COMMENCEMENT COMMITTEE MEETING MINUTES
Wednesday, October 1, 2003
12:15 p.m.
President’s Boardroom, 210 Burruss Hall

Present: Ed Henneke, Charles Payne for Jerry Allen, Bud Brown, John Beach for Bill Elvey, Pat Goodrich, Brad Klein, Kim O'Rourke, Dixie Reaves, Nicole Reynolds, Sherry Schofield-Tomschin, Dean Stauffer, Dan Taylor

Absent: Theresa Cassino, Robyn Daniel, Jerry Gibson, Larry Hincker, Brian James, Vinod Lohani, Rich Sorensen, Diane Zahm (teaches on Wednesdays in fall)

Guests: Dave McKee, Margie Murray, Lyndell Price

Chairman Henneke called the meeting to order at 12:17 p.m.

Approval of Minutes – September 10, 2003
Moved by Schofield-Tomschin and seconded by Stauffer, the minutes were approved as written.

Spring College-Wide Ceremonies; Reports from College Representatives
Bud Brown indicated that the College of Science would still hold separate departmental ceremonies in the spring.
It was anticipated that the Pamplin College of Business and the College of Engineering would remain in the Coliseum.
The College of Liberal Arts and Human Sciences would hold some joint and some individual ceremonies. Beach stated that a safe capacity for Burruss Hall is 2800 guests/participants.
Veterinary Medicine will work with UUSA to plan for their ceremony in Squires along with their reception.
The College of Agriculture will have 600 additional students and will now need to use Cassell Coliseum in addition to the Pamplin College of Business, and College of Engineering.
The College of Natural Resources will need to use Donaldson Brown Auditorium or even a slightly larger space for their ceremony.

Planning for Fall Commencement
Arrangements were to be made to have an email sent to all eligible seniors regarding the change in fall commencement. Phone calls were still coming in from angry parents about the change in date because their son/daughter had not been aware of the changes even though the announcement had been made using several venues.

Goodrich announced that the speaker for the Graduate School ceremony would be Walter Rugaber. The president’s office was still awaiting the undergraduate faculty speaker nominations for the University ceremony, so a decision about the faculty speaker has not yet been made.

Goodrich also announced that the diplomas for the Graduate School would be smaller for the spring ceremony.
New Business

Lane Stadium Construction

Beach brought up the subject of the upcoming construction to Lane Stadium. Immediately after the end of this year's football season, construction will begin on the west side of Lane Stadium. For the next two years this construction will affect the Commencement ceremonies.

There would be minimal impact for the Spring 2004 Commencement, but as construction progresses, the area could become very messy. Handicap access would be available in the south and east stands. There would be more impact for the spring of 2005. The entire west side of the stadium would become unusable.

It was still felt that a processional would be possible through the use of the south end zone. The south end zone boxes should again be made available to special guests and guests of the stage party.

Cable Broadcast of University and Graduate Ceremonies

Goodrich indicated that the Graduate School planned to make arrangements to videotape the Graduate Ceremony, and thought that another cable broadcast was also a good idea this year. Clarification will be needed from Reilly as to whether an interpreter is required. The president assisted with costs related to the last broadcast. Would he again help share the cost? It was estimated that the majority of the related costs were for setup.

Could the Bookstore sell videotaped copies of the ceremonies at minimal cost?

With no further business, the meeting adjourned at 12:43 p.m.