

THE UNIVERSITY OF BRITISH COLUMBIA



Senate Secretariat
Senate and Curriculum Services
Enrolment Services
1874 – 2016 East Mall
Vancouver, BC V6T 1Z1

November 1, 2007

To: Vancouver Senate

From: Brian J. Silzer
Secretary to the Senate and Secretary to the Convocation

Subject: Format Changes for Graduation Ceremonies (information)

Please find attached a report from the University Marshal and the Ceremonies Office regarding recent changes to the format of graduation ceremonies. The President, Chancellor, and Vice-President, Academic & Provost have endorsed these format changes.

Because graduation ceremonies are in fact meetings of the UBC Convocation for the purposes of conferring degrees and diplomas, and because the Registrar is Secretary to the Convocation under the *University Act*, I was asked to forward this report to Senators for your information.

Questions should be directed to University Marshal Nancy Hermiston (nancy.hermiston@ubc.ca) or Event Coordinator Erin McInnis (erin.mcinnis@ubc.ca).

To: Lisa Collins, Assistant Registrar
Senate and Curriculum Services

From: Ceremonies Office
Prof. Nancy Hermiston, University Marshal
Erin McInnis, Event Coordinator

Re: Changes to the Format of Convocation Ceremonies

Date: November 1, 2007

The purpose of this memorandum is to advise members of the Vancouver Senate of recent changes to the format of graduation ceremonies, effective November 2007. The changes are viewed not to affect the fundamental structure of the “meetings of the Convocation”, and therefore it is considered appropriate that this report is brought to the two Senates for information, but not for approval.

Summary of Changes

- A consistent format will apply to the entire set of ceremonies at each Convocation.
- In order to accommodate the current Chancellor’s wishes:
 - The primary role of Deans, commencing with the November 2007 Convocation, will be to shake hands with graduating students.
 - An Associate Dean, Director of School, or other representative of the Faculties chosen in consultation with the respective Deans and the Ceremonies Office shall read names. (There is currently an arrangement between the Faculty of Graduate Studies and the disciplinary Faculties, whereby Directors of Schools read the names of candidates for graduate degrees from their respective Schools.)
- Recognizing that future Chancellors will wish to play somewhat different roles in Convocation over time, the option of the Chancellor shaking hands with each graduand throughout a set of ceremonies should be preserved.
- There are often degrees that are associated with more than one Faculty. The two primary examples of this are (i) degrees that are offered jointly by two Faculties; and (ii) degrees whose candidates are recommended to the Senate by the Faculty of Graduate Studies but which are offered through a disciplinary Faculty. The new arrangement provides a convenient opportunity to engage two Faculties in such activities. The Deans of both Faculties may shake hands with graduating students in such cases.

- The role of shaking hands may be delegated to an Associate Dean when neither the Dean of the “recommending” Faculty, or Dean of the “offering” Faculty is available for this role at a particular ceremony.
- In the case of graduate degrees, should the Director of the School or the Associate Dean of the Faculty not be able to read the assigned graduate degrees, (i.e., M. Eng, M. Mus.) the reading would revert back to the Associate Dean of the Faculty of Graduate Studies. The Dean of the Faculty would shake the candidate’s hand. Should the Dean not be available, an Associate Dean would represent the Dean of the Faculty in this function.
- The printed program will list, against each degree, the Dean(s) or Dean’s representative (i.e., Associate Dean) who is scheduled to shake hands. The reader is listed once for each appropriate degree.

As mentioned above, these changes will be implemented for the November 2007 ceremonies. A review of these changes will be conducted before the Spring 2008 ceremonies.