MEMORANDUM

TO: Members of the Faculty and Administration
FROM: Michael J. Birkner, College Marshal
RE: Opening Convocation – Wednesday, August 23, 2017  4:00 – 5:00 p.m.
    Beachem Portico (north side of Pennsylvania Hall) – library side

*Please note, inclement weather plans below.*

The Opening Convocation marking the start of the one-hundred and eighty-sixth year of Gettysburg College is scheduled for 4:00 p.m., Wednesday, August 23, at the Penn Hall Lawn site, Beachem Portico. The faculty speaker for the occasion will be McKinley Melton, Assistant Professor of English.

The faculty will be sitting as they do for Commencement; that is, as two groups in the left and right blocks at the front of the seating area. The left column of faculty will split to the left and the right column to the right block of chairs. If you wish to sit next to a colleague, march either in front or behind that person.

Robing for Opening Convocation will start at 3:30 p.m. in Musselman Library’s main floor. The procession will form inside at 3:45 p.m. As is customary, faculty members will process in lines according to rank and seniority. Two things will facilitate this. First, each faculty member is on the processional list, indicating where she or he is within rank. (This information will be available on the faculty landing page starting on August 15th.) Second, signs in the Library will indicate where each faculty rank starts in the lineup. Participants in the academic procession will march to the lawn promptly at 3:55 p.m.

Caps should be removed by men immediately after the Marshal announces the opening of the ceremony and should remain off until after the Benediction. If you are sensitive to the sun, you may wear your cap or hat during the ceremony.

I will announce the recessional after the singing of the Alma Mater. The Class of 2021 will be asked to pass through Penn Hall as a symbolic form of matriculation. For those students who wish to pass through on the ground floor, there will be ushers to direct them. Faculty members will recess around Penn Hall and line up on either side of sidewalk from Penn Hall to Brua Hall.

The Convocation should end by 5:00 p.m.

Because the Opening Convocation is the first formal event where students are introduced to the College, I join President Riggs and Provost Zappe in urging you to make every effort to take part in this important event.

**We will be outside. If the weather were to become dangerous mid ceremony, all students will be declared matriculated and all participants will be advised to seek shelter. If the weather were to appear dangerous before the ceremony, then we would be in the Ballroom with faculty robing in CUB 260.**

MJB/stg
7/7/2017