

## University Convocation Committee

### Final Report 2012-2013

1. The Convocation Committee met over the course of spring and summer 2012 to prepare for Convocation in August. Members of the committee are those involved in the actual work of event planning and implementation, as well as faculty representatives from each college.
2. The previous 2011 Convocation was assessed and changes were discussed, recommended to the President, and approved.
3. The committee recommended a guest speaker to the President and, once accepted, contracted him to speak. The 2012 speaker was Jarod Floyd, ULM alumnus.
4. Each person was given assignments and carried out their role. Communication was through meetings and emails. A script was developed, revised, and approved by the President. Details of the script and all assignments are kept in an electronic file by the Chair.
5. After Convocation, the committee meets to assess and prepare for the next year. After that meeting, subsequent meetings do not begin until spring/summer of the next year.