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Michigan Agricultural  
College

# REGULATIONS

For the Guidance of  
Undergraduate  
Students



1921-22



MICHIGAN AGRICULTURAL COLLEGE

# REGULATIONS

FOR THE GUIDANCE OF  
UNDERGRADUATE  
STUDENTS



1921-22

## COLLEGE CALENDAR, 1921-1922

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### Regular Courses

#### 1921

- September 28, 29, 30—Entrance examinations.  
Monday, October 3—Special examinations for delinquents.  
Tuesday, October 4—Registration Day, Fall Term.  
Wednesday, October 5—Classes begin at 8:00 a. m.  
Thursday, November 24—Holiday, Thanksgiving Day.  
Friday, December 23—Fall Term closes at noon.

#### 1922

- Tuesday, January 3—Registration Day, Winter Term.  
Wednesday, January 4—Classes begin at 8:00 a. m.  
Saturday, January 7—Special examinations for delinquents.  
Wednesday, February 22—Holiday, Washington's Birthday.  
Friday, March 24—Winter Term closes at noon.  
Monday, April 3—Special examinations for delinquents.  
Tuesday, April 4—Registration Day, Spring Term.  
Wednesday, April 5—Classes begin at 8:00 a. m.  
Tuesday, May 30—Holiday, Memorial Day.  
Sunday, June 18—Baccalauerate Sermon.  
Wednesday, June 21—Commencement Day.  
Friday, June 23—Spring Term closes at noon.

### Summer Session

#### 1921

- Monday, June 20—Summer Session opens.  
Monday, July 4—Holiday, Independence Day.  
Friday, July 29—Summer Session closes.

## 1922

Monday, June 26—Summer Session opens.  
Tuesday, July 4—Holiday, Independence Day.  
Friday, August 4—Summer Session closes.

### Winter Courses for the Winter of 1921-1922

## 1921

October 31-March 2, 1922—General Agriculture, sixteen weeks; two-year course.  
December 5-December 16—Cow-testing and Dairy Barn Management, two weeks.  
November 28-December 23—Poultry Course, four weeks.  
November 28-December 23—Truck and Tractor Course, four weeks.

## 1922

January 2-March 2—General Agriculture, eight weeks; two-year course.  
January 2-March 2—Horticultural Course, eight weeks.  
January 2-March 2—Dairy Production Course, eight weeks.  
January 2-March 2—Dairy Manufactures Course, eight weeks.  
March 6-March 17—Ice-Cream Makers' Course, two weeks.  
January 2-January 27—Advanced Poultry Course, four weeks.  
January 2-March 2—Farm Engineering Course, eight weeks.  
January 2-March 2—Farm Business Course, eight weeks.  
January 9-February 3—Truck and Tractor Course, four weeks.  
February 6-March 3—Truck and Tractor Course, four weeks.  
March 6-March 31—Truck and Tractor Course, four weeks.  
January 30-February 3—Farmers' Week.

The object of this booklet is not to set forth rigid rules, but to acquaint the undergraduate student with customs and regulations which exist at the College. A careful reading of the contents may save embarrassment and mistakes.

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## STATE BOARD OF AGRICULTURE

The governing board of the College, known as the State Board of Agriculture, consists of six members, two of whom are elected every two years. This Board meets once a month, the usual time being the third Wednesday of the month, and the usual place of meeting, the President's Office at the College.

The personnel of the present Board is as follows:

William H. Wallace, Saginaw.

I. Roy Waterbury, Highland.

Jason Woodman, Paw Paw.

John W. Beaumont, Detroit.

L. Whitney Watkins, Manchester.

Dora Stockman, Lansing.

## INFORMATION

The Registrar is always glad to answer questions or to give information concerning College customs. If in doubt, it is best to ask some one in authority.

## REGISTRATION

New students should have their high school credits sent to the President's office as early as possible in the summer. If the credits are satisfactory, an admission card is mailed to the

applicant. About the middle of September registration cards are sent from the Registrar's office to be filled out and returned. The student is then ready to present himself with admission card to his class officer (see page 7) for classification. Those whose credits have not been accepted should first go to the President's Office, in the Library Bldg., then to the Office of the Registrar, Room 117 Agr. Bldg. for registration.

Former students who have been in attendance the preceding term and who are in good standing, go directly to the different registration rooms according to the course pursued, then proceed to class officer for classification. Those not in attendance during the preceding term or not in good standing should appear first at the Registrar's Office.

### **Registration Rooms**

Agricultural, Forestry and Applied Science Courses, Room 100, Agricultural Bldg.

Engineering Courses, Reading Room, Olds Hall of Engineering.

Home Economics Course, H. A. Lab., 1st floor, Woman's Bldg.

Veterinary Course, Lecture Room, Veterinary Bldg.

The first Tuesday of each term is set apart as Registration day. Students must report to class officers on that day for classification or receive unexcused absences (see under "Absences" on page 16).

Office hours on registration day shall be from 8:00 to 12:00 and from 1:00 to 6:00.

## CLASSIFICATION

**Late Registration of Freshmen.** No student in the freshman year may be admitted to classification in any of the four-year courses later than the close of the third week of a term.

**Registration Day.** After registering, the student reports to his class officer (see page 7) where he secures his study card. After his work is satisfactorily arranged, this card is signed by his class officer and the student takes it immediately to the checking room in the basement of the Agricultural Building, where representatives of the Registrar's Office and all college departments insert amount of fees and sign the card. The student should examine his card carefully before leaving the room to see that each subject he is to take has been properly initialed and that the card has been given a Registrar's number. The student is now ready to pay his fees at the office of the Secretary in the Library Building. (See under Fees.)

**Late Registration and Classification.** A student who appears for registration after the regularly appointed date (See Calendar) should report at the office of the Registrar, Room 117, Agricultural Building. After registering he proceeds to his class officer as above for his study card. This is to be taken to the Registrar's Office at once where Late Registration cards are made out for all subjects and fees noted on the study card. Students registering late are held for unexcused absences (see under Absences.)



**Class Officers.** Each student is assigned, according to course and year, to some member of the Faculty who assists him in making up his study card and acts as his advisor throughout the year. For the year 1921-22 the class officers are as follows:

### **Agricultural Course**

Seniors - - - - Dean R. S. Shaw  
Room 118 Agr. Bldg.  
Juniors - - - - Prof. J. E. Burnett  
Room 112 Agr. Bldg.  
Sophomores - - - - Prof. C. P. Halligan  
Hort. Lab. (Temporary—Room 103 Agr. Bldg.)  
Freshmen - - - - Prof. E. H. Ryder  
Room 115 Agr. Bldg.

### **Engineering Course**

Seniors - - - - Dean G. W. Bissell  
Room 101, R. E. Olds' Hall of Eng.  
Juniors - - - - Prof. H. K. Vedder  
Room 103, R. E. Olds' Hall of Eng.  
Sophomores - - - - Prof. A. R. Sawyer  
Room 114, R. E. Olds' Hall of Eng.  
Freshmen - - - - Dean G. W. Bissell  
Room 101, R. E. Olds' Hall of Eng.

### **Home Economics Course**

All Classes - - Dean of Home Economics  
Woman's Bldg.

### **Veterinary Course**

All Classes - - Dr. F. W. Chamberlain,  
Acting Dean of Vet. Medicine, Veterinary Bldg.

### **Applied Science Course**

All Classes - - Dean F. S. Kedzie  
Second Floor of Library Bldg.

**Special Classification.** Students are granted special classification only when unusual circumstances or the age and experience of the applicant warrant it. Permission for such classification must be secured from the President and the Dean of the Division in which the work is to be taken.

**Required Work.** In classification, required work and back work take precedence over other subjects.

**Class Rank.** Students will be promoted from one class to another according to the following plan: A student having fifty academic credits in course will be eligible to Sophomore classification; one having 110 academic credits will be eligible to Junior classification; and one having 170 academic credits will be eligible to Senior classification; except that promotion from one class to another will not be made in the spring term.

**Excess Credits.** Students in general are required to register for twenty academic credits per term with a maximum of twenty-three and a minimum of eighteen credits, at the discretion of the class officer. If for any reason a student wishes to classify for more than twenty-three or less than eighteen credits, such request must be made in writing for consideration by the class officer and the Dean of the Division.

No student may classify for more than twenty academic credits in any term, unless his standings for the previous term are sufficiently above a "C" average to indicate to his Class Officer his ability to carry excess credits to advantage.

**Dropping Subjects.** A student must not drop a subject except by permission of his class officer and the head of the department concerned. In case such permission is granted and the subject is dropped before the middle of the term, no grade will be reported; after the middle of the term a grade of "F" will be reported in the subject, except in a case of illness or physical disability, when the grade of "Inc." may be given.

**Definition of Credit.** A credit consists of one lecture or recitation or one two-hour laboratory period a week for a term of twelve weeks. Except, that in the subjects of Veterinary Anatomy and Clinic three-hour laboratory periods are required for one credit.

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## COURSE REQUIREMENTS

Admission to all courses requires graduation from an approved high school with fifteen acceptable units, or examination in subjects to cover fifteen units. Of these units, three are required in English, one in Algebra, and one in Plane Geometry for all courses. For the Engineering Course, an additional one-half unit in Algebra, one-half unit in Solid Geometry and one unit in Physics are required.

**Agricultural Course.** The first two years of the course consist of required work. In the Junior year one chooses either the Agricultural or Horticultural series and is required to carry six credits a term of technical (professional) work, the remainder of the work being

elective. During the senior year, ten credits a term of technical work are required, and one complete series of options must be followed throughout the year.

**Forestry Course.** The first two years of this course are identical with the Agricultural Course except in the winter and spring terms of the second year, where Forestry subjects take the place of Agriculture. At the close of the second year attendance at a four-weeks' summer camp in northern Michigan is required. One-half of the work of the Junior year and three-fourths of that of the Senior year is prescribed, and the remainder elective.

**Engineering Courses.** The first year is identical for all courses in Engineering. During the second year specialization in the different branches—Civil, Chemical, Electrical and Mechanical Engineering,—begins and continues through the remainder of the course. In the last year the courses in Civil, Electrical and Mechanical Engineering offer several options which permit of high specialization.

**Home Economics Courses.** A choice of two distinct courses is offered: The General Home Economics Course, which requires a limited amount of technical work but permits a wide choice of electives; and the Technical Course, which permits of high specialization in one of three different lines,—Food and Nutrition, Clothing and Textiles, and Vocational Teacher Training.

**Veterinary Medicine.** This course is prescribed throughout the four years.

**Applied Science Course.** The first year of this course is largely prescribed. In the second year a student may choose, within limits, among a wide range of subjects. At the beginning of the third year he is expected to choose a major and a minor subject and continue work in those lines throughout the last two years.

**Credits for Graduation.** A total of 240 academic credits is required for graduation in each of the courses of the College. In addition, all students are required to carry physical training throughout the freshman and sophomore years with a total of six credits. Men students are further required to carry military training throughout the freshman and sophomore years with a total of twelve credits. Points equal in number to the credits required for graduation must be earned.

**Change of Course.** A student who wishes to change his course should secure permission from the President of the College and the Dean or his Division. The entrance requirements of the course to which he desires to change should also be met.

Adjustment of credits from one course to another may be made by securing a statement of work completed from the Registrar and submitting it to the Secretary of the Committee on Advanced Standing. Changes are permitted only at the close of a term and when the student is not more than twenty credits in arrears of his course.

## FEES

All fees are due and payable the first week of any term. Those who fail to pay their fees before Friday of the second week of any term shall be considered as having withdrawn from College and may be re-instated only by paying the regular fees **and an additional fee of ten dollars.**

**Non-Resident Fee.** A tuition fee of \$15.00 a term is charged to those whose legal residence is in another state or country. The burden of registering under proper residence is placed upon the student. Should a question arise as to his legal residence, the matter should be taken up with the Secretary of the College and adjusted before registering. **A student registering improperly shall, when discovered, be required to pay a penalty of \$10 for each year so registered, aside from the required fee.**

**Athletic and Liberal Arts Fee.** Upon the recommendation of the Student Council and by vote of the student body a fee of five dollars a term is charged each student, for which he has free admission to all home athletic and public speaking contests, also free admission to a series of entertainments provided by the Liberal Arts Union.

**Refund of Fees.** Students withdrawing from College within twenty days after registration, will be refunded all fees except matriculation fee, which is in no case refunded. After that time and previous to the close of the first six weeks, one-half of the fees will be refunded.

After the first six weeks no refund will be made except of room rent, where students room in a dormitory.

## EXAMINATIONS

Examinations are given in all subjects at the close of the term. For the fall and winter terms these are held at the time of the last regularly scheduled class period, and may also be given at the period preceding. For the spring term examinations will be given according to a schedule.

**Special Examinations** for the removal of conditions and for advanced standing are given on the first Monday of each term **and at no other time except by permission of the Faculty.** Examinations for students who have received the grade of "Incomplete" may be given whenever the work is completed. A permit for all special examinations should be secured at the Registrar's office. A fee of \$1.00 is required for special examinations to remove conditions.

**Entrance Examinations.** These may be taken either at the close of the school year in June, or during the week preceding the opening of College in the fall. An applicant may take part of his examination at either period but will be expected to finish all of them within a year. Information concerning dates of examinations may be secured from the President's office.

## GRADES

The following table shows the system of marks used by the College:



- A—Excellent.
- B—Superior.
- C—Average.
- D—Inferior.
- X—Conditioned.
- F—Failed.
- Inc.—Incomplete.

The grade of "Inc." is given only in cases where a student is prevented by illness, either of himself or family, or other equally cogent reason, from completing his work. In such cases the student ~~is~~ expected to notify his class officer of such disability at once.

**Grade Point System.** The following resolution was adopted by the Faculty on September 11th, 1920:

That a point system be adopted in connection with the present grading system.

That points equal in number to the credits required for graduation must be earned.

That three points be allowed for each credit of work with an A grade; two points for each credit of work with a B grade; one point for each credit of work with a C grade, and no points for work of D grade or lower.

That students falling behind in points in proportion to the number of credits of work that they have taken, will, on completion of the scholastic year, be automatically dropped from the course, but may appear in person before the Scholarship Committee to show cause for reinstatement.

**Conditions and Failures.** Required subjects in which a grade of "F" is received must be re-



peated in class. Exceptions to this rule may be made only when the student satisfies the Department concerned that he has, by tutoring or otherwise, met their requirements, when he may petition the Faculty for a special examination. A condition (X) may be removed by a special examination at one of the regular periods (see under Examinations), provided it is taken before the subject is repeated in course. After that time the condition becomes a failure and may only be removed as stated above.

An "Incomplete" should be removed at the earliest possible time. If not made up within a year it becomes a "Failure" and the work must be repeated in class.

Two conditions or one failure in prerequisite work for any subject excludes the student from that work.

**Entrance Conditions.** A student permitted to enter conditionally will be required to remove such conditions within two years. If the conditions are "general" he must take five extra credits for each unit.

**Unsatisfactory Work.** A student whose work proves unsatisfactory may be warned, placed on probation, or requested to withdraw from college. If placed on probation, he is not permitted to participate in any extra-curricular activities.

**Substitutions.** The matter of substitution of credits is placed in the hands of committees made up of a permanent chairman in each Division and the heads of the two departments interested.

Requests for substitution of one subject for another should be made before the term in which the subject for which substitution is asked occurs in course.

**Statement of Credits.** A statement of credits may be secured from the Registrar's office at any time except during Registration week.

### **ABSENCES**

Attendance at every class or laboratory period is expected of each student.

In each Division a member of the Faculty acts as Excusing Officer. All absences from class are reported by instructors each day to this officer, and a student who has been absent from class for any cause should see him at once and explain the reason of the absence. The Excusing Officers are:

Agricultural Division, Prof. C. S. Dunford, Room 313 Agr. Bldg.

Engineering Division, Prof. R. K. Steward, Room 312 Olds Hall.

Home Economics Division, May Person Kirby, Dean's Office.

Veterinary Division, Acting Dean F. W. Chamberlain, Vet. Bldg.

Applied Science Division, Dean F. S. Kedzie, Second floor of Library Building.

The following regulations for control of absences were adopted by the Faculty September 11th, 1920.

That one negative credit be imposed for every six unexcused absences caused by late registration, or occurring during Registration Week subsequent to registration.

For absences (1) Due to leaving College before the end of the term without formal withdrawal or dismissal; (2) On the working half days preceding and following authorized holidays; (3) Incurred by participation in unauthorized holidays: One negative credit for every six absences.

For casual absences, negative credits may be imposed by the Excusing Officer at the rate of from one for every twelve to one for every six absences, depending upon circumstances.

At the end of the academic year the Excusing Officer will report to the Registrar the number of negative credits charged against each student; except that for Seniors the report will be made at the end of the Winter Term in addition.

The above regulations apply to unexcused absences.

Absences unexplained after one week of occurrence shall stand as unexcused.

**Holidays.** The last Thursday of November, Thanksgiving Day; February 22nd, Washington's Birthday; May 30th, Memorial Day; July 4th, Independence Day, shall be authorized holidays.

### WITHDRAWAL FROM COLLEGE

A student wishing to withdraw from College should present his study card at the office of the President and state his reasons for withdrawal. This office will authorize the proper refund of his fees and also notify the Registrar of his withdrawal.

A student dismissed from College for purposes of discipline shall receive "F"s in all subjects in which he is classified.

A student honorably dismissed from the College prior to the middle of the term shall receive no grades in any subject, the fact of withdrawal, merely, being recorded. A student honorably dismissed after the middle of the term may receive the grade of Incomplete (Inc.) if the quality of his work warrants it, and if the withdrawal is made on account of illness or for other equally cogent reason.

Students withdrawing from College without proper notification as stated above will be given grades of "F" in the subjects in which he is classified.

## LIBRARY REGULATIONS

**Hours:** 8:00 a. m. to 9:00 p. m. week days.  
10:00 a. m. to 1:00 p. m. and 2:00 to 5:00 p. m. Sundays.

**Arrangement.** Books are classified under the Cutter Expansive system and are arranged on the shelves by classes in strictly alphabetic order by authors. The card catalog of the books is made on the Dictionary plan and occupies a case at the right of the entrance. A second case at the right contains a card index to the publications of the U. S. Dept. of Agriculture, and a case at the left of the entrance contains a catalog to the publications of the State Experiment Stations.

In the left margin of the cards in the Book Catalog is placed the call number, which corresponds to the call number in the books. The letters of classification are placed on the book stacks. If one is careful to note the call num-

ber on the catalog cards, he will find the entire collection of easy access.

Students are permitted to go freely to the shelves and help themselves to whatever book they may need for study or reading, either in the Library or for home use, the only exceptions being reference books which do not circulate except to employees of the College. Books taken from the Library will be charged to the person taking them at the desk.

In the reading room, which is located at the right of the entrance to the Library, is a fine collection of periodicals, whose contents are made available by the cumulative indexes which are kept for consultation on the counter near the entrance.

Encyclopedias, dictionaries and other reference books are plentiful and within easy reach of the reader.

Attendants are in charge who will gladly answer questions and render all possible assistance in the use of the Library.

## ATHLETICS

**The Board of control of athletics** at the Michigan Agricultural College consists of:

1. The Director of Athletics,
2. The President of the College,
3. The Secretary of the College,
4. The Dean of Agriculture,
5. The Dean of Engineering,
6. Two (2) members of the faculty appointed by the President, (Profs. McCool, Huston).
7. The Alumni Secretary.

8. Three alumni appointed by the President and approved by the Board of Agriculture, (M. Tabor, D. Porter, E. W. Ranney).

9. The Student Manager of Football,

10. The Student Manager of Baseball,

11. The Student Manager of Track Athletics.

Subject to the rules and regulations of the faculty and to the authority of the Board of Agriculture, the Board of Control of Athletics shall have control of questions pertaining to athletics at the Michigan Agricultural College.

**Length of Participation.** No student shall participate in intercollegiate athletics for more than three years in the aggregate and any member of a college team who plays through one-half of a contest or competes in an intercollegiate track meet does thereby participate in that sport for the year. (Interpretation—Participation in the first two contests after the opening of each respective sport shall not count.)

**Delinquent in Studies.** No student who has conditions or failures in more than ten credits is eligible to participate in intercollegiate Athletics.

No student who participates in intercollegiate athletics and does not complete the work of that term shall be permitted to compete in the same sport thereafter until he shall have been in attendance one full term subsequent to his last participation.

**Assumed Name.** No student shall play in any game under an assumed name.

**Compensation and Prizes.** No student shall be permitted to play in any intercollegiate contest who receives any remuneration or pay, either directly or indirectly, for his services on the college team.

No student shall participate in any intercollegiate contest who has ever been guilty of professionalism in athletics.

No person who receives any compensation from the institution for services rendered by way of regular instruction shall be allowed to play on any team; but laboratory assistants or men holding analogous positions shall not be barred by this rule.

**Attendance.** No person shall participate in any intercollegiate sport unless he be a bona-fide student doing the work of a regular or special course as defined in the curriculum of the college.

**Permission to Play.** No student shall participate in intercollegiate athletics until he shall have been in attendance in the College for one full collegiate year.

No student shall participate in intercollegiate athletics who is found by the faculty to be delinquent in his studies, to the extent of more than ten credits.

**Number of Games on Schedule.** (a) The football schedule may not exceed eight regular games. The total absence from recitation for the sport shall not exceed five days.

(b) The baseball schedule may not exceed eighteen regular games. The total absence from recitation for the sport shall not exceed five days.



(c) The basketball schedule shall not exceed sixteen games. The total absence from recitation for the sport shall not exceed five days.

**Time of Games.** Athletic games are forbidden at any time before 4 p. m. except on Saturdays and holidays.

## MILITARY TRAINING

The Military work of the College is organized as a unit of the Reserve Officers Training Corps and includes Infantry, Cavalry and Coast Artillery. The work is required of all male students who are physically fit during the first two years of college. The third and fourth years are elective.

**Military Uniform.** This consists of woolen coat, breeches, hat, flannel shirt, web belt, canvas leggins and tan shoes, hat cord and collar ornaments and is secured by making a deposit with the Secretary at the time of paying fees in the fall. The amount of this deposit in the year 1920-21 was \$50. This is subject to change by the War Department.

**Exemptions from Military Training:** Men thirty-five years of age or over; men having families of a wife and at least one child; men entering from other colleges with at least 120 advance credits; men physically unfit; men who, by reason of service in the army, are excused by the Commandant with credit for the work. All persons excused, except as last stated, are required to furnish two academic credits for each term so excused, or a total of twelve credits for the two years.



**Credit for Military Service.** Men who performed military or naval service as commissioned officers shall be held for 232 academic credits instead of 240 for graduation.

Men who performed military or naval service in capacities other than as commissioned officers shall be held for 234 academic credits for graduation.

In order to secure this credit, some evidence of service, such as an honorable discharge, shall be presented at the office of the Registrar with the request for credit.

**S. A. T. C. Credit.** Men who entered the S. A. T. C. and who, by reason of being transferred to other camps, have received no credit, shall be allowed to qualify under the above rule.

Men who have received scholastic credit for the work done in the S. A. T. C. shall not be granted service credit.

## THE STUDENT COUNCIL

The Student Council shall be composed of six members, three from the Senior class, two from the Junior class, and one from the Sophomore class. The Council members shall be elected by their respective classes at the general election, at least two weeks before the close of the winter term of the year previous to their term of office. These new men shall attend all meetings of the old council during the spring term and take their office the next fall term. Vacancies shall be filled by their respective classes.

The editor-in-chief of the Holcad and the

president of the Freshman class are ex-officio members of the Student Council during their terms of office.

The Student Council represents the student body in its desires to the Faculty; passes and enforces laws concerning the lower classes, particularly those relating to customs and traditions; cooperates with other organizations in the managing of affairs of general interest; calls Mass Meetings when necessary; and in general functions in all matters as are necessary to preserve the unity and harmony of the student body.

## OPEN FORUM

The general purpose of this Association is to bring into convention the entire student and faculty bodies to the end that questions affecting the proper development of the College may be discussed, to the end that the fundamental purposes and interests of the College may be defined and established, and to the end that class, society and departmental loyalty may be fused into a college spirit.

**Organization.** A major committee composed of two representatives from each literary society, two representatives each of the independent men and women, and two representatives of the faculty. These members constitute a body from which a select committee of five shall be chosen to form a nucleus for the committee of the following year.

## **WOMEN'S LEAGUE**

The Women's League was organized to enable the women, through their representatives to aid in the conduct of general affairs of interest to all the women of the College. The work of the organization is carried on with the cooperation of the Faculty.

Upon registration, all women automatically become members of the League.

A Board is elected yearly by the League consisting of three seniors, two juniors, one sophomore and one freshman. It is the duty of the Board to be responsible for all activities of the League, formulate regulations, and promote a democratic spirit among the women of the College.

## **M. A. C. UNION**

This organization includes all students and members of the teaching force and has for its object the promotion of the social welfare of the College. A fee of one dollar a year was voted by the student body to secure funds to carry on the work. This fee is included with the regular college fees at the beginning of the year. Various forms of recreation, including the annual student picnic, gatherings, parties, and so on are thus made possible for all members of the student body.

## **LIBERAL ARTS COUNCIL**

The Liberal Arts Council shall consist of three members of the Faculty together with one Senior and one Junior; a member to be

elected annually at the time of the athletic and Holcad elections of the Sophomore class.

## **SOCIAL GATHERINGS**

Social gatherings of college students at which both men and women are present should be arranged for with the Chairman of the Social Committee before such gatherings may be held.

All social gatherings of students involving both men and women should secure two sets of patrons, which shall be approved by the Social Committee.

Party requests written in duplicate shall be filed with the Chairman of the Social Committee at least forty-eight hours before the time at which the party is to be held. Forms for these requests may be secured in the office of the Committee Chairman (Prof. W. O. Hedrick, Room 212 Agr'l Bldg.)

Any group of students organizing as a society or club is required to submit a copy of its constitution and rules to the Faculty for approval.

No Society or College organization is permitted to give parties for the purpose of gain.

**Literary Societies.** There are now in existence sixteen societies for men and six for women. Membership to these societies is gained by invitation only.

**Honor Societies.** There are five honor societies representing the five technical courses offered at the College. These are open to students who have gained especially high rank in their scholastic work.

**Y. M. C. A.** An active organization is maintained with a permanent secretary who devotes his time to student affairs. The Association has pleasant quarters on the Campus near Grand River Ave. and all the young men of the College are urged to make use of its facilities and rooms.

### **EMPLOYMENT BUREAU**

Young men wishing to secure employment should consult the Secretary of the Y. M. C. A., who also has charge of this work.

### **HEALTH SERVICE**

This Service, recently established, will have its headquarters in the Gymnasium. A fee of \$1.50 a term is charged each student and provides for physical examination, advice and treatment by the Health Service physician, Dr. Clyde Reynolds. Students also receive hospital care, if necessary, up to sixty days free of charge.

The physician will consult with students from 10:00 to 12:00 every morning except Sunday, and from 2:00 to 4:00 every afternoon except Saturday and Sunday.

New students are required to have a complete physical and medical examination and to attend a series of health lectures which will be given at the beginning of the college year.

### **STUDENT PUBLICATIONS**

**The Holcad.** This is the official student paper which is issued twice a week. The editor-in-

chief, business manager, and co-ed editor are elected during the winter term and take office at the beginning of the spring term. The remainder of the staff are appointed by the editor-in-chief.

The editor-in-chief may receive five credits for the year's work; the assistant editor may receive three credits. The co-ed editor may receive three credits for the year's work, or one credit for each term.

**The Wolverine.** The annual publication of the Junior Class is known as The Wolverine. The editor-in-chief and the business manager are elected by vote of the Junior Class. The various sub-editors are appointed by the editor-in-chief.

## THE BAND

The Band is under the direction of the Director of Music but is a part of the Military organization. Those taking this work are permitted to substitute it for either physical training or military science during the freshman and sophomore years. In the junior and senior years, five credits a year are given to those who carry the work throughout the year.



