

Commencement Team Meeting Minutes

June 14, 2011

Attending: Adam Rodriguez, Otto Glenewinkel, Dustin Thompson, Elizabeth Mock, Yvette Morales, Sara Boysen, Mario Garza, Jenna Gonzales, Cynthia Nankervis, Michael Whitehawk, Glenda Jurek-Rahe, Brad McAllister, Becky Swindal, Russell Clark, Kristin McDaniel, Jennifer Jahns, Micky Autrey, Chris Williams

Six Ceremony Debriefing

- Advisors heard a few complaints about the ceremonies that were held on Thursday, but so far no one has complained by email or through the survey.
- The two ceremony per day schedule allowed staff to rest in the evenings before arriving to setup for the ceremonies the next morning.
- Having ceremonies in daylight hours seems to help guests exiting the ceremony find their vehicles and locate other members of their party.
- Some noted that traffic was lighter, especially after the last ceremony since most guests left campus prior to the 5 o'clock rush.

Capacity and Transportation Issues

- Candidate attendance remained at about 89-90% this spring, nearly identical to last spring's attendance count.
- Guest attendance was high with an estimated 6,900 at the two Saturday ceremonies.
- UPD noted that the parking lots were very full. The overflow options at that point are either Springtown OR Bobcat Village (Mill Street).
- Brad noted that it is crucial to have people directing traffic in the lots so that guests do not waste time driving around trying to find open spaces.
- UPD discourages "drop offs" at Strahan. Many guests have trouble locating the person they dropped off. Also, they expect to be able to pick up the person after the ceremony at the same location, which is not feasible due to traffic.
- Disabled parking fills up nearly 45 minutes prior to the ceremony. Late arrivers can be accommodated using shuttles.

Bobcat Village Construction

- Construction beginning July 2011 through Summer 2012 will impact parking around Bobcat Stadium. The Transportation subgroup will meet to draft a new parking plan, revise maps, and draft a public announcement to be sent ASAP.
- Matthews Street Garage and Bobcat Village each have approximately 900 spaces. One or the other will need to be used as alternate parking during the construction period.
- Matthews Street: guests would pass Strahan in order to reach the lot and it would cause confusion, this garage can be difficult to find.
- Bobcat Village: the lot is located near the coliseum
- If there happens to be an athletic event at the same time as commencement, the bobcat west lot will still be accessible, it is just not a feasible option for commencement park and ride.

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Medical Emergencies and EMS Issues

- UPD had five reported incidents of fainting that were blamed on the temperature in the coliseum.
- The air coming into the coliseum was at 40 degrees, however the opening and closing of doors allowed much of the cool air to escape.
- The team did not agree with bringing in fans to the candidate gyms because of tripping hazards.
- Applied Arts had a candidate that was hit by a car in the parking lot prior to the ceremonies but still participated; this was not reported to UPD.
- EMS needs to be more visible at the ceremonies. We will set up a table in the niche near entrance 2 for them to remain throughout the day. It was reported that on a few occasions they did not answer the radios (possibly could not hear over crowd) or could not be located.
- Custodial was slow to clean up vomit near above the tunnel area. Kristin will provide UPD the contact information for the custodian in charge of each ceremony.

Miscellaneous

- The AA and HP gym was very crowded in May. Unfortunately, due to the size of the gym and the seating arrangement, it is necessary to have a full gym. Kristin will look into purchasing or borrowing cones to help with “snaking” and other lines in the gym.
- UPD reported that non-university people decided to buy flowers from HEB to resell at the ceremonies. They were asked to leave the property.
- A recommendation was made to have David Medina of the Texas Supreme Court to be the key speaker.
- Recycling Services could use more programs to label their recycling bins.
- Grades will be available on the same day as the commencement ceremony in August. The advising centers are all in agreement that the honors designations on the reader cards will not be changed. The honors designation that was generated for the program and the cards must match to avoid confusion.
- The preliminary survey results were distributed to the team. Final results will be available the week of June 27th.