

MFA THESIS COMMITTEE AGREEMENT

Date: _____

Dear _____:

Thank you so much for agreeing to serve as a member of University of Cincinnati's Master of Fine Art (MFA) Thesis Committee* for _____:
 Your expertise and input will be a valuable contribution to this student's academic and creative growth.

Attendance by all thesis committee members is required at three meetings with the student during the student's final academic year of study: one during the penultimate semester and two during the final semester of study. The final of the three meetings is the oral thesis defense and will take place during the week of the thesis exhibition at the exhibition venue. The committee may meet additional times if the committee deems them necessary, and your attendance is required at all of them. The meetings will be scheduled by the student based on his/her schedule and the schedules of the committee members. Each meeting should last about 1.5 hours. Thesis committee service is a valued responsibility and an expected component of the faculty's service to the University of Cincinnati and to the School of Art.

It is a responsibility of all thesis committee members to evaluate/edit the student's thesis paper and to provide feedback about the paper to the student. Agreeing to chair the thesis committee requires additional responsibilities in working with the student to develop the thesis paper, presiding over the oral defense of the thesis, procuring signatures on the thesis authorization form from the student and the thesis committee members, and delivering those forms to the School of Art Program Manager.

It is the responsibility of the student to arrange all thesis committee meetings with their committee members and to arrange alternate members for situations in which the faculty members who have agreed to serve on their committee are not available during the semester the student plans to graduate. This pertains to faculty members on scheduled university leave.

By signing this Thesis committee form, the student and thesis committee member acknowledges and accepts these responsibilities.

Thank you again for your commitment to UC's MFA Program.

Sincerely yours,



Mark Harris
 Director, MFA Program School of Art

MFA THESIS COMMITTEE AGREEMENT (CONT.)

College of
DESIGN
ARCHITECTURE
ART
PLANNING

*An MFA thesis committee is comprised of at least three full-time faculty members:

1. Fine Art faculty from studio area most related to student's thesis
2. Fine Art faculty from any studio area
3. Faculty from outside Fine Art as approved by the Graduate Director.

One of the two Fine Art faculty members will be identified as the chair of the thesis committee.

Student Signature

Date

Student Name (printed)

Student UC ID

Faculty Signature

Date

Faculty Name (printed)

Committee role