

Graduation 2012 Committee Meeting Minutes

Thursday, January 26, 2012 – 11 a.m.

Present: Mostafa Ghous, Judie Burtenshaw, Lily Espinoza, Karen Mitchell for Peter Bostic, April Takahashi, Shirley Lewis, Thom Watkins, Shemila Johnson, Gale Anderson, Dave Froelich

Not Present: Arturo Reyes, Barb Fountain, Caryl Corbin, Erin Vines, Judy Spencer, Juliet Ennis, Kandy Carlsmith, Karen McCord, Kimo Calilan, Laurie Cheatham, Laurie Gorman, Matt Borchert, Patricia Itaya, Patricia Young, Peter Bostic, Phil McCaffery. Jr., Robin Darcangelo, Steve Dawson, Terri Pearson, Thomas Trujillo, Tricia Meyer

The meeting started about 11:05 a.m. in Room 1421

Co-Chair - Mostafa is still seeking a co chair for the Graduation Committee meetings. If anyone is interested in doing that, please let him know. They would take charge of the meetings his absence.

Review of logistics – Mostafa explained he did the review of logistics at the last meeting and did not want to take the time to go through them again. (see minutes from last meeting.)

Date/Location – May 23, 2012 at the stadium – Time has changed to 10:30 a.m. to 12:30 p.m.

Rain plan is same as last year at the gym, with overflow going to 1400 and seeing ceremony on TV screens; we need a better system to prevent crowding in the gym.

Costs – Prices for everything have been going up. Chair rental prices are up. Speakers were \$1800. Other companies in the area are half that price. Mostafa is looking into finding new place to get speakers and chairs (need 400 chairs) . To buy chairs is very costly (\$68k and they require maintenance). Dave suggested that speakers be installed at the field. The system in the gym is new and it is a good one.

Other comments – Maybe we should add in the letter something to let guests know that we expect them to stay for the entire ceremony.

We need a Head Marshal who is strong to be in charge of crowd control. The other Marshals can be more congenial.

Graduation Schedule – Peter was not present and Karen had no input from him.

Program/Agenda – no information. Honorary degrees took at least 20 minutes. Mostafa wants to shoot for the entire ceremony to take 1 ½ hours. We will allow for 2 hours. Finals resume at 1 p.m.

Photographer – Mostafa is also working with a new photographer.

Announcements – We should announce to have ask people to please stay until the entire ceremony is finished before leaving. It may have more effect if it is announced just before the graduates are called.

Canopies – If anyone has canopies that they would like to loan to us, please let Mostafa know.

The next meeting will take place on Thursday, February 9, at 11 a.m., in room 1421. Meeting was adjourned at 11:30.

Judie Burtenshaw
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