



The University of Texas at San Antonio

Office of the Provost and Vice President for Academic Affairs

October 4, 2013

Dear Colleagues:

I ask that you participate in your college's graduation ceremony this December. Commencement is a significant celebration for our graduating students and their families, and as an important member of the UTSA community, I'd like you there to share in the celebration with them. The December 2013 Commencement will be conducted in three ceremonies to be held in the Alamodome on Friday and Saturday, December 20 and 21.

Friday, December 20

4:00 p.m. College of Engineering
 College of Liberal and Fine Arts

Saturday, December 21

10:00 a.m. College of Education and Human Development
 College of Sciences
 University College

Saturday, December 21

4:00 p.m. College of Architecture
 College of Business
 College of Public Policy

You are expected to attend only the ceremony of your college. For your convenience, a response card is attached that should be completed as soon as possible and returned to the dean of your college by Monday, November 25. *If you are assigned a commencement responsibility (marshal or stage party representative), it is not necessary for you to return the card to indicate your participation.*

A memorandum from the UTSA Bookstore is attached that will provide information concerning prices for rental or purchase of academic regalia. The deadline for **purchase** of academic regalia is Tuesday, October 24. The deadline for **rental** of academic regalia is Wednesday, November 20. In order to defray the cost of regalia rental for junior faculty, the Office of the Provost has purchased 20 sets of academic regalia for loan to up to three untenured faculty members per college on a first-come first-served basis. If you are interested in taking advantage of this opportunity, please contact your dean's office by Friday, October 25.

If you have questions concerning Commencement, please contact Dr. Patricia Graham, Chair, Standing Committee on Graduation Ceremonies (extension 6110), or contact your college's graduation coordinator.

I deeply appreciate your willingness to participate in Commencement and look forward to seeing you there.

Sincerely,

John H. Frederick
Provost and Vice President for Academic Affairs

JHF/me