

NCTC-ECG Graduation Committee Meeting – May 2007 Graduation

Dec 13, 06 Room 306B

Committee Members Present: Karla Anderson, Margarita Bracamonte, Mary Jo, Andrea Moses, Lindsey Wangberg. Pam Schorsch

Topic	Responsible Party	Discussion/Outcomes
1. Graduation date & location		Date: May 18, 2007 Location: Chester Fritz Auditorium Time: Student Senate will be asked to make a poll among students for preferred grad. ceremony time (11 am, 2 pm, or 4 pm). Deadline for students to register for graduation? Feb 28 th , 07 Graduates Head Counts will be done: Ongoing process.
2. Soundboard Services Sign Language Interpreter	Mary Jo	Is Duaine Sanden needed? No. Mary Jo will ask Chester Fritz if soundboard person will be available to do announcements. At May 2006 the cost of the soundboard person was \$150. Cindy Clow: Mary Jo will ask her if she will be again the sign language interpreter at May 2007 graduation.
3. Graduation Invitations	Lindsey (This topic will be cover in February)	Use the same design as the 2006 graduation? Yes Where are they going to be printed? Not at George's. Invites and programs will be printed at Fine Prints.
4. Grad. Program Handout	Lindsey	Use the same design as last year? Lindsey will ask Fine Prints to suggest new designs. Where are the programs going to be printed? Fine Prints
5. Graduation DVD	Mary Jo Lindsey	About 15-20 extra DVDs will be ordered this year. The price students paid last year for DVD was \$15 (pre-orders). Chad will be asked if grad. ceremony can be seen at NCTC's website. Mary Jo will find out about having grad. ceremony lived on Ch 3
6. Mace carrier	Tabled	Suggestions for a mace carrier? Retiring faculty first. If no faculty is retiring this year the most senior faculty will be asked then. Who is the faculty in highest seniority rank at EGF campus? Tabled

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7. Speakers	Margarita	<p>How many and how are they selected?</p> <ul style="list-style-type: none"> -1 student for invocation: 5-7 minutes speech -1 student for benediction: 5-7 minutes speech -1 student commencement speaker: 5-7 minutes. This speaker is the graduate with the highest GPA. -1 commencement speaker: 10-15 minutes speech <p>Margarita will ask Student Senate advisor (Shanon Oldenburg) if any Student Senate member is graduating this year. Suggestions for a commencement speaker? An e-mail will be sent to NCTC staff for suggestions on commencement speakers.</p>
8. Honor Cords & Sashes	Jo Ann	<p>Graduates that have a GPA of 3.50-3.74 wear the honor cord. Graduates that have a GPA of 3.75 and higher wear the sashes. Usually graduating PTK members wear sashes but PTK is not active this year.</p>
9. Photographer	Renee	Renee will be asked to contact Tweeten's
10. Reception after Grad. Ceremony	Mary Jo	<p>Reception outside or inside Chester Fritz will depend on weather. Catering for reception: UND catering. More food needs to be ordered this year. Last year the ordered was for 500 people. This amount was not enough. Food needs to be available too after LPN pinning ceremony. Suggestions to serve after graduation? Tabled</p>
11. Grad. Banquet		<p>Will be at Touch of Magic on Thursday, May 17, 2007. The Student Senate will organize the graduation banquet</p>
12. NEXT Meeting		<p>When? Margarita will send an e-mail with date and time of next meeting. What to discuss next time:</p>