



POLICY & PROCEDURE DOCUMENT

NUMBER: 1.1094~~2~~

DIVISION: Academic Affairs

TITLE: Macebearer Selection

DATE: February 6, 2001

REVISED: July 19, 2005, July 1, 2022

REVIEWED: November 1, 2015

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I. Purpose and Scope

The purpose of this policy is to provide guidance in recruiting and selecting the Commencement Ceremony Macebearer.

II. Policy:

1. The candidate individual must be a current member of the University faculty. Transitional retirees and ~~Retired or optionally retired~~ individuals are not eligible.

III. Procedure

1. ~~The A~~ faculty member currently serving as chair of one of the university-level curriculum committees with the most years of full-time service will carry the mace. ~~The years of service need not be consecutive but must have been spent "in residence" at Western. Leaves of absence (paid or unpaid, except sabbaticals) do not count towards years of service.~~
2. In preparation for commencement activities, the University Registrar will contact the Office of the Provost for a list of faculty members serving as chair of each of the university-level curriculum committees (i.e. Colonnade General Education Curriculum Committee, Undergraduate Curriculum Committee, and Graduate Curriculum Committee). The Registrar will contact each faculty member to discern their desire to be the macebearer.

3. In the event that two or more individuals are eligible and willing to serve, then the ~~determination~~ selection of who shall carry the mace shall be determined by lottery for each commencement ceremony.

IV. Related Policies

V. Reason for Revision

November 2015

Reviewed as part of the fifth-year review in accordance with Policy 0.000V.

July 2022

Changing macebearer selection from faculty with longest service at WKU to faculty serving as chair of one of the university-level curriculum committees and non-substantive changes resulting from the fifth-year review in accordance with Policy 0.000V.