

COMMENCEMENT COMMITTEE MINUTES

May 18, 1983

NEXT MEETING: Tuesday, May 31, 1983
Noon: Cardinal Room, Squires



PRESENT: Axelson, Ford, Savage, Hawes, Lile, Powell, Lane, Pusey, Miles
Shackelford, Siburt, Wang, Chapman, Mason, Tozier, Brown, Johnson

1. New Diploma

Jeff Chapman reported that information about the new diploma will be printed in the next issue of Spectrum. Appropriate information has also been sent to the Collegiate Times.

2. Senior Scholar Reception

Joe Wang reported that President Lavery will greet students at the Senior Scholar Reception June 3, 8-9:30 in the CEC and John Perry will introduce the President. Each student will receive an auto-graphed copy of the First 100 Years.

3. Commencement Events

Arrangements for the Friday evening concert, the Burruss Hall concert, and the Commissioning exercises were reported to be ready.

4. Facilities

Ray Powell was complimented for the physical plant schedule of activities in preparation for Commencement. Arrangements have been made for first aid station in the Stadium and information table in the Coliseum in case of rain.

5. Commencement Music

The Band will play soft music during the presentation of doctoral degrees.

6. Program for Rainy Day Schedule

The program, including Greg Brainerd's speech, will be unchanged if the graduate Commencement is moved into the Coliseum.

7. Plans and Directions for Commencement Processions

Phil Mason reported that the Plans and Directions for Commencement have been mailed to those who need to have a copy. Other copies are available for those who want to have one. Call Phil Mason (6087)

8. Rehearsals and Orientation Sessions

a. Platform Party

Thursday, June 9; 2:00 p.m. in Lane Stadium (or in the Coliseum in the event of rain).

b. Commencement

Assistant Directors
Coordinators
Assistant Coordinators
Team Chiefs
Assistant Team Chiefs

Tuesday, June 7; 3:00 p.m. in 116 Hutcheson Hall

c. Commencement

Assistant Directors
Coordinators
Assistant Coordinators
Team Chiefs
Assistant Team Chiefs
Assistant Marshalls
Team Members

Thursday, June 9; 3:00 p.m. in Section 1 of the Coliseum

9. Vet School Commencement

The first graduates for the College of Veterinary Medicine will be the Class of 1984. Lon Savage reminded the committee of the need for planning. Enid Tozier has been in communication with Richard Talbott.

10. President's Box

Members of the Commencement Committee, their spouses and Emeriti faculty are invited to sit in the President's Box during the Commencement ceremony. College deans who anticipate guests with special seating problems (handicapped), or who require additional seating, should contact the President's Office.

11. Seating for Handicapped

The stadium has facilities for handicapped people who will be attending the ceremony. Those facilities are in the East stands. However, in the event of a rainy day schedule, some of the buildings where the College or Department ceremonies will be held do not have handicapped facilities.

College Representatives to the Commencement Committee

Please check to see if any handicapped visitors to campus have identified themselves by calling your College Dean's Office. A limited number of ushers will be available to help with seating of handicapped in the Stadium. Please call Wayne Spear (7500) if you need help in making arrangements for handicapped people who will attend Commencement.

12. Hot Line

Graduate School has the responsibility of making the tapes for the information hot line. Roger Teekell will be called in the event of rain.

13. College of Business

In the event of rain, all departments in the College of Business will attend the College ceremony in Rector Fieldhouse.

14. Evaluation

Methods of encouraging more people to respond to the evaluation of the Commencement activities were discussed.

15. Charlotte Hawes, Special Assistant to the President, was introduced by Lon Savage.

Thanks to Martha Johnson for preparing these minutes in Dennis Ford's absence.