

University Commencement Committee Meeting Minutes
Wednesday, November 4, 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, Pat Goodrich, Larry Hincker, Jong Kim, Brad Klein, Nathan Lavinka, Kim O'Rourke, Kate Preston, David Shuster, Jill Sible, Dean Stauffer, Muzzo Uysal

Absent: Bud Brown (with notice), Jeffrey Connor, Elizabeth Fine, Brian Golden, Ann Marie Knoblauch, Christina McIntyre (with notice), Hardus Odendaal, Lyndell Price

Guests: Kevin Ayoub, Lt. Jackson, Margie Murray, April Myers, Jennie Reilly

Dr. Taylor called the meeting to order at 12:16 p.m.

Approval of October 7, 2009 minutes

Hincker moved to approve the minutes of the October 7, 2009, meeting. With a second from Stauffer, the minutes were approved unanimously.

Space Concerns for Spring Ceremonies

There has not been any movement on the venue changes for the spring ceremonies. Murray indicated that all four groups that have requested Burruss Hall Auditorium have agreed to the change, and the group that is new to Burruss Hall is aware that this ceremony will be the last one on Saturday. One group indicated they may be willing to shorten their ceremony to assist with starting the final ceremony earlier.

Planning for Fall Ceremony

Taylor informed the committee that a vocalist will be selected by the end of the day, and the name will be forwarded to the President's office for inclusion in the program.

Taylor reported on behalf of Bud Brown and Christine McIntyre that the call for marshals and ushers has been sent out to the college representatives with a November 13, 2009, deadline for volunteer names to be received.

Goodrich informed the committee that Elsa A. Murano has been named as the Graduate School speaker, and O'Rourke indicated that the President's office received the recommendations for the University speaker from the class officers, and a selection will be made soon.

Taylor informed the committee that a meeting is in the process of being scheduled for the student speakers on reading day to discuss speech guidelines and to distribute regalia if necessary.

Announcements

- Commencement rehearsal will be on Thursday, December 17, at 4:00 p.m.
- Stage Party and handicapped parking will be in the Cassell Coliseum lot with a possibility of handicapped parking in the Tennis Court lot
- O'Rourke announced that an invitation will be sent to the Governor-Elect to be the keynote speaker at the University ceremony in spring 2010 once a mailing address is confirmed.
- Graduation photographs are scheduled for Thursday, December 17, on the second floor of the Career Services Building from 9:00 a.m. to 3:00 p.m.
- Hand sanitizer wipes will be distributed with the programs before the ceremonies and hand sanitizer will be provided for those shaking hands during the ceremony

- The next Commencement Committee meeting will be in 325 Burruss Hall on December 2, 2009, beginning at 12:15 p.m.

With no other business, O'Rourke moved to adjourn at 12:30 p.m.