

MINUTES
UNIVERSITY COMMENCEMENT COMMITTEE
March 1, 1995

Members present: E. Henneke, L. Hincker, S. Musser, D. Ludwig, D. Taylor, M. Johnson, D. deWolf, K. Albright, R. Madigan for R. Smith, J. Tlou, R. Broadwater, A. Zink, B. Brown, P. Bhogaraju

Resource persons present: C. Agnew, J. Beach, D. McKee, P. White, L. Worley

Ed Henneke called the meeting to order at 12:00 noon. The meeting was held in the President's Boardroom, 210 Burruss Hall.

The following agenda items were discussed:

1. Minutes of the February 1, 1995 meeting were approved as distributed.
2. Graduate School plans for Spring Graduate Commencement - Martha Johnson. Ed Henneke reported that he and Carole Nickerson met with Martha Johnson following the February 1 meeting to discuss plans for including the masters candidates in the doctoral ceremony. The general feeling was that given the timeframe allowed, it would be too confusing to make this change in Spring 1995. The decision was made to keep the ceremonies as they were and to establish a sub-committee to develop a plan and have it in place by the first meeting in Fall (October). Martha Johnson indicated that this will give them a chance to see if the space in Burruss Auditorium will be adequate to allow the masters to participate in the doctoral ceremony in Fall '95 and Spring '96.
3. Sub-committee to plan Fall and Spring Graduate School Commencement - Ed Henneke. Ed Henneke asked for volunteers to serve on the sub-committee to help plan the Fall and Spring Graduate School ceremonies. Martha Johnson, Carole Nickerson, and Ruth Smith have expressed an interest in serving on this subcommittee. Henneke requested that anyone interested in helping should contact him.
4. Sub-committee and Director of Graduate School Ceremony - Ed Henneke. Henneke feels the Graduate School Ceremony deserves the same kind of behind-the-scenes assistance (ushers, marshals, etc.) as the University Ceremony. Discussion by the committee confirmed that this type of support should be made available to the Graduate School. Dan Ludwig agreed that the Graduate School procession should fall under his responsibility and would work on this issue. Henneke requested volunteers for a processional committee.

5. Fall Commencement Reception(s) - Ed Henneke. Need to look at the possibility of having a universitywide reception, possibly at the Fieldhouse. Someone mentioned that the track may be laid down for meets and that Dietrick might be a better location. Discussion included charging a small fee to help defray the cost since funding is limited. The College of Business sells tickets for its luncheon/reception in Spring and has good response. Discussion will continue at later meetings.

6. Update on planning for Spring Commencement - All. Henneke has sent a "thank you" letter to President Torgersen for Mr. Ridenour's financial support of the new stage. John Beach hopes to use the remaining funds from the stage purchase to buy more modules to increase the size of the stage. Funding has been approved for Dave McKee's band tour. The sound contract with Stage Sound has been extended one year. John Beach has ordered 4600 chairs. Carolyn Agnew had been contacted by Printing Services to see how many programs would be printed for Spring '95 so they could order the paper. Larry Hincker was asked to look at the cost of printing a small program without the graduates' names for the University Commencement Ceremony and the complete program with names for the college/department ceremonies. Hincker will report his findings at the April meeting. John Beach expressed concern over the use of golf carts to move people with mobility problems around the stadium. He feels we need more carts or to do away with them totally. People don't understand that the carts cannot be used to transport them to other ceremonies on campus. Some type of transportation needs to be made available to handicapped individuals to get them around campus.

Dan Taylor shared the Usher Evaluation Form with committee members. There were few negative reactions and many positive responses.

Meeting was adjourned at 1:25 p.m.