



Department of Art
University of Nevada, Reno

MFA in Art Thesis Committee Declaration form

Department of Art
University of Nevada, Reno

A list of the chosen Department of Art MFA Thesis Committee members must be filed with the MFA Graduate Director by the end of the first term (fall) or beginning of the second term (spring) enrolled as an MFA student.

The Graduate School Representative Outside Committee Member may be declared in consultation with Department of Art Thesis Committee members and filed no later than the end of the second semester (spring) or beginning of the third semester prior to the Mid-Way Advancement to Candidacy Exhibition and Review.

All MFA Thesis Committee Members must have UNR Graduate Faculty status. Visit:
<http://www.unr.edu/grad/about/graduate-faculty>

Department of Art continuing professional faculty with UNR Graduate Faculty status must serve as the minimum three voting members of the Thesis Committee. Please see attached Committee Selection

MFA Candidates Name: _____

Chair , MFA Thesis Committee (print)

Chair's signature / date

Committee Member (print)

Member's signature / date

Committee Member (print)

Member's signature / date

Graduate School Representative (print)
(Outside Committee Member)

Graduate School Rep signature / date

MFA Candidate's signature / date

Graduate Director's signature / date

MFA Thesis Committee Selection

MFA students are required to invite three Department of Art faculty members to serve on the Thesis Committee. One of these members must be invited to serve as Chair (main advisor). The MFA Committee declaration form (found on the Department of Art website) must be filed with the MFA Director by the end of the first semester/beginning of the second semester enrolled as a MFA student.

The student will be provided a list of available Department of Art Graduate Faculty for Thesis Committee Service. Only faculty with Graduate Faculty status may be invited to serve on MFA Thesis Committees.

MFA students are required to invite one faculty with Graduate Faculty status from outside of the Department of Art to serve as the Graduate School Representative; this member is invited through close consultation with the student's established thesis committee and must occur by the end of the second semester/beginning of the third semester (prior to Mid-Way Advancement to Candidacy.)

Graduate Faculty can be found on the Graduate School website: <http://www.unr.edu/grad/about/graduate-faculty>

Committee Selection Recommendations:

- Chose one faculty member from the student's specific area of discipline (i.e. if the student's main emphasis is Painting, chose one faculty member from Painting to serve on the committee); this person may or may not be the student's selection for serving as Chair of the committee.
- Chose at least one faculty member from outside the student's area of discipline

Once the committee is established, the Chair of the committee serves as lead advisor and is expected to oversee and mentor the student's progress toward the completion of the degree. Although all committee members participate in guided research/creative practice as well as advising the written thesis, the Chair is lead editor and is predominately responsible for guiding the final draft of the written thesis.

It is the responsibility of each MFA candidate to arrange and meet committee members throughout the span of the MFA program. It is required that MFA students meet with their MFA committee, either as a group or individually, at least once per semester. It is highly recommended that additional meetings be scheduled on a periodic basis. It is the responsibility of the candidate to be aware of a faculty member's inability to serve on a committee during extended absence or sabbatical leave; the candidate must arrange for an appropriate substitute.

It is the student's responsibility to maintain consistent communication with the Chair and each member of the full Thesis Committee.

The role of members of Graduate Thesis Committees:

The role of the graduate thesis committee is to provide guidance and mentoring to the graduate student with respect to their graduate education. This includes guidance on the selection of courses (i.e. the program of study) guidance on the knowledge requirements/expectations within their discipline, guidance with respect to the development of their research expertise (i.e. the Mid-Way Advancement to Candidacy exhibition, Thesis Paper and Thesis Exhibition). By providing guidance and mentoring, the graduate committee sets forth appropriate academic standards and rigor.

The **Chair** of the thesis committee is lead advisor and is predominately responsible for ensuring the student fulfill academic and studio requirements for the MFA/BFA Program throughout the student's progress toward completion of the degree (GPA/academic standards, Mid-Way Advancement to Candidacy, draft and final written thesis editorial review, thesis exhibition, and oral defense). Thesis Committee Chairs must supervise ART 777 Graduate Exhibition, including primary responsibility for editorial review of the thesis paper, as well as leading the oral defense.

All committee members are expected to provide guidance and mentoring with the program of study, Mid-Way Advancement to Candidacy, Thesis Paper, and Thesis Exhibition. All committee members are expected to participate in the Thesis Oral Defense. The degree of guidance on these matters from the graduate school representative may vary depending on how closely the graduate school representative is allied to the student's area of specialization. The graduate school representative is primarily charged to represent the Graduate School as a participant in the student's academic endeavors.

Graduate Faculty serving as the "outside" or Graduate School Representative on student thesis committees:

The graduate school representative must be a member of UNR's graduate faculty from outside the home department of the MFA Candidate. The graduate school representative serves to assure compliance with Graduate School regulations and procedures and is responsible to report to the Graduate School any deviations from prescribed University standards. The graduate school representative may be recommended from an area related to the student's individual focused inquiry.

Department of Art Thesis Committee and Chair: **Declared by the conclusion of fall first term, no later than the start of the second term.**

Graduate School Representative (Outside Committee Member): **Declared in close consultation with Thesis Committee by the conclusion of the spring second term, or beginning of third semester (prior to Mid-Way Advancement to Candidacy Exhibition).**