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1961 Commencement Ritual, Memorandum - Spring

Fort Hays Kansas State College

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FORT HAYS KANSAS STATE COLLEGE

MEMORANDUM

To _____ Date May 4, 1961
From E. R. McCartney, Dean

On April 25, we wrote asking you to serve as a marshal for the Academic Procession for our Baccalaureate and Commencement program.

The rehearsal will be Friday, May 26, at 8:00 p.m. as you probably noticed on the instruction pages sent you recently. We would like to have you be present at the stadium for that rehearsal Friday night.

Thank you.

Dr. Bell

Sent to: ~~Dr. Thomas~~, Dr. Price, Dr. Sims, Dr. Mahoney

[Red scribble]

*Ans. Feb 1
5-5-6*

FORT HAYS KANSAS STATE COLLEGE

MEMORANDUM

To Dr. Price Dr. Belisle
Dr. Sias Dr. Mohoney Date April 25, 1961

From E. A. McCartney, Dean

Will you please serve as marshalls this year in the academic procession as you did last year.

You did such a good job last year that we would like to have you do this again.

Thank you.

PORT HAYS KANSAS STATE COLLEGE

COMMENCEMENT 1961

Officers: President, Bill McAdoo; Vice-President, Bob George; Secretary-Treasurer, Beverly Lower.

ALL GRADUATE LUNCHEON

The luncheon will be held on May 27th at 1:00 p.m. in the Memorial Union, Black and Gold Room. They will prepare for approximately 500 plates which will allow one ticket for each senior, and senior with spouse, and special guests. In addition the committee decided to invite as their guests, members of the college administration and heads of the departments and their wives.

COMMITTEE APPOINTMENTS

1. Program Committee: Warren Norton, chairman, Max McIntyre, Beverly Lower, Terry Hopkins, Sam Lesseig.

Duties: Arrangement for entertainment, music talks, loudspeakers, invocation, school song and accompanist, speakers table and arrange place cards which may be picked up at Alumni Office. Only 20 at head table-- others to be seated at a second table or scattered about the room. They should have definite seating however.

2.. Host and Hostess Committee: Barbara Nelson, chairman, Kay Ann Feiden, Sharon Wickizer, Karen Conard Carolyn Erbert, Paul Palmer, Dan Erbert, Ronald Nelson, Dennis Popp.

Duties: Take care of guests.

3. Guests Committee: Composed of class officers to pick out guests for the luncheon.

4. Ticket Takers: Jerry Neeley, chairman, Dan Martin, Mary Bowen, Laura Ann Thompson, Barbara Nelson

Duties: Be at the door of the Black and Gold Room at 12:15 to take tickets.

5. Table Decorations: Karen Selfridge, chairman, Marilyn Patton, Hannah Clark Jacqueline Woodson, Ruth Fritsche, Dorothy Smith, Doris Quenzer, Karen Bell, Joyce Roberts.

If you have any questions concerning your jobs be sure and contact the chairman of your committee or Bill McAdoo, President of the Senior Class in the Alumni Office, Applied Arts 103.