University Commencement Committee Meeting Minutes  
Wednesday, November 1, 2006  
12:15 p.m.  
President’s Board Room, 210 Burruss Hall

**Present:** Ed Henneke, Jim Snyder for Jerry Allen, Ellington Graves, Larry Hincker, Jean Kampe, Brian Mihalik, Jerry Niles, Matthew O’Leary, Kim O’Rourke, Dixie Reaves, Susanna Rinehart, Dean Stauffer, Dan Taylor

**Absent:** Bud Brown, Michelle Czamanske, Russell Davis, Bill Green, Kathy Hosig, Brian James, Brad Klein, Lyndell Price, Linda Tegarden

**Guests:** Patrick Casey, Margie Murray, April Myers, Jennie Reilly

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

**Approval of Minutes**
Graves moved that the minutes for the October 4, 2006, meeting be approved. With a second from Reaves, the minutes were approved unanimously.

**Committee Response to Proposal for Undergraduate Regalia**
At the October 4, 2006, meeting, Donna Hodges from Oak Hall and Leslie Simmers with the University Bookstore gave a presentation proposing that undergraduate and master’s regalia be branded with the university logo. Hosig was not able to attend today’s meeting, but she sent an email stating that the College of Agriculture and Life Sciences supports adding the university logo to the gowns. She also talked with several students, all of whom would prefer the new design if the added cost is nominal (in the $5-$10 range). O’Leary indicated that as a student he is willing to pay the additional cost for the new design. Reaves made a motion that the committee accept the design to add an embroidered university logo onto two flaps that will be attached to the front of the undergraduate/master’s gowns. O’Rourke seconded the motion. The motion passed unanimously. Hincker indicated he will design a logo to go onto the flaps, and he will send a proof out via email for the committee to review and approve. It was indicated that Oak Hall needs an answer on the design by December in order to have the gowns ready for the spring ceremony.

**NOTE added after meeting:** Russell Davis, the President of the Class of 2007, has communicated with the other class officers, and he indicated that the new regalia design is something they would like to implement in the spring.

**Planning for the Spring Ceremony – Distribution of Master’s Diplomas**
The issue is that undergraduate and Ph.D. diplomas are distributed during spring commencement ceremonies, while it has become the recent practice of the Graduate School to distribute master’s diplomas after the ceremony; master’s students are required to pick up their diplomas at the Graduate Life Center or to have them mailed to their home. In April 2006, the Commencement Committee passed a resolution encouraging the Graduate School to distribute master’s diplomas during the spring ceremony so that master’s students are treated consistently with all other graduating students. Subsequently, the Graduate School again did not distribute the master’s
diplomas during the spring 2006 ceremony, and the Commencement Committee took up the issue again when it reconvened in the fall of 2006 (see minutes for September and October meetings). Mihalik informed the committee that after the October meeting of the Commencement Committee, the Graduate School discussed passing out the Master's diplomas at the spring ceremony in great length and decided to continue with the current system in place while monitoring student complaints. He then invited the committee to participate in the spring ceremony to observe what happens behind the scenes on the day of Commencement. Henneke indicated that he will follow up on this issue. (Note: At Dr. Henneke’s invitation, Dean DePauw has agreed to attend the February 2007 meeting of the Commencement Committee to discuss the matter.)

Planning for the Fall Ceremony
Reilly indicated that the Office of Services for Students with Disabilities reviewed the information in the brochure and everything was correct.

O’Rourke reminded the committee that a “message from the Faculty,” given by the Faculty Senate President, was added to both the University and Graduate School ceremonies last spring and that this will be a part of all future ceremonies. Reaves questioned the length of the speech. Rinehart indicated that the speech she gave last year was approximately 2 to 3 minutes long.

Casey informed the committee that Ivica Ico Bukvic’s "Gaudeamus" will be premiered at the Graduate School ceremony. He also indicated that there will be a woodwind ensemble group performing before and during Commencement this fall. It was confirmed that Cynthian Brundage will be the singer for both ceremonies.

Henneke announced that former rector of the Board of Visitors, Henry Dekker, will be the University Commencement speaker. It was confirmed that former rector of the Board of Visitors, Ben Davenport, will be the Graduate School Commencement speaker.

With no other business, Graves moved to adjourn at 12:30 p.m.