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President and Faculty Reception Committee Notes - May 26, 1956

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President - Faculty Reception for Degree Candidates

Coliseum Arena
Saturday, May 26, 1956
7:45 P.M.
Committee Appointments

GENERAL CHAIRMEN: Mr. and Mrs. Kenneth Cook
Duties: To serve as coordinator for all committees.

1. Decoration and Room Arrangement Committee

Chairmen: Mr. and Mrs. Kenneth Simons

Duties: To coordinate the work of the sub-committees A and B, and to work with the general chairmen on the needs of all the committees in connection with the room.

A. Decorations sub-committee

Duties: To provide flowers, vases and all decorations for the reception, with the exception of the service tables. Return borrowed equipment after the reception.

Committee: Mr. and Mrs. John Thorns, chairmen
Mr. and Mrs. Gerald Tomanek
Mr. and Mrs. Lester Schmutz
Miss Ila Newbecker
Miss Doris Stage

B. Room Arrangement sub-committee

Duties: Arrange with janitorial staff for help in securing furniture, transformers, coat racks, etc. and transporting it to the coliseum. Work with the decorations committee in room arrangement. See that all furniture is returned after the reception.

Committee: Mr. and Mrs. Kenneth White - chairmen
Mr. Don Keller
Mr. Charles Hedges
Mr. and Mrs. Lawrence Dryden
Mr. and Mrs. Robert Witt
Mr. and Mrs. F. Reith
Mr. and Mrs. Raleigh Lyles
Mr. and Mrs. Archie Thomas
Mr. and Mrs. John Garwood
Mr. and Mrs. Paul Beckman

2. Refreshments Committee

Chairman: Mrs. Katherine Bogart

Duties: To serve as coordinator for sub-committees and work with general chairmen.

A. Food Committee

Duties: Plan and provide refreshments ready for serving.
See that containers are well returned after reception.

Committee: Miss Naomi Garner, Chairman
Miss Ethel Artman
Mr. and Mrs. Harold Hopkins
Mrs. Walter Wallerstedt
Miss Harriet Ketchum
Mrs. Thelma Leonard

B. Table-Linen-China Committee

Duties: Prepare two service tables and arrange for all china and silver necessary for the reception. Arrange for the flowers or decorations for the tables. Return all equipment after the reception.

Committee: Miss Margaret van Ackeran, Chairman
Mrs. Leo Thomas
Miss Geneva Herndon
Mr. and Mrs. Andrew Rematore

C. Water Table Committee:

Duties: Provide ice water, glasses, and plan for serving. Arrange two tables. Return all equipment after the reception.

Committee: Mr. and Mrs. Jim Wells, Chairmen
Mr. and Mrs. Kurt Fickert
Mr. and Mrs. M. Freeman

D. Kitchen Unit Committee:

Duties: Provide the kitchen work unit, including tables, dishwashing facilities, water for washing dishes, help to wash the dishes, someone to dip ice cream, if needed, and fill dishes to go to serving tables. See that all equipment is returned after the reception.

Committee: Mr. and Mrs. Gene Etter, Chairmen
7:45-8:30 Mr. and Mrs. Raymond Brooks Mr. and Mrs. Richard Behan
Mr. and Mrs. Doyle Brooks Mr. and Mrs. Eugene Craine
Mr. and Mrs. Don Benson Mr. and Mrs. Alex Francis
8:30-9:15 Mr. and Mrs. Robert Marple Mr. & Mrs. Henry McFarland
Mr. and Mrs. Everett Marshall Miss Rosella McCarroll
Mr. and Mrs. Edwin Martin Mr. and Mrs. Joseph Ray

E. Serving Committee:

Duties: To provide for serving, taking up dishes, keeping the tables supplied.

Committee: Miss Verna Parish, Chairman

Serving:	<u>Table 1</u>	<u>Table 2</u>
7:45-8:30	Mrs. Donald Stout	Mrs. Frank Lindner

8:30-9:15	Miss Valle Loomis	Mrs. Ralph Huffman
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Keeping tables supplied

	<u>Table 1</u>	<u>Table 2</u>
7:45-8:30	Mr. Donald Stout	Mr. & Mrs. Leon Hepner
	Mr. & Mrs. Ed Almquist	Mrs. Mabel Hopkins
	Miss Beesley	Miss Jeanne Kuhn
	Miss Alice Morrison	Mrs. Katherine Dibble

8:30-9:15	Mr. & Mrs. Leland Bartholomew	Mr. Ralph Huffman
	Miss Gaynelle Davis	Mr. & Mrs. Thaine Clark
	Mr. & Mrs. Marc Campbell	Mr. & Mrs. Jack Heather

Taking up dishes

7:45 - 8:30	Mr. Walter Keating
	Miss Mabel Lacey
	Miss Ruth Mickich
	Miss Geraldine Morris
	Mr. & Mrs. Harold Palmer

Taking up dishes continued

7:45-8:30 Mr. and Mrs. Cade Suran
Mr. and Mrs. Sam Sackett
Mr. and Mrs. John Roth
Mr. and Mrs. Ivan Richardson
Mrs. Alice McFarland

8:30-9:15 Mr. and Mrs. Ira Scott
Mr. and Mrs. Andrew Riegel
Mr. and Mrs. George Sternberg
Miss Phyllis Schleich
Miss Ruth Sevy
Miss Roberta Stout
Mr. and Mrs. M. V. Walker
Miss Cora Bibens
Mr. and Mrs. Richard Cain
Miss Florence Bodmer

3. Favors Committee:

Duties: To provide favors and arrange for giving them to the seniors.

Committee: Mr. and Mrs. Dennis McKee, Chairmen
Mr. and Mrs. Al Dunavan
Mrs. Nita Landrum
Miss Eleanor Caldwell

4. Music Committee

Duties: Provide music for the evening. Arrange for place for musicians to play.

Committee: Mr. and Mrs. Wm. Wilkins, Chairmen
Mr. and Mrs. Stanley Ballinger
Miss Elizabeth Barbour
Miss Lucille Felten

Receiving line:

Mr. Dalton to introduce the candidates and wives
Mr. and Mrs. Cunningham
Mr. and Mrs. Wooster
Mr. and Mrs. McCartney
Mr. and Mrs. Coder
Mr. and Mrs. Moreland
Mrs. Dalton
Miss Jean Stouffer

5. Hospitality Committee:

Duties: To meet candidates and wives at the end of the receiving line, see that they are introduced to others, and to direct them to the serving table.

Mr. and Mrs. James Start, chairmen

Mr. and Mrs. Donald Adee
Mr. and Mrs. Fred Albertson
Mr. and Mrs. C. Thomas Barr
Mr. and Mrs. Hugh Burnett
Mr. and Mrs. Alva Byars
Mr. and Mrs. Harold Choguill
Mr. and Mrs. Edwin Davis
Mr. and Mrs. Paul Friesner
Mr. and Mrs. Paul Gross
Mr. and Mrs. Samuel Hamilton

Mr. and Mrs. Calvin Harbin
Mr. and Mrs. Joel Moss
Mr. and Mrs. H. B. Reed
Mr. and Mrs. Emmet Stopher
Miss Leora Stroup
Mr. and Mrs. Leonard Thompson
Mr. and Mrs. R. L. Welty
Mr. and Mrs. W. C. Wood
Mr. and Mrs. H. A. Zinszer

MISS FLORENCE BODMER

Check-in Committee:

Duties: Check in food and water, and maintain its supplies.

Chairman: Mrs. Elizabeth Bodmer

Committee:

5:30 Katherine Rogers

Miss Lane Torrey

6:15 Miss Martha Bellinger

Miss Marie Perkins

7:30 Miss Judith Radice

Miss Katherine West