

1964 -

The Official Women's - 1965

# Handybook



how to play ball at Centre College: girls' rules

WOMEN'S HANDBOOK

1964 - 1965

PUBLISHED BY THE WOMEN'S  
STUDENT GOVERNMENT  
ASSOCIATION

Editor - Lory Emory (Secretary, Women's Student Council)

## TO THE WOMEN STUDENTS OF CENTRE

The Women's Student Council is pleased to present this new edition of the handbook for 1964-1965. Much time has been spent in its preparation; many rules have been revised and items have been added, with the view in mind that the handbook should be an interesting and useful source of advice and information concerning dormitory life and student government.

Since an understanding of the rules and principles is expected of all students, you will want to use this booklet often. Suggestions regarding the improvement of it or of any phase of student government are welcome and encouraged.

To new students we extend a special welcome as you join us at Centre. We take pride in the function and quality of our student government and know that you will want to take an active part in it.

THE WOMEN'S STUDENT COUNCIL

## THE WOMEN'S STUDENT COUNCIL

Each woman student is a member of the Women's Student Government, which is designed to give each student the privileges and responsibilities of self-government.

Officers of the Student Council for 1964-1965 are:

|                               |                 |
|-------------------------------|-----------------|
| President                     | Paula Jeffries  |
| Secretary                     | Lory Emory      |
| Treasurer                     | Susan Hyman     |
| Honor Code Committee Chairman | Trisha Gilham   |
| Judicial Committee Chairman   | Bonnie Butts    |
| President of Acheson House    | Harriet Ford    |
| President of Caldwell House   | Betty Blandford |
| President of Cheek House      | Marcy McCauley  |
| President of Evans House      | Karen Willis    |
| President of Yerkes House     | Judi Gregory    |
| Senior Class President        | Nancy Gunn      |
| Junior Class President        | Nancy Sweazy    |
| Sophomore Class President     | Pam Ronsheim    |
| Freshman Class President      | To be elected   |
| Politan President             | Betty Bohon     |



## PRINCIPLES OF THE WOMEN'S STUDENT COUNCIL

Along with the willing and intelligent observance of the rules set up by the Women's Student Council, the college expects a high standard of social and moral conduct and reserves the right to ask any student to withdraw if her presence on campus is undesirable.

## HONOR SYSTEM

### ACADEMIC HONOR SYSTEM:

The women students of Centre College live under an Academic Honor System. Individually and collectively they must conduct themselves in accordance with standards of honesty and truthfulness.

1. They will neither give nor receive unpermitted aid in class work, in the preparation of reports, or in any other work that is to be used by the instructor as the basis for grading.

2. They will not carelessly or intentionally use direct quotations from source material for a report or paper without giving proper credit to the author of the source.

3. They will not violate the rules of the library by:

a. Taking any book from the library without permission.

b. Injuring any book, pamphlet, or other document belonging to its collection.

### Classroom Procedure:

1. The faculty are requested to present tests and examination questions in a manner to promote the effectiveness of the Honor System.

2. Faculty members do not proctor any tests in any classes containing only women students.

3. Students take the responsibility for maintaining order in the class-

room so that each person may work without interruption.

4. Women students are at liberty to leave the classroom whenever they like, but must complete the test in the required time. While out of the classroom they should not discuss the examination even in a casual way.

6. Each student shall sign a pledge at the end of each examination in the designated pledge words:

"I have neither given nor received any aid on the examination, nor have I seen any given or received."

#### Reporting:

1. A student who knows that she has been intentionally or unintentionally guilty of breaking the Honor System shall report herself to the Judiciary.

2. Any student witnessing an infraction shall report it to the Student Judiciary immediately.

3. The faculty shall report any evidence of dishonor or plagiarism to the Judiciary.

## PERSONAL INTEGRITY SYSTEM FOR SOCIAL LIFE AT CENTRE COLLEGE:

The women students of Centre College have chosen to live under a system of personal integrity. This system is fundamentally a way of life in which students make a contract with each other to maintain an atmosphere of honesty and frankness. As such, this system cannot be a set of rules of an inflexible code of behavior. What is expected is simply for every student in all her activities, in all her relationships, to preserve her own and other's personal integrity. Each woman is responsible for her own and for all women's actions in upholding the rules set by the women and by the college.

### Reporting:

1. Women students are encouraged to report themselves to the Student Judiciary for any infraction of a school rule.

2. Any student witnessing an infraction of a rule may speak to the offender in order to correct her action or to suggest that she report herself to the Judiciary, or she may refer the case to anyone she feels is more qualified to help correct the situation, such as: a roommate, any member of the Honor Code Committee, the Dean of Women, or any member of the Lower or Higher Judiciary. Cases reported to persons other than Judiciary members will be turned over to the Judiciary if it is felt that they can better solve the problem.

3. Every student is expected to live up to her responsibilities under this system. Immediate reporting is not necessary, but action must be



taken to insure respect for fellow students and the school.

#### Student Orientation:

Each new student will be expected to sign the following pledge:

"I promise to live in accordance with the standards of honesty and truthfulness in all phases of academic life as set forth in the Honor Code. I will do my share and will take an active part in seeing to it that others as well as myself uphold the spirit and responsibilities of the social system of personal integrity."

#### Honor Code Committee:

The Honor Code Committee is made up of two representatives from each class and a chairman who is elected by the student body. As it is a standing committee of the Student Council, the members are chosen by the Student Council.

The principle duty of the Honor Code Committee is to inform students and faculty of what is expected of them in upholding the Academic Honor System and the Personal Integrity System. This committee has no judicial power, but is an advisory council to the judiciaries.

Trisha Gilham is chairman of the Honor Code Committee, and it is her responsibility to call the meetings of the committee whenever necessary. The chairman also represents the honor Code on the Women's Student Council.

The following women are members of the Honor Code Committee for  
1964-65:

Emily Dawn  
Louise McPherson  
Alice Lawrence

Harriet Morgan  
Carla Miller  
Jennifer Smith

## WOMEN'S STUDENT JUDICIARY

### LOWER JUDICIARY:

Each residential unit is represented by its own judicial body. This "Lower Judiciary" is composed of one representative from each floor and a "floater" chosen from any floor. Each representative must have been a resident student at Centre for at least one semester.

The House President will serve as head of her respective dormitory judiciary system and will attend monthly meetings of all house presidents.

Each woman at Centre College has a part in the function of the Women's Judiciary. Whenever a fellow student commits an offense or breaks a rule, she is to be reported immediately to the dorm president (Acheson - Harriet Ford, Caldwell- Betty Blandford, Cheek - Marcy McCauley, Evans - Karen Willis, Yerkes - Judi Gregory). The Judiciary Board maintains principle responsibility for disciplinary action.

The Lower Judiciary must also check the "sign out" books each week in its regular meeting. A copy of the minutes from this meeting must be sent to the secretary of the Higher Judiciary by Tuesday of that week.

### HIGHER JUDICIARY:

The Higher Judiciary Board is composed of two juniors, two seniors, and the president (a senior). Campus-wide election determines the composition of this board. The Higher Judiciary will act only on those cases referred to it by the Lower Judiciary (dorm councils).

Members of the Higher Judiciary Board for 1964 - 1965 are:

President-----Bonnie Butts

Senior Members-----Gail Wilson

Jane Burch

Junior Members-----Babs Wilson

Martha Denham

Each woman student at Centre College is asked to support the student judiciary by studying the handbook and by knowing the rules. A good policy to follow: if in doubt, ask. Remember--ignorance is no excuse!



## DORMITORY LIFE

### ABSENCES:

#### Absence from the residence:

Whenever a student leaves her house after 7:00 P.M. or expects to be out later than 7:00 P.M., except for dinner on campus, she signs out on the resident book. As soon as she returns, she signs in. If a girl is out after 7:00 P.M. but has failed to sign out, she must call the desk hostess, who will sign her out.

No women student may leave the campus alone after dark unless she is driving a car.

No student may leave the house before 6:00 A.M. without special permission.

Precise destination should be given if possible so that a student may be located for an emergency.

Any sophomore, junior, or senior, and any second semester freshman may have unlimited evening engagements.

#### Overnight Absences:

For each overnight absence a student must sign a card in advance with the resident director as well as on the resident book.

Each girl may have unlimited overnight absences but only on Friday and Saturday nights. Overnight visits may be taken only in places where there

is a chaperon accepted by the college. Married students attending college are not accepted chaperons.

Overnight absences in Danville are to be taken only on Saturday night. Permission to spend the night in Danville will be granted only after the hostess has communicated by note or telephone with the office of the Dean of Women before noon Saturday.

Resident students may not take an overnight absence on the night of a dance if they plan to attend the dance.

Students taking overnight absences must leave in time to reach their out-of-town destinations by the time that the Centre residence halls close. Any exception to the rule such as unusual arrangements at vacation periods must be made with the Dean of Women.

#### CLOSING TIME:

The residences close at 10:30 P.M. on Monday, Tuesday, Wednesday, and Thursday. On Friday they close at 11:00 P.M., on Saturday at 12 midnight, and on Sunday at 11:30 P.M. Should an emergency make it impossible to return before closing time, the student must telephone the hostess in her hall, giving reasons for her delay. Each girl is allowed "ten minutes of grace," that is, she may be late a total of ten minutes per semester without receiving a penalty, providing the housemother is called. After the accumulation of ten late minutes, penalties will be given. This regulation applies not only to unavoidable delays in Danville, but also to delays when a girl is out of town for the day or a weekend.

Women students must have returned from vacations before the dorm

closes the night prior to the day classes resume. The closing time may be extended until 12 for students using public transportation with permission of the Dean of Women.

#### LATE PERMISSIONS:

All women students may have a limited number of 1:30 A.M. permissions on Saturday nights, the number depending on the class to which the student belongs. The exact number for each class will be announced at the beginning of each year. This privilege can be denied for the rest of the year if a girl is late from a 1:30 permission.

#### DRESS REGULATIONS IN THE DORM AREA:

Women must be adequately dressed in the public areas of the residences (parlors, basements, front hall) when the dorms are open. Shorts or cut-offs are fine, but women are asked not to come to the lower two levels of the dorms barefooted or in rollers between noon and closing time.

Cut-offs and jeans may be worn only in the general dorm area, not on the main campus. Bathing suits may be worn in the public dorm areas if covered by a trench coat.

Sports attire (bermudas, slacks, cut-offs, etc.) may be worn going off campus only if by car.

## HOUSE MEETINGS:

Once a week each dorm president will conduct a house meeting of all the women living in that dorm. These are for the purpose of clearing up any small living problems, making general announcements, and clarifying new rules or privileges. House meetings are compulsory - role is taken.

## FRESHMAN REGULATIONS:

### Junior Sponsors:

Junior Sponsors are outstanding members of the Junior class chosen each year to live in the freshman dormitories, to assist the new students in every way possible. Two sponsors live on each freshman floor and act as counselors during the year.

This year's Junior Sponsors are:

|                             |                  |                 |
|-----------------------------|------------------|-----------------|
| Karen Willis (head sponsor) | Marian Musterman | Jean Somerville |
| Susan Hyman                 | Trisha Gilham    | Babs Wilson     |
| Peggy Craig                 | Debbie Gummere   | Laurie Lewis    |
|                             |                  | Marcy McCauley  |

### Closed Study Hours:

In order to develop regular study habits, freshmen have closed study hours from 7:00 to 10:30 p.m. Sunday through Friday, during which time they must be in their rooms or in the library. They may take a fifteen minute



Break between 8:45 and 9:00.

Each freshman must be in her own room and must have her light out at 11:30 p.m. Monday through Friday. After this time only emergency long distance calls may be received. There will be no definite "lights out" on Saturday night. Each freshman may have six "late lights" a month, for which she must sign up with her Junior Sponsor.

#### Dates:

First semester freshmen may have four evening engagements a week. The dating week starts on Monday, and dates begin at 7:00 p.m. A date is any activity other than study in one's room, study in the library (without the aid of a boy), play practice, language movies, and community concerts.

First semester freshmen are allowed two 1:30 permissions during that semester. After first semester the number will be increased.

#### Overnight Absences:

Freshmen may not take their first overnight absence until after they have been in college four weeks.

#### Signing Out:

A freshman must sign out if she leaves the house during closed study hours. She must sign "date" if she is with a boy, even if they stay on campus.

#### TELEPHONES:

Only the pay phones may be used for making long distance calls, even if the charges are reversed. The penalty for violating this rule is \$5.00 plus the cost of the call.

#### OVERNIGHT GUESTS:

Overnight guests are welcome on Friday and Saturday nights. Your guest must abide by all the College regulations and you are responsible for her actions. Previous arrangements should be made with the resident director for her accommodations. The charge is \$1.00 per night. Sheets and towels will be furnished.

#### QUIET HOURS:

Sunday through Friday, quiet hours are observed from 8:00 a.m. to 12 noon and from 1:30 to 5:00 in the afternoon. They begin again at 7:00 p.m. On Saturday quiet hours are from 8:00 to 11:30 a.m.

#### ROOMS:

The maid will empty the trash and do light cleaning daily, but you are expected to make your own bed before class.

You are not to nail, tack, or paste anything on the walls or woodwork of your room except with masking tape or adhesive picture hangers. Undue

damage to the room or the furniture must be paid by the student.

No changes in rooms or roommates are permitted without the approval of the Dean of Women.

The college is not responsible for the loss of personal possessions. Valuables may be locked in the closet or may be filed in the office of the Dean of Women (Yerkes House).

In the case of suspected theft, notify either the president of the Judiciary or your dorm president, who will notify the Room Check Committee. The Room Check Committee consists of the president of the Judiciary, the dorm president, and other appointed members.

#### FIRE DRILLS:

Fire drills are held, and supervised by, the Women's Student Council. Monitors are elected on each floor.

Each student is responsible for knowing and applying the following rules:

1. Keep quiet to prevent confusion.
2. Turn on lights and leave your door open so that the monitors may check quickly each room.
3. Close your windows to prevent draft.
4. Put on shoes and coat to protect you outside the building.
5. Bring a towel; if there were a fire, you would need one to cover your face.
6. Wait to be checked by the monitor as you leave.

## SOCIAL REGULATIONS

### CALLERS:

The social rooms in the women's residences are closed to men callers until noon. Your date may call for you before noon but you may not remain in the parlors.

Men callers, including relatives, may not go into the bedroom areas except on the first and last days of school.

### FRATERNITY VISITS:

Women students may visit the social rooms of fraternity houses only after 12:00 noon and only if the housemother is present. The housemother will signify her presence by leaving her door open, and it is the girl's responsibility to check for this upon entering the house.

### SMOKING:

Centre insists upon strict observance of the following smoking rules which are necessary for good appearance and, more important, for your protection.

Do not carry a lighted cigarette out of the dining commons or in the lunch line. Do not carry a lighted cigarette on the street, or in any other place where your doing so will make you conspicuous.

Do not smoke in bed. Do not place a lighted cigarette on any piece of



furniture, window sill, or any wooden surface. Do not flick ashes on the floor or stamp out cigarettes on the floor. Use ash trays or metal waste baskets.

Smoking is prohibited in the following places: all classrooms and laboratories, the chapel, library reading room, gymnasium playing floor, and all other places designated by NO SMOKING signs.

#### DRINKING REGULATIONS:

In agreement with the stated principles of the General Assemblies of the Presbyterian Church, the College urges its students to adopt a standard of abstinence from alcoholic beverages while they are a part of its academic community. Intoxication or disorderly conduct is sufficient cause for immediate suspension or dismissal. The Student Congress and its subsidiary organizations, under the general supervision of the Faculty, are vested with the authority to establish specific regulations governing student social life.

The use of alcoholic beverages in any public place or any campus-wide social functions is prohibited. A "campus-wide social function" is defined as one to which students generally are invited.

No fraternity or other group may provide alcoholic beverages for its members or guests.

No alcoholic beverage containers may be publicly displayed at any time.

Many questions have been posed in reference to the General Regulations Governing Alcoholic Beverages, as stated above. The Student Congress deemed it proper to interpret these regulations prior to putting them into effect.

The following is a series of definitions and interpretations, to be used in clarifying the regulations.

#### A. A Public Place

A public place is defined in common law as:

"A place to which the general public has a right to resort; not necessarily a place devoted to the uses of the public, but a place which is in point of fact public rather than private, a place visited by many persons and usually accessible to the neighboring public."

Examples of this on the Centre College campus are Sutcliffe Hall, Cowan Hall, the two lower levels of the dormitories, classrooms and office buildings, and all ground of the college including parking lots.

Specific examples off campus are all areas of Herrington Lake open to the general public, and all commercial establishments in Boyle County and elsewhere. This list is by no means intended to be allinclusive, but is merely to be used as a guide.

#### B. A Campus-Wide Social Function

A college social function or campus-wide party is understood to mean a gathering to which all students are invited. The term "Campus-wide" is not intended to include fraternity parties which are held within the fraternity houses. Use of alcoholic beverages at any campus-wide function, be it social or otherwise, as well as at any public place, is specifically prohibited.

### C. The Centre College Community

A person is considered a member of the Centre College Community as long as he is registered at Centre. As a member of the Centre College Community, the student is subject to all rules of the College. A student is responsible to the College and to the Student Judiciary for his conduct during the academic year. Any misconduct by the student which adversely reflects on himself or the College at any time during the academic year is considered sufficient cause for reprimand or dismissal.

### MISCELLANEOUS:

In the interest of good taste, the college asks you to keep your love life as private as possible. All lounges of the men's and women's residences and of any other college buildings are public places.

## GENERAL DRESS REGULATIONS

In classrooms, laboratories, chapel, convocation, the library, and main floors in Sutcliffe Hall regular school clothes are required, such as skirts and blouses, skirts and sweaters, or casual dresses.

Sports clothes are permitted in the dorm area. Bathing suits may be worn in the dorm area if covered by a trench coat. Women are not to come to the first two levels of the dorms with bare feet or with hair in rollers while the dorm is open.

Sports clothes, such as bermudas or slacks (no cut-offs or jeans), may not be worn in the following places:

administration building  
classroom buildings  
library building  
upper floors of Sutcliffe Hall  
Cowan Hall

or any street in Danville, and that includes the back way to the Fine Arts Building.

Sports clothes may be worn to sports events on campus, except to football or basketball games. They may be worn to the lower floor of Sutcliffe Hall if you don't stay too long. They may also be worn to the lake or to a drive-in (provided you stay in the car at the drive-in). You may wear sports clothes out of town where appropriate as long as you do not get out of the car in Danville.



## DRESS FOR DINNER:

Whenever there is seated service in the dining room, women students are expected to dress for dinner. This means that they should change clothes to a dress or to a skirt with a dressy blouse or dressy sweater and should wear hose with either heels or dress flats. It means, too, that they should look well groomed.

## CAMPUS HOURS

### COWAN HALL:

#### Monday - Friday

Breakfast-----7:15 - 8:15 a.m.

Lunch-----11:45 - 12:45 p.m.

Dinner (seated service)----6:00 p.m.

#### Saturday

Breakfast-----7:15 - 8:15 a.m.

Lunch-----11:45 - 12:45 p.m.

Dinner (cafeteria style)---5:30 - 6:15 p.m.

#### Sunday

Regular breakfast-----8:00 - 8:30 a.m.

Continental breakfast-----8:30 - 9:30 a.m.

Dinner (seated service)----12:30 p.m.

Supper (cafeteria style)---5:30 - 6:15 p.m.

### SNACK BAR:

Monday - Friday-----7:30 a.m. - 4:00 p.m.; 8:00 p.m. - 10:15 p.m.

Saturday-----7:30 a.m. - 4:00 p.m.

Sunday-----1:30 p.m. - 4:00 p.m.; 8:00 p.m. - 10:15 p.m.

LIBRARY:

Monday - Friday

8:00 a.m. - 12:00 noon  
1:00 p.m. - 5:30 p.m.  
6:30 p.m. - 10:00 p.m.

Saturday

8:00 a.m. - 12:00 noon  
1:00 p.m. - 5:30 p.m.

Sunday

1:30 p.m. - 4:30 p.m.  
7:00 p.m. - 10:00 p.m.

ADMINISTRATION BUILDING:

Monday - Friday

8:00 a.m. - 4:30 p.m.  
Saturday

8:00 a.m. - 12:00 noon

BOOK STORE & POST OFFICE:

8:00 a.m. - 11:15 a.m.  
1:00 p.m. - 3:00 p.m.

SUTCLIFFE HALL

Monday - Friday

8:00 a.m. - 5:45 p.m.  
7:00 p.m. - 10:30 p.m.

Saturday

8:00 a.m. - 5:15 p.m.  
6:30 p.m. - 11:00 p.m.  
Sunday  
1:30 p.m. - 10:30 p.m.