

Convocation Board

Effective Date: July 2014

Revised: *

TERMS OF REFERENCE

To be responsible to Senate, through the Operations/Agenda Committee, for the organization and administration of the details of the Convocation ceremonies.

To act, within the policies of Senate, in all matters relating to academic costume within the University.

To report at least annually to Senate through the Operations/Agenda Committee.

COMPOSITION

Ex officio:

- Director of Convocation, who shall be Chair
- Associate Director of Convocation
- Chancellor
- President & Vice-Chancellor
- Vice-Provost (Academic Programs)
- Secretary of Senate
- Marshal

* Note: The Director of Convocation, Associate Director of Convocation, Marshal, and Associate Marshal, together with the other Officers of Convocation (Esquire Bedel, Chief Public Orators, Assistant Chief Public Orator, Chief Usher, and Assistant Chief Usher) shall be appointed by the Operations/Agenda Committee in April for two-year terms, renewable.

ADMINISTRATIVE NOTES

Membership Cycle: July 1 to June 30

New Members: Appointed by the Operations/Agenda Committee in April for two-year terms, renewable.

Meetings: As required (infrequent).