

Commencement Committee Meeting Agenda
January 27, 2020 at 9am in the President's Office Conference Room

- Welcome.
 1. Welcome new members

- What is this committee- its charges and responsibilities?
 1. Examine and review the present commencement procedures and make recommendations for future commencements.
 2. Make suggestions regarding the number and kind of commencements.
 3. Examine the budgetary implications of any suggested changes in commencement.
 4. Determine what might be done to make commencement more meaningful and significant.
 5. Serve as an executive committee in implementing the ceremonial plans pertaining to all official convocations of the University.
 6. Assure arrangements have been made to inform the faculty regarding an official event.
 7. Serve as directing marshals for lining up of candidates, faculty, platform guests, and directing the line of march.

- Determine August ceremony times
Dates are as follows: August 7 and 8
(see proposed options)

- Determine December ceremony times
Dates are as follows: December 18-19
(see proposed options)