



Commencement

Purpose

The purpose of this policy is to outline departmental and faculty attendance requirements at university commencement ceremonies, and to provide guidelines for appropriate behavior and decorum while in attendance.

Persons Affected

This policy applies to students, faculty, and staff

Policy

Stephen F. Austin State University will hold commencement ceremonies at the end of the fall, spring, and summer terms. Arrangements for the ceremonies are the responsibility of the registrar. Selection of and arrangements for a speaker are the responsibility of the president or his designee.

Commencement is an important symbol of the university's core function. In order to have adequate faculty representation at commencement, full-time faculty members are obligated to attend at least one commencement each academic year unless directed otherwise by the provost. Academic unit heads are responsible for informing faculty members of the provisions of this policy and encouraging them to comply.

Faculty, staff, students and guests are expected to maintain decorum. As a formal ceremony, all attendees are expected to abide by any protocol or guidelines issued by the university, which will, at a minimum, include the following:

- All attendees must follow all written and verbal instructions.
- All attendees must remain seated during the ceremony and remain for the entire ceremony.
- All commencement participants are required to wear an official University recognized regalia or dress military uniform as communicated through commencement correspondence.
- All cell phones or other electronic devices must be silenced.
- The possession or use of alcohol or illegal substances, air horns and any other artificial noisemaker, fireworks, balloons, flags, or banners is prohibited.

Any attendee who is disruptive during the ceremony or fails to follow written or verbal instructions may be excused from the venue.

Prior to commencement, the Office of the Registrar will provide students with information regarding expected decorum and attire as approved by the provost and vice president for academic affairs. Students will additionally be provided with similar information to provide to their guests.



The Office of the Registrar will post signage at commencement reminding attendees of the prohibition of air horns and other artificial noisemakers and any other information deemed prudent by the provost and vice president for academic affairs.

The student regent, or other individual selected by the provost and vice president for academic affairs, will give an announcement regarding decorum at the start of the commencement ceremony.

Responsible Executive

Executive Director of Enrollment Management

Forms

None

Revision History

Sept. 1, 2023 (original)