

University Commencement Committee Meeting Minutes
Wednesday, November 1, 2017
12:15 p.m.
President's Board Room, 210 Burruss Hall

Present: Diane Zahm (chair), Monty Abbas (marshal), Janice Austin, Tanyel Turkaslan Bulbul, Jamie Cowell-Lucero, Jay Crone, Deborah Dickerson, Lara Khansa, Marcella Kelly, Scotland Leman, Billy Lin, Kelly McCann, Chris Saunders, Steve Sheetz, Michael Stowe, and Anthony Watson

Absent: Austin Compton, Rebecca Funk, PJ Johnston, Lance Jones, Cheryl Peterson (with notice)

Guests: Jonathan Caldwell, Bo Frazier, Tom Gallemore, Ciji Good, Kristina Lundquist, Darryl McCallum, Peter McCann, Margie Murray, April Myers, Kim O'Rourke, Hope Reynolds, Dan Taylor, Pam Vickers, Laura Wedin, and Matthew Winston

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

Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

Announcement of the Approval of the October 4, 2017, minutes

Zahm announced that the minutes of October 4, 2017, have been approved by the committee electronically.

Planning for Fall Ceremonies

Zahm announced that the invited speaker for the Graduate School Commencement Ceremony in December has accepted. The speaker will be Brenda S. J. Winkel, Ph.D., Professor and Head of the Department of Biological Sciences at Virginia Tech.

Zahm stated that the call for volunteers to serve as ushers and marshals would go out this week. For the University Ceremony, two wearing regalia and one without regalia from each college is needed. For the Graduate School Ceremony, two wearing regalia and one without regalia from each college is needed, except the College of Engineering would need an additional volunteer without regalia.

It was noted that a graduate student speaker is not needed to speak at the University Commencement ceremony. Several years ago there was a graduate student speaker, but to shorten the ceremony, it was determined that none were necessary.

Austin reported that the Graduate School is working on ways to cut the length of the Graduate School Commencement ceremony by changing the front portions of the script. At this time, a separate Ph.D. hooding ceremony is not being considered.

Because parents are asking for information about the 2018 spring ceremony scheduling, it was announced that we plan to post the full ceremony schedule before December break.

McCann indicated that there were not enough programs on the floor of Cassell Coliseum for the processing students at the spring Graduate School ceremony. And because of that, students were getting up to come to the tunnel entrance to look for extra programs. Murray indicated that the number of programs provided were based on the number of completing students. Austin said that with the hooding professors processing with the students, additional programs would be needed if the programs were to be placed on chairs. Discussion followed about other options, but it was determined that putting the programs on the seats is the best plan.

With no further business, Saunders moved and Sheetz seconded the adjournment of the meeting at 12:33 p.m.