

To: Deans

From: Kumble R. Subbaswamy, Provost

Date: August 25, 2010

Re: **Implementation of Changes in Academic Ceremonies**

As you will recall, following a taskforce report on academic ceremonies, a vigorous debate about several substantive changes to our commencement ceremonies ensued. Consensus could not be achieved. After further study, and with the President's approval, we are now moving to implement most of these proposed changes on a trial basis.

1. **December Commencement** for graduate and professional students will be held on Friday, December 17 at 3:00 p.m. in the Concert Hall of the Singletary Center. The doctoral hooding will take place at this event. Professional doctorates have been included if they expressed interest.
2. **December Commencement** for undergraduates will be held this year on Friday, December 17, at 6 p.m. in Memorial Coliseum. Graduate and professional students whose degrees were awarded will join the processional and be recognized as a group.
3. If your college is planning to hold a December reception for your students, please inform Pat Whitlow. (pat.whitlow@uky.edu or 257-6058) She will work with you on locating an appropriate venue if you do not already have one. College receptions can be held at any time except Friday 3-9 p.m., but they are not mandatory.
4. We are preparing an online registration site for students who plan to attend the Hooding and/or Commencement. The development site is here: <http://www.sitelab.uky.edu/Comm2/> Your college commencement coordinators are currently reviewing and providing helpful feedback. The commencement organizers will share the student attendance lists (and addresses) with your college staff. Assistance from the college commencement coordinators is requested at the December ceremony to check-in the students from each college.
5. The Doctoral hooding and degree conferral will be organized by degree and then by college and we invite all deans to participate in the handshake congratulation of candidates. The major professor is expected to do the doctoral hooding, if s/he is available. **The doctoral handshake line will include the college dean**, the Dean of the Graduate School (for graduate degrees), and the Provost/President. Professional doctorates will be congratulated by the college dean and the Provost/President.
6. Master's degree conferral will follow the doctoral hooding. Master's candidates will have their names called and proceed across the stage to shake hands with the college dean, Dean of the Graduate School, and the Provost /President.
7. The Undergraduate Commencement ceremony will entail an introductory song, a brief address by the President and **the calling of each student name, a handshake with the President and college Dean**, and the handing of the "diploma folder" to the student by the Provost. The Presidential handshake will be visible on the large IMAG screen, accompanied by the UK logo, student name, and the major.

May Commencement has been set on Sunday, May 8 at Rupp Arena. This will be a transition event as we move to an inclusive all-university event with individual recognition. There will be **three ceremonies**, to ensure that one all-inclusive ceremony is not oppressively long.

There will be a doctoral hooding and master's recognition ceremony at 9 am and two undergraduate ceremonies at 12 pm and 5:00 pm, divided by college. These times may be adjusted as planning continues.

(We have not yet apportioned colleges between these two events, but will do so shortly. Deans and faculty will be asked to attend only one undergraduate ceremony, but may choose to attend both.)

1. Doctoral and master's degrees will be conferred at the first ceremony. The doctoral hooding proceedings will be lined up by degree and then by college. College deans are invited to participate in the hooding by shaking hands with candidates and major professors. If professional colleges/programs choose to have their doctorates hooded or recognized here, we can incorporate their hoodings as well. Master's candidates will have names called, march and have their hands shaken.
2. Colleges should feel free to hold receptions either in Rupp or elsewhere. Receptions are not, however, mandatory.
3. The program for the central ceremonies is not yet determined, but it will be very brief. Undergraduate students will be organized by college, and each name will be called and displayed as they march and receive a "diploma folder" from the Provost. They will be congratulated by the President and the dean. Graduate and professional students will be invited to join the processional, but will not have names called. They will be recognized by standing as a group.
4. In spring term 2011 we will continue the online, centralized invitation site for students. College-specific information can be included on this site, so that students have "one-stop-shopping" to register for all events.
5. At their receptions, colleges may recognize award winners, hold pinning ceremonies, and organize any other activities EXCEPT those handled in the main ceremonies: the calling of names of graduates with marching across the stage, and doctoral hoodings (unless approved by the Provost).

Founders Day Celebration will be held Tuesday, February 22, 2011 at 4:00 p.m. in the Recital Hall of the Singletary Center. At this event we will honor faculty award winners and other significant awards. The Sullivan Medals, Kirwan, Sturgill, Provost Great Teachers awards and other university-wide awards will be presented at this event.

We will have a program listing honorees of other campus awards and give special recognition to teaching award winners. We will develop an online registration for submission of information on college and departmental -award winners.

The Founders Day event will require academic regalia for honorees and platform party.