

PALM BEACH COUNTY COMMISSION

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CITY OF BOCA RATON

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FLORIDA ATLANTIC UNIVERSITY ENDOWMENT FUND

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President, Junior College of Broward
County

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Mother M. Gerard, R.S.H.M.

President, Marymount College
Academic Dean, Marymount College

FLORIDA ATLANTIC UNIVERSITY

Kenneth R. Williams
Palmer C. Pilcher
Roger H. Miller
Francis C. Rosecrance
John M. DeGrove
Jack C. Guistwhite

President
Dean of Academic Affairs
Dean of Administrative Affairs
Marshal of the University
Chairman, Faculty Senate Committee
Registrar

PLUS

Mr. Smith
Reverend Albert Shiphorst
Father Paul L. Manning
Eugene Robinson

Secret Service
Pastor, First Presbyterian Church
Pastor, St. Joan of Arc Church
Special Assistant to the President
of Florida Atlantic University

Distribution:

one copy - Dean Miller
one copy - Dean Pilcher
one copy - Mr. Robinson
one copy - Miss Snyder
one copy - Office of the President

10/8/64

PLANNING PURPOSES

DUTIES AND RESPONSIBILITIES
in re INAUGURATION

November 11	Informal Reception	Boca Raton Hotel
November 12	Coffee Hour	Boca Raton Hotel
	Inaugural Ceremony	Auditorium
	Luncheon	Boca Raton Hotel

RESPONSIBILITIES

PERSON RESPONSIBLE

INVITATIONS

Printing and Mailing
RSVP's and follow through

Adelaide Snyder
Adelaide Snyder

HONORARY DEGREE (Gov. Bryant)

Securing Hood and Diploma
Preparing citation
Procedure in Awarding

Adelaide Snyder
Palmer Pilcher
Palmer Pilcher

SECURING SPEAKER

Kenneth R. Williams

PROGRAMS

Printing
Distribution

Adelaide Snyder

Roger

ACADEMIC REGALIA

Securing and Handling

Roger Miller

HOTEL

Reservations
Rooms and Other Physical Facilities

Roger Miller
Roger Miller

TRANSPORTATION

To Hotel; From Hotel
To Auditorium and Return

Roger Miller
Roger Miller

BIBLETOWN AUDITORIUM

Secure Permission
Financial Obligations

Kenneth R. Williams
Roger Miller

ACADEMIC PROCESSIONAL AND RECESSIONAL

Line of March, etc.
Coordination with Organist (Timing, etc.)

Francis Rosecrance
Harold Burris-Meyer

KW

MUSIC

Larry Willhide

NOTE: "Staging" of the actual event (exercise) to be directed by Harold Burris-Meyer in collaboration with Rosecrance and Willhide.

LUNCHEON

Guest List
Emcee (Securing of)
Plaques

Adelaide Snyder
Kenneth R. Williams
Adelaide Snyder

FINANCING

Invitations
Printed Programs
Social Hour
Coffee Hour
Gratis Rooms
Luncheon
Plaques

Gene Robinson

Florida Atlantic University

Boca Raton



Florida

Know all men by these presents, that the faculty of Florida Atlantic University,
by virtue of the authority in them vested, hereby confers upon

Farris Bryant

the Honorary Degree of

Doctor of Laws

in recognition of significant service to his State and its citizens
the twelfth day of November, 1964.

President of the University

Dean of Academic Affairs