencement office for information on the commencement ceremony and your diploma; for all other information about graduate student degree completion and graduation, including thesis/dissertation requirements and doctoral hooding, please contact the Graduate College.

## Handbook Information

### Purpose

The purpose of this handbook is to provide program specific information that is not found in the UNLV Graduate Catalog. Students are responsible for understanding and following the policies and procedures delineated in this document and the UNLV Graduate Catalog, as well as the NSHE Code, UNLV Bylaws, and the UNLV Student Conduct Code.

Questions about policies should be directed to the Graduate College: [valarie.burke@unlv.edu](mailto:valarie.burke@unlv.edu) or [gradassociatedean@unlv.edu](mailto:gradassociatedean@unlv.edu).

Last Revised	Revised By	Changes Summary
March 24, 2021	Assistant Professor Natalie Pennington	Primarily reorganization of information within the handbook, including additional resources and clarifications for requirements in the program (e.g., coursework, forms). Core updates to the handbook are: <ul style="list-style-type: none"> <li>● Removal of GRE</li> <li>● Removal of Examination Track</li> <li>● Inclusion of details for personal statement</li> <li>● Inclusion of details for writing samples</li> <li>● Decrease of required credits to 32 from 36</li> <li>● Creation of a 1-credit required COM 700 seminar</li> <li>● Creation of a 1-credit required COM 701 seminar</li> <li>● Clarification of expectations for thesis</li> <li>● Clarification of expectations for professional project</li> <li>● Inclusion of details for available funding opportunities</li> </ul>
June 8, 2018	Associate Professor Donovan Conley - January 29, 2021, 8-0 vote in favor, zero abstaining.	Updated to acknowledge new Chair and faculty, otherwise changes cosmetic.