

FACULTY AND RECTOR INSTRUCTIONS

University of Notre Dame - Office of the Registrar

COMMENCEMENT MASS

Joyce Center, Purcell Pavilion

Saturday, May 20, 2017

ACADEMIC ROBES MUST BE WORN BY ALL WHO PARTICIPATE IN THE ACADEMIC PROCESSION.

Faculty/Rector lines assemble in the Joyce Center, North Dome, behind the bleachers near Gate 4.

- 4:10 p.m.** Faculty who are not serving as Marshals or on stage for the Sunday University Commencement Ceremony, should assemble in the Joyce Center, North Dome.
- 4:20 p.m.** Two lines will form (directed by the Office of the Registrar staff and the Chief Marshals):
- **Line “A”** includes the faculty in the Mendoza College of Business (undergraduate and graduate), and the College of Science. The PLC, deans, trustees, honorees and their hosts, coming from the Robing Room, will join this line near Gate 4.
 - **Line “B”** includes rectors and faculty serving as Ministers of the Mass, and faculty in Arts & Letters, Architecture, Engineering, and Law.
- 4:25 p.m.** Lines “A” and “B” will leave the assembly location.
- 4:30 p.m.** The two faculty/rector academic processional lines will be led into the Purcell Pavilion. Line “A” will sit in floor section “C”, to the left of the center aisle. The PLC, deans, trustees, honorees and their hosts will sit in the front rows of this section. Line “B” will sit in floor section “B”, to the right of the center aisle. Those serving as Ministers of the Mass will sit in the front rows of this section.
- 6:30 p.m.** After the Mass, Office of the Registrar staff will meet the PLC, deans, trustees, honorees and their hosts seated at in the first rows of the faculty seating. They will then escort them back to the Robing Room in the North Dome. The other members of the faculty/rectors will follow the Celebrants of the Mass down the center aisle and out of the Pavilion. You may then exit the Joyce Center at any convenient gate.

FACULTY AND RECTOR INSTRUCTIONS

University of Notre Dame - Office of the Registrar

UNIVERSITY COMMENCEMENT CEREMONY

Notre Dame Stadium

Sunday, May 21, 2017

ACADEMIC ROBES MUST BE WORN BY ALL WHO PARTICIPATE IN THE ACADEMIC PROCESSION

PLEASE REMEMBER YOUR FACULTY TICKET

(If rain is falling or is likely [but not severe weather] the University Commencement Ceremony will still be held at Notre Dame Stadium and a rain poncho will be provided at your assembly area.)

- 7:15 a.m.** Faculty and Rectors should report to the north entrance of the Hesburgh Library (**with your Faculty ticket**). Look for the Faculty sign towards the left side of the doors. You will proceed through the magnetometers and be ushered to the Scholars Lounge across from the Carey Auditorium. At 8:35, at the direction of the Office of the Registrar staff and faculty Marshals, the faculty will process to the stadium and build a line from the tunnel gate out toward the Hesburgh Library. The student procession lines will pass between the two faculty lines beginning at 9:00 a.m. The student procession will enter the stadium by college/school in two procession lines. Faculty may wish to line up along the side on which their students will pass. As you look at the Hesburgh Library, the students in Arts and Letters, Engineering, and Architecture will be on the left sidewalk and the students in Science, Business, and Law will be on the right sidewalk. This is a good time for faculty and students to interact, give congratulations, and wish them well as the students are processing past you.
- 9:00 a.m.** Graduates begin to process into the stadium.
- 9:25 a.m.** As the end of the student lines pass by, the two faculty lines follow the students down the tunnel and into the stadium at the field level. You will be directed by the faculty Marshals to your seats on the field.
- 11:30 a.m.** At the end of the ceremony the Platform Party will leave the stage and recess out of the stadium and through the tunnel. The faculty will follow the Platform Party and recess out of the stadium through the tunnel. After exiting the stadium gates, please move beyond the gates so that the 2,700 graduates coming behind you can exit the stadium without slowing. The graduates will be dismissed in place.

***SEVERE WEATHER PLAN:** In the case of severe weather, the decision to declare and implement the Severe Weather Plan and to move the event indoors will be made and announced by 7:00 a.m. on Sunday. If the ceremony is moved to the Joyce Center, Purcell Pavilion, or delayed, a message will be sent to graduates using cell phones registered with the ND Emergency Alert system. A notice will also be posted on the Commencement website and announced on the local television stations.

If the Severe Weather Plan is implemented, there will not be an academic procession. **Please bring your Faculty ticket.** Faculty and students will enter the Joyce Center starting at 8:30 a.m. using Gate 10. The faculty will go directly to the faculty seating area (Section 13) in the Purcell Pavilion. There will be signs, staff, and faculty marshals to guide you to your seat.

The afternoon college/school and department baccalaureate diploma ceremonies are conducted in covered areas, so they will go forward as published. If the University Commencement Ceremony is delayed because of weather (by as much as an hour) the undergraduate diploma ceremonies will still be held, but may also be delayed.