

## **University Commencement Committee Meeting Minutes**

**November 2, 2022**

**12:00PM**

**Zoom**

**Attending:** Diane Zahm (chair), Janice Austin, Kim O'Rourke, Jennifer Cleveland, Margaret Deck, Anthony Watson, Monica Kimbrell, Melissa Wright, Marlena Lester, Robert Weiss, Jenn Thomas, Amie Pendleton,

**Invited Guests:** Laura Wedin, Eryn Peters, Keith Thompson, Cathy Barker, Kenneth Wong, Rebecca Jones, Pamela Vickers, Abby Carlson, Bobbi Myers, Lance Collins, Deanna Harman, Kylie Thomas, Ciji Good,

Diane Zahm called the meeting to order at 12:03 p.m.

### **Fall Commencement Timeline**

The schedule of activities for the University Commencement and the Graduate School Commencement ceremonies were reviewed for any changes or questions. Arrivals time for each group was also reviewed. Groups were reminded to bring in any items in before the morning security sweep. The arrival time for the Color Guard was pushed back for the Graduate School Ceremony as all needed items will be on-site.

### **Student Speakers**

The Graduate School will have three student speakers again this year. Currently confirming the last two students.

There will be three student speakers for the University Ceremony. A meeting will need to be held to discuss having two student speakers in the future.

### **Fall Commencement Marshals**

The call for volunteers was emailed to the college representatives before the meeting. Three volunteers are needed. One must be in regalia. The third volunteer is an addition to the previously requested two. The third volunteer was requested by Pamela Vickers to assist with ADA needs.

### **Adjournment**

With no further committee business, the meeting was adjourned at 12:21 p.m.