## School of Public Health and Information Sciences

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<th>Policy/Procedure</th>
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### Subject: Convocation Speaker Selection

#### Purpose:
To document the procedure for selection of speakers at the School’s convocation.

#### Policy:
N/A

#### Coverage:
Selection of speakers at the School’s May convocations.

#### Procedure:
Prior to the end of March preceding convocation, one student speaker and one faculty speaker for convocation is selected as follows:

- The Student Government Association (SGA), using a procedure its own choosing, nominates up to three students and three faculty members.
- The School nominates up to three students and three faculty members using the following procedure:
  - Each chair and director of a School-based academic program may submit to the Associate Dean for Student Affairs the name of one student and one faculty member for nomination.
  - The Associate Dean compiles the list of submitted names and polls the chairs and program directors for their selection in each category.
  - In the event of ties, the Associate Dean polls the Dean’s Office. Any ties that remain are resolved by lot.
  - The Associate Dean forwards the School’s nominations to the SGA.
- The SGA, using a procedure of its own choosing, selects a student speaker and a faculty speaker from among the nominations in each category.
- The SGA notifies the Associate Dean of the selections.

#### Examples:
N/A

#### Discussion:
The procedure for selecting convocation speakers may be altered at any time by request of SGA, provided that the requested arrangements can be reasonably made in time for the next convocation.

### Revision

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<tr>
<td>0</td>
<td>02/26/08</td>
<td>Peter L. Walton, MD</td>
<td>Associate Dean</td>
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