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UA3/3 For Your Information

WKU President's Office

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FOR

YOUR INFORMATION

Vol. IX No. 3

FROM THE PRESIDENT



July 9, 1968

YOU ARE INVITED! (RSVP)

The Superintendents Conference and Fish Fry, traditionally a major event of the University's summer season, will take place for the 34th consecutive year on Friday, July 19. This occasion provides a natural opportunity for Western faculty and staff members to meet with other educators throughout Kentucky who gather here for this event. Therefore, faculty and staff are invited both to the Conference, where the program will be presented by the State Department of Education, and to the Fish Fry, where they will be guests of the University (wives and husbands included). (RSVP)

The Conference and Fish Fry will be held in the Paul L. Garrett Student Center. The Conference will convene at 2 o'clock in Room 103, and the group will move to the Ballroom at 4 o'clock for the Fish Fry. In order to ascertain as accurately as possible the number who will attend, please mark and return the attached card as soon as possible to the President's Office. (RSVP)

OTHER IMPORTANT UNIVERSITY EVENTS

Commencement. Commencement exercises will be held in the Western stadium (hilltop) on Friday, August 9, at 7:30 p.m. The commencement address will be given by Dr. Raymond Gibson, Professor of Higher Education at Indiana University and a distinguished alumnus of Western. The committee coordinating the processional has requested that the faculty assemble at 7 o'clock on the bridge entrance to the Finley C. Grise Hall and form lines on the sidewalk leading to the press box. Deans Robert G. Cochran and Charles A. Keown will be in charge of the processional. They have requested that the following plan be observed:

- | | |
|-----------------------|--|
| Line No. 1
(left) | Persons whose last names begin with
"A" through "J" |
| Line No. 2
(right) | Persons whose last names begin with
"K" through "Z" |

The lines of march will form the academic processional which result in the honor guard on the football field, similar to that which has been followed in the past.

Active participation by all is vital to the success of the commencement program. In the event of inclement weather, the exercises will be held in the Academic-Athletic Building and E. A. Diddle Arena. Any member of the faculty who has not arranged for the proper academic attire should see Mr. James L. Hall, manager of the College Heights Bookstore, as soon as possible.

Reception for Graduates. The Faculty and Administrative Staff Reception for our August graduates will be held on commencement day, August 9, from 3:00 to 4:30 p. m. in the Ballroom of the Paul L. Garrett Student Center. The occasion is one of the highlights in the college careers of the honorees, and we can express our appreciation for their achievements by being present for at least a short period of time during the reception hours.

MAIL SERVICE AND POST OFFICE HOURS

During the period August 10 through September 14, the College Heights Post Office will observe the following schedule:

Monday through Friday:	8:00 a. m.	-	10:00 a. m.
	2:30 p. m.	-	4:00 p. m.
Saturday:	8:00 a. m.	-	10:00 a. m.

The Post Office will resume its regular schedule beginning September 16. There will be no departmental delivery between August 10 and September 14.

OFFICE AND CENTREX HOURS

Effective August 10, all administrative offices will open at 8:00 a. m. and close at 4:00 p. m. except on Saturday, when the closing hour will be 12 Noon. This schedule will also be applicable to the Centrex operation and will be observed through September 14.

AN IMPORTANT DATE

Please circle the date of Friday, September 13, at which time the opening faculty and staff meeting will be held. Details will be sent to you at a later date.

IN CONCLUSION

The 1967-68 school year is rapidly coming to a close. Appreciation is expressed for the hard work, spirit, and cooperation of the faculty and staff, which have contributed immeasurably to another successful year.

Kelly Thompson

Attachment