

**University Commencement Committee Meeting Minutes**  
**Wednesday, October 7, 2009**  
**12:15 p.m.**  
**President's Board Room, 210 Burruss Hall**

**Present:** Dan Taylor (chair), LTCOL Bill Stringer for Jerry Allen, Jactone Arogo Ojejo, Bud Brown, Jeffrey Connor, Pat Goodrich, Elizabeth Fine, Larry Hincker, Jong Kim, Ann Marie Knoblauch, Nathan Lavinka, Christina McIntyre, Kim O'Rourke, Kate Preston, Lyndell Price, David Shuster, Jill Sible

**Absent:** Brian Golden, Brad Klein (with notice), Hardus Odendaal, Dean Stauffer (with notice), Muzaffer Uysal

**Guests:** Kevin Ayoub, Captain Houston, Margie Murray, April Myers, Laura Wedin,

Dr. Taylor called the meeting to order at 12:15 p.m.

### **Achievement Ceremonies**

Ayoub informed the committee that he was approached by Ray Plaza, the Academic Support Services Coordinator of Special Projects as to why the university has not recognized the achievement ceremonies in which students partake in conjunction with Commencement. The ceremonies in question are the Donning of the Kente, The Hispanic/Latino Achievement ceremony, and the Lavender ceremony. These ceremonies are significant ceremonies that are attended by administration across the university. There is not a request for any additional funding, help with scheduling the events, or help with providing security for these events. Currently, the calendar of events publication for Commencement includes the Corps Commissioning ceremonies and these ceremonies are very similar ceremonies. A question was asked if any honor society ceremony (such as Phi Beta Kappa) is listed on the calendar of events. Hincker indicated that one of the main concerns is not knowing which ceremonies should be included. Taylor suggested having a link on the Commencement website that would list all of the different ceremonies that are connected to Commencement. It was also suggested that the link can be printed in the Commencement brochure that is mailed out to students and parents.

### **Space Concerns for Spring Ceremonies**

The Political Science and International Studies ceremony has outgrown its current space and will have to move to a larger venue. Some families must sit in overflow seating in Haymarket Theatre and have not been pleased with the arrangement. Murray indicated that these departments cannot split into two separate ceremonies due to limited number of support staff to work the ceremony and budget concerns. Hincker questioned if the practice gyms in the new basketball facility would be appropriate. It was indicated that the gyms would not be ample space for the four ceremonies being discussed. It was suggested that instead of having a fourth ceremony in Burruss on Saturday, it might be better to have the ceremony on Friday prior to the University ceremony, but after some discussion, it was determined that the registrar's office will not have diplomas ready by Friday, and the ceremony should really not take place before the University ceremony. It was then indicated that the only solution is to have four ceremonies in Burruss Auditorium on Saturday. Ayoub informed the committee that he will provide an outline of the timeframe for four ceremonies in Burruss Auditorium. It was suggested that each ceremony should rotate start times every year so that one ceremony is not the late ceremony every year. Murray will contact the four groups that are involved to inform them of the changes.

### **Planning for Fall Ceremony**

Brown informed the committee that often usher and marshal volunteers are not aware of their assignments. Brown indicated that it is important that the college representatives communicate

with their respective volunteers. Murray suggested that the Directors of Ushers and Processions send out an e-mail to each volunteer to remind them that they have volunteered.

Murray informed the committee that there are 10,000 hand wipes left over from the Spring ceremony. It was decided to hand those out during the Fall ceremony.

O'Rourke asked if the class officers have selected the names of possible Keynote speakers. Wedin indicated that the students do not have the suggestions for the Keynote speaker yet nor the student speakers, but they are working on it.

#### **Formal Call for Director of Ushers and Processions**

Taylor made a formal call to replace Christina McIntyre and Bud Brown as Directors of Processions and Ushers respectively. It would be helpful if the new directors could work with Brown and McIntyre during the Fall and especially the Spring ceremonies to get an idea of what is involved. If anyone is interested or knows someone who is, let Dan Taylor know as soon as possible. McIntyre indicated that it is important for the directors to have staff support to help with the process.

With no other business, Brown moved to adjourn at 12:46 p.m.