



FACULTY ALIGNERS / SEATERS COMMENCEMENT 2025

Marshals needed per ceremony

Depends on ceremony

Grand Marshal
Associate Grand Marshal
Past Grand Marshal
University Banner Carrier
University Banner Carrier Escort 1
University Banner Carrier Escort 2 (optional)
College Banner Carrier
College Banner Carrier Escort 1
College Banner Carrier Escort 2 (optional)
Faculty Aligner/Seater 1
Faculty Aligner/Seater 2
Hooders (varies)

Prior to Commencement

- Review the training materials.
- Participate in the Commencement virtual orientation/training in May.
- Obtain shuttle and badge information from college Grand Marshal or Associate Dean's office.
 - Shuttles will take faculty and staff from/to the main campus to/from the Shrine Auditorium and Expo Hall.
 - Shuttle schedule will be provided at the end of April.
 - Faculty badges, to enter the venue, will be provided a week prior to Commencement.

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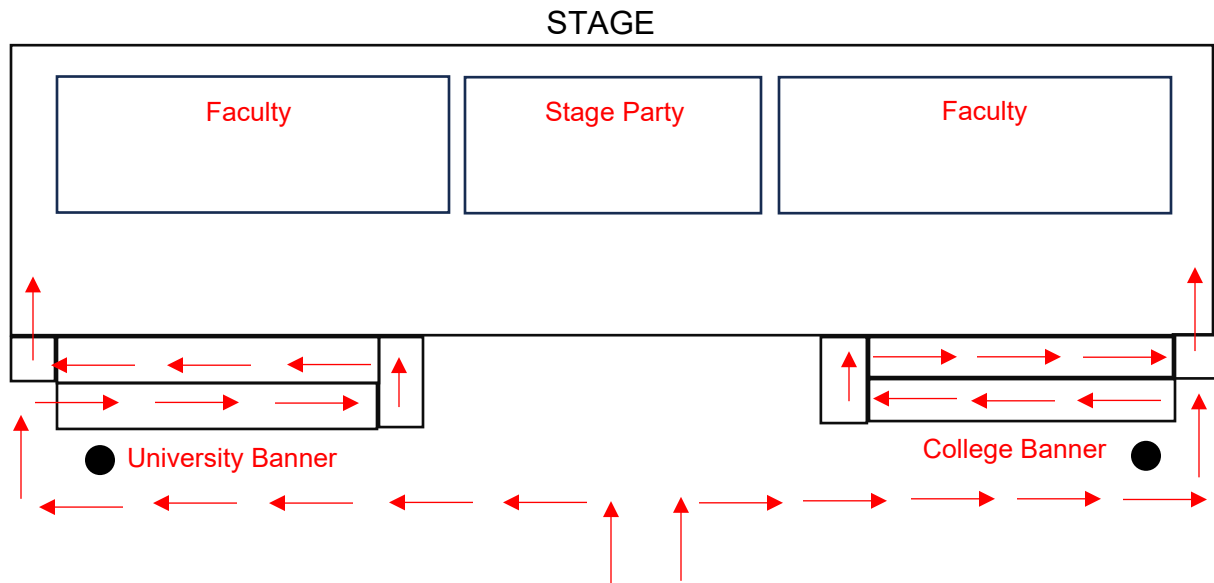
Pre-Processional

- Take shuttle from the main campus (U-SU Parking lot).
- Shuttle drop-off on 32nd Street, in front of Shrine Expo Hall. Enter at Shrine Expo Hall ONLY for security and check-in.
- Proceed to the designated faculty area at Shrine Expo Hall (left side) to get ready and for some refreshments
- Check-in with college Grand Marshal OR Associate Grand Marshal.
- 15 minutes before the start of the ceremony, banner carriers and escorts make their way to the designated holding area for the faculty and stage party at the right side of the Shrine Expo Hall leading towards the Shrine Auditorium.
- A Commencement staff will escort the faculty and stage party to the center walkway of the Shrine Auditorium.
- Group faculty into roughly equal lines:
 - Aligner/Seater #1 (audience left, stage right) should have all the hooders.
 - Aligner/Seater #2 (audience right, stage left) should have all the department chairs (who are not hooders).
- Take position at the front line behind the Grand Marshal.

Processional

- Each of the Faculty Aligner/Seater lead a line of faculty to their seats.
- Walk at the same pace as the other Faculty Aligner/Seater so the lines are parallel.
- Go up the ramp and guide the faculty into the appropriate row of seats.

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During Ceremony

- Sit with the faculty at the designated seats.
- Respond to requests for assistance from Grand and Associate Grand Marshals.

Recessional

- After the University hymn, hold the faculty until the platform party passes. Once they pass, allow 10 feet and lead the faculty off the stage down the ramp.
- Follow the college Grand Marshal and lead faculty out of the venue.
- Join faculty, graduates, and their families at the photo areas across from the main entrance of the Shrine Auditorium.

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