

Commencement Committee Meeting Minutes

January 27, 2020 in the President's Office Conference Room (Tigert 257)

Present: Hans van Oostrom (chair); Florida Bridgewater-Alford; Mary Kay Carodine; Timothy Garrett; Bruce Goldberger; Mykenzie Johnson;Carolynn Komanski; Gillian Lord; Stephanie McBride; Lynda Reinhart; Ray Thomas; Jaclyn Wright.

Absent: Michael Bowie; Henry Fair; Angela Lindner; Zhonglin Mou; Steve Pritz; Alana Rush; Shane Van Deree.

Other: Diana Hull attended to take notes for Steve Pritz

Meeting Call to Order: 9:05am; Meeting Adjourn: 9:51am

Agenda

- Welcomed new members and introduced ourselves.
- What is this committee- reviewed charges and responsibilities
- Determined a recommendation for August ceremony times for dates August 7 and 8
After much discussion, the committee supported the idea of separating the Master's students from the bachelor's students, since a 3rd ceremony had to be created in order to alleviate the numbers in the O'Dome in what was previously the singular master/bachelor ceremony.
Proposal- Doctoral: Friday @ 2pm; Master/Specialist: Friday @ 7:30pm; Bachelor: Saturday @10am
(motion to approve: Bruce Goldberger; Second: Mary Kay Carodine)
- Determined a recommendation for December ceremony times for dates December 18-19
Proposal- Doctoral: Friday @ 2pm; Master/Bachelor 1: Friday @ 7:30pm; Master/Bachelor/Specialist 2: Saturday @ 10am; Master/Bachelor 3: Saturday @ 3pm
(motion to approve: Gillian Lord; Second: Jaclyn Wright)

Other Discussions

- Reminder that if there are suggestions about policies to be created to bring those to the committee for discussion and review. Example: New policy about composition of committee was passed as a result of work done from last committee meeting.
- Suggestion to pursue HHP event students as potential commencement volunteers
- Reminder that those on the committee can serve at commencement as marshals or in other roles if interested, regardless of their role in university (staff, faculty student- they are invited to be a part of the fun)

Next Steps (to-do list)

- Steph McBride will:
 1. Type and send minutes to committee members, provide timeline for feedback then provide for FORA page
 2. Contact HHP event planning students' coordinator about commencement as a volunteer opportunity
 3. Present President Fuchs with proposed commencement schedules for summer and fall of 2020
- Committee Members will:
 1. Review minutes and provide any feedback by Monday, February 3rd at 12pm.