



**Northland Community & Technical College
Graduation Meeting 12/7/05, 12-1pm, room 106**

Members: Kim Lee, Jo Schill, Andrea Moses, Karla Anderson, Mary Jo Bydal, Pam Schorsch, Renee Kringlen, Mike Normandin, Lindsey Wangberg, Jesse Adkins, Bridget Harlow, Robert Hunter, Pam Krueger, & Monica Smith-Gruhot

Present: Kim Lee, Karla Anderson, Renee Kringlen, Pam Schorsch, & Jesse Adkins.

Meeting Agenda & Minutes

Graduation Location & Time		Friday May 12 th , Chester Fritz 11am.
Banquet & Invitations		Touch of Magic is booked for Thursday, May 11 th ; Kim will work closely with student senate on getting banquet invites out on time.
Graduation Speaker		Still Looking for suggestions????
Student Graduation Speakers		Pam Krueger & Derek Murph volunteered to be the graduating student speakers, we still need a speaker for the invocation & benediction.
Graduation Programs		Renee, Lindsey, Pam & Andrea have volunteered to design the programs (in house).
Sign Language Interpreter		Check with Cindy Clow
Caps & Gowns, Diplomas & Covers, Honor Cords & Sashes, Award Letters for Scholarships.		Andrea and Jo Schill have a computer program to make the diplomas in house.
Catering for Reception		Committee recommended not having a reception due to time of graduation
Photography		Continue using Tweeten's if available
Other		Sound-Go with D. Sand Kim will call after the holidays Video recording-Ask Kent?-He said to go ahead with recording Selling NCTC merchandise at graduation-Karla & Lindsey Flowers-Jesse, will mix plants and fresh flowers Pinning for Nursing-Barb F. agreed to do following the ceremony