

Commencement folder

Bennington College  
May 14, 1936

INTEROFFICE MEMO

To the Members of the Faculty

From Mr. Leigh

Formal invitations for the Commencement events are being sent only to a list of parents of the Seniors, Trustees, ex-Trustees, and most of the students who were in the original class now graduating. The people receiving these invitations will obtain admission and reserved seats to the various activities of Commencement day. Members of the faculty and faculty families are not being sent individual invitations as they are hosts for the period. The arrangements for the various events are as follows:

Comity Meeting

Friday, June 5th, at 4:00 p.m. Tea given for the Seniors and their guests by the President, faculty and staff. It is hoped that all the members of the faculty and families can be present as hosts for the Seniors and their parents. It is now planned to have the teas in the quadrangles in front of the student houses.

Each side

The second event in the Commencement program is a special drama workshop production for the Trustees, the Seniors and their guests. The number of persons receiving invitations to this event exactly equals the capacity of the theatre. The drama workshop production is to be given on the evenings of June 3rd and 4th for the members of the Theatre Guild. All members of the College community, therefore, are urged to attend on one of these two earlier evenings. There will not be places at the Friday evening production except for the outside guests of the College.

The third event is the granting of degrees at 12:00 m. on Saturday, June 6th. All members of the faculty will participate in these exercises and will have seats especially reserved for them. ~~Except for the representatives of each Division the~~ faculty members will not wear academic or special costume and they will not march in the Commencement procession. They will, however, sit in a group at the degree-granting exercises.

Thanking members of Division

After the Commencement exercises there will be a luncheon for the whole College community and the guests. *2 other dining rooms*

These are all the activities connected with Commencement week.

Members of faculty families may obtain reserved seats for the Commencement exercises by calling at Miss Vaughan's office. )-X

At 11:30 a.m. Saturday, June 6th, all traffic up the College road and in front of the quadrangle will be cut off. The Jennings drive will be open and cars must be parked the other side of Cricket Hill from 11:30 to 12:30.

The faculty members are urged to be in the seats reserved for them immediately in front of the silo base near the north side of the barn quadrangle at least ten minutes before twelve o'clock.

After the representatives of the faculty who are seated in the first row reserved for the faculty members have recommended the candidates, the President will call upon the faculty to indicate by rising vote their formal nomination of the candidates for the degree. The faculty will remain standing during the rest of the ceremony which consists of the voting of the degrees as a unit by the Trustees and the official awarding by the Chairman. When the Chairman has finished his official awarding of the degrees, the Seniors will put on the Bachelor's hoods and the song will be sung by the entire audience. Following this there will be a procession of the graduates out of the quadrangle. The audience will remain standing during this procession. The ceremony will end when the music stops and the President and the Chairman of the Board exit through the door leading from the rear of the silo base.

May 26, 1936

~~(to be taken up at faculty meeting,~~ if not, to be mimeographed and sent to the members of the faculty)