

POLICIES AND PROCEDURES

Subject: Commencement Committee Reference: E-VI

Source: Vice President, Student Success Eff. Date: February 15, 2015

Approval Auth.: President Approved: _____

Remarks: Policy replaces previous policy dated August 28, 2003

Date: February 15, 2015

The functions of the Committee shall be to recommend and implement approved activities for the commencement exercises and recommend an annual budget for these events. Members of this Committee shall be the following:

Registrar, Chairman

Two Faculty members to be appointed by the Registrar (one from Arts & Sciences and one from Workforce Education upon recommendation of the Deans).

Two students to be appointed by the Vice President, Student Success.

The Chairman may request other members of the staff to serve on the Committee through appropriate administrative channels.

Meetings shall be called by the Chairman.