

## University Commencement Committee Meeting Minutes

April 3, 2024

12:00PM

Zoom

**Attending:** Diane Zahm (chair), Janice Austin, Jennifer Cleveland, Jodie Brinkmann, Anthony Watson, Stewart Scales, Monecia Taylor, Monica Kimbrell, Marlena Lester, Vito Scarola, Keith Thompson, Jenn Thomas, Kim O'Rourke, Joe Merola, Margie Deck, Pascha Gerni

**Invited Guests:** Mike Mulhare, Abby Carlson, Chris Bolling, Zach Roland, Barbara Hoopes, Eryn Peters, Elvis Rosario, Deanna Harman, Jessie Richards, Ciji Good, Becca Emery, Pamela Vickers

Diane Zahm called the meeting to order at 12:04 p.m.

### Spring Schedule of Ceremonies

The schedule of ceremonies was reviewed with the committee. Specific times were noted for anticipated logistical items for set-up and rehearsals. No questions were brought forth from the review of the schedule and timeline of activities. Committee was notified of the need to rent or purchase an additional ADA ramp for the stage as the university currently only owns one. The representative from Facilities provided details on the search to location a ramp to rent with a quote imminent.

### Spring Volunteers

The reminder was issued by the Committee Chair to College Representatives regarding identifying the names of volunteers for the University Commencement Ceremony and the Graduate School Ceremony. Representatives were notified an email would be forthcoming with specific instructions on how to provide the names of those who will be volunteering for each college.

### Commencement Speaker

The committee was informed by the Office of Special Events that the University Speaker name is not ready to be shared. When the name is ready for announcement the committee will be contacted by the Office of Special Events with the name and plan for announcement.

The names of the University Ceremony student speakers were shared with the committee. Colin Roberts the Class of 2024 President, and Chris Hall the Class of 2024 Cadet Member at-large will speak. The committee was reminded that the process for selecting the student speakers was revised this year. There will now be two student speakers due to how similar the previous three speeches had become. The new process allows the Class members to submit a speech ahead of time for selection.

The Graduate School student speakers are still being selected. As the ceremony will primarily be for PhD candidates the speeches will be reduced to one or two graduates and only PhD students.

### **DC Area Ceremony**

The representative from the DC area ceremony provided the committee an update on their ceremony. The speakers have been selected. The representative will work with the President's Office to determine the best way to announce the selection.

With no further business the meeting was concluded at 12:19 p.m.