

## **Mid-Atlantic Christian University Institutional Policy #15**

SUBJECT: Commencement speakers

DATE: April 6, 2005

REVISED: February 2011; April 2020

NEXT SCHEDULED REVIEW: February even numbered years (2022)

APPROVED BY BOARD OF TRUSTEES: October 18, 2013, May 2015

Policy for: Mid-Atlantic Christian University

Procedure for: Administration

Authorized by: President

Issued by: Board of Trustees

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### I. Purpose

To establish protocol for inviting a speaker for the commencement ceremonies.

### II. Policy

The university president is responsible for selecting commencement speakers. The university will underwrite the speaker's expenses and provide an appropriate honorarium.

### III. Procedure

The university president will ask leadership team members for recommendations. Upon selection the president's office will communicate the decision to the vice president for academic affairs. The president's office will coordinate all logistics for the speaker.

### V. Published: Policy Manual

### V. Reason for Revision

### VI. Appendices: None