



Allison Pease
Provost and Senior Vice President of
Academic Affairs

524 West 59th Street
Haaren Hall, Room 621
New York City, NY 10019
T. 212.237.8565
F. 212.237.8623
apease@jjay.cuny.edu

MEMORANDUM

To: Full Time Faculty

From: Allison Pease, Provost

A handwritten signature in blue ink that reads "Alli Pease".

Re: Academic Regalia and Attendance at Commencement

Date: March 17, 2025

Our 2025 Commencement ceremony will take place on **Wednesday, May 28 at 3:30 pm** at Barclays Center in Downtown Brooklyn. Please join me on the dais to celebrate another outstanding year of educating for justice.

Full-time faculty are expected to attend commencement. Our contract starts full-time faculty's annual leave period the day after commencement precisely to accommodate this professional responsibility. Adjunct faculty are not required to attend, but we very much welcome you to do so.

To be in the procession you must wear an academic robe. Academic Affairs will pay for the rental of academic regalia for members of the **full-time** faculty who do not have their own. So that we get the gowns on time, you must order no later than **Monday, April 14th**, online directly from our vendor, *Oak Hall Cap & Gown*, through the following link:

<https://oakhallcg.com/pages/jjcfaculty>

Regalia will be delivered to the Provost's Office during the second week of May. You will receive an email indicating when your regalia is ready for pick up. Gowns are returned on site at Barclays to the *Faculty Gown Distribution* station after the ceremony or directly to the Provost's Office no later than one week after commencement.

Please confirm your attendance through this link:

https://docs.google.com/forms/d/e/1FAIpQLSfbQjZvEjlWgN0IIMCcv6uaUk2nw0Vq8b_TKC2QIRT-Dxk5g/viewform?usp=sf_link so that we can make the appropriate seating arrangements on stage. If you are not attending, please email me explaining why you are unable to fulfill this professional obligation. Even if you have your own attire, you should confirm your attendance by **Wednesday, May 21st**. This is the last day to RSVP.

Thank you for helping our students learn and accomplish their goals. I look forward to seeing you at Commencement!