# **Commencement Sub-Committee**

## **February 10, 2015**

#### K-209

# 3:30 to 5:00 p.m.

### Agenda

I.	Commencement Website	Adela
II.	Alumni Association/Connections	Adela/Stephen
III.	Demo of Possible Singer	Jessica
IV.	Volunteers 1. Deadline	Carletta
IV	<ul><li>Student Commencement Speaker</li><li>1. Application form</li><li>2. Deadline</li><li>3. Selection Process</li></ul>	Ken
V	Regalia 1. Deadline to submit regalia request 2. Number of Regalia reserved currently	Edith
VII.	Name Card Format	Jessica
VIII.	Student Regalia Table at Spring Fest (March 11 & 12)	Lily