

Ceremony Times:

The committee recommends that, to achieve a two-hour window for ceremonies, there will have to be four ceremonies for May Commencement. The committee has identified three options listed below:

Option A

The committee recommends increasing the total number of ceremonies from three to four and splitting across two days with a breakdown by college (not by degree type). We have outlined in seconds how long each degree candidate takes. For undergraduate degree candidates and master's degree candidates, they each roughly take between 3-7 seconds. The numbers in the chart are slightly greater due to the estimates based off of walk and college transition time. Doctoral degree candidates take roughly 22 seconds, therefore they equate to roughly three undergraduate or master's students. [1 Doctoral = 3 Master's/Undergraduates]

| Total Seconds | Degree | Seconds/Graduate |
|---------------|---------------------|------------------|
| 7920 | 1450 Undergraduates | 5 seconds |
| 7200 | 1166 Undergraduates | 6 seconds |
| 2880 | 402 Master's | 7 seconds |
| 3060 | 137 Doctoral | 22 seconds |

Advantages:

- Deans of academic colleges would only need to attend one ceremony
- Combining doctoral, master's, and baccalaureate could increase faculty participation
- Seeing doctoral and master's presented could be an incentive for baccalaureate to continue with advanced study
- Even though this spreads out over two days, it makes for shorter days
- Breaking down the ceremonies by college (as opposed to separating graduate/professional students) was the Dean's unanimous preference

Disadvantages:

- This represents a significant cost increase (~\$25,000+)
- This will require two days actual production time
- In an informal MBA class poll, Master's students preferred not being in same ceremony as baccalaureates

Based off of last May's numbers, the committee proposes:

| Date | Time | Separated by college |
|------------|------|---------------------------|
| Friday 5/5 | 10AM | CAFE, CI, PH, GS * |
| | 2PM | B&E, HS, FA, NUR, PHARM * |
| Sunday 5/7 | 10AM | A&S, SW, DES * |
| | 2PM | ED, ENG, MED * |

** Times may be adjusted but there should be 4 hours between start times in each block*

The breakdown on numbers using last May's participation count is shown below:

Ceremony Breakdown Proposal

1D = 3M/U

| College | UNDERGRADUATES | DOCTORAL | DOCTORAL | MASTERS | TOTAL | ACTUAL COUNTS |
|--|----------------|----------|----------|------------|-------------|---------------|
| College of Agriculture, Food and Environment | 366 | 2 | 6 | 26 | 398 | 394 |
| College of Arts & Sciences | 526 | 32 | 96 | 28 | 650 | 586 |
| Gatton College of Business and Economics | 400 | 8 | 24 | 50 | 474 | 458 |
| College of Communication and Information | 305 | 4 | 12 | 21 | 338 | 330 |
| College of Design | 69 | 0 | 0 | 7 | 76 | 76 |
| College of Education | 270 | 25 | 75 | 50 | 395 | 345 |
| College of Engineering | 299 | 21 | 63 | 23 | 385 | 343 |
| College of Fine Arts | 66 | 8 | 24 | 16 | 106 | 90 |
| Graduate School | 0 | 1 | 3 | 3 | 6 | 4 |
| College of Health Sciences | 86 | 2 | 6 | 34 | 126 | 122 |
| College of Medicine | 0 | 5 | 15 | 11 | 26 | 16 |
| College of Nursing | 47 | 14 | 42 | 0 | 89 | 61 |
| College of Public Health | 14 | 11 | 33 | 48 | 95 | 73 |
| College of Social Work | 45 | 3 | 9 | 56 | 110 | 104 |
| College of Pharmacy | 0 | 6 | 18 | 0 | 18 | 6 |
| | | | | | | |
| Total Participating all 3 Ceremonies | | | | | 3292 | |
| Undergraduate Total | 2493 | | | | | |
| Graduate & Professional Total | | | | 941 | | |

- 3292 + difference in actual attendance (52 extra grad and prof) + difference in undergraduates (123) = 3467
- 3467 / 4 ceremonies = roughly 860 in each ceremony

Hypothetical Participant Count

| | | |
|---------------------|------------|------------------------------------|
| 1st Ceremony | 837 | CAFE, CI, PH, GS |
| 2nd Ceremony | 813 | B&E, HS, FA, NUR, PHARM |
| 3rd Ceremony | 836 | A&S, SW, DESIGN |
| 4th Ceremony | 806 | ED, ENG, MED |

Memo to SC, Received Via Email

David & Michelle...as we discussed Friday, the Commencement Committee has recommended changing May UK Commencement Ceremony times to four (4) ceremonies split between two days. The effort is to both shorten the times of ceremonies and spread out attendance numbers (both at ceremonies, as well as for hotel availabilities) to accommodate as many persons as possible. Times of ceremonies would also be a little more accommodating for persons traveling greater distances. The Committee recommends changing days of ceremonies to two (2) days (Friday and either Sunday or Saturday) for May Ceremonies in the future.

Executive Summary:

Included in this report are the major findings, recommendations, and rationale for recent changes to the University of Kentucky Commencement activities. The following is a summarized list of additional changes for the upcoming May Commencement, with rationale included in the larger report.

Staging and logistics:

- The committee recommends reducing the number of on-stage handshakes. Removing the Board Chair and moving the dean off-stage, only the president will shake the candidate's hand on stage.
- The committee recommends additional deterrents to keep participants from leaving before the ceremony's conclusion, including, but not limited to, additional staffing at exits, public announcements, and temporary physical barriers such as rope stanchions.

Ceremony structure:

- Increase the number of ceremonies from three to four and split over two days. This will make for shorter ceremonies and days, but the new structure (primarily the additional day) will increase costs and production time.
 - Ceremonies can be broken down by college instead of by degree type. The committee believes this will improve faculty participation and deans will only need to attend one ceremony.

OR

- Ceremonies can remain separated by degree level, with one graduate and professional ceremony and three undergraduate ceremonies. The committee expects roughly the

same faculty participation as the current model and deans would have to attend more than one ceremony.

Rationale for each choice and participation breakdowns for each ceremony structure recommendation is included in the full report.

Commencement Committee Recommendation for May Ceremonies

Background: The Commencement Committee is advisory to the President and university officials in all matters relating to Commencement at the University of Kentucky. In addition to their experience, the committee listens closely to students, Deans, and faculty. In making recommendations to shorten the ceremonies, the committee has looked at many scenarios, some of which are alternate formats from what has been done historically.

Key Considerations:

- Commencement is the pinnacle event for Degree Candidates and in many cases the culmination of their academic career, it should mirror the value of their educational experience at the University of Kentucky.
- The opportunity for each degree candidate to have their “moment in the spotlight” is key to their experience.

Recommendations for Ceremony Changes:

- The committee recommends reducing the number of handshakes on stage to preserve the candidates’ spotlight while expediting the process. As a part of this change, the committee recommends that
 - The President shakes the degree candidate’s hand front and center stage.
 - The Dean moves to either a far stage right position, or off-stage at floor level.
 - A representative of Enrollment Management handles the logistics of diploma covers.
 - The Senate Council Chair continues to hand diplomas to the President.
 - There are no other official on-stage greetings.
- The committee recommends that the Student Speaker continue to be a ceremony feature, however the committee should carefully review the script to keep time allocated to a minimum (ie.3-4 minutes).

- The committee recommends deploying additional deterrents to keep participants at the ceremony such having announcements on screen, utilizing additional Rupp staff, and using rope stanchions and pipe and drape to hide side exit ways (only way out is center aisle), etc.

Recommendations for Continuations:

- The committee recommends the continuation of the “candidate in the spotlight” on IMAG displays with the students’ name and academic major on the ‘lower third’ of the screen.
 - Faculty Marshals advised the committee that this is a highlight for the candidates and their friends and family.
- The committee unanimously recommends UK continue to hand out stamped leatherette diploma covers.
 - It takes no longer to hand out these substantial tributes than any other form of document, and the committee has received positive response to such a nice memento. Previous covers were plastic and had a cheap appearance, and paper scrolls can be easily dropped during any hand off exchange.
- The committee recommends the continuation of the photography by GradImages the same as was done for the December Ceremonies.
 - They utilized two portraits and a ‘facial recognition’ photo which pulled from casual/candid shots to make them available also. There was a 38-40% increase in orders with this new methodology, and it did not slow any of the lines across stage.
- The Deans consulted recommend that for Doctoral Candidates, it is extremely important to continue to “hood” candidates on stage as it represents the highest academic degree honor the institution awards. The committee concurs.

Ceremony Times:

The committee recommends that, to achieve a two-hour window for ceremonies, there will have to be four ceremonies for May Commencement. The committee has identified the best option as listed below:

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Disadvantages:

- This represents a significant production staff and facility investment
- This will require two days actual production time
- In an informal MBA class poll, Master's students preferred not being in same ceremony as baccalaureates

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