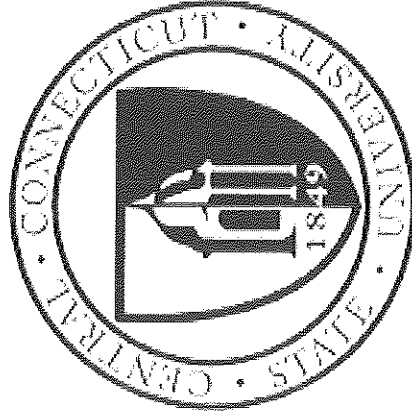


ALTERNATIVE COMMENCEMENT CEREMONY OPTIONS



Prepared for Dr. Toro
President, Central Connecticut State University
October 16, 2017

Chairs:

Dr. Joseph Paige
Dr. Glynis Fitzgerald
Dr. Scott McKenna

Committee Members:

Catherine Alfin
Jillian Holt
Susan Kelly

COMMENCEMENT COMMITTEE

Janice Palmer
Catherine Jost
Carolyn Yousef
Kevin Oliva
Matthew Bielawa
Dr. Matthew Warshauer

2016 GRADUATES

SCHOOL	LEVEL	SPRING 2016	SUMMER 2016	FALL 2016	GRAND TOTAL
College of Liberal Arts & Social Sciences	GR	40	13	39	92
	UG	421	102	223	746
	TOTAL	461	115	262	838
School of Education & Professional Studies	DR	5	7	4	16
	GR	258	64	35	357
	UG	209	28	113	350
	TOTAL	472	99	152	723
School of Engineering, Science & Technology	GR	58	23	96	177
	UG	239	61	132	432
	TOTAL	297	84	228	609
School of Business	GR	23	1	20	44
	UG	219	54	141	414
	TOTAL	242	55	161	458
GRAND TOTAL		1,472	353	803	2,628

Please Note:

These figures were provided by the Registrar with a note that the number of graduates does not reflect the number of graduates who attend the commencement ceremony.

He reports "roughly 1,900 undergraduates graduate every year but only about 1,425 (or so) have been attending the ceremony at the XL Center." Approximately 400 Grad students attend the ceremony.

DR	16
GR	670
UG	1942

Actual
Participants: 1,825

COMMITTEE'S CHARGE

- ❖ In May 2017 Dr. Toro challenged the committee to reimagine the way in which commencement is conducted at CCSU.
- ❖ She provided the following guiding principles for the new ceremony:
 - Student Centered/Student Focused
 - Aspirational for undergraduates
 - Formal
 - Intimate (as possible)
 - Feature student performances
 - On campus

SURVEY

❖ The committee conducted a survey of peer and well-known major institutions to examine how their ceremonies are produced. The committee also joined and made inquiries of the North American Association of Commencement Officers (NAACO). Information gathered included:

- Combined and/or separate graduate and undergraduate ceremonies
- Ticket policies/limits
- Venue (Indoor/Outdoor)
- Overall format

❖ General findings were that these policies differ greatly among institutions.

Survey of School Commencement Ticket Limit Policies	
COMBINED GRAD & UNDERGRAD CEREMONIES	
INSTITUTION	# OF TICKETS
Buffalo State SUNY	4
CUNY Brooklyn College	4
Eastern Connecticut State University	0
Eastern Washington University	0
Indiana State University	0
Stony Brooke University	3
University of Central Missouri	0
University of Massachusetts - Dartmouth	5
University of Minnesota - Duluth	0
University of Southern Maine	5
Western Connecticut State University	6
Youngstown State University	0
SEPARATE GRAD & UNDERGRAD CEREMONIES	
INSTITUTION	# OF TICKETS
Bridgewater State University	7
Salem State University	4
Southern Connecticut State University	4
University of Connecticut	6 - 10
Valdosta State University	0
William Paterson University of New Jersey	0

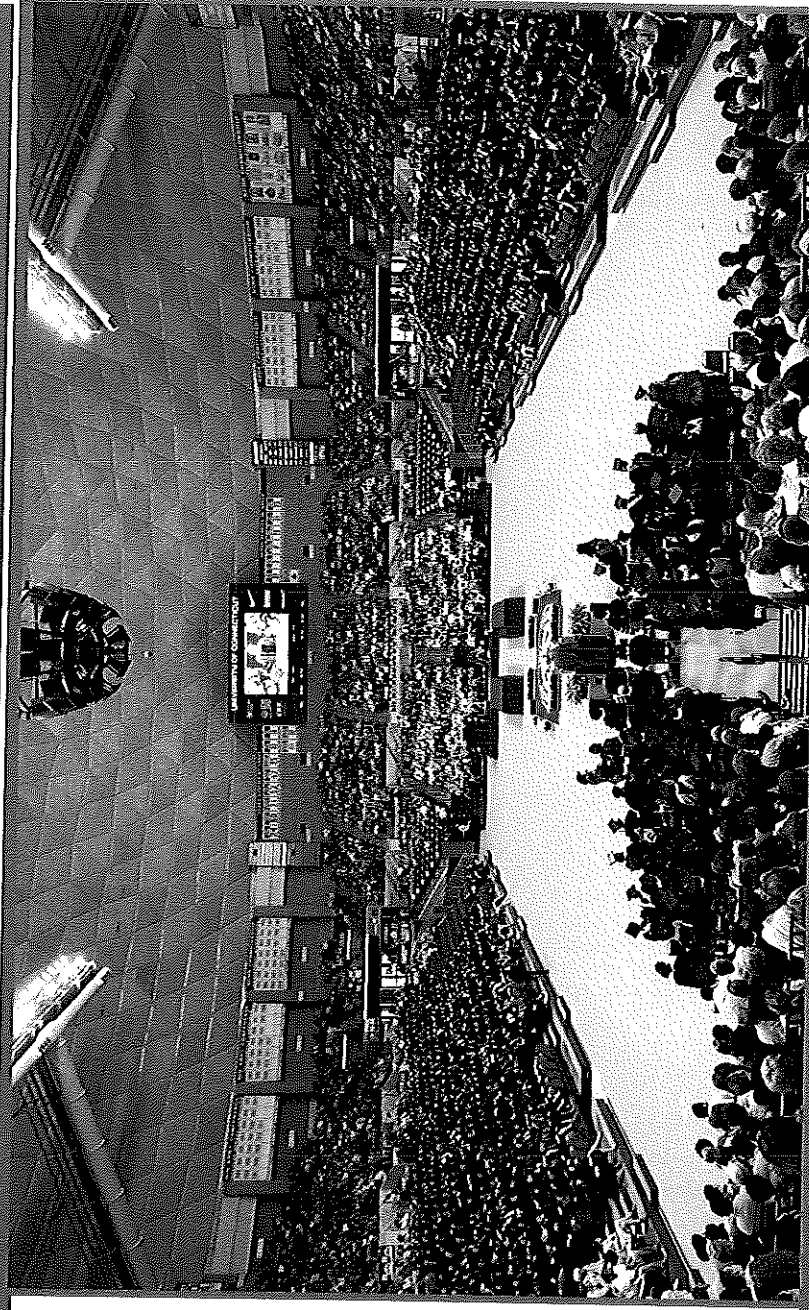
University	Location	Rain Plan	Combined Or Separate	# of Tickets	# of Ceremonies	Approx. Length	Ceremony Breakdown	Each Student's Name Called
Albany State University	Graduate Ceremony - Inside Undergrad Ceremony - Inside or Outside (depending on school)	N/A	Separate	Depends on venue size	Multiple ceremonies Multiple days	3 hours	Split Grad & Undergrad	
Boston University	Commencement - Outside (Nickerson Field)	N/A	Combined	None required	One ceremony	2 hours	N/A	
Buffalo State SUNY	Inside	N/A	Separate	Grad - 10 UG - 4	3 ceremonies	2.5 hours	2 Undergrad 1 Grad	Yes
Eastern Washington University	Inside	N/A	Combined	None required	3 ceremonies	2.5 hours	Split by school	Yes
Notre Dame	Diploma - Inside Undergrad - Outside	Joyce Center (2 tickets)	Separate			2.5 hours		Yes - for diploma ceremony
NYU	Outside Smaller ceremonies inside	None (make it brief)	Separate			2 hours		No
Penn State	Inside	N/A	Combined		One ceremony	90 minutes - 2 hours+		Yes
UCONN	Inside and Outside (depending on school)	Under cover	Separate	6-10	Multiple ceremonies Multiple days	1.5-2 hours	Split Grad & Undergrad Further split into specific schools	
UMASS - Dartmouth	Outside but under cover	Under cover	Separate			Morning - 2 hours Afternoon - 3.5 hours		Yes
Yale	Outside	Moved inside into several different buildings	Separate	None required	Multiple ceremonies Multiple days	1-2 hours	Separate Grad & Undergrad further separated by school	No

Notre Dame



Location	Rain Plan	Combined Or Separate	# of Tickets	# of Ceremonies	Approx. Length	Ceremony Breakdown	Each Student's Name Called
Diploma - Inside Undergrad - Outside	Joyce Center (2 tickets)	Separate			2.5 hours		Yes - for diploma ceremony

UConn



Location	Rain Plan	Combined Or Separate	# of Tickets	# of Ceremonies	Approx. Length	Ceremony Breakdown	Each Student's Name Called
Inside and Outside (depending on school)	Under cover	Separate	6-10	Multiple ceremonies Multiple days	1.5-2 hours	Split Grad & Undergrad Further split into	

UMASS - Dartmouth



Location	Rain Plan	Combined Or Separate	# of Tickets	# of Ceremonies	Approx. Length	Ceremony Breakdown	Each Student's Name Called
Outside but under cover	Under cover	Separate			Morning - 2 hours Afternoon - 3.5 hours		Yes

Option 1

Two combined Graduate and Undergraduate ceremonies separated by school in the Civic Center.

Two ceremonies would be held at the Civic Center with a morning ceremony at 9:00 AM and the afternoon ceremony at 2:00 PM.

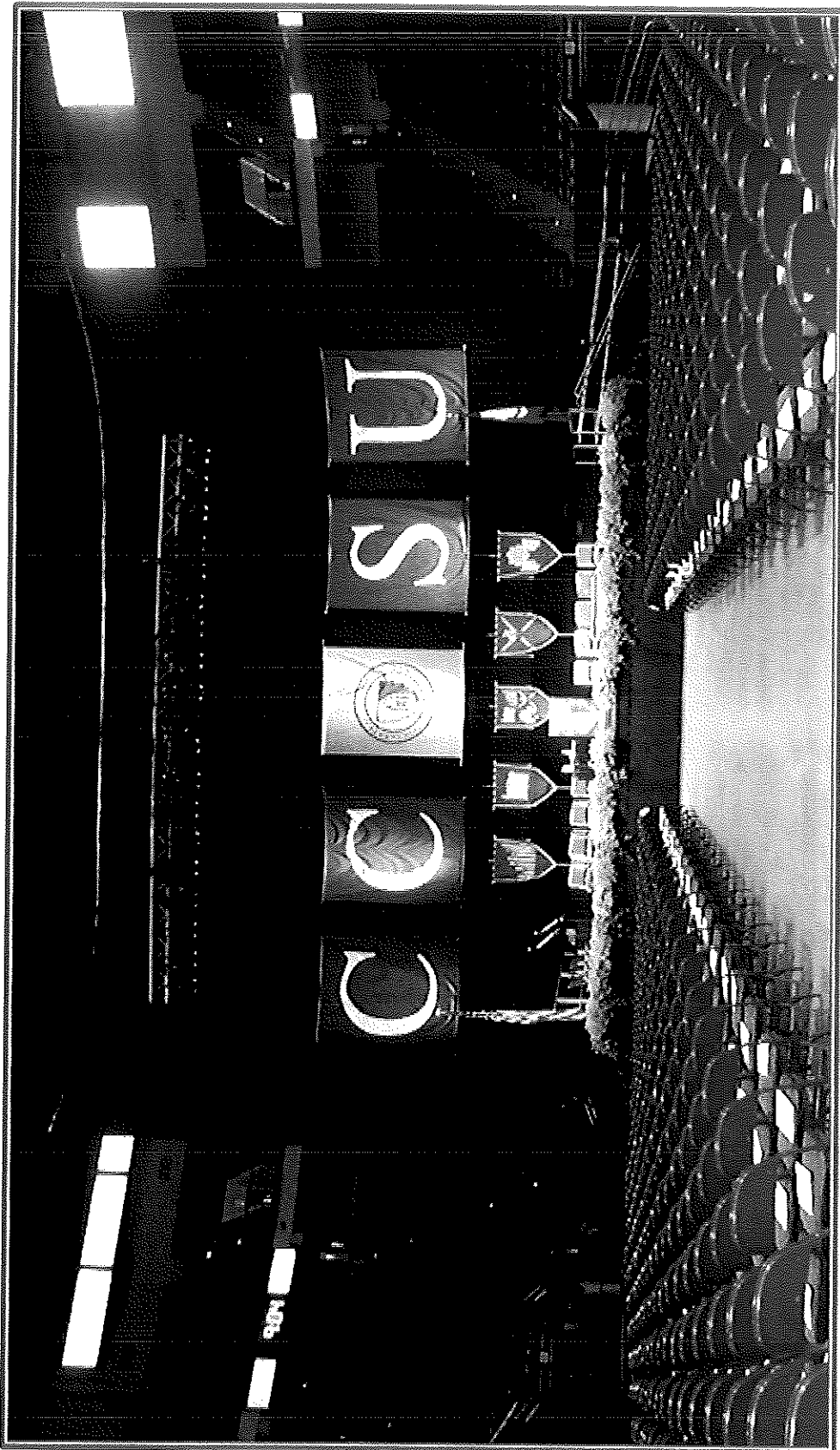
Location	Capacity	Ceremonies	Tickets	Cost	Simulcast	Reception (Budget Dependent)	PROS	CONS
1 Civic Center	16,000	2 1st at 9AM & 2nd at 2PM	No tickets needed	\$90K	Yes ¹	<ul style="list-style-type: none"> ◆ Held between ceremonies ◆ Only for commencement participants (<i>acuity & staff</i>) ◆ Catered by the Civic Center 	<ul style="list-style-type: none"> ◆ Smaller and shorter ceremonies (2-2 1/2 hours) ◆ Achieves some intimacy ◆ On-campus event during cap & gown pick up prior to ceremony 	<ul style="list-style-type: none"> ◆ Off campus ◆ Additional clean up required between ceremonies

Option 2

One combined Graduate and Undergraduate ceremony in the Civic Center.

Location	Capacity	Ceremonies	Tickets	Cost	Simulcast	Reception (Budget Dependent)	PROS	CONS
2 Civic Center	16,000	1	8	\$70K	Yes ¹	<ul style="list-style-type: none"> On-campus event during cap & gown pick up 	<ul style="list-style-type: none"> Saves the cost of a separate Grad commencement in Kaiser (approx. \$14K) Less expensive than two ceremonies 	<ul style="list-style-type: none"> Off campus Long ceremony (4 hours plus) which increases possibility of a large number of graduates leaving before ceremony is over

CIVIC CENTER



Option 3

Two combined Graduate and Undergraduate ceremonies on the Football Field.

Two ceremonies would be held on the Football Field (9:00 AM and 2:00 PM).

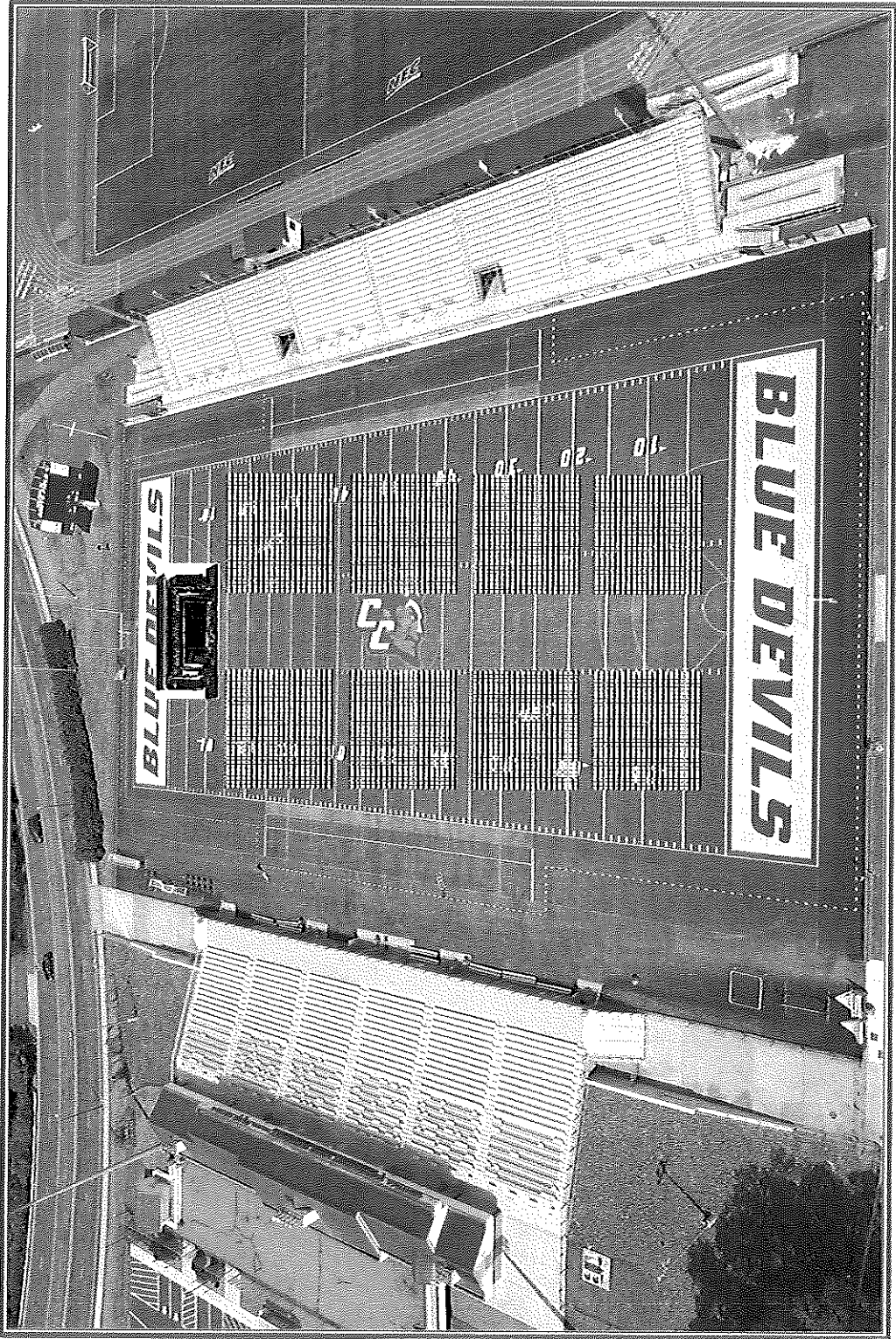
Location	Capacity	Ceremonies	Tickets	Cost	Simulcast	Reception (Budget Dependent)	PROS	CONS
3 Football Field	13,000 Est.	2 1 morning & 1 afternoon	6	\$110K	Yes ¹	• After-party following each ceremony	• On campus	<ul style="list-style-type: none"> • Rain or shine, delay if needed • Significant expenditures in staging, lighting, sound, and tenting for the stage • Increased on-site support required • May require splitting schools

Option 4

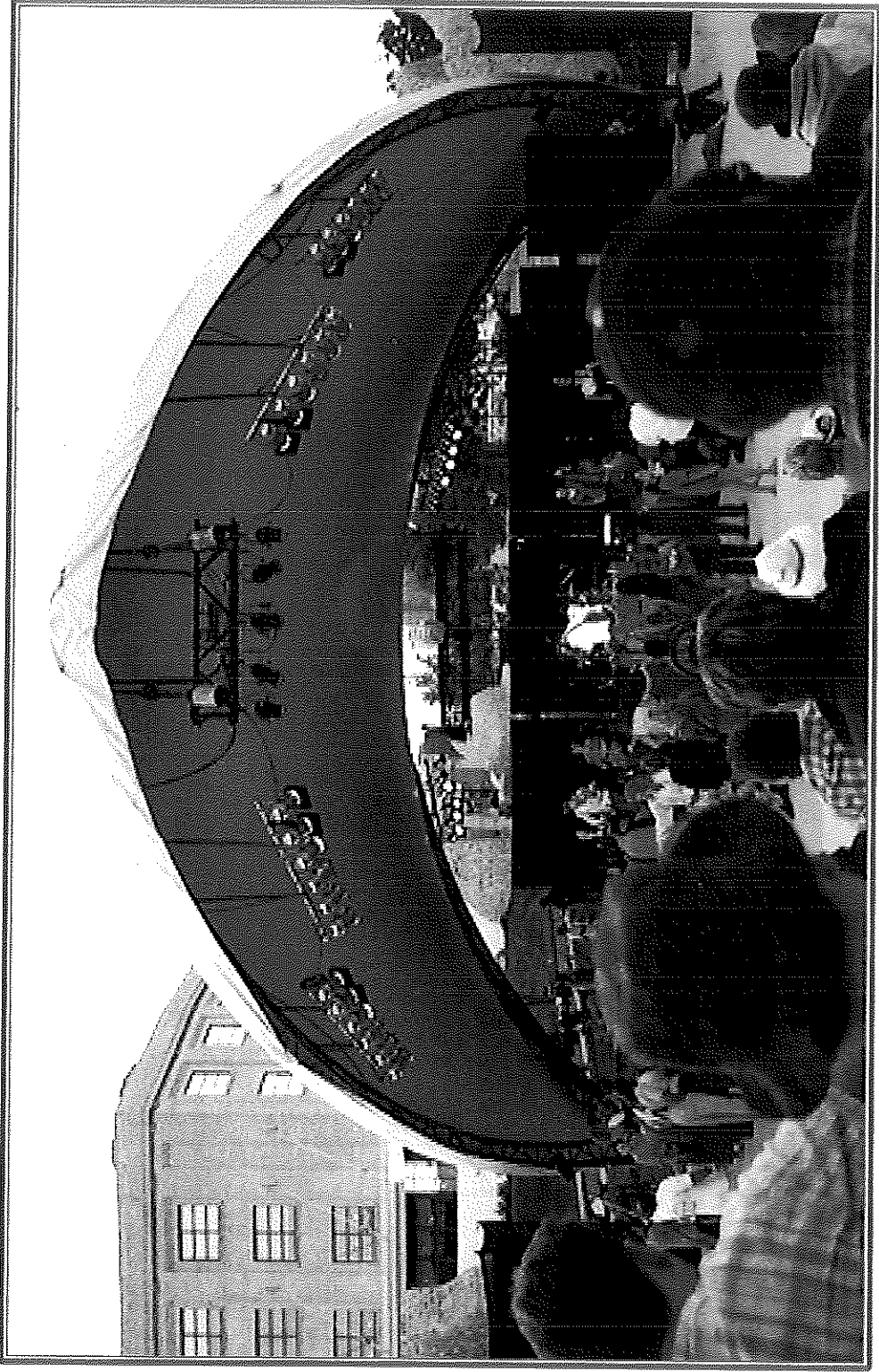
One combined Graduate and Undergraduate ceremony on the Football Field.

Location	Capacity	Ceremonies	Tickets	Cost	Simulcast	Reception (Budget Dependent)	PROS	CONS
4 Football Field	13,000 Est.	1	3	\$110K	Yes ¹	<ul style="list-style-type: none"> One after-party with 5 or 6 massive tents in the parking lot, Hilltop, and surrounding areas. 	<ul style="list-style-type: none"> On campus 	<ul style="list-style-type: none"> Rain or shine, delay if needed Significant expenditures in staging, lighting, sound, and tenting for the stage Increased on-site support required Long ceremony (4 hours plus)

FOOTBALL FIELD



EXAMPLE OF FOOTBALL FIELD STAGE TENT



WINTER CEREMONY

One combined Graduate and Undergraduate ceremony for Winter Commencement in Welte Auditorium.

The hooding ceremony will take place as part of the event. While this will lengthen the ceremony, it remains a plausible alternative due to the limited number of graduates.

Location	Capacity	Ceremonies	Tickets	Cost	Simulcast	Reception (Budget-Dependent)	PROS	CONS
Welte Hall	1,833	1 December	2 (600 or fewer graduates)	\$10-15K	Yes ¹	♦ After-party in Student Center or Memorial Hall	♦ On campus	<ul style="list-style-type: none"> ♦ Possible winter weather cancellation ♦ During break, possible faculty attendance issues ♦ Significant limit on number of graduates (600 or fewer) ♦ Increased on-site support required

WELTE HALL

