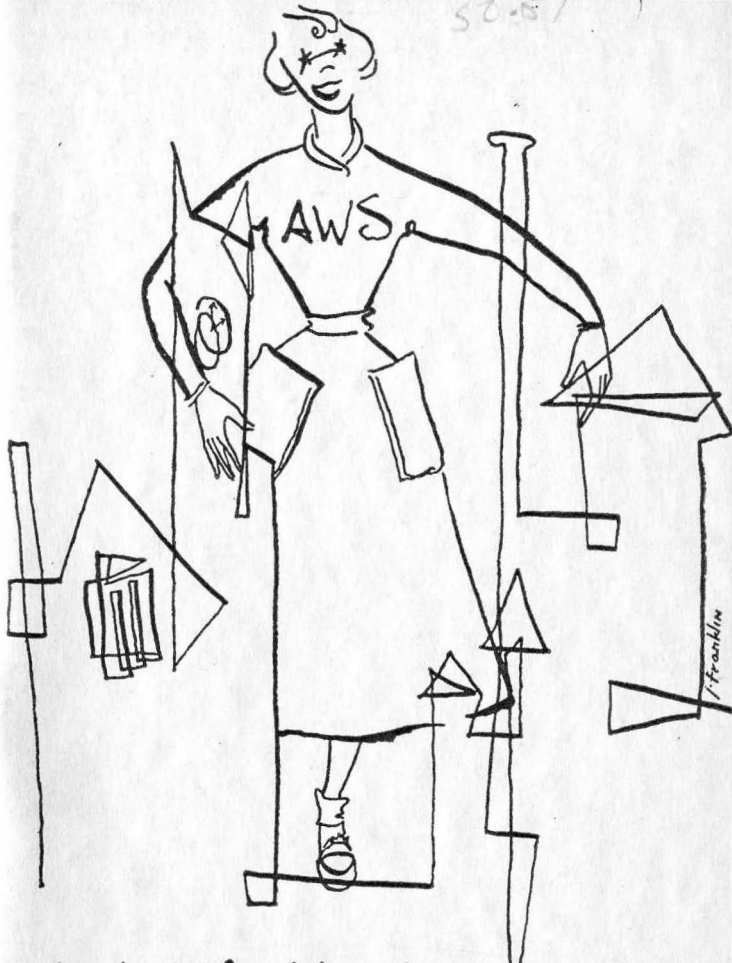


50-51



# HANDBOOK

1950 - 1951

*Handbook*

*for*

*Women Students*

AT

*Michigan State College*

EAST LANSING, MICHIGAN

PUBLISHED BY THE

*Associated Women Students*

MICHIGAN STATE COLLEGE

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**HI!** — — — —

This little book is for YOU. Of course it won't answer **all** your questions—but it will give you an idea of what goes on around campus. Keep it where you can find it quickly. And be **sure** to read it before you begin your honest-to-goodness college life. It may be a life-saver more times than you suspect!

1950 - 1951

## *A. W. S. Judiciary Board*

### **OFFICERS**

Helen Earl .....	President
Carolyn Gage .....	Vice President
Mary Yoas .....	Office Secretary
Miss Mabel Petersen .....	Advisor

### **MEMBERS**

Ann Sivyer .....	South Williams
Marilyn Zweng .....	North Williams
Peg Dickens .....	West Mayo
Dorothy Glupker .....	East Mayo
Julie Parmenter .....	West Yakeley
Phyllis Rainey .....	East Yakeley
Jane Krummel .....	West Landon
To be appointed .....	East Landon
Teddy Nagorsen .....	South Campbell
Jean Doremire .....	North Campbell
Sue Merriman .....	Gilchrist
Marg Sanford .....	Co-ops
Mavis Koons .....	Off-campus
Jan Hughes .....	Sororities
Alice Flicker .....	Sororities
Alice Maier .....	Sororities

1950 - 1951

## *A. W. S. Activities Board*

### OFFICERS

Pat McKeown .....	President
Norma Petrewske .....	Vice President
Ellie Dennis .....	Treasurer
Olga Torsky .....	Secretary
Mrs. Maurice Gonon .....	Advisor

### MEMBERS

Julia Ford .....	North Campbell
Pat Scott .....	South Campbell
Mary Boyd .....	East Yakeley
Helen Schultz .....	West Yakeley
Ginny Pangborn .....	East Mayo
Ann Houchins .....	West Mayo
Betty Smith .....	North Williams
Nancy Trumbull .....	South Williams
Olga Torsky .....	Gilchrist
Norma Petrewske .....	East Landon
Elinor Dennis .....	West Landon
Wilma Coleman .....	Co-ops
Lois Stewart .....	Off-campus
Virginia O'Brien .....	Kappa Alpha Theta
Mike Snell .....	Kappa Delta, East Yakeley
Doris Smith .....	Kappa Kappa Gamma
Carol Lofft .....	Y.W.C.A.
Meredeth Carpenter .....	Tower Guard
Dottie Vickers .....	Town Girls
Dee Weinberg .....	W.A.A.
To be appointed .....	Mortar Board
To be appointed .....	S.W.L.

## M.S.C. SHADOWS

### I.

M.S.C. we love thy shadows  
When twilight silence falls,  
Flushing deep and softly paling  
O'er ivy covered walls;  
Beneath the pines we'll gather  
To give our hearts to thee,  
Sing our love for Alma Mater  
And thy praises M.S.C.

### II.

When from the scenes we wander  
And twilight shadows fade,  
Our mem'ry still will linger  
Where light and shadows played;  
In the evening oft we'll gather  
And turn our thoughts to thee,  
Sing our love for Alma Mater  
And thy praises M.S.C.

Bernard Traynor



## M.S.C. Fight Song

On the banks of the Red Cedar—is a college  
known to all;

Their specialty is winning, and those Spartans  
play football.

Spartan teams are never beaten—All through the  
game they fight,

Fight for the only colors, Green and White.

Smash right through that line of blue, Watch the  
points keep growing,

Spartan teams are bound to win, They're fighting  
with a vim.

RAH

RAH

RAH

See their line is weakening, We're going to win  
this game.

**Fight**

**Fight**

**Rah team fight**

Victory for M.S.C.

## *Your Dean of Students*



TOM KING

**A** SINCERE welcome from the Dean of Students Office to incoming women students.

It is hoped that those coming to college for the first time and those who have been here before will find this year a happy and successful one.

You will enjoy your experiences in learning to live together successfully and happily. You should take full advantage of all your time here.

You will enjoy knowing and working in co-operation with A.W.S. It is a fine and successful student organization and deserves your full support.

All the services of the office of Dean of Students are available to you at any time.

TOM KING  
Dean of Students

## *She's Your Counselor for Women*

**G**REETINGS to Michigan State Coeds:

This little book is designed as an everyday handbook to help you toward an effective adjustment to college. This is just a preview of what



ISABELLE GONON  
Counselor for Women

I hope you will know your student government and feel a part of it. Your governing boards are not remote boards of control. They are made up of representatives from your residences and form a truly representative government in which you have a voice.

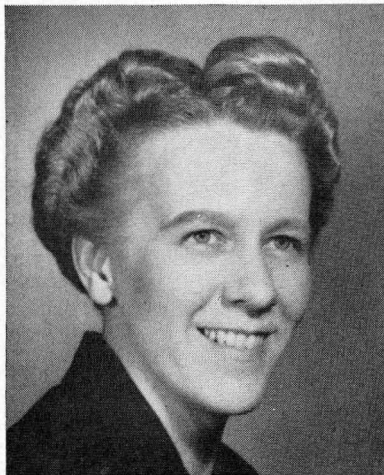
Best wishes to you for a pleasant and satisfying year.

ISABELLE GONON  
Counselor for Women

to expect, of how some things are done here. It cannot include everything you need to know. If you want to know something about which you are in doubt, ask. My door is always open to you. My telephone is always accessible even after hours. Our office is designed to serve you.

## *Your A. W. S. Judiciary Board Advisor*

**W**ELCOME to Michigan State! We in A.W.S. have planned for you a long time, and hope that you will find here the friendliness and helpfulness for which this college is cited.



MABEL F. PETERSEN  
Advisor

These hints and rules will be your source of information for easier and happier living. Good citizenship is highly prized and is worth working for.

Your representatives in each dormitory and living unit will gladly answer questions for you. Also, your A. W. S. office on the third floor of

the Union is open to you each day.

Wherever and whenever we can help you in any way, remember we shall be pleased to do so.

Best wishes for happy successful days at Michigan State.

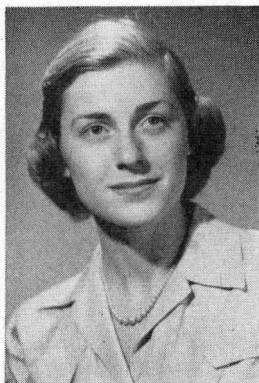
MABEL F. PETERSEN  
Advisor

## *Co-Presidents*



PAT McKEOWN  
President — Activities  
Board

HELEN EARL  
President — Judiciary  
Legislative Board



## *And Their Greetings to You*

**O**N BEHALF of the Activities Board and Judiciary-Legislative Board of A.W.S., we wish to extend a friendly hand to welcome you to Michigan State.

As you know, living and getting along in a society requires a knowledge of its laws and customs. And that's why this little book—each woman registered at M.S.C. is automatically a member of A.W.S., so we have compiled this little book to help you, as one of us, gain a knowledge of the laws and customs of your new home.

The motto inscribed over the door of Beaumont Tower says, "As a man soweth," suggesting the rest of the saying, "So shall he reap." Take it to heart. For if you put a lot into your college life, you will gain much knowledge, satisfaction, and many, many new friends and experiences.

Our boards have been set up to help you in this task, so, if there is anything we can do for you, please let us know. Remember, **you** are A.W.S.

The best of luck!

Pat McKeown  
President of Activities Board

Helen Earl  
President of Judiciary Board



## Traditions

M.S.C. has grown to unprecedented heights in the last few years with the addition of many more students, many more buildings, many more professors, organizations, and friends. Yet with all this growth, we are becoming continually aware that much that is old has become so closely integrated with our college life, that it would be impossible to tear them from M.S.C.

Traditions are among the old. Many started with the first freshman class and have been kept alive by succeeding classes. They're not written laws . . . but they are a part of what makes M.S.C. your college, and they will add to the memories of your life here if you have learned to share in their functioning.

### HOWDY

Our college is known to have a friendly campus, and with good reason, for it is traditional here to say "Hello" to everyone, whether or not you're acquainted. Make with the welcome to visiting F.F.A.'s, 4-H's, and visiting teachers . . . Public relations, you know! A smile once in awhile won't hurt its recipient . . . or you . . . a bit!

### I DON'T HAVE A THING TO WEAR

Campus wear will probably be your first worry . . . don't let it! Sweaters and skirts or other casual sportswear are the picture for jaunts to class and the grill. When kept cleaned and pressed, a more appropriate outfit couldn't be had. If winter breezes chill you to the quick, dig out the slacks for that trek to South Campus. But beware . . . don't overdo it! Preserving manhood in the stronger sex necessitates your remaining feminine.

Shorts? They're permitted, but only when worn under a long coat.

As for evening wear for college functions, don't forget, that even at home stockings and flats were expected for concerts and the dra-mah! Shouldn't M.S.C. rate the same?



## WALK AND PUFF

. . . But not while walking across campus, please. You light up in the Union or in your dormitories, but in classrooms or on the sidewalks . . . it just ain't done. Old cigarette butts are not conducive to the growth of struggling grass, nor, for that matter, are your feet. So keep them on the walks . . . both of them.

## LOVE IS WHERE YOU FIND IT

Twelve o'clock and all is well . . . that is, if you're his Mary, and he's your Johnny, and you've just concluded a happy evening with that midnight kiss in the shadows of Beaumont Tower. It may not be love, but at least you'll never forget that it was Johnny who initiated you to the rank of "Official Coed of Michigan State College."

Beware the engagement bench nearby, however, unless you're wearing that crystalized carbon on your third-finger-left-hand. It's not a rest stop on your tiresome trip to the Library. If he takes the final plunge, and you find yourself a qualified squatter, then be prepared also for a tubbing from your dormmates. Everyone has a splashing good time . . . even you (?).

Pinnings (besides rating a dunking, also) usually draw out the brothers to serenade you beneath your window. If you're the Fortunate Miss, don a white dress or robe . . . carry lighted candle in hand . . . and stand at the window. If on the other hand the serenade is for the whole house, show your appreciation by clapping . . . or better yet, sing back.

An engagement or pinning means another serenading, also. Friends in the house should give forth with "I Love You Truly" for the betrothed, and "Sweetheart" for the pinned.

## SIS

You'll call her your Big Sister, but she's really a friend . . . in need or otherwise. She'll be knocking at your door before you're hardly unpacked, and better than any map possibly could, she'll direct you to the Union or to your South Campus class. Got a problem? Just give her a ring, and she'll be ready to help you at any time!

## FOR MEN ONLY

There's a place in East Lansing that's not for you. The fair female may have taken over just about everything else on campus, but the Smoke Shop remains the last stronghold of the men. Don't let anyone send you inside, for it's male territory with no exceptions.

## QUEEN FOR A DAY

Do you yearn for honors? They can be yours at the PanHel, Blue Key, Co-op, Harvest, Homecoming, J-Hop, and Coronation Dances, when a king and queen are elected from and by the student body. And don't forget that there's no night more exciting every year than your own class dance. Whether it's a short dress or formal affair, you'll enjoy whirling across the Auditorium floor at the J-Hop, Senior Prom, Frosh and Soph annual dances. Programs go on your pin-up board and memories into your heart.

Girls! Here's your chance to ask that Handsome Hank in your Effective Living class to a real dance without feeling embarrassed. A.W.S., Mortar Board, and Tower Guard sponsor the Spinster's Spin, a winter formal dance, with coeds popping the question, calling for their dates, providing an appropriate corsage, and all the rest that goes with an evening of hilarious entertainment. Believe me, he'll bask in the fun of having you help him on with his coat, and revel in the delight of spending one free evening out with you.

## WHEN NIGHT BECOMES A SONG

Students dot the lawn, sitting on blankets and coats, the band shell lights up as twilight falls, and everyone listens . . . for good music can be expected at the Fraternity and Sorority Sing. The Sing Cup is the prize for the most effectively presented song, and the fraternity or sorority which places first for three successive years, owns a fine mantle ornament as a reward.

## ON THE FIFTY YARD LINE

There you are all decked out in the colors for fall . . . green and white . . . in anticipation of a wonderful game. Your team sees you are there . . . let them hear you, too. Sing out good and loud at pep rallies and football games, and cheer with all your might. The Alma Mater (M.S.C. Shadows) and the Fight Song are State's own songs, so learn them quick like a bunny. Admitted we can't win every game, but Spartans always take the cake as good sports.

## OF LANTERNS AND MAY MORNING SINGS

May first finds coeds early in the morning gathered in front of Beaumont Tower. May Morning Sing is the time for the tapping of new members for sophomore and senior women's honoraries. These honors are awarded on the basis of service, high marks, and extra-curricular activities, so a word to the wise, keep up and aim for those honors.

A spectacular sight can be seen during senior week when women from all classes gather at twilight, light their lanterns, and wind across campus to a meeting place where graduating senior women will be honored. Those who have given outstanding service to the college are recognized, and the new officers of A.W.S., Tower Guard, and Mortar Board are installed. To conclude the ceremonies, the seniors pass their lanterns to the juniors; the juniors to the sophomores; and they to the freshmen, thus signifying the passing on of class responsibilities.

A word to graduating seniors! Graduation means another dunking . . . so you'd best be prepared during Senior week for your friends' last tribute to you.

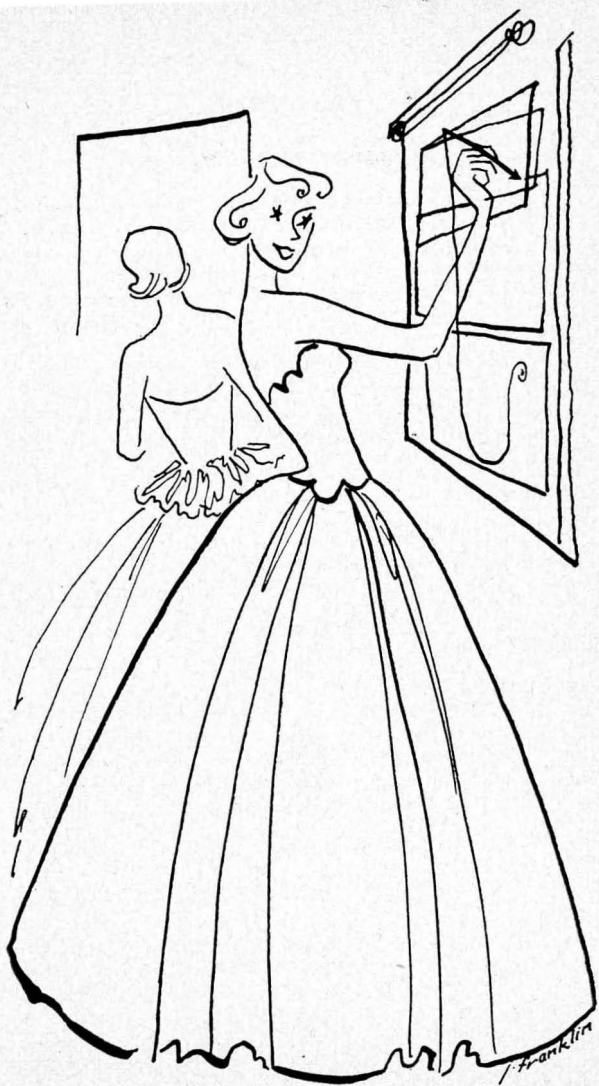
### THE RED CEDAR, IN WAR AND PEACE

If you were good at Tug of War in your high school days, be on hand for the annual Freshman-Sophomore day when the two classes line up on opposite sides of the river in an effort to pull the other team in. An award is given to the winning class to retain until the following year's competition.

Rivalry takes the form of serene beauty when each housing unit prepares a float for the annual Water Carnival. Held in the evening along the Red Cedar, otherwise ordinary stage settings dabbed with tempera and held together with scotch tape take on a polished professional look when subjected to appropriate music and colorful spotlights.

### AND THAT'S ABOUT ALL

We find traditions when we come,  
We enjoy them while we're here.  
For other's pleasure, let them live,  
And increase from year to year.



# *By-laws*

## *House Regulations*

Infractions of regulations are dealt with by the Judiciary-Legislative Board of A.W.S.

Each student is required to submit a written statement of the facts to the Board when infraction of regulations occurs. The Board shall use its discretion in trying any case and in deciding the penalty.

At all times the student has the privilege of appearing before the Board to appeal her case.

Girls petitioning A.W.S. **must have their petition in the Counselor for Women's office by the Tuesday noon immediately following the offense.** An automatic **5 late minutes** will be given to them for late petitioning.

### I. REGULATIONS

#### A. **Residence Closing Hours:**

- 10:00 p.m. Monday through Thursday
- 1:00 a.m. Friday
- 12:30 a.m. Saturday
- 10:30 p.m. Sunday

#### B. **Quiet Regulations**

##### 1. **Quiet hours**

- a. Afternoons: 1:00-4:00 p.m. Monday through Thursday
- b. Evenings: 8:00 p.m. continuous to 11:00 the following morning Monday through Thursday
  - 1:00 a.m. Friday night to 11:00 a.m. Saturday
  - 12:30 a.m. Saturday night to 11:00 a.m. Sunday
- c. Additional quiet hours may be established by vote at General House Meetings.

**2. Shower hours**

6:30 a.m.-11:00 p.m. Monday through  
Thursday

6:30 a.m.- 1:30 a.m. Friday night

6:30 a.m.- 1:00 a.m. Saturday night

6:30 a.m.-11:30 p.m. Sunday

**3. Typing hours**

9:00 a.m.-10:00 p.m. Sunday through  
Thursday

9:00 a.m.-12:00 midnight Friday and Sat-  
urday

Typing at hours other than those listed  
above is permissible, but only in places  
designated by the House Council.

**4. Radio hours**

You are asked to have consideration for  
your neighbors when playing your radio  
or phonograph.

**C. Penalties for infractions of quiet regulations**

1. Individuals or groups showing persistent  
lack of consideration for any of the above  
quiet regulations will be referred to the  
House Council, and the following rules  
will apply:

a. 1st referral to House Council: One week-  
end night campused.

b. 2nd referral to House Council: Case is  
submitted to Judiciary - Legislative  
Board of A.W.S.

2. Any variations of quiet regulation penal-  
ties, proposed by individual housing units,  
are to be submitted to the A.W.S. Judiciary  
Board for its approval.

**D. General rules**

**1. Smoking rules**

a. Smoking is permitted in student rooms  
and designated smoking rooms.

b. There shall be no smoking in the hall-  
ways, living rooms, sun porches, phone  
booths, kitchenettes, stair cases, laun-  
dries, or lavatories.

Note: Smoking on sundecks will be decided upon by the House Council.

- c. Consideration should be shown for the roommate who does not smoke.
- d. Infractions and enforcement of the smoking rules will be dealt with by the House Council. A second offense will be referred to the Judiciary-Legislative Board.

## 2. Working permits

- a. Requirement—2.00 all college average and term preceding.
- b. Procedure
  - (1) Special occasions  
Obtain permit **in advance** from the Office of the Counselor for Women.
  - (2) Regular work  
Petition the Judiciary-Legislative Board of A.W.S. **in advance**.
- c. Hours
  - (1) Latest hours granted as work permission for returning to residence are 12:00 midnight Sunday through Thursday; 1:30 a.m. Friday and 1:00 a.m. Saturday.
- d. To sign out for working
  - (1) Give name, address and phone of employer
  - (2) Sign out on regular nightly sign out sheet.
- e. Other regulations
  - (1) No dates may be entertained while girl is taking care of children.
  - (2) At all times a girl returning after regular closing hours must be accompanied to her residence by someone from her place of employment, unless other arrangements are made in advance with the housemother.



**3. Callers in college residences (in women's residences):**

- a. Men callers are allowed five minutes to call for girls in the morning before regular hours, but they may not go into the lounges.
- b. The regular hours are 12:00 noon Monday through Saturday and 11:00 on Sunday.
- c. Calling hours for off-campus houses are 4:00 p.m. Monday through Friday.
- d. Hours when men are permitted in Recreation rooms of women's dormitories are:
  - (1) 9:00 p.m.-12:30 a.m. Friday night  
9:00 p.m.-12:00 midnight Saturday  
Saturday and Sunday 1:00 p.m. to 5:00 p.m.
  - (2) Requests for earlier opening hours on these days must be submitted to the A.W.S. Judiciary Board for approval.

**4. Hours in men's residences:**

- a. Women students may visit men's residences under the following conditions:
  - (1) The housemother **must be present**.
  - (2) Women may **not** go above the ground floor.
  - (3) Women students may **not** visit in men's residences during the morning hours.
  - (4) Women students may **not** remain in men's residences beyond the closing hours of women's residences (10:00 p.m. Monday through Thursday, 1:00 a.m. Friday, 12:30 a.m. Saturday, and 10:30 p.m. Sunday).

Note: These are the **maximum** hours permitted to women students. Individual houses have set up their

own more restricted hours to which **women students must conform.** A copy of the visiting hours of individual men's residences is on file in the A.W.S. office.

#### 5. **Overnight guests in college residences**

- a. All overnight guests must observe regular college closing hours and **must** be registered as the guest of a **specific student.**
- b. Hostess may not take an overnight while she has a guest.
- c. All guests must be arranged for and registered with the housemother in advance. Girls must also state the approximate time of departure.
- d. Overnight guests are allowed **ONLY Friday and Saturday** nights.
- e. Dormitory residents may have three guests per term. One visit may be considered either **Friday and Saturday** or just one night. A girl may **not** be a guest in a residence more than three times per term.
- f. Special emergency requests for guests during the week **must** be referred **in advance** to the Counselor for Women.
- g. Any infraction of the above rules will be dealt with severely by the Judiciary-Legislative Board of the A.W.S.
- h. A student hostess is responsible for her guests' behavior and she must assume all penalties contracted by her guest, **unless** the guest is also a student. If the guest is a student she must assume her own penalty.

## II. INFRACTIONS

### A. **Residence penalties**

1. A record of late minutes will be kept by the housemother. An accumulation of fifteen late minutes during the term re-

quires that the girl be automatically campused for one week-end night, and is made up as follows:

- a. First 15 late minutes: 1 weekend night within the following 2 weekends.
- b. Second accumulation of 15 late minutes: 1 complete weekend (consecutive Friday, Saturday, and Sunday nights) within the following 2 weekends.
- c. Third 15 late minutes: 2 full weeks, to begin immediately following accumulation.
- d. Repeated breaking of any residence rules will be dealt with by Judiciary-Legislative Board.

## B. Campusing

1. When a girl is campused she must:
  - a. Remain in her room after 8:00 p.m. until the next morning at 5:30 a.m.
  - b. Notify the housemother's office in person at 8:00 p.m. or before of intention to take campusing.
  - c. May not make or receive phone calls during her period of campusing.
  - d. May not receive any callers in her room, nor may her roommates have any callers in the room.
  - e. She may have one fifteen minute recess, but she may not make or receive any phone calls during this time. She must notify her floor counselor at the beginning and end of this period.
  - f. Have a sign on the door notifying the girls of the campusing.
2. In an emergency, campusing may be postponed or re-arranged by petitioning the Judiciary-Legislative Board. An additional penalty **may** be given in this case.
3. For sudden emergencies, postponement of campusing may be obtained by calling the

President of the A.W.S. Judiciary-Legislative Board or the Counselor for women.

**C. During exam week:**

1. If a girl acquires five late minutes which brings her total to fifteen, she must forfeit one weekend night. (campused)
2. If a girl acquires **any** five late minutes during exam week, she must forfeit one week night. (campused)
3. If a girl is unable to complete her camping during exam week because of early departure, the camping **will be carried over until the next term.**
4. If a girl has time to complete her camping and does not do so, her penalty will be doubled and carried over to the following term.

**III. PROCEDURES**

**A. Signing out:**

1. For the evening
  - a. If planning to be out of her residence after **8:00 p.m.**, each girl must sign **herself** out on the **daily signout sheet.**
  - b. Include the following on signout sheet:
    - (1) **Exact destination** so that you may be contacted in case of emergency, i.e., Michigan Theater, Library, A-2 South Campus.
    - (2) **Time of expected return** should be the **latest possible return** since students are considered late if they return after the time signed out for, even if within closing hours.
2. For functions granted time extensions.
  - a. This includes Lecture-Concert series, evening classes, dances, and other college functions for which a special time extension is granted by A.W.S.
  - b. Sign out on regular daily signout sheet.
    - (1) **The exact function attending.**
    - (2) The time granted for return.

3. For work and baby-sitting.
  - a. Work:
    - (1) Sign out for place of work on daily signout sheet.
    - (2) The time granted for return.
  - b. Baby-sitting:
    - (1) On daily signout sheet:
      - (a) Householder's address
      - (b) Time granted for return
    - (2) With housemother
      - (a) Name, address, and phone number of householder.
4. For overnight or weekend absences.
  - a. A girl must sign herself out before 10:00 p.m. on a special signout sheet, the **overnight absence sheet**, not on the daily signout sheet.
  - b. A girl must leave her residence before closing hours the night of her departure.
  - c. Include:
    - (1) Name of hostess, her full address and phone number.
    - (2) Date and time of departure.
    - (3) Date and time of expected return.

**B. Signing in:** (for all above cases)

1. After returning to residence, a girl is honor-bound to sign in the **exact** time of her return on the sheet on which she signed out.
2. A girl must return **within closing hours** even if she returns the day before she is due back.

#### IV. PENALTIES

**A. Signing out not according to instructions.**

1. A girl will receive a minimum of **5 late minutes** for failure to sign out **on the daily signout sheet**.
2. A girl will receive a minimum of **3 late minutes** for improper signing out on **the daily sign out sheet**.

3. A girl will receive **penalty from A.W.S.** for failure to sign out on **overnight absence sheet.**
4. A girl will receive **penalty from A.W.S.** for improper signing out on **overnight absence sheet.**
5. Students who sign out for one destination and go elsewhere will be dealt with by A.W.S. unless the housemother is notified and approves the change in plans.
6. A girl will receive 10 late minutes for signing out improperly for a special event given a time extension.

**B. For signing in not according to instructions.**

1. A girl will receive a minimum of 3 late minutes (maximum to be decided by the Judiciary-Legislative Board) for signing in **on daily sign out sheet incorrectly.**
2. A girl will receive **3 late minutes** for failure to sign in **on daily sign out sheet.**
3. A girl will receive a minimum of **6 late minutes** (maximum to be decided by the Judiciary-Legislative Board) for signing in **on overnight absence sheet incorrectly.**
4. A girl will receive **6 late minutes** for failure to sign in **on overnight absence sheet.**
5. A girl will receive **10 late minutes** for signing **another** girl in or out. The girl who has been signed in or out will also receive **10 late minutes.**

**V. FOR LATE RETURNING:**

**A. If delayed.**

1. **Call Housemother yourself** as to time of expected arrival, if possible, before closing hours. Word relayed by a friend will not be accepted.

2. **Wire** if you cannot possibly call as to time of expected arrival.
3. Call College 8-1511 and ask for your Housemother on her private line if your residence switchboard is closed.

#### B. **Penalty.**

1. A girl will receive **10 late minutes** if she fails to notify her Housemother of expected delay, plus the penalty decided by A.W.S. for being late.

### VI. PERMISSIONS

#### A. **Late Permissions:**

1. Definition: A late permission is a 1½ hour extension of time beyond the regular closing hour.
2. Each student will be granted a maximum of six late permissions a term. A student should consider late permissions a privilege. This privilege may be restricted or withdrawn by A.W.S. or the college **if the necessity arises. Use of late permissions in excess** of allotment will be **severely dealt with** by the Judiciary-Legislative Council. Students are therefore urged to keep track of their permissions and to check with the Housemother in advance if in doubt as to the number already used.
3. Arrangements for using a late permission must be made with the Housemother **before** closing hours by signing directly **with the Housemother** on a special sheet **as well as noting "late permission" on the regular signout sheet.** The student must personally telephone her Housemother **directly**, before her expected time of return to request use of a late permission and confirm its use on the special sheet when she returns.
4. The **penalty** for incorrect signing in or out for a late permission will be **three late minutes.**

5. Conditions governing use of late permissions:
  - a. **They may be used** at the discretion of the student, but **only Sunday through Thursday nights.**
  - b. Only **one** may be used **in any one night.**
  - c. A girl using a late permission may return before 11:30 p.m. but may not leave her college residence after the regular closing hour, nor may a girl come in and then go out during the time of her special permission.
  - d. Late permission during the week up until 12:00 midnight may be arranged **in advance** with the Housemother **by forfeiting one weekend night** (not Sunday) within the coming two weekends **for the extra half hour** past time allowed with the permission.
  - e. All college functions covered by the student activity book may be attended without using a late permission.
  - f. All college functions not included under "5" will require the use of a late permission. The Judiciary-Legislative Board will publish a list of functions which do not require late permissions each week.
  - g. Permission for plays, concerts, and lectures held in Lansing covers the duration of the program plus direct return to the residence. One late permission covers each such approved program. The Housemother must be notified **in advance** and the ticket stub must be presented to her upon return.
6. Cancellation: If a student does not use her late permission after requesting it, she must so report to the Housemother directly upon her return to her residence in order to save this permission for another time.



7. Use of late permission Sunday night: A late permission Sunday night allows a girl to remain out until 12:00. When women are returning from out-of-town, they should plan to **be in East Lansing by 10:30 and use their permission only in case of emergency.**

#### **B. Overnight permissions:**

1. Permission to be absent from a college residence **to stay overnight or longer** must be sent directly by the parents to the Housemother before the student may be permitted to leave her college residence. This may be covered by the A.W.S. "yellow slip" sent by parents to the Housemother.
2. Permission to stay in an out-of-town hotel must be sent **directly** from parent to the Housemother **each individual time** a girl wishes to stay overnight in a hotel. The Michigan League in Ann Arbor is considered a hotel.
3. A student is permitted to remain overnight in a **Lansing hotel ONLY** with her **parents**, and then only if her parents talk to the Housemother **directly**.
4. Each student may have **one overnight permission in EITHER** Lansing OR East Lansing (within city limits) each term which can be taken at any time providing she has permission as stated in Part 1 or 6 of this section. This means **one night, not a complete weekend.**
5. Each student is granted two overnight permissions in another college residence a term which can be taken at any time that guests are allowed. A college residence is a residence where hours are kept, i.e., dormitory, cooperative house, approved off-campus house, or sorority house.

6. A girl may take no overnights after a dance without **specific written permission from home** in advance of **each occasion** unless she is to stay in another college residence.

a. The student may request that the house-mother call the parents collect and receive the permission.

**C. Senior Permissions for Spring Term:**

1. Senior closing hours will be 11:00 p.m. Sunday through Thursday.

2. 12:00 midnight permission is granted if attending Wednesday night senior parties when they are scheduled.

3. Seniors may come in the house between 10:00 and 11:00 p.m. but cannot leave the residence after 10:00 for any reason.

4. A senior may use her six late permissions for 11:30 Monday through Thursday and for 12:00 midnight Sunday. Late permissions do not at any time extend beyond 11:30 p.m. Monday through Thursday, and 12:00 midnight Sunday.

5. Senior privileges are granted to:

a. **Seniors graduating spring term**, who **do not need** to petition.

b. Seniors graduating at the end of summer, fall or winter term, and Junior Medical Technology students **must petition** Judiciary-Legislative Council to **obtain senior privileges**, and must have an all-college 2.00.

c. Senior privileges are granted only **once** to any one student and only during spring term.

**D. Special Permissions:**

1. Women may leave their residence before 7:00 a.m. if they consult their Housemother the night before. If leaving before 6:00 a.m. consult the Counselor for Women's office in advance.

2. A girl who finds it necessary to return between 11:30 p.m. on weeknights (or 12:00 midnight Sundays) and 7:00 a.m. must have special permission from the Counselor for Women **in advance** and must make arrangements with the Housemother.
3. College residences close officially at 8:00 p.m. of the final night of exam period. Any girl wishing to remain in a college residence later than 8:00 p.m. on this night or more than 24 hours after her last exam must see the Counselor for Women.
4. Consult the office of the Counselor for Women at all times for any special consideration or any advice as to procedure.

## VII. GENERAL INFORMATION

### A. **Final Examination Week Regulations**

1. Regular closing hours will be observed during final week. Late permission may be used.
2. **Quiet hours are continuous.** They begin the night before examinations start. House council may set the beginning day ahead.
3. Students must leave their residences no later than 24 hours after their last examination. Those wishing to remain longer must get permission from the Counselor for Women's office.
4. Guests are not permitted the weekend preceding finals nor at any time during exam period.

### B. **Other Regulations**

1. Individual houses may decide whether or not Senior women (with Senior Permission) may have guests between 10:00 p.m. and 11:00 p.m.
2. Senior women must leave their residences 24 hours after graduation unless the Judiciary-Legislative Board sets a different time.
3. After graduation all senior hours are void. Regular hours will be observed.

## *At Your Service*

Students, here's your chance to buy your textbooks cut-rate!

A.W.S. is offering a big service to all students. STUN, Student Texts, Used and New, has been set up to enable you to buy books at a fair rate.

### WANT TO SELL A BOOK?

Come to the A.W.S. office and purchase a card for a nickel. List your book in the STUN files and a buyer will be calling you.

### WANT TO BUY A BOOK?

Come to the A.W.S. office and ask STUN for the book you want. You pay a nickel for the card, see the owner, and the book is yours for the price asked on the card.

If the book you desire is not listed, fill out a request card and your troubles are over.

STUN will operate from the beginning of each term to the end. The first three days of classes you can find STUN in the concourse of the Union. After that it will be located in the A.W.S. office, third floor of the Union.

You can find not only books but also equipment needed for drawing courses in STUN files.

STUN is inexpensive, easy, fast, and no red tape attached!

### WANT TO BE OF SERVICE?

Then watch that point average. Every Spring, Tower Guard, the Sophomore women's honorary, and Mortar Board, the Senior women's honorary, look for the gals with the high scholastic averages who have demonstrated their characteristics of high character, leadership, and service.

Tower Guard is our local service honorary, a group already famous for helping poor lost souls at registration, reading to blind students, and working on numerous other jobs with other organizations.

Mortar Board is a national service honorary, very well known and very highly regarded. Is there anything with which your organization would like some help? Call on Mortar Board. Its program is filled with many tasks, but it can always squeeze in one more!

Who the new members of these groups will be is a big secret not to be divulged until the lovely tapping ceremonies at the May Morning Sing. But if you'd like a hint as to who the new members are to be, keep a sharp ear open the night before, 'cause both groups will be serenading at the places where their members-to-be live. It might be **YOU!**

## *Merit System*

Are you taking part in any extracurricular activities? Then give a look to our Merit System. The A.W.S. Activities Board has set up this system this year as an experiment. Previously it has been a Merit and **Limitation** System to foster interest and participation in activities, and, at the same time, to limit an individual's participation. This year we are trying to inaugurate the Merit System. We feel that the Spartan Coed will limit herself to the activities that she is sincerely interested in and that she can handle without damaging her scholastic average.

The Activities Board is counting on you to make this program a success. It also asks that, if you have any recommendations concerning the system, you come to its meetings or tell your Activities Board representative about them. Your comments will help us in formulating a proposed amendment to the A.W.S. Constitution concerning the Merit and/or Limitation System.

Membership and individual offices held in the various organizations are awarded set points correlated with the time, energy, and service devoted to the group and to the college.

Your Activities Board representative will be asking you each term to bring your activities up to date on a Merit Card that she keeps on file with the cards of your housemates. Be sure to list **all** your activities, because they will serve you well. While you're in school they serve as references for organizations, such as Tower Guard, Mortar Board, sororities, and others, when they are seeking women eligible for membership. After you graduate, this information is kept on file in the Counselor for Women's Office among permanent college records. They're very good reference material for future employers, too.

Listed below are the points allotted for all activities. "Co-op" is used to include off-campus housing.

## MERITS

### 50 POINTS:

Editor of Spartan  
Editor of State News  
Editor of Wolverine  
President of Student Council

### 40 POINTS:

Advertising Manager of Spartan  
Associate Editors of State News  
Associate Editors of Wolverine  
Business Manager of State News  
Business Manager of Wolverine  
Co-chairman of Activities Carnival  
President of A.W.S. Activities Board  
President of A.W.S. Judiciary Board  
President of a sorority  
Women's Editor of State News

### 35 POINTS:

Circulation Manager of State News  
Comptroller of State News  
President of Union Board

### 30 POINTS:

Advertising Manager of Wolverine  
Assistant Business Manager of Wolverine  
Associate Editors of Spartan  
Business Manager of Homesteader  
Editor of Homesteader  
Editor of Veterinarian  
President of:  
Any club or honorary not listed  
Campus Chest Board  
D. P. Board

Home Ec. Senior Board  
Mortar Board  
Off-campus Council  
PanHellenic Council  
Religious Organizations  
    Canterbury Club (Episcopal)  
    Christian Science Organization  
    Christian Student Foundation  
    Friends Society (Quakers)  
    Gamma Delta (Lutheran, Missouri Synod)  
    Hillel (Jewish)  
    Lutheran Student Association  
    Newman Club (Catholic)  
    Spartan Christian Fellowship  
S. W. L.  
Tower Guard  
W.A.A.  
W.C.L.  
W.S.S.F. Council  
Y.W.C.A.

Treasurer of a sorority

**25 POINTS:**

Advertising Manager of Homesteader  
Advertising Manager of Veterinarian  
Advertising Sales Manager of Spartan  
Assistant Advertising Manager of Spartan  
Associate Editor of Veterinarian  
Business Manager of Spartan  
Chairman of Big Sisters  
Circulation Manager of Spartan  
Co-chairman of an all-college function  
Exchange Editor of Spartan  
Office Manager of Wolverine  
Officer other than president of:  
    Any club or honorary not listed  
    A.W.S. Activities Board  
    A.W.S. Judiciary Board



Campus Chest Board  
Chairman of standing committee of any  
organization  
D. P. Board  
Mortar Board  
PanHellenic Council  
Religious Organizations (as listed)  
Student Council  
S.W.L.  
Tower Guard  
W.S.S.F. Council  
Y.W.C.A.

## 20 POINTS:

Accounting Manager of Veterinarian  
Active participation in cast of college play  
Athletic chairman of dormitory, co-op, or  
sorority  
Cabinet of Y.W.C.A.  
Circulation Manager of Wolverine  
Director of Union Board  
House Manager of co-op or sorority  
Member of:  
A.W.S. Activities Board  
A.W.S. Judiciary Board  
Intercollegiate Athletic Team  
Mortar Board  
PanHellenic Council  
Student Council  
Tower Guard  
W.C.L.  
Office Secretary of A.W.S.  
Officer of Home Ec. Senior Board  
Pledge Trainer of Sorority  
President of Dormitory or Co-op  
Rushing Chairman of Sorority  
Social Chairman of a Living Unit

### **15 POINTS:**

Active participation in crew of college play  
Board and appointed officers of S.W.L.  
Cabinet of W.A.A. or Y.W.C.A.  
Choral groups  
Corresponding secretary of sorority  
Debate Team  
Instrumental groups, such as orchestra, concert  
band, varsity band  
Junior and Senior Class officer  
Recording secretary of sorority  
Speaker's Bureau  
Vice-president of sorority

### **10 POINTS:**

Chairman of a Sub-committee for an all-college  
function  
Member of:  
Any publication  
Campus Chest Board  
D. P. Board  
Home Ec. Senior Board  
Religious Organizations (as listed)  
Sub-committee of Union Board  
S.W.L.  
W.A.A.  
W.S.S.F. Council  
Y.W.C.A.  
Officer of Sophomore or Freshman class  
Scholarship chairman of sorority

### **5 POINTS:**

A Big Sister  
Member of:  
Any club or honorary not listed  
Intramural Athletic Team  
Social Committee of Dormitory  
Social sorority  
Sub-committee for an all-college function

# *Constitution*

## ARTICLE I

### NAME AND OBJECTIVE

- Section 1. The name of this association shall be the Associated Women Students of Michigan State College.
- Section 2. The objectives of this association shall be:
- a. To establish and administer a representative form of government whereby the interests of all women students shall be protected and served.
  - b. To determine and maintain such standards of conduct as will reflect creditably on the college and its students.
  - c. To serve as coordinator of women's activities and to promote the participation of women students in all co-curricular activities.
  - d. To limit individual women students from over participation in activities in order to promote their high academic and performance standards.
  - e. To foster among women students friendship, happiness and a personal sense of responsibility to themselves and to Michigan State College.

## ARTICLE II

### MEMBERSHIP AND FINANCE

- Section 1. All undergraduate women shall be ipso facto members of the Associated Women Students by virtue of the payment of fees at the time of registration.

Section 2. Each member is responsible for a knowledge of the constitution, by-laws and regulations of the association.

Section 3. The A.W.S. Executive Council, shall, in accordance with college regulations, draw up in the spring term, and present to the college treasurer a proposed budget of funds necessary for the following year. The total amount of the budget will be subject to approval by the college Treasurer and the Faculty Committee.

### ARTICLE III

#### ORGANIZATION OF A.W.S.

Section 1. Membership.

a. Judiciary Legislative responsibility is vested in a Judiciary-Legislative board composed of the following elected representatives:

From each dormitory—

1 representative

From the Cooperative houses—

1 representative

From off-campus houses—

2 representatives

From the sorority houses—

3 representatives

Dormitory representatives shall be elected by the women of their residences. The mode of election of off-campus and cooperative representatives shall be decided upon by their respective councils. The three sorority houses to have a representative shall be designated in accordance with a rotation system of PanHellenic Council. Candidates from these houses shall be elected by their respective housemates.

- b. Responsibility for women's activities shall be vested in the Activities Board, composed of the following elected representatives:

From each dormitory—

1 representative

From the Cooperative houses—

1 representative

From the off-campus houses—

1 representative

From the sorority houses—

3 representatives

Activities board shall also include one representative from each of the following organizations: Spartan Women's League, Y.W.C.A., W.A.A., Tower Guard, Mortar Board, and Town Girls. All representatives shall be elected in same manner as Judiciary Legislative Board members.

- c. The executive council shall periodically review the representation on each board and shall be authorized to recommend to both boards for a vote, any modification of the representation system which would assure lines of communication between living groups and organizations.
- d. Any elected member absent from the college for one term of her own volition or through ineligibility shall permanently forfeit her office to the candidate receiving the next highest vote. Should the runner up be ineligible or not in attendance in school, a new election shall take place at that residence to determine the new member. Should a member's absence of one term be through

circumstances beyond her control (practice teaching, Merrill Palmer, etc.), she shall resume her duties upon her return to the campus. In no instance may a member resume office if her absence is of more than a term's duration.

- e. If a dormitory, sorority, cooperative, or off-campus representative to the Judiciary-Legislative or Activities Board withdraws from her position because of change of residence or for other reasons, the candidate having received the next highest vote at the time of election shall take office. Should this runner up be ineligible or not in attendance in school, an election should be held in the residence or organization within the next two weeks to fill the vacant position. Until that time the position should be filled by an alternate.
- f. The term of office for these members shall be one year. It shall begin on the first meeting following election, and shall end after the joint meeting with the incoming council the following spring term.

## ARTICLE IV

### OFFICERS AND ELECTIONS

Section 1. The officers of Activities Board shall be president, vice-president, secretary and treasurer. The officers of Judiciary-Legislative Board shall be president, vice-president, secretary and treasurer. The officers of both boards shall constitute the Executive Council of A.W.S. Candidates for president of each board shall have served on their respective boards at least two terms,

not necessarily the term previous, and shall be from the incoming senior class. They shall be nominated by the outgoing board and elected by women students in a campus election. The candidate having the second highest number of votes shall fill the office of vice-president. The remaining officers shall be nominated and elected by the members of the incoming board at its second meeting.

Section 2. The time of election will be determined by the Executive Council.

Section 3. Duties of the officers:

- a. The presidents shall call and preside over all meetings of their respective boards. They shall have power to make all committee appointments with the approval of the Executive Council. They shall perform the general duties of an executive. Both presidents shall attend all Student Council meetings and give a report of these meetings to their boards. The vice-president shall substitute for the president of her board in her absence. The president of Judiciary-Legislative Board presides over meetings of the Executive Council.
- b. The vice-presidents shall assume the duties of the presidents in their absence. They shall be responsible for all publicity concerning the organization and shall maintain a scrapbook.
- c. The secretary shall record all minutes of the meetings and take care of all correspondence.

- d. The treasurer shall perform the duties that regularly pertain to that office and shall advise with the College Comptroller.
- e. The A.W.S. office secretary is an ex-officio member of the Judiciary-Legislative Board.

## ARTICLE V

### MEETINGS

- Section 1. The Activities Board and the Judiciary-Legislative Board shall meet separately Tuesday night of each week and hold occasional joint meetings. Additional meetings of either board may be called by its president.
- Section 2. Absences shall be excused only for a valid reason and must be approved in advance by the president. Three unexcused absences from the meetings shall automatically constitute recall of elected members. Whether excused or unexcused, the representative, if unable to attend, shall send an alternate as pre-arranged with the president.
- Section 3. The delegates to the A.W.S. convention shall be the Presidents-elect of the Activities Board and the Judiciary-Legislative Board. Upon their return from this convention, the delegates will present a report in writing to the Activities Board and the Judiciary-Legislative Board.
- Section 4. Both the Activities Board and the Judiciary-Legislative Board will hold an annual meeting with the incoming boards. Officers and committee chairmen will read their reports of the year's work and the representatives will read reports of the year's work in their organization or residence.



Section 5. Installation of the new presidents will take place in a public ceremony on Lantern Night.

## ARTICLE VI

### DUTIES

Section 1. The duties of the Executive Council shall be to study and to plan general policy of A.W.S. as a whole for discussion and approval of the boards. They shall determine the time of the joint meetings and they, with the assistance of the advisors, shall select the office secretary.

Section 2. The duties of the Activities Board shall be:

- a. To formulate and further such policies and plans as shall be of all-campus interest to women students. All campus projects may be presented to this group by committees or individuals wishing co-operation from women's organizations.
- b. To act as a coordinating body for women's activities in their residences and organizations.
- c. To approve election schedules submitted by various organizations.
- d. To appoint committees for specific projects.
- e. To enforce Merit and Points Limitation.
- f. To supervise and promote projects such as:

STUN book exchange  
Big Sister program  
Activities Carnival  
Leadership training

g. To set up qualifications for A.W.S. officers and representatives to the boards.

Section 3. Living group representatives shall serve as activities chairmen in their respective residences.

Section 4. The duties of the Judiciary-Legislative Board shall be:

a. To hear and judge disciplinary cases and consider judiciary matters. Disciplinary cases shall have the right to appeal to the council in person.

b. To have jurisdiction over house rules.

c. To interpret A.W.S. rules.

d. To supervise and verify house reports.

e. To promote projects of Activities Board.

f. To initiate each year the revision of the A.W.S. Handbook.

Section 5. The duties of the Judiciary-Legislative Board representatives in the dormitories are:

a. To supervise elections.

b. To conduct house meetings in the absence of the regular officers.

## ARTICLE VII

### BY-LAWS

Section 1. The Associated Women Students shall have the power to enact, interpret, and enforce the by-laws to accomplish its objectives.

## ARTICLE VIII

### ADOPTION

Section 1. This constitution shall be declared in effect upon a majority affirmative count of the votes cast by the women

students of the college at an election to be specified by the Judiciary-Legislative Board.

ARTICLE IX  
AMENDMENTS

Section 1. Amendments may be made to the constitution by a majority of the votes cast by women students of the college at any election specified by the Judiciary-Legislative Board. Such amendments must be posted in written form in dormitories, A.W.S. office, women's gymnasium and other women's buildings ten days before the appointed date of the election.