

2020  
• UNDERGRADUATE •  
**COMMENCEMENT  
CEREMONY**



Friday, May 22, 2020  
Webster Bank Arena  
600 Main Street • Bridgeport, CT  
SouthernCT.edu/commencement

## *A Guide for Faculty*

### COMMENCEMENT SITE

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- The university will hold its undergraduate commencement at the Webster Bank Arena in Bridgeport, Conn., beginning with an academic procession at 10:15 a.m.
- Located about 30 minutes from campus, the arena is easily accessible from I-95 and the Merritt Parkway. **Due to the likelihood of rush-hour traffic on I-95, please allow yourself extra time to arrive at the arena, consider carpooling and use the Merritt Parkway, if possible. (See site map for directions.)**
- The University will provide shuttle service from campus to the Webster Bank Arena for faculty and staff participating in the commencement ceremony. However, reservations are required and space is limited.
- If you would like to use this shuttle service please email commencement@SouthernCT.edu by **May 19**.

### ACADEMIC REGALIA

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- Faculty needing regalia must make their commencement rental request with the bookstore no later than **May 1**.

### PARKING AND ARRIVAL

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- Ample parking is available in the lots surrounding the arena. Because more than 8,000 people are expected to attend the ceremony, faculty are asked to arrive at the parking lots by 9 a.m.
- **Expect traffic delays, so plan extra travel time.** To alleviate traffic congestion, students and families are encouraged to travel together or car pool. Persons with state-issued handicapped parking permits may park in the handicapped parking areas of the garage or as directed by traffic personnel. See the enclosed sheet for directions, parking information, and fees.
- **Audience seating in the arena and the procession assembly area opens at 8:15 a.m.**

### ACADEMIC PROCESSION AND CEREMONY

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- Faculty members planning to march in the undergraduate commencement academic procession should assemble in the arena parking garage lower level **beginning at 8:45 a.m. and no later than 9:45 a.m.**
- **The faculty procession must begin promptly at 10:15 a.m. so that commencement can start at 10:30 a.m.**
- Ticketed guests of graduates will enter the arena through the front entrance beginning at 8:15 a.m. No guests will be allowed into the assembly area.

### YOUR ASSISTANCE, PLEASE

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- The commencement committee has sent letters and information sheets to all seniors. Besides briefing them on the plans and procedures for this year's commencement, those letters also inform students that the university expects all graduates to behave in a dignified manner during the ceremony. As faculty, you can help reinforce this message.

Topics include:

- Students are expected to remain until the end of the ceremony. As a courtesy to other graduates waiting to receive their degrees, students should return to their seats after they have been recognized at the ceremony.
- To maintain the dignity of the ceremony, students are asked not to affix large messages to their caps or gowns. The marshals will request that messages be removed from the student's academic regalia before he or she will be allowed to march in the procession.
- We also want to avoid having students seek special notoriety at the event by indulging in such distractions as blowing bubbles or passing beach balls among the graduates during the ceremony.
- Also, for their own safety and the safety of people sitting near them, we ask students not to stand on chairs during the ceremony.

