

THE UNIVERSITY OF LOUISIANA AT MONROE

Commencement Committee Minutes

July 27, 2009

Members Present: J. Anderson, L. Andrews, C. Browder, A. Caldwell, S. Chaney, R. Chardkoff, J. Cottingham, K. Crowley, T. Doke, R. Fiorillo, L. Harris/K. Jacobi, M. Koper, C. Lee, B. Mills, C. Murphy, K. Parker, P. Roshto, C. Thameling, S. Ward, N. White, R. Williamson, M. Wortham.

Members Absent: B. Bennett, R. Brown, D. Bucazala, M. Caldwell, S. Chenoweth, V. Durkee, D. Eichhorn, L. Ellerman, A. Hibbetts, A. Hill, S. Hill, S. Humes, S. Jones, U. Ograk, S. Owens, A. Picard, B. Smith, D. Stokes, A. Wiedemeier, E. Williamson.

The July 27, 2009, meeting of the Commencement Committee (CC), held in Administration 1-47, was called to order at 3:32 p.m. by Committee Chair Karen Crowley. The meeting was comprised of the following agenda items:

1. Welcome

Ms. Crowley welcomed all members, thanking them for their willingness to serve and their attendance at the meeting.

2. Review of Minutes – April 27, 2009

Minutes from the April 27, 2009, committee meeting were reviewed and approved (motion made by Dr. Thameling, seconded by Ms. Wortham).

3. Overview of 2009 Summer Commencement Ceremony

Ms. Crowley made the following remarks about the 2009 Summer Commencement:

- As of this date, we will award 220 degrees to 218 students; however, we can expect those numbers to change when we remove those who did not meet degree requirements and identify students who will graduate *in absentia*.
- Dr. Bob Cage will deliver the commencement address.
- Dr. Matthew James will be the soloist.
- Dr. Chris Michaelides will be the announcer for the ceremony.

4. Preparation for Rehearsal and Ceremony

The following items were discussed in preparation for the upcoming rehearsal and ceremony:

- **Review of instructions:** Ms. Williamson directed committee members to the Fant-Ewing diagram for their assignments. For training purposes, newly-appointed members have been paired with members who have served previously. Committee members are asked to arrive at 8:45 a.m. on August 14 (rehearsal) and at 1:00 p.m. on August 15 (ceremony).
- **Placement of signs:** Ms. Ward, Ms. Chaney, Dr. Cottingham, Ms. Murphy, and Dr. Anderson indicated they were available to help hang signs in Fant-Ewing on August 13 at 5:30 p.m.
- **Information sheet for guests requiring floor-level seating:** Ms. Crowley reported that the information sheet for guests requiring floor-level seating recently has been revised to clarify its purpose.
- **Student-group assistance for guests entering via the ramp:** Ms. Murphy will attempt to engage OT students to assist guests entering via the ramp and will let Ms. Williamson know the status.

5. Dates/Times for the 2009 Summer Ceremony

Ms. Crowley called Committee members' attention to the following dates and times for the upcoming summer ceremony:

- Rehearsal – 08/14/09, report at 8:45 a.m. for 9:00 a.m. rehearsal
- Ceremony – 08/15/09, report at 1:00 p.m. for 2:00 p.m. ceremony

6. Policy for “Walking” Before Degree Completion

Ms. Crowley announced that the 2009 Summer Commencement will be the final summer ceremony. Even though there will no longer be a ceremony, we will continue to award degrees and issue diplomas just as we have always done for summer completers.

A discussion ensued about whether students should be allowed to participate in the commencement ceremony (i.e., “walk”) before completing degree requirements. In summary, members continued to support the Committee’s long-held position that students should complete all requirements before being allowed to participate. However, they will return to their departments/colleges to discuss the matter with their colleagues before the Committee makes a final decision relative to the policy we will recommend to the administration.

7. Adjournment

There being no further business, the meeting was adjourned at 4:22 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Karen A. Crowley".

Karen A. Crowley
Commencement Committee Chair and
Associate University Registrar
27 July 2009