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UA3/4 Informational Notes

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Division of Library Services Miss Sara Lyle

INFORMATIONAL NOTES

from

Office of the President

Vol 4. No. 2

July 27, 1972

1972 SUMMER COMMENCEMENT

In an attempt to assist you in planning for the remainder of the summer session, your attention is directed to the following schedule of events related to the Summer Commencement. Please take particular notice of the Instructions for Participants in Graduation Exercises which is attached for your information.

August 4	3:00 p.m.	ROTC Commissioning Exercises - Room 116, Diddle Arena.
	6:30 p.m.	Commencement Exercises - L. T. Smith Stadium. Speaker: Dr. Lyman V. Ginger, Superintendent of Public Instruction, Commonwealth of Kentucky.
	7:45 - 9:00 p.m.	Faculty and Administrative Staff Reception for Graduates - Downing University Center. Each member of the faculty and staff is a co-host, and you are requested to be present for at least a short period of time during the reception to greet the honorees and their guests.

REMINDER FROM THE REGISTRAR

All final grades for the summer session are to be submitted to the Office of the Registrar by 10 a.m., Monday, August 7, 1972.

INTERIM BETWEEN SUMMER SESSION AND OPENING OF THE FALL SEMESTER -- August 4 through August 19

Post Office Schedule

Campus mail delivery will be suspended, and the College Heights Post Office will observe the following schedule:

Monday through Friday	8 - 10 a.m.
	2 - 4 p.m.

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Office Hours Schedule

During the interim all offices will be open from 8 a.m. to 4 p.m., Monday through Friday. In accordance with the announced plan to facilitate the opening of the fall semester, all offices will be open and fully staffed from 8 a.m. until 12 noon on the following Saturdays:

August 19
August 26
September 2

Food Services

The Food Services facilities will be closed from August 5 through noon, August 14. The Grill in the University Center will be open for all meals from noon on August 14 through August 18. All Food Services facilities will open for the fall semester on August 19.

OPENING OF THE 1972-73 SCHOOL YEAR

Plans are being finalized for the opening of the 1972-73 school year. Information and details regarding the activities scheduled for the opening days of the fall semester will be forwarded to each individual in the next few weeks by the appropriate officials of the University. The following information is being provided to assist members of the faculty and staff in making their personal schedules:

Friday, August 18	Clerical and Secretarial Staff Meeting
Saturday, August 19	Residence Halls Open to Receive New Students
Monday, August 21	Opening Faculty Meeting

The President's Convocation for new students, which has traditionally been held on Sunday evening following the arrival of students on campus, will not be included in this year's schedule of activities. Instead, Open House will be observed throughout the University and a reception hosted by President and Mrs. Downing for new students and their parents will be held on Sunday afternoon from 2:00 p.m. to 4:30 p.m. in the Ballroom of the Garrett Conference Center.

TEACHER RETIREMENT SYSTEM INFORMATION

Mr. P. N. Miller, Assistant Secretary of the Kentucky Teachers' Retirement System, will be on the campus Monday, July 31, to provide information concerning the retirement system. Mr. Miller will be in Room 230 of the Downing University Center from 12:30 to 4:00 p.m., and you are invited to go by and consult with him.

Dero G. Downing

Instructions for Participants in Graduation Exercises

Graduation is scheduled for 6:30 p.m., Friday, August 4, in the L. T. Smith Stadium. It is respectfully requested that faculty and administrative staff assemble in academic regalia, taking your place in the line no later than 6:15 p.m. In timing your arrival at the stadium, special consideration should be given to the parking and traffic problems which will result from the large crowd that is expected for the occasion.

Dr. James L. Davis is coordinating the processional, and he has requested that the participants assemble on the University Boulevard side of the parking lot adjacent to the L. T. Smith Stadium.

Please follow the marshalls during the processional, as they will indicate the route and the proper seating arrangement.

In case of inclement weather, commencement will be held in the Academic-Athletic Building No. 1.

The Committee on Graduation will appreciate the cooperation and assistance of each person so that we can be assured of having another outstanding commencement program.

Rhea P. Lazarus, Chairman
Committee on Graduation