

Commencement Student Speaker Recommended Guidelines 2017/18 (Revised 2/26/2018)

Criteria

Graduating seniors, Masters and Ph.D. students from each college are encouraged to apply for selection as the student speaker for the Commencement Ceremony. The speakers, who are selected through an application and competition held each semester, must be members of the graduating class they plan to address.

Application & Selection Process

Students may self-nominate or be nominated by a faculty member or their college dean. Students MUST fill out the "Student Commencement Speaker" application form to be considered. In addition to the completed application form, all prospective speakers must also submit a copy of their proposed speech and their resume as well as three to four lines about themselves (bio). Information and all materials can be found at <http://provost.mst.edu/spring2018undergraduatespeaker/>

Members of the selection committee will then review the applications (without identifiers) and speeches to determine the final pool of students who will be invited for in-person auditions. Students will be notified as early as possible of selection for audition. The committee will select one speaker from each college to address their peers at their respective commencement ceremony. A total of six students will be selected each semester for this opportunity.

A committee will choose the speakers. The content and style of presentation of the speech will be the primary criteria used by the selection committee. The delivery time of the speech must be no longer than 420 words and/or four (4) minutes. Students' speeches should highlight their experience at Missouri S&T and share important lessons learned that will serve them in the future.

Upon selection, students will be notified of status as speaker or alternate and must formally accept in writing by the deadline indicated in the appropriate timeline.

Committee Members

Edna Grover-Bisker, Assistant Vice Chancellor, Student Affairs

Kate Drowne, Associate Dean for Academic Affairs, College of Arts, Sciences and Business, Co-chair

John Myers, Associate Dean for Academic Affairs, College of Engineering and Computing, Co-chair

Rachel Morris, Assistant to the Vice Provost, Academic Success

Cady Holmes-Muskovin, Compliance Specialist II, Institutional Equity, Div & Inclusion

Krista Chambers, Program/Project Support coordinator II, Provost Office, Commencement Coordinator

Steve Raper, Associate Professor and Associate Chair for Undergraduate Studies – EMSE, Commencement Committee Chair

Student Council Representative College Liaison's:

CASB: TBD

CEC: TBD

Ashley Berry, Office Support Assistant Sr., Chancellor's Office, Staff Administrator of process:
Ashley.berry@mst.edu

Fall 2017 Timeline

August 15, 2017	Committee, process and infrastructure creation completed
August – September	Marketing and request applications
Monday, October 2, 2017 at 4:30 pm	Completed applications due
October 11	Reading for selection of in-person audition candidates
Wednesday, October 11, 2017 at 4:30 pm	Selection for in-person auditions Due
October 12-27	In-person auditions held
Monday, October 30, 2017 at 4:30 pm	Final notification of selected speaker
November, 3, 2017 at 4:30 pm	Acceptance letter and 3 lines of copy to be included in the commencement program due from speaker
Friday, November 17, 2017	Commencement program to print
Saturday, December 16, 2017	Commencement

Spring 2018 Timeline

January - February	Marketing and request applications
Monday, February 26, 2018 at 4:30 pm	Completed applications due EXTENDED to March 5 at 4:00 PM
March 7	Reading for selection of in-person audition candidates
Friday, March 9, 2018 at 4:30 pm	Selection for in-person auditions due
March 19-21	In-person auditions held
Friday, March 23, 2018 at 4:30 pm	Final notification of selected speaker and alternates
Monday, April 2, 2018 at 4:30 pm	Acceptance letter and 3 lines of copy to be included in the commencement program due from speaker
Friday, April 6, 2018	Commencement program to print
Friday, May 11, 2018	Required speech practice (time tbd)
Saturday, May 12, 2018	Commencement

Speech Submission

Submit the typed speech as an attachment in MS Word or pdf format to the application form and accompanying documents via email to Ashley.berry@mst.edu by the February 26, 2018. **EXTENDED to March 5 at 4:00 PM**
Members of the selection committee will then review the applications and speeches to determine the final pool of students who will be invited for in-person auditions. Students will be notified as early as possible of selection for audition.

Commencement Speaker Application Content

The Commencement Student Speaker Selection Committee is seeking nominations for students to speak at the upcoming Commencement Ceremony. The student commencement speech should be no more than 420 words and/or four (4) minutes in length. The Selection Committee will review the applications and recommend the top candidates.

Name of nominee:

Which ceremony scheduled to commence at (mark one): AM____ PM____

Email:

Cell Number:

Home Number:

College / School:

Department/Program:

Major/Minor (for undergraduate applicants):

M.S. or Ph.D.

Student Status:

Graduation date:

Degree(s):

Did anyone encourage you to apply for this opportunity? Y/N

Name:

E-mail:

Agreement: I verify that all responses to the above questions and information provided in the attachments are accurate. I agree to allow the Commencement Speaker Committee to review all information and make their selection based on the responses in this survey and live audition process. I understand that submission of this form does not guarantee selection to participate in the audition process and if I am selected, I must complete all requirements to be considered as a finalist. I agree to audition with the speech I intend to give at the commencement ceremony and will not deviate from the agreed upon final script as approved by the selection committee. I understand that I must maintain good standing throughout the semester, and that conduct violations, poor academic performance, or change of graduation date may be cause for disqualification.

Applicant Signature:

The following materials must accompany this application. The Selection Committee will not consider incomplete applications.

- Commencement student speaker application form
- Commencement speech –no longer than 420 words and/or 4 minutes
- Student Resume
- 3-4 line Bio to be used if selected for publicity