

ANNUAL REPORT

STANDING COMMITTEE OF THE COUNCIL OF RHODE ISLAND COLLEGE

Committee: COMMITTEE ON CONVOCATIONS

Prepared by: Patricia Nolin

Date: June 13, 2016

Annual reports should contain the following information:

1. Members of the Committee:

Patricia Nolin - Office of the President, Commencement Coordinator
Stefan Battle- School of Social Work
Marlene Lopes - Adams Library
Anthony Galvez- Communication
Josh Estrella- President, Class of 2016
Jessica Ruth Whitman-Raymond – Graduate Student
Michelle Cardono- Academic Affairs
Paul Brooks - Office of the President
David Toms - User Support Services
Gregory Gammell – Facilities and Operations

2. Meeting Dates:

November 6, 2015/March 14, 2016. Subsequent meetings were held to discuss targeted components of the ceremonies.

3. Review of Committee Activities with Discussion of Major Issues:

(Minutes of meetings to be attached in appendix if available)

4. Decisions Approved and Actions Taken

(Including specific recommendations of the Committee to Council)

No specific recommendations were taken to the Council of Rhode Island College. The committee did discuss various aspects of the commencement and convocation ceremonies and made changes that improved the logistical framework of the ceremonies. Still adapting to the new venue, the commencement logistics were paramount.

5. Specific Recommendations to New Committee:

In light of the college's new administration and leadership, careful attention should be given to the ceremonies' components and logistics. Another major concern is the fact

that the commencement date does not allow for collaboration with another higher education institution. This will affect the bottom line budget of commencement.

6. Self-evaluation

Having recently completed the second year of ceremonies at the Dunkin' Donuts Center, the transition has been positive. There were changes made this year which were beneficial to the ceremonies. Ticketing had a better procedure and we were able to learn more on the technical bidding processes, in conjunction with the facility. Being more familiar with the venue was also very helpful. Having smaller meetings on key topics and then reporting out to the larger group was also more efficient and constructive.

Please submit your annual report to the Council Chair, Jeff Blais – jblais@ric.edu