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University Commencement Committee Meeting Minutes, October 9, 2013

University Commencement Committee

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**Commencement Committee
Draft Minutes
October 9, 2013**

Attendance

- | | |
|-----------------------------|---|
| ✓ Rowley, Eric; Chair, COSM | ✓ Daram, Kumar; Stu. Gov. |
| ✓ Goldstein, David; COSM | ✓ Mathews, Elizabeth; Stu. Gov. |
| Hayes, Karen; COLA | Ware, Kailah; Stu. Gov. |
| Hiltzler, Pascal; CECS | ✓ Keeley, Fran; Dir. Of Ceremonies
(ex-officio / NV) |
| ✓ Papadakis, Jennifer; COSM | ✓ Krane, Dan; Faculty President
(ex-officio / NV) |
| ✓ Zengel, Donna; CONH | ✓ Nethers, Bryan; Faculty Secretary
(guest / NV) |

1.) Call to Order

Dr. Rowley called the meeting to order at 12:00 p.m.

2.) Introductions

3.) Approved Minutes from final 2012-2013 meeting, February 2013

4.) Discussion Items

- a. Reviewed committee charge, by-laws, and procedures
- b. Dr. Rowley asked committee members to submit their availability schedule by the next meeting
- c. Reviewed previous Honorary Degree recipients
- d. Reviewed Honorary Degree process
Key dates: 4th Monday in November, 4th Monday in January
- e. Recording Policy
Committee agreed to not take any action and leave as-is

5.) Comments from Faculty President Dan Krane

Dr. Krane addressed the committee on the importance of its charge and the commencement ceremony. He also discussed other issues that he'd like to see the committee address:

- The importance of confidentiality during the honorary degree selection process
- Past honorary degree recipients and ideas for future recipients

- Increased Faculty attendance and involvement at commencement
- Decreasing the amount of students that leave the ceremony early
- Possible involvement with choosing future convocation speakers

An audio recording of Dr. Krane's remarks can be made available to committee members upon request.

6.) Honorary Degree Action Items

The committee was tasked with thinking about methods of increasing the amount of nominations received. Ideas discussed included:

- Targeted emails to faculty/staff/students
- Increased web presence
- Wings Announcements
- Twitter/Facebook announcements
- Inclusion in President Hopkins weekly announcement

7.) Adjournment

Dr. Rowley adjourned the meeting at 1:15 p.m. The next meeting will be coordinated via email.

/bn