



# Student Life Committee

## Special Meeting | Minutes | November 8, 2018

### 1. Welcome: Attendance & Quorum

Member Role	18-19 Member	Present - P; Absent - A; Vacant - V
Dean of Student Services	Elizabeth Miller	P
VP of Student Services	Kim Westby	P
Coord. of Student Conduct	vacant	V
Student Activities Coordinator	Amna Jara	P
ACCME rep 1	Russ May	A
ACCME rep 2	Debra Ward	P
Faculty rep 1	Shelia Hill	A
Faculty rep 2	Nellie Hernandez-Garcia	P
CSEA rep 1	Nikki Jones	P
CSEA rep 2	Vince Vizcarra	P
ASCC Director of Student Services	vacant	V
ASCC student representative	Corina Rosas (Kathy Azzam proxy 11/8/18)	A
<b>Ex-Officio</b>		
Bookstore Manager	Brianne Freeman	A
Associate Dean of Student Health	Hillary Mennella	P
Dean of DSPS, or designee	Lucina Aborn/David Rodarte	P
Chief of Campus Police	Tom Gallivan	P
Facilities representative	Carlos Serna	A
Quorum: Fall - 6; Spring - 9	ATTENDANCE	10

Others present: Maria Isai

2. **Approval of Minutes:** 10-4-18 minutes approved.

### 2. Discussion & Action: Commencement Speaker Nomination

- *The committee reviewed the draft Commencement Speaker Nomination form in FalconSync, made final edits, and determined submission dates and deadlines:*
  - i. *Edits:*
    1. *Include an optional space to note any previous public speaking engagements the nominee may have.*
    2. *Add option to upload a letter of recommendation.*
  - ii. *Dates:*
    1. *Form will be go live on November 9 and close on December 14*
  - iii. *Marketing:*
    1. *A campus-wide email will be sent, along with a Daily Falcon announcement.*
  
- *The committee discussed the initial screening criteria for the nomination submissions, that will be used to review submitted nominations and determine who to move forward to the committee interview stage.*
  - i. *Committee determined that minimum qualifications will not be established.*
  - ii. *Committee will keep the description box regarding qualifications and will use a 1-10 scoring system to score each nomination received.*

**Adjourn- 12:18 PM**

# 2019 Cerritos College Commencement Speaker Nomination

The 61st Annual Cerritos College Commencement Ceremony will be held on

Friday, May 24, 2019 at 6:00 p.m. in Falcon Stadium.

The Student Life/Commencement Committee is currently collecting nominations of individuals to provide an inspiring message to our Falcon graduates as the official Commencement Speaker

The Commencement Speaker is an honorary participant of the graduation ceremony, and provides a 10-minute speech that serves to inspire and honor graduating students.

## 2019 Speaker Nomination Guidelines

To be eligible for nomination, individuals must belong to at least one of the following categories:

Graduating student in 2018-2019  
Hall of Fame Awardee  
Cerritos College Alumni (with completed degree or certificate)

Following receiving a nomination, the following process will occur:

Graduating student nominees must submit two (2) letters of recommendation, with at least one letter from a current Cerritos College faculty, staff, or administrator.

The Student Life/Commencement Committee will perform a paper screening during the January 2019 meeting, to determine the shortlist of individuals to extend interviews. Criteria for the paper screening will include nominee eligibility, and nomination narrative provided by nominator.

Invited nominees will participate in a short interview with the Student Life/Commencement Committee. Hall of Fame or Alumni nominees not able to attend due to geographic challenges may submit a short video confirming their desire to be considered as speaker, and an overview of what they would speak about.

Self-nominations will not be considered.

Nominations will be accepted until Friday, December 14, 2018. Please only one nomination per form, if you wish to nominate more than one individual submit this form and then complete a separate form for additional nominees.

Please continue to the next page to start your nomination.

## Page 1

Your name (first and last): [Required]

You may be contacted if additional information is needed.

Your email address [Required]

Valid input:

- name@myschool.edu

The full name of your nominee for Commencement Speaker: [Required]

Please provide an email address we can contact your nominee at: [Required]

Please select which criteria your nominee meets: [Required]

Criteria will be reviewed through a records check.

Graduating student

Hall of Fame Awardee

Cerritos College Alumni

Please provide a brief description as to the qualifications of this individual to serve as Commencement Speaker, and why you think they should be considered. [Required]

This may include their education, experience, or anything notable as to how they would provide inspiration to a diverse audience.

Thank you for nominating an individual for the 2019 Commencement Ceremony!

Please continue to the next page to finalize and submit your nomination. Do not close your browser or your submission will be lost.

The Student Life/Commencement Committee will review all submissions, interview a shortlist of nominees, and provide recommendations to the Coordinating Committee, Executive Council and Board of Trustees. To attend Student Life Committee meetings please visit our website for the meeting schedule.

If you have any questions please contact Elizabeth Miller, Dean of Student Services, at [emiller@cerritos.edu](mailto:emiller@cerritos.edu).