

LONG BEACH COMMUNITY COLLEGE DISTRICT
OFFICE OF THE SUPERINTENDENT-PRESIDENT

Commencement Instructions for Queuing Up
June 7, 2018

The Vice President of Academic Affairs, Deans, Senate and Union Leaders will be followed by all Faculty, Classified staff, Management staff, and Administrators and will line up near the baseball field. Students will begin to line up inside the baseball field. **NEW – ALL WILL BE ENTERING FROM THE EAST GATE TO THE STADIUM NEAR THE BASEBALL FIELD.** There will be a few chairs available along the queue for anyone that may need to sit down while we are waiting for the event to begin. Be sure to stand behind someone you want to sit next to.

QUEUE:

1. Vice President of Academic Affairs (VPAA) – carrying the mace walking in the center of the track.

BEGINNING OF TWO LINES:

2. Deans for each school – carrying their respective school banner in two lines on the stadium track (in no particular order).
 - a. CTE
 - b. Library and Learning Resources
 - c. Health, Kinesiology, Science & Mathematics
 - d. Counseling and Student Support Services
 - e. Language Arts and Communication
 - f. Social Science and Arts

*Some Deans may not have banners

These individuals are to line up and make the “curve” on the track for students to walk by (refer to second page).

3. Academic Senate President & LBCCFA President will lead the two lines and stop at the entrance to the tunnel.
4. Faculty, Classified staff, Managers & Administrators will be in two lines on each side of the stadium track.

PROCESSIONAL BEGINS:

5. Once the VPAA has made it to the center of the stadium track in front of the stands, the Deans with the banners will continue down the center aisle into the seating area and place their banner in the holders near the stage. They will then walk back down the center aisle following the VPAA (after they have placed the mace in the holder at the bottom on the ramp) to the track in front of the tunnel and create the “Dean’s Curve” (see second page).
6. Faculty, Classified staff, Managers, and Administrators will stop at the center of the stadium track in front of the stands and turn facing the inside of the track to greet the students
7. The Platform Party will exit out of the tunnel and line up in two lines on both sides of the center aisle to greet the students as they enter the seating area.
8. Students will walk in two lines between the Faculty and staff, past the Platform Party, and enter the seating area (white chairs) using the center aisle.
9. Faculty, Classified, Managers, and Administrators will walk into the seating area to their seats (black chairs).

10. The platform party will walk to the stage area and take their seats.

**AFTER THE COMMENCEMENT CEREMONY
RECESSIONAL BEGINS:**

1. Platform party leaves stage and exits through tunnel
2. Faculty, Classified staff, Management, and Administrators exit through tunnel (black chairs)
3. Ole and two marshals will lead students out through the tunnel (white chairs)
4. The remaining marshals will exit through the tunnel

MAP:

