STUDENT INSTRUCTIONS FOR THE 2009 SRC, SAT., MAY 16
Johnson County Community College GYMNASIUM

Please plan to arrive not later than 8:15a.m.
The Processional begins at 8:55 a.m. The Ceremony begins at 9am. Our ceremony will be over by 10am. The School of Nursing (SON) Ceremony will begin at 11am; their families and guests will be arriving around 10:15am. Please ask your guests not to linger in or outside the JCCC Gym Lobby. *It would be most helpful if you ask your family and friends to meet you in the commons area just beyond the humongous grassy knoll outside the gym entrance.* Thank you!

DIRECTIONS: JCCC is located at the intersection of College Boulevard and Quivira Road. See map of JCCC Campus at and parking info at: http://alliedhealth.kumc.edu/school/students/recognitionceremony/

Access JCCC from KUMC area via I-35 South. Merge onto US-69 S (Exit 225 B) for about 4 miles, then take the College Blvd. West Exit. From west of Kansas City, take I-70 East toward Kansas City, merge onto I-435 S via Exit 411A. Take the Quivira Road Exit and turn right on Quivira. If you're coming from south of KC, take I-435 North to the Quivira Exit.

Go to the College Blvd. WEST Entrance to JCCC . This is the second entrance off College Blvd., It provides the most direct access to the parking areas. Just follow the signs.

PARKING: Refer to the JCCC map which indicates guest parking. *The area directly in front of the Gymnasium is reserved for Platform Party guests and faculty.* Parking is not allowed in the circle drive on the northeast side of the Gymnasium. The circle drive is wheelchair accessible, and may be used for handicapped drop off/pick up only.

ENTER via the GYM Entrance as indicated on the map. DO NOT enter via the Handicapped Parking Drop area, unless a family member needs special accommodations. Wheelchairs will be available just inside that entrance. (This area is not designed as a thoroughfare for the general public. Please do not use it as such.)

ARRIVAL: Students, accompany your family and friends from the parking lot to the GYM Entrance. Once inside the lobby, you will take the stairs furthest from the lobby doors down to the lower level. Follow the signs to the field house. (LEAVE any purses, gifts, etc., with your family and friends. Do not bring valuables to the field house with you.)

Students, once you enter the Field House:

- Pick up a program.
- Locate your row and your faculty helper:
  Look at the Seating Chart at **-- IS YOUR NAME THERE?????**
- http://alliedhealth.kumc.edu/school/students/recognitionceremony/
- If you indicated that you did not plan to attend, and in fact you DO plan to attend, there may not be a seat for you with your colleagues. If this has occurred and you are planning to participate after all, please call (913) 588-5275 as soon as possible.)
- Make sure you have a name card (Your faculty helper will give it to you). HANG ON TO THAT NAME CARD. YOU WILL HAND IT TO THE PERSON WHO WILL READ YOUR NAME WHEN IT'S TIME FOR THE "INTRODUCTION OF STUDENTS."
- If you have questions, faculty will be available to assist.
- **At 8:30 BE SURE YOU ARE STANDING IN PLACE IN YOUR ROW.** You will receive some verbal instructions. The acoustics in the Field House are not good, so you will need to be very quiet. (Thank you in advance for your courtesy!)

PROCESSIONAL
DOUBLE FILE. FOLLOW THE FACULTY IN YOUR TWO COLUMNS.
The students sitting on the outside aisle seats are the Row Leaders for the PROCESSIONAL. The Platform Party enters the gym first. Next is the Faculty who will sit in the two rows in front of the student section. After they have reached their seats, your music starts and you begin to walk in.

- **WHEN YOU GET TO YOUR SEAT, REMAIN STANDING.** As soon as you're all in, the Dean will go to the podium and indicate that everyone should be seated.

INTRODUCTION OF STUDENTS

- **Each row will travel left to right across the stage (as you face the stage), beginning with ROW A. ONE ROW INCLUDES STUDENTS ON BOTH SIDES OF THE AISLE.** A faculty "guide" will stand at the outside of each row. The guide on the left will indicate when your row should stand and get moving to the stage steps.
- After ROW A, the left guide will have your row stand when there are about 5 people remaining to walk across the stage from the row in front of you. The guide on the right will help you get back into the correct row when you return to your seat.
- Go up the stairs stage left (as you face the stage)
- Give the person at the podium your name card.
- **AFTER** your name is read, walk to Dr. Miller who will shake your hand.
- Continue across the stage to your department Chairperson or designee.
- When you reach your Chairperson (or designee), he or she will hand you a School of Allied Health pin and shake your hand.

When you shake hands with your chairperson, your picture will be taken from behind and to the right of your dept. chairperson/designee (your right, their left, actually). You can be assured of a pretty ***good photo if you make eye contact with your chairperson***.

- **Leave the stage by going to the RIGHT of your dept. chair (between the dept. chair and the photographer) and down the steps** on the other side of the stage. The photographers will take a second photo of you standing in front of a couple of flags either before you come down the steps or after you come down the steps. Someone will be at the top of the steps so you can see where you exit the stage, and someone will be at the bottom of the steps to make sure you don't fall as you come down. (Not likely…but, just in case!)

Sit down when you get back to your seat. **(NOTE:** You may have to navigate through a sea of picture-taking parents as you return to your seats. Be gentle, and try not to step on anyone -- or trip over anyone!!) **There will be about 160 of you. Keep it moving, BUT <u>DON'T START ACROSS THE STAGE UNTIL YOU HEAR YOUR NAME!!</u>**

RECESSIONAL and EXIT!!
Dean Miller will ask the audience to stand and let you exit first.

- **File out in <u>two parallel lines</u>, after Row I (single file row) leads the way.**
- ***The students sitting in the inside aisle seats are the Row Leaders for the RECESSIONAL.***
- **Once you reach the lobby, just keep going until you're outside the building and past the grassy knoll. Please remind your families and friends to meet you there. Thank you!!**

If you plan to attend the brunch, go south from JCCC on Quivira Road to 125th Street, turn right, and then left into the parking lot behind the KU Bookstore. Our brunch will be from 10:30-Noon under the big tent. FOLLOW 'PATH' INDICATED ON JCCC MAP FOR BEST TRAFFIC FLOW.

LAST MINUTE NOTES:

There are bathrooms in the lobby outside the gym, and in the women's and men's locker rooms near the field house.

Seating on the main floor and the bottom row of the bleachers will be reserved for guests in wheelchairs and those who require special accommodations and their families/friends.

For those of you with enough hair, bobby pins might come in handy to keep the cap in place. Practice walking around in it at home to see how stable it's going to be.

Frequently, as students go up/down the stairs to the stage, their gown sleeves get hooked on the railing. Just keep it in mind.

SHOE ALERT: You will be on your feet for about 30-50 minutes prior to the ceremony, and will have a ways to walk from where you line up to where you start the Processional.

Every year a few folks lose a tassel. We don't have extras. As a precautionary measure, PLEASE PIN YOUR TASSEL TO YOUR GOWN WHILE YOU ARE CARRYING IT AROUND prior to wearing it.

Speaking of Tassels!!! Below is the real scoop, HOWEVER, **UNDERGRADUATES**, **wear your tassel on the left for this ceremony**. Otherwise it will be hanging in your face for the photo!!!.

Bachelor — Undergraduates who have not yet earned a first degree wear the tassel forward and to the right. During the actual GRADUATION ceremony, the tassel is moved to the left signifying the conferring of the degree. The bachelor's gown is always worn closed.

Master — On the master's cap, the tassel is worn to the left, signifying the completion of an academic degree. The master's gown may be worn either open or closed.

Doctor — The tassel on the doctor's cap is worn to the left, signifying the possession of an academic degree. The doctoral gown may be worn either open or closed.

Remember, this really is a "show." Whether you're graduating Sunday, or several months down the road, this ceremony in celebration of YOU is also a ceremony for your families and friends who are extremely proud of you. GOOD LUCK! BEST WISHES! AND THANK YOU!!

– Moffett