

GFC Convocation Committee – ANNUAL REPORT (July 1, 2017 to June 30, 2018)

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Overview: This committee is responsible for overseeing all Convocation Ceremonies, approving the schedule of events, order of proceedings, citations for honorary degree recipients and award winners. This year the committee oversaw the Fall 2017 and the Spring 2018 ceremonies. Highlights of the past year include the **1600** students who graduated over the five ceremonies. The committee also welcomed many changes over the past year, including:

- The Order of Conferral was adjusted for the Spring ceremonies to provide a more even number of grads per ceremony.
- The print materials were redesigned following the conclusion of the 50th anniversary.
- A new on-stage photography contract began in the spring and the Alumni Association sponsored these photos so that each grad could receive a free download of the photo with the Chancellor.
- Changes were made to the Academic Dress guidelines which invited North American Indigenous grads to wear traditional dress with or instead of their regalia.
- An Indigenous stole was created by the Iniskim Education Committee and Indigenous Student Affairs and gifted to our Indigenous grads for the first time at the spring ceremonies.
- Adjustments were made to the catering for the Convocation tea including the addition of an Indigenous berry soup.
- A new location was used for the platform party assembly on level 6 of University Hall to be more accessible for our platform guests.
- The floor plan in the PE Foyer was adjusted to ensure the safety of grads and their guests.
- To ensure accessibility during the ceremony, a new platform loading pattern was put in place where the Chancellors Party and Academic Staff used the ramps at the back of the stage to enter and exit.
- American Sign Language interpreters were added to the spring ceremonies.
- The volunteer lunch adopted a ticket format to help track the amount of people accessing the lunch and ensure food quantities.

Meetings: The GFC Convocation Committee met 4 times this year and had one email vote.

September 19, 2017: A summary of the Spring 2017 ceremonies was presented as well as a review of the award citations, order of proceedings, schedule of events and RSVP numbers for the upcoming Fall 2017 ceremony. Also, a motion was carried to recommend to GFC the conferral of credentials *in absentia* after completion of the fall term. This will help December completers when seeking employment, promotions, and in furthering their post-secondary education as they will not have to wait until June for conferral.

November 2, 2017: The committee approved a proposal to change the Order of Conferral for the Spring 2018 ceremonies to help with safety as the gym was reaching capacity during some ceremonies and also to improve the grad experience. There were updates made to the Academic Calendar in regards to graduation deadlines, removal of the Order of Conferral, and the addition of the conferral *in absentia* for Fall completers. The committee also received a summary of Fall 2017 Convocation and an update from the Iniskim Education Committee that they would be putting forward a proposal for ways to better recognize our Indigenous students during Convocation.

November 24, 2017: This meeting was completed by email as the proposed Order of Conferral had to be revised and therefore was sent to the GFC Convocation Committee for approval before being presented to GFC.

February 28, 2018: A preview of Spring 2018 Convocation was presented. The committee was notified of a new on-stage photography contract beginning at the spring ceremonies which the Alumni Association would sponsor so that each grad receives a coupon code that allows them to get one free download of the photo. The Iniskim Education Committee presented their proposal of the addition of a ceremonial stole as a special recognition of Indigenous graduates and a gift for grads to keep after the ceremony. The stole was approved and will be ready for the spring ceremonies.

May 7, 2018: This was the final meeting before the Spring 2018 ceremonies so the committee reviewed the award citations, Order of Proceedings, Schedule of Events and RSVP numbers. The committee reviewed the language and organization of the Academic Dress contents as part of the Graduation section of the Academic Calendar. A review of the Convocation budget was presented.

Summary: Graduates:
Fall 2017 – 249
Spring 2018 – 1351
TOTAL – 1600

Graduates who attended Convocation:
Fall 2017 – 171
Spring 2018 – 1035
TOTAL – 1206

We are pleased to inform the committee that all ceremonies were completed to time as scheduled; it is a testament to the efficiency of the staff in charge of that process!

Upcoming: In 2018/2019, the GFC Convocation Committee will continue to meet regularly to oversee Fall 2018 and Spring 2019 ceremonies. We will be installing a new Chancellor and transitioning to a new Chief Marshal in 2019. We expect to welcome new members of the GFC Convocation committee.