# Table of Contents

Summary............................................................................................................ Page 3  
Historical Note................................................................................................. Page 4  
Scope & Content Note....................................................................................... Page 4  
Arrangement note.............................................................................................. Page 4  
Series Description & Container List................................................................. Page 5
Summary

Title: Joseph Brostek Commencement Records

Dates: 1941-2013

Extent: 4 boxes

Language: English

Abstract: The collection is comprised of commencement programs and baccalaureate programs maintained by the Office of Special Events and Alumni Affairs. Awards, medals, and honorary degrees given at commencements are also documented.

Source: The bulk of the collection was donated by Joseph R. Brostek, Director of the Office of Special Events and Alumni Affairs, in 2012. Additions are collected by the Department of Special Collections and Archives.

Access: The collection is open for research. Staff may restrict access at its discretion on the basis of physical condition.

Copyright: The Joseph Brostek Commencement Records are owned by the Queens College Libraries. The records were produced by Queens College. The collection is subject to all copyright laws.

Preferred Citation: Item, date (if known), box, Joseph Brostek Commencement Records, Department of Special Collections and Archives, Queens College, City University of New York.
Historical Note

The Department of Special Events and Alumni Affairs maintains copies of commencement programs for the office’s use and records. Joseph R. Brostek, the director of the department, gathered the programs from 1941-2005 into binders and donated them to the Queens College Department of Special Collections. In 2005 he authored an analysis of the Queens College commencement activities. The report is held with the collection. Since 2005, the Special Events and Alumni Affairs office has sent over an official copy of the year’s commencement program for addition to the collection.

Commencement ceremonies have been held each year since the first graduating year at Queens College. Until 1959 the ceremony was held in February for fall graduates as well as in the spring. Separate baccalaureate ceremonies were held from 1962-1975, then integrated with the larger commencement ceremonies from 1976-78 and 1990. They are still held today.

Awards and honorary degrees are also given out at commencement ceremonies. A list of the recipients of awards from 1946-1991 is held in the collection. Recipients of honorary degrees and the merits upon which the degrees were determined are also present.

Scope & Content Note

The Joseph Brostek Commencement Records (1941-2012) were donated by Joseph R. Brostek, Director of the Department of Special Events and Alumni Affairs at Queens College. Every commencement program from 1941 onward is present in the collection, as are the extant baccalaureate programs from 1962 onward. Brostek also gathered materials on the honorary degrees and awards given by the university. Included in the collection is a 2005 report written by the donor analyzing the Queens College commencement activities.

Arrangement Note

The collection is comprised of three series:

- **Series I:** Commencement & Baccalaureate Programs 1941-2013
- **Series II:** Honorary Degrees and Medals Awarded
- **Series III:** Commencement Scripts
- **Series IV:** Commencement Exercises, Notes, and Convocations
Series Description & Container List

Series I: Commencement Programs 1941-Present
Box 1
Commencement and Baccalaureate Programs arranged by year

Series II: Honorary Degrees and Medals
Box 2
This series consists of a single binder. A list of the recipients of awards from 1948-1991 can be found in the front folder flap. The binder is arranged alphabetically by last name of honorary degree holder, and includes citations. The process for selecting awardees is also in this binder.

Series III: Commencement Scripts
Box 3

Series IV: Commencement Exercises & Notes
Box 4
Contains Commencement exercises and other miscellaneous items relating to commencements from the years 1941, 1953, 1975, 1976, and 1977. Also includes folders from Professor Simon and other miscellaneous commencement related materials, and 50th anniversary Convocation booklets.