

University Commencement Committee Meeting Minutes
Wednesday, December 3, 2014
12:15 p.m.
President's Board Room, 210 Burruss Hall

Present: Dan Taylor (chair), Candi Clemenz, Chelsea Corkins, Jean-Luc Ford, Larry Hincker, Kim O'Rourke, Martha Sullivan, Anthony Watson, Pengtao Yue, Margie Murray for Eric Wininger

Absent Janice Austin (with notice), Jan Helge Bøhn, Luke Carroll, Carrie Cox (with notice), Andrew Ellis, Rebecca Funk, Joe Merola (with notice), Joseph Millett, Jacqueline Nottingham (with notice), Elena Serrano, Diane Zahm (with notice)

Guests: Isaac Barber, Bo Frazier, Sergeant Tom Gallemore, Captain Vince Houston, Peter McCann, Mike Mulhare, April Myers, Pam Vickers, Laura Wedin

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

Announcement of Approval of November 5, 2014, minutes

Watson made a motion to approve the minutes of the November 5, 2014, meeting. The motion was seconded, and the minutes were approved unanimously.

Final planning for Fall ceremonies

Captain Houston informed the committee that the doors of the coliseum will be opening at 9:00 a.m. Murray questioned if the doors could be opened earlier if there is inclement weather. Peter McCann with RMC (the event staff contractor) indicated that the doors to the coliseum can be opened earlier if there is a need.

Mike Mulhare indicated that the weather will be closely watched the night before the ceremony if there are any indications that there will be bad weather. If the University is closed due to inclement weather, the ceremonies will be cancelled. Mulhare then indicated that the information his office requests from each group working the Commencement ceremonies will need to be submitted to Bobbi Myers in the Office of Emergency Management.

Captain Houston informed the committee that one of the local television stations may want to set up a live feed inside the coliseum. Larry Hincker questioned if they were going to bring their own cameras, and Houston indicated that he thought they were. Hincker then indicated that the coliseum is already wired and they could get a patch to that feed in that way. Houston indicated that the team from the television station will probably want an early access to the coliseum. A suggestion was made to inform them that there is no available space on the coliseum floor for filming.

With no other business, a motion was made to adjourn at 12:26 p.m.