UNIVERSITY COMMENCEMENT COMMITTEE
Minutes of Meeting held on Wed., Nov. 28, 2007, 8:05 a.m. Brig. 320

I. Personnel Introductions – None. Christina moved and Eric seconded to approve the minutes as presented and it was approved unanimously by the committee. No new item was added to agenda.

A. Senior Valedictory Speaker: a.m. – Amanda Schaller (Alternate: Heidi Weber) & p.m. - Ashley Marie Christofferson. Ad Hoc Committee chaired by Dr. Anthony Thomas. Members: Drs. Cori Enright & Esther Ofule, Student Senators: Eric Hopfensperger, Abby Felix, Kevin Patterson, Devine Nzegwu.

B. Recognize volunteers (Countdown to commencement – Eugene, Esther, Christina, Barb (B) & Bernie)

C. Speakers: 9:30 a.m. Fred Jaeckle & 2:00 p.m. Danae Davis

D. Student Ushers – Barb Daus

E. Procession- Faculty leaders: a.m. – Rick (1890) & Barb (B) & p.m. - Eugene & Clem (1931).

F. Volunteers to line up students by college: All student senators will help also.

BILSA: Rick and Clem, EMS: Barbara(B) and Christina, LAE: Eugene & Bernie, GRAD. SCH. : Jan & Bala

G. Banners: EMS- Ashley Marie Christofferson, BILSA- Christopher Jon Kalish, LAE-Matthew V. Roble. Bernie will deliver banners to banner carriers. 2 of the 4 banners will be left on stage at the start of each ceremony.

II. Programs: Joyce, Amy, Dennis, & Dave K. Dave K will take care of banner to use in photos.

III. Details


B. Stage directions

C. TV and sound– Contacted Colleen Garrity-1628 for TV (Channel 5). James Ball-1895

D. Seating –Doudna 103 has been reserved for overflow seating.

E. Music – Student Song Leader for Fall Commencement – Luke Tredinnick for both the ceremonies.

F. Pictures–contacted Chappell Studios. Mr. Steve Higdon (800-247-3435, X 269) handles UW-P account. Two photographers (Willie Blackmore &Daniel Blum) for each of the two ceremonies. Contract expires in 2010

G. Plaques – Joyce will get order forms from Chappell Studios and will order these.

H. EMS crew (348-9741 X 271) – Arranged by Deb Lundell.

I. Reserved track area of field house for line-up of students (8 a.m. – 2 p.m.), Room (# B 52 usually) for faculty coats, etc., and Athletic Office (Room #134) for stage party. (Curt Fatzinger - 1568). Memo to all faculty & staff will be sent by 12/4.

J. Faculty & Staff Attendance: F2007(a.m.) F2007(p.m.) S2008(a.m.) S2008(p.m.)

Academic Staff: 10 11 9 14

LAE: 6 30 5 27

Library: 1 2 0 1

BILSA: 41 0 29 0

EMS: 6 49 3 50

Total 64 92 46 92

K. Graduates: Grad. School: 117-37 (Wuhan) = 80, BILSA=159, LAE=91, EMS=101

IV. Old Business: School of Graduate Studies - Give opportunity for UG valedictory speaker. Lifts are being considered for Graduates with disabilities. New design of brochures was accepted. Registrar will order University banner to use in graduate photos.

V. New Business: Doudna 103 reserved for spring 2008. Future overflow seating options will be proposed by James Ball VI. (a) Fall 2007: 56 honor students & 96 honor sashes in inventory. Registrar’s Office will use remaining sashes and then order honor cords for the future graduation ceremonies.

(b) Faculty attendance: Options to be explored by the Chancellor.

(c) Assess valedictory speaker selection process: Bala moved and Esther seconded that the Dean of the College of BILSA will select a valedictory speaker for a.m. ceremony in consultation with faculty and students and inform UCC & Joyce by the end of 1st week of April and Nov. of each year. The motion was approved unanimously by UCC after discussion. Bala moved and Esther seconded that the Dean of College of LAE will select a valedictory speaker for the spring p.m. ceremony in consultation with faculty and students and inform UCC & Joyce by the end of 1st week of April & the Dean of College of EMS will select a valedictory speaker for the fall p.m. ceremony in consultation with faculty and students and inform UCC & Joyce by the end of 1st week of Nov. 1of each year. The Dean of LAE and EMS will work together and identify one speaker from each college, if necessary, by the end of first week of Apr. or Nov. for the respective ceremonies. The motion was approved unanimously by UCC after discussion.

(d) UCC files on S drive. Any UCC member can access it. All UCC folders are archived on zip/thumb/USB drive.