Dear USC Dornsife faculty,

Thank you for participating in Commencement! Your job as a name reader is very important and we would like to help prepare you for the big day. Below you will find information regarding the USC Dornsife Satellite Ceremonies, including instructions, a timeline and faculty participation listing. Attached is the script for your reference.

This information and more is available on the Commencement website: www.dornsife.usc.edu/commencement

**Instructions for faculty readers participating in the Group 2 Satellite Ceremony**

- Proceed to Lot 6 immediately after the Main Ceremony ends.
- Line-up on the northside of Ray Irani Hall. Michele Dea will check you in.
- Order of Procession:
  - Flag and Banner Bearers
  - All Faculty
  - PhD graduates
  - Masters graduates
  - Bachelors graduates by department
- Faculty will process in and continue to the stage to be seated. Click here for a processional diagram.
- After Vice Dean Donal Manahan concludes his remarks, Vice Dean Stephan Haas will read the PhD and Master student names.
- Vice Dean Haas will introduce the first department’s name reader, Dr. Robert Girandola. After Dr. Girandola is done reading their graduate’s names, he will introduce the next reader.
- When you are introduced, proceed to the podium. There is a master script at the podium for your use.
- The graduate will hand their namecard directly to you. Click here to view a sample card.

**NOTE – READ:**
  - the student’s first and last names
  - if they have a double major (do NOT read major if same as your department)
  - any minor

Example (you are reading for the Chemistry Dept):
Susie Smith, also majoring in Philosophy with a minor in Spanish

After you read the card, hand it to the person standing to your right. This person will keep them in order.

A staff member will hold the students from the next department and there will be a clear break to note when to stop reading names.

Now, introduce the next department’s reader. The order of departments is listed below. PLEASE LEAVE THE MASTER SCRIPT AT THE PODIUM.

Faculty will lead the recessional down the center aisle once the ceremony has concluded.

TIMELINE

8:00 a.m. All faculty participating in the Main Ceremony line up
- Marshals at your columns
- Other faculty participating, inside Bovard Auditorium

8:30am Main Ceremony procession begins

9:00 am Commencement Ceremony begins
Alumni Memorial Park

10:10 a.m. Commencement Ceremony ends
All faculty participating in the Group 2 Satellite Ceremony move to Group 2 site at Lot 6

10:45 a.m. Group 2 Satellite Ceremony begins
Department Receptions immediately follow the conclusion of Satellite Ceremony
GROUP 2 SATELLITE CEREMONY

Group 2 - Lot 6 (behind RRI)

Faculty line-up on the northside of Ray R. Irani Hall. Please check in with Michele Dea.

Officiant: Vice Dean Donal Manahan and Vice Dean Stephan Haas

Marshals: Robert Girandola (Kinesiology), Thomas Flood (Environmental Studies), Douglas Hammond (Earth Sciences), Werner Dappen (Physics and Astronomy), Travis Williams (Chemistry), Charles Lanski (Mathematics), David McKemy (Neuroscience), Albert Herrera (Biological Sciences), John Petruska (Biological Sciences),

Departments (in order of procession): Faculty Readers:
PhD Graduates Stephan Haas
Masters Graduates Stephan Haas
Kinesiology Robert Girandola
Human Performance Robert Girandola
Environmental Studies James Haw
Earth Sciences David Bottjer
Physics & Astronomy Werner Dappen
Chemistry Andrey Vilesov
Biochemistry Andrey Vilesov
Mathematics Gary Rosen
Neuroscience Irving Biederman, Sarah Bottjer
Biological Sciences Douglas Capone, Albert Herrera

Other Faculty attending (seated on stage): Doug Capone (Biological Sciences), Linda Duguay (Biological Sciences), Myrna Jacobson (Biological Sciences), Dennis Hedgecock (Biological Sciences), Dale Kiefer (Biological Sciences), Emily Liman (Biological Sciences), Peter Shugerman (Biological Sciences), Igor Kukavica (Mathematics), Gene Bickers (Physics and Astronomy), W. Martin Kast (Molecular Microbiology and Immunology), Gerard Medioni (Computer Science)