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# A. W. S. *Handbook*



MICHIGAN STATE COLLEGE  
East Lansing, Michigan

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*A. W. S.*



HANDBOOK FOR  
WOMEN STUDENTS

... AT ...  
MICHIGAN STATE COLLEGE



1941-1942

Published by A. W. S.  
East Lansing, Michigan

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## Staff

Editor.....Clarice Carr  
Social Life.....Betty Lou Storck  
Fashions.....Charlotte Whitten  
Extra-Curricular.....Carolyn Tunstall  
Sports Activities.....Betty Preston

## Code

We, the women students of Michigan State College, have organized ourselves into an association which is called Associated Women Students. We have voted upon regulations which we agree shall be administered in this coming year with the cooperation and approval of the Dean of Women, by a Council and Judiciary Board, as elected from our members.

The purpose of our organization is to help establish and maintain high standards of conduct, both social and moral, at Michigan State College. We will strive to attain that purpose by conducting ourselves in such a manner that we can be truly willing to have all girls adopt and imitate our ways.

*Greetings from - - -  
- - - the Dean of Women*



Dean Elisabeth Conrad

We in the office of the Dean of Women have been busy this summer with preparations for these Fall days when new students and upper class students would again come to Michigan State College campus. Now that you are actually here, we say "Welcome" to each of you. I hope you have had a good summer and that

you are coming with plans and enthusiasm for the work ahead of you.

To the new students I extend an especial greeting. We of Michigan State are glad to have you at this college with its traditions of democracy, friendly cooperation, and loyalty to high ideals which have been built up by previous generations of students. We believe you also will find here real opportunities for academic training and happiness.

There will, undoubtedly, be new and sometimes difficult decisions to make. Remember that the staff in this office is an advisory group maintained for your benefit. Please come in often and consult with us as friends who are sincerely interested in each of you. The office is busy but we shall be glad for the opportunity to become acquainted with you.

## - - - A. W. S. President

Hello, girls, we're glad to find so many new members of A. W. S. on campus this year. There is a place for all of you in our active life here, and we hope you will find your place soon. The students at Michigan State College will do their best to make this year, and the ones to follow, memorable years in your life.



Miss Margaret Jensen

Upon registration, every woman student becomes a member of the Associated Women Students organization, the governing body of M. S. C. undergraduate women. All campus organizations in which women students participate are represented in A. W. S. Through A. W. S. you will learn what activities you may participate in, what traditions we have, and what honors you may receive.

The A. W. S. Judiciary Board enforces the rules you are to live under—rules that have been voted on by previous students. Through many years these rules have been developed to meet the needs of the women on campus.

A. W. S. is interested in every one of you. If you would like to help in our work, or if we can help you in any way, let us know. A. W. S. is your governing organization.

## Members of A. W. S. Council

President - - - Margaret Jensen  
Vice-President - - - Myrtice Schmidlin

### ELECTED MEMBERS

#### Seniors

Margaret Jensen Jane Clark  
Jean Bovill Vivian Kalmbach  
Myrtice Schmidlin

#### Juniors

Vera Deaner Evelyn Davis  
Shirley Freeman

#### Sophomores

Nancy Blue Carol Edmundson

#### Freshmen

To be Elected Winter Term

#### Dean of Women

Doctor Elisabeth Conrad

## *Representative Members*

President of Panhellenic Council  
President of Spartan Women's League  
President of Y. W. C. A.  
President of Mortar Board.  
Women's Editor of Michigan State News  
Senior Coed Representative of Union Board  
Freshman Counselor Chairmen  
President of W. A. A.  
Freshman Orientation Chairmen  
President of Tower Guard  
President of Home Economics Club  
Coed Representative from I. S. A.



## *Judiciary Board*

Vice-President of A. W. S.  
Secretary  
Representative Appointed by Panhellenic  
President of Each Dormitory  
Representative Elected by Off-Campus Houses  
Representative of Co-operative Houses  
Advisor, Miss Mabel Petersen

## *Point Limitation System For Women*

This system has been devised to relieve a few of the heavily burdened individuals and to offer to others the opportunity to develop leadership while on campus. It has been found that when any of us attempt too many activities, we cannot do justice to them all. The points below are based on the time and responsibility involved in the various activities. The provisions of the system are carried out by a Point Limitations Board which is composed of members from women's organizations on campus. Any upper-classman is not allowed to carry more than fifty points. A freshman is not allowed to carry more than twenty points. If any woman is offered the opportunity to carry an additional activity or office which for a limited time will mean that her points exceed her limit, she must consult the Point Limitations Board before accepting the new responsibility.

### **50 Points:**

1. President of A. W. S.
2. President of Student Council.

### **40 Points:**

1. Chairman of Judiciary Board.
2. President of

- a. Y. W. C. A.
  - b. S. W. L.
  - c. Social sororities.
  - d. Home Economics Club.
3. Business managers of student publications.

**35 Points:**

- 1. Presidents of Dormitories (one term).
- 2. A. W. S. officers.
- 3. Chairman of Freshman Orientation.
- 4. Chairman of Freshman Counsellors.
- 5. Co-ed Editor of State News.

**30 Points:**

- 1. President of Panhellenic Council.
- 2. Presidents of all Honoraries requiring active participation.
- 3. A. W. S. elected members.
- 4. President of W. A. A.
- 5. Treasurer of social sorority (without technical advisor).
- 6. Elected member of Student Council.

**25 Points:**

- 1. President of Studio Theater.
- 2. Chairman of Vocational Guidance.
- 3. Members of Interfaith Council.
- 4. Vice-president, if also pledge trainer, of social sororities.
- 5. Associate editors and managers of Wolverine.

- 6. Cabinets of
  - a. S. W. L.
  - b. Y. W. C. A.
  - c. W. A. A.
  - d. Home Economics Club.
  - e. Social Sororities.
- 7. Independent Council Board.
- 8. Rushing chairman, if also Panhellenic Council member.
- 9. Presidents of minor clubs.

**20 Points:**

- 1. Associate editor of Spartan.
- 2. Member of play cast of all-college productions.
- 3. Non-credit members of debate teams.
- 4. Cabinets of any honorary requiring active participation.
- 5. Glee club and Orchestra members.

**15 Points:**

- 1. Discussion chairman for freshman orientation.
- 2. Union Board.
- 3. Chairman of Technical crew for an all-college play production.
- 4. Member of publications staff.
- 5. Rushing chairman of social sorority.
- 6. Pledge trainer of social sorority.

**10 Points:**

- 1. Member of crew for all-college play production.

2. Representative to Panhellenic Council.
3. Cabinets of minor clubs.
4. Class officers.

**5 Points:**

1. Membership in any organization or honorary.
2. Membership in social sorority.

## *Letters... Back Home*



October 5

Dear Sally Jean:

'Scuse me for not writing sooner, but I've been rushed to death ever since I arrived here. State is even more wonderful than I dreamed, and I feel so much at home already.

My room is just darling, Sally, and the girls in the dorm are super-swell! My "roomy" is especially nice—I know you'll love her, too.

Freshman Week was heaps of fun. Here are some of the highlights, Sally Jean: Meeting my adviser the first day and also my "big sister" (who wrote me those chatty letters all summer); "exchanging" parties with other dorms (boys, too); strutting around in my new pajamas at our p. j. party here; hearing President Hannah at one of our class convocations; learning the Alma Mater song, "M. S. C. Shadows," and the fight song.



I was so excited, too, when I classified for my first college classes, and danced with some very smooth men at the mixer Friday night, and rode down to the Ann Arbor game on a special State train. I really expanded my lungs cheering in the midst of all those green freshman pots, but I was very prim and ladylike at the introductory sorority teas Sunday.

Oh, Sally, I could go on and on forever, but I have a "coke" date with an ultra-handsome

sophomore now, so I'll sign off with oceans of love from

JOYCE.

• • •

November 6

Hi, Sally Jean!

This is a belated note to tell you that I was so glad you could spend that week-end with me last month. We did have fun at that "change-about" radio party, didn't we?

I'm busy as usual studying, selling Spartans (our college magazine, you know), attending Y meetings, and playing field hockey. Last week-end after the football game a crowd of us had a steak roast, and it was heavenly singing M. S. C. songs around the fire.

Speaking of fun, did I tell you about the sophomore-freshman games and the barbecue at night? There was a dance, too, and I met so many people I knew. State is the friendliest school!



I'm in all the fore-mentioned activities as a result of my trip to the Coed Carnival with my Counselor.

Honestly, Sally Jean, the organization booths were all so cute and ingenious, and the cider and "dogs" were delicious!

Tonight I'm going to my first college lecture

with Jim. Edwards Weeks is the speaker, and I know he'll be interesting.

Do write soon, Sally, and just think, before long I'll be home for Thanksgiving and then Christmas!

Love,  
JOYCE.

. . .

February 15

Dearest Sally Jean:

Here I am in the middle of my second term at State . . . how fast the time has flown! This term is going to be the busiest yet, what with formal dances and basketball games and such.

Guess what! I already have a date for the J-Hop (I do hope they give us as darling favors as those "newsy" compacts last year)! And the soph prom and interfrat ball were thrilling, too—see what a whirl I'm in!

I'm also hoping to help on the staff of this term's play in Fairchild theater. They have one every term, you see, and in the spring it's a Shakespearian drama. College is just one continual state of excitement!

Gotta scurry over to the library now and do some much needed outside reading.

Lovingly,  
JOYCE.

May 4

Dear Sally Jean:

Your letter has been collecting dust for ever so long, but I have thought about you—lots.

I've been wanting to tell you all about the May Morning Sing, which was held at Beaumont Tower May 1. The night before the two women's honor societies, Mortar Board and Tower Guard, serenaded the dorm with their dark gowns and lighted candles. It was so breathtaking, and Sally Jean, my next door neighbor, was tapped into Tower Guard. We were all so happy for her!



The campus is so fresh and green now. Every Tuesday "Roomy" and I see our best men march in the military parades. They look so proud, and so are we (of them).



There are so many things to do in the spring here. Hiking, canoeing, tennis, riding, golf—oh, it's all so wonderful! The fraternity and sorority sings will be held in the bandshell in a few weeks, and I've heard they're beautiful.

Time for dinner, so I'll stop now. But I promise you that I'll write much, much sooner next time.

JOYCE.

June 10

Dear Sally Jean:

Oh, I'm so happy that you're coming to State next year! You'll love it, I know!

Tonight is annual Lantern Night, and I can hardly wait for it to arrive. All the upperclassmen carry lighted lanterns from the gym to the bandshell where each class passes them down to the next. It must be a lovely sight!

Senior Week is actually here, with its senior play, water carnival, commencement, and graduation parade. How fast my first year at M. S. C. has gone!

I sort of hate to say goodbye to this new home of mine for even a few months, but you'll be here in the fall to enjoy it with me, won't you?

All my love,  
JOYCE.

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*There's Lots  
To Do ...*



There's a niche for you—and maybe two or three—in activities at Michigan State College.

Some M.S.C. organizations are just for fun, some for development and service, and some in recognition of achievements. Many you can just join, and for others you'll need certain qualifications.

Here are some samples from this year's menu:

Women's Athletic Association, Green Splash, M.S.C. Outing Club, for you who like activities really active.

Student Club, to provide you with inexpensive, creative entertainment varying from picnics to dances every Friday night.

Y.W.C.A., Spartan Women's League, Student Christian Union, for girl students who have ideas to develop. Home Economics Club, International Relations Club, and a host of others bound up with your favorite courses.

Publications if you like the pounding of a typewriter and have a nose for news.

A Cappella Choir, or the big chorus, if music is your meat.

Studio Theater, if you like to dabble in drama.

And for a feather in your cap, start working toward the professional and honorary groups which qualified students are invited to join.



Early in the fall, many of these organizations will present to you a cross section of their programs in a panorama of a Day in a Coeds' life. Until then, shop around.

If sports are your meat, and you were the champion bowler or baseball player or volleyball player in high school, then you will feel right at home in W. A. A., that is, Women's Athletic Association. All year long W. A. A.



follows the season, and the girls take part in volleyball, bowling, basketball, swimming, dancing, fencing, baseball, tennis, golf, and archery. And at the end of the year, they finish off with a big spring picnic. And what's best of all, anyone may belong to W. A. A. All you have to do is to like sports and come out for them.

If you live at home, either in Lansing or East Lansing or in some neighboring town, the Town Girls' Club is the place for you. This recently organized group aims to promote a friendlier feeling among town girls and to help them to adjust to college life when they do not live on the campus. They have a special room all their own, too, on the fourth floor of the Union building. They can go there and study, relax or freshen up, whichever they're in the mood for. If you're a town girl, don't bemoan the fact that you'll be left out of college life. That's what the Town Girls' Club is for—to see that you aren't left out of anything.

# College Clothes Are Fun



So over and over again you've told the family purse-holder and the-men-you're-leaving-behind-you that it's an education you crave from Michigan State College? We believe you. In fact, so wholeheartedly do we believe that it is knowledge for which Freshmen coeds come to college that we hanker to initiate you into all its vital branches at once. Following is a sampling of your most important courses, the ones you should aim for an "A" in.

**LOGIC:** The major premise: It's not what you know but whom you know. Inevitable corollary: One would do well to know the right people. To do that you've got to look worth knowing, so your first home-work should be "mind your appearance."

**FRESHMAN ORIENTATION:** Your four years at college can be a gradual descent into Avernus (freshman, look this up) or a persevering climb to greater maturity, character and leadership ability (you know what we mean); it's up to you. To get started upward in your four college years you should know the essential do's and don'ts of college dress and etiquette; you should be so confident of what to do and how to dress that you can forget it yourself. For instance, you ought to know that:



The answer to rambunctious freshman mixers is fairly cool clothes and shoes that leave your feet most unconscious.

Receptions call for good but simple togs, a silk

crepe with social significance, or a becoming wool.

Visiting the library and taking freshman tests demand that you haul out your wool or tweed skirt, odd jacket, cotton shirt, and saddles. Or if it's sweltering hot (first weeks always fool us), you'll be able to wear summer duds, perhaps that dark cotton sheer you were smart enough not to pack away.

**HOME ECONOMICS:** You may not be a Home Economics major (three to one you are, though) but we all have to memorize a few Home Ec principles. Frinstance:



1. A slip straggling under your skirt is a cardinal error, and even Gertrude Steins aren't excused therefore. So, if your skirts are short (warning—watch the college mode for fall), make your slips correspondingly short.

2. Full skirts aren't as subject to sit-itis as straight ones, but both types thrive on occasional pressings, as do dresses, etc., but the ironing board won't be your chief love at college.

3. We wouldn't dare suggest that you clean your saddles, moccasins, and other species of flatties till they're actually white, but we do hint at an occasional session with the shoe-cleaning fluid.

4. Clean, press, and repair last fall's clothes; it's not at all necessary to get new clothes for college. The dress that hasn't worn out after four years in Senior High will be brand spanking new to your college friends.

5. Simplicity is the keynote in campus dress. Plain neck lines are best, as we wear gobs of scarves, and amusing costume jewelry. White collars over sweaters also make a neat effect.

**ANCIENT HISTORY:** This includes the study of traditions and your chief assignment will be to: Wear stockings Fall and Winter terms, even under your bright anklets. This has a two-fold purpose; first, it pleases the Dean of Women and your profs, and more important, it makes our legs appear half-way decent. (Maybe we'll even be wearing cotton ones this year, but at least they'll be warm—that's some consolation. However, bare legs can be exposed during Spring term and in actual sports participation.



Wear below-waist-length coats over riding pants.

Don shorts, culottes, slacks and ski-pants only for sports; on campus they must be covered by a full-length coat.

Wear a knock-about felt hat or go bare-headed, just as fancy or your psyche moves you. Skirts, sweaters, and flat shoes comprise the traditional campus costume, a costume that has infinite possibilities and variation.

**NEVER OVERDRESS:** "Athletics" means football to M. S. C. coeds. Four times during fall term we all go to Macklin Field and exude pride for Bachman's boys. For home games we cheer in casual campus-wear, but when we follow our eleven to rival stadiums we splurge a bit. Thus, the Michigan game is apt to mean fairly high-heeled shoes, your three-piece suit, and a really snappy hat. Good-looking wool frocks with top coats, or tailored two-piecers are also smart.

Phys Ed courses usually have regulation suits, so you won't have to worry on this score.

**MODERN GREEKS:** You guessed it—rushing! This course is not important to everyone, but for those of you who decide to take in some rushing parties, "what to wear" will loom importantly. The answer is, wear what makes you look up-to-date but not flashy. Which means hat, gloves, and purse, maybe with steaming your black velvet or colored velveteen with the fetching lace collar and cuffs; or perhaps it means donning your wool best-looker. Avoid over-elaborate dress which buries the fact that you have poise and shining character.

A couple of tips to help the good impression we know you'll make: If you don't smoke, don't be embarrassed and don't be scornful. A simple "Not now" or "Thank you, no," serves better.



Second, it's an invaluable asset if you can carry on an intelligent conversation after the preliminary cross-examination and chit-chat, but don't do all the carrying; listen, too.

Again, one good-looking (but not sensational) outfit, complete with hat, gloves, and purse, will see you through a strenuous rushing season. For the preference dinner, you'll want either a dinner dress or your "strictly formal" with its matching jacket or bolero. Interesting costumes may also be composed of evening skirts with demurish blouses or sophisticated sweaters.

**ETHICS:** Sunday church will also find you in the outfit that took you to rushing teas.

**MODERN DRAMA:** Yum . . . formal parties . . . big name bands . . . luscious four-course dinner . . . a made for you evening gown . . . fellows disguised by tuxes . . . blind dates . . . exciting new men . . . powdering your roommate's back . . . borrowing and lending everything you own . . . surely college social life is modern drama, especially winter term.

For the gala occasions you'll be your most feminine and appealing self in a creation dreamed up just for you . . . Maybe it will be silk, maybe velvet, brocade, taffeta or silk jersey . . . If you're the tall, languorous type, play up your charms with sleek satin; but the best cue for freshmen is to emphasize the



naive and sweetly youthful line—a touch of ruffles, ribbon, or rosebuds. Black velvet evening wraps, softened by white bunny fur on hood or collar remain the heavy favorite, but we suggest you look into the long wool coats before investing. We noticed two especially impressive numbers, one red with scintillating gold paillettes sprinkled along the shoulder line and down the front, the other a collarless biege. Also noteworthy, but not necessary, for evening are fur coats, capes, and quilted taffeta wraps.

A few daring people wear elbow length kid evening gloves with formals, but the angora mittens you spent the summer knitting will be quite as perfect, and much less over-awing to the men.

But college social life isn't all glamorous J-Hops and Senior Balls, Soph Proms and Frosh Frolics; you'll find just as exciting a part in Modern Drama. Your "good" dress—perhaps a princess style silk crepe in your most becoming color or your "fetchingest" wool—will be your choice for these dates. If it's a day-time date where you see how long you can dawdle over one coke, you'll wear the usual skirt and sweater combination; the same goes for library dates.

And so it goes . . . We could hint that snugly Dr. Denton pajamas are coed favorites . . . that a housecoat of some description is a "must." that you'll never be sorry for pair on pair of vivid anklets . . . but by now you don't need this pony. For by now you've figured out the es-

sense of college clothes' smartness: Dress simply, suit the occasion, and don't dress beyond your means. The girl with one carefully filled clothes grip can look as smart as the girl who blows in with twelve trunks; it's just a matter of selection.

# *Constitution and By-Laws*

*Associated Women Students  
Michigan State College*

## *Constitution*

### ARTICLE I

#### NAME AND OBJECTIVE

- Section 1. The name of this organization shall be the Associated Women Students of Michigan State College.
- Section 2. The objective of this association is to
- Further the spirit of campus cooperation and friendship.
  - Increase the individual sense of responsibility for maintaining this spirit of the campus and to promote high standards.
  - Supervise all matters pertaining to social conduct of the women students of Michigan State College.

### ARTICLE II

#### MEMBERSHIP AND DUES

- Section 1. All undergraduate women students shall be ipso-facto members of the Associated Women Students by virtue of payment of fees at the time of registration.
- Section 2. According to college regulations, the A. W. S. Executive Council shall, in the spring term, draw up and present to the College Treasurer a proposed budget of funds necessary for the following year. The total amount of the budget shall be subject to approval by the Treasurer and Faculty Committee.

### ARTICLE III OFFICERS

Section 1. The officers of this Association shall be President, Vice-President, Secretary and Treasurer. This shall constitute the Executive Board. The President and Vice-President shall have served on the Council and shall be elected by the women of this campus at large from the incoming Senior Class. The Treasurer shall be a Junior.

#### Section 2. Duties of Officers:

- a. The President shall call and preside over all meetings. She shall have power to make all committee appointments with the approval of the Executive Board and to render emergency decisions subject to ratification of the Executive Board. She shall perform the general duties of an executive.
- b. The Vice-President shall assume the duties of President during her absence. She shall advise with matrons and supervisors of all student houses and dormitories. She shall preside over Judiciary Board. During her absence, the Secretary of Judiciary Board shall so act.
- c. The Secretary shall record all minutes of the meetings of the A. W. S. Council and take care of all correspondence.

- d. The Treasurer shall perform the duties that regularly pertain to this office and shall advise with the College Comptroller.
- e. The Chairman of Activities shall be chairman of the Activities Board, in charge of the activity files, and the point system.

### ARTICLE IV ORGANIZATION OF A. W. S. COUNCIL

#### Section 1. Membership:

- a. This organization is composed of A. W. S. Council and a Judiciary Board.
- b. The elected members of the A. W. S. Council shall consist of the President, four senior members, three junior members, two sophomore members, and one freshman member elected after fall term.
- c. The representative members shall include the President of Panhellenic, President of Spartan Women's League, President of Y. W. C. A., President of W. A. A., President of Mortar Board, Co-ed Editor of the State News, the senior co-ed representative of the Union Board, the Freshman Counselor Chairmen, President of the Home Economics Club, Freshman Orientation Chairmen, President of Tower Guard, a representative of I. S. A., to be a

woman officer, and the President of the Town Girls' Organization. The Dean of Women shall be an ex-officio member.

- d. There shall be a Judiciary Board of which the Vice-President of A. W. S. shall act as Chairman. Other members shall include: Secretary, chosen each term (preferably an elected member of A. W. S.), a representative elected by Panhellenic each term, President of each Dormitory, one representative elected by the Co-operative houses, and one representative elected by other off-campus houses at the time of election of dormitory officers. A representative from the office of the Dean of Women and the President of A. W. S. are ex-officio members.

#### Section 2. Election of Members:

- a. The election shall take place at winter term all-college elections. Nominations for members of the Associated Women Students' Council shall be made by the preceding Greater Council and Judiciary Board. Lists composed of twice the number of proposed candidates shall be presented to A. W. S. Executive Board to check for eligibility. Petitions for freshman representative must be submitted to A. W. S. Council for consideration by

the Monday following the first complete week of winter term, the election to take place in freshman lectures.

- Section 3. In case of absence for one term or ineligibility of any elected member, candidates having the next highest vote in winter elections shall fill the vacancy.

#### ARTICLE V MEETINGS

- Section 1. The A. W. S. Council shall meet the first Tuesday of each new term and on alternate Tuesday nights thereafter at 7:15 p. m. The Judiciary Board shall meet at 5:00 p. m. every Tuesday. The Executive Board shall meet at the call of the President.

- Section 2. Three unexcused absences from meeting shall constitute grounds for recall of elected members. Organizations shall be fined for each meeting at which they are not represented. Alternates may substitute for the dormitory and organization representatives.

- Section 3. a. The delegates to the A. W. S. Convention shall be the President-elect and one other delegate, and upon their return they shall present a report in writing to the A. W. S. Council as soon as possible.  
b. The Council shall hold an annual meeting which shall be the last

time the new and old Council meet together. At this time the Secretary, Treasurer, and Chairman of the Judiciary Board shall read their reports of the year's work. The reports of other officers shall be placed on file in the customary manner.

Section 4. Installation of new officers shall take place in a public ceremony on Lantern Night.

Section 5. Officers of A. W. S. and elected House Presidents shall take examinations from the presiding officer covering subject matter pertaining to their duties.

#### ARTICLE VI

##### DUTIES OF THE COUNCIL

Section 1. The duties of the A. W. S. Council shall be:

- a. To order the disbursement of all funds.
- b. To prepare the final list of nominees for A. W. S. Council membership.
- c. To formulate and further such policies and plans as shall be of all-campus interest to woman students. All campus projects may be presented to this group by committees or individuals wishing cooperation from women's organizations.

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

- a. To hear and judge disciplinary cases and consider judiciary matters. Disciplinary cases shall have the right to appeal to A. W. S. Council.
- b. To have jurisdiction over house rules.
- c. To interpret A. W. S. rules.
- d. To supervise and verify the house reports.

#### ARTICLE VII

##### AMENDMENTS

Section 1. Amendments may be made to the Constitution by a majority count of the votes cast by women students of the college at any election specified by A. W. S. Greater Council. 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 election.

## *By-Laws*

I. Girls are required to respect rulings regarding smoking on the campus or in college buildings.

II. Quiet Hours shall be: 8 to 11 a. m. Monday to Friday inclusive; 1 to 4 p. m. Monday to Friday inclusive; 8 p. m. to 6:30 a. m. Sunday to Thursday inclusive. On Friday and Saturday evenings reasonable quiet hours shall prevail after 10 p. m. On Sunday quiet will extend until 8:30 a. m. Telephone calls shall not be received in dormitories after 10:30 p. m. or in off-campus houses after 11 p. m., except in cases of emergency.

### III. Hours.

#### A. Freshman hours:

1. Mid-week hours: 9:45 o'clock permission until Friday of Freshman Week. Freshman women are to be in their respective houses at 9 p. m. on Monday, Tuesday, Wednesday and Thursday nights.

2. Sunday: 9:30 p. m., all terms.

3. Friday: 12:30, Fall and Spring Terms: 1:00 a. m., Winter Term.

4. Saturday: 12:30. all terms.

#### B. Upperclassmen hours:

1. Mid-week hours: Monday, Tuesday, Wednesday and Thursday, 10 p. m.

2. Sunday: 10:30 p. m.

3. Friday: 12:30 a. m., Fall and Spring; 1:00 a. m. Winter Term.

4. Saturday: 12:30, all terms. (See special senior ruling for Spring Term.)

5. All roomers in undergraduate houses must keep undergraduate hours.

6. Women's residence closing hour is 9:30 p. m. for freshmen, and 10:30 p. m. for upperclassmen the night before the opening of school of each term. Students having special late permission must leave the dormitory before its closing hours. A girl cannot leave the dormitory before 7:00 a. m. without having registered with the hostess.

7. Girls accepting employment for special evening occasions in private homes must sign out as "working" and state the place of employment. The Housemother's permission must be obtained in advance. If the hours extend beyond regular closing time, the girl must be accompanied to her residence, returning direct, and thus avoiding late minutes to be made up.

8. Late permissions are not to exceed 12:00 for plays, concerts, lectures in Lansing, etc. The ticket must be shown to the Housemother and she must be notified before leaving.

C. Special hours at the beginning of each term:

### Fall Term

|                      |                      |
|----------------------|----------------------|
| September 21.....    | Regular Sunday Hours |
|                      | Freshmen 9:30        |
|                      | Upperclassmen 10:30  |
| September 22-25..... | Freshmen 9:45        |
|                      | Upperclassmen 10:00  |
| September 26-27..... | 12:30 A. M.          |
| September 28.....    | Regular Sunday Hours |

### Winter Term

|                |                      |
|----------------|----------------------|
| January 4..... | Regular Sunday Hours |
|                | Freshmen 9:30        |
|                | Upperclassmen 10:30  |
| January 5..... | 12:30 A. M.          |
| January 6..... | Regular Hours        |

### Spring Term

|               |                      |
|---------------|----------------------|
| March 29..... | Regular Sunday Hours |
|               | Freshmen 9:30        |
|               | Upperclassmen 10:30  |
| March 30..... | 12:30 A. M.          |
| March 31..... | Regular Hours        |

#### D. Further regulations:

1. Every student has the privilege of petitioning the Judiciary Board to excuse late minutes. A tardiness of more than thirty minutes must be referred to the Judiciary Board.
2. Freshmen with a "B" average shall have the privilege of petitioning the Judiciary Board for upper-class hours for the ensuing term.

3. Senior hours during the Spring term shall be 11:00 p. m., except Friday and Saturday; Wednesday 12 p. m. for "Senior Parties." Seniors not due to graduate in June may obtain Senior Spring privileges provided at the opening of Spring term each petitions Judiciary Board. Each student asking for these must have "C" all-college average and not more than 34 credits still to be registered for graduation. Spring privileges are granted only once to any one student.
4. Guests' visiting hours in dormitories and houses shall be the same as evening hours for women students, which does not include the special permit of 11 p. m. for seniors. Calling hours shall not start before 4 p. m. except on Saturday and Sunday, when they begin after the mid-day meal. The hostess receives any late minutes accumulated by her guest.
5. Women shall not go to fraternity houses or men's rooms where an approved chaperon is not present.
6. A record shall be kept of late minutes. An accumulation of fifteen late minutes results in the forfeiting of one week-end night chosen from the following two week-ends. A second offense calls for automatically forfeiting one entire week-end, including Friday, Saturday, and Sunday nights.
7. A returning student unavoidably de-

layed for emergency reasons shall telephone her housemother before 6:00 p. m., and later write an explanatory letter to Judiciary Board. (She may telegraph if the telegram reaches the housemother before 6:00 p. m.) These telephone charges may be reversed temporarily and paid later to the College treasurer.

8. College women shall return to their houses within fifteen minutes after the close of a special mid-week campus function and directly from Lansing from a function for which late permission has been granted.

IV. Women students leaving East Lansing during the college term will comply with the following regulations:

- A. The name and address of the hostess and the telephone number, if possible, must be recorded on the A. W. S. record sheet, as also the proposed time of return.
- B. Trips for out of town may take place over Friday and Saturday evenings, provided they meet with the approval of the student's family and that hours are within A. W. S. rules.
- C. For absence on other than Friday or Saturday evenings a written permit must be obtained in advance from the Chairman of the Judiciary Board or the President of A. W. S., or the dean of Women's office. Freshmen must have in addition a permission from home for any over-

night absences. All new girls need special out-of-town permits first term.

- D. College women planning to leave the city on automobile trips involving more than 45 miles of driving, shall receive family consent if they are starting later than 11:30 p. m.

- E. Absences from a college residence for overnight visits will be regulated as follows: granted with a written permit from the adviser of Judiciary Board:

1. One night a term out in a Lansing or East Lansing home.
2. Or two nights a term in sorority house or dormitory.
3. Further overnight permission must be specially granted by the Judiciary Board or its advisor.
4. Any exception to the above regulations must be arranged for in advance with the Judiciary Board or its advisor.

V. Registration of Residence:

- A. All women students must register at the office of the Dean of Women any change of address during the school year.
- B. Out-of-town students shall live only in houses listed and approved by the Office of the Dean of Women. These students must obtain a permit from the Office of the Dean of Women for any change in address.

VI. Final examination week hours and regulations:

- A. Any fifteen minute lateness which is completed this week-end or three blue slips acquired this week will be made up by staying in after 8:00 p. m. for three nights of examination week. During examination week, one night will be made up for every five minutes of lateness, blue slip, or warning incurred during the week. Any deliberate infringement of returning hours will be dealt with by the Office of the Dean of Women, as the Judiciary Board does not meet during examination week.
- B. During the week of final examinations, 11 p. m. permission is granted to the person who has no examination before noon on the following day and 12 p. m. permission on the evening following her last examination. Examination schedule must be presented to the housemother before such permissions are used.
- C. Dormitories close officially at 8 p. m. of the Friday night of examination week. Any girl wishing to remain in a dormitory or sorority house later than 8 p. m. Friday or more than 24 hours after her last examination must see Miss Petersen or Miss Conrad.
- D. No overnight guest permits examination week and during inter-term vacations.
- VII. Judiciary Board shall review and present a list of accepted entertainments at the beginning of each term for which late permission will be granted during the week.

## *House Constitution*

### 1. Organization:

- a. Women's houses shall have a House Council and such other officers and committees as may be deemed necessary. Each organized house shall have a president, fire captain, and necessary officers and committees. Dormitory rules' interpretations by the Judiciary Board should be posted in printed form at the beginning of the fall term by the president or an officer of the house council of the previous year.

### 2. Officers:

- a. The House Council for all college dormitories shall consist of a president elected by the dormitory, and such other house officers as may be desired, also elected. Chairmen of committees and floor representatives are appointed by the president with the approval of the House Council and the Housemother.
- b. There shall be at least three nominees for president, upperclass girls, who have been in residence in this house not less than one term and on campus not less than one year. Their scholastic average for each of the two preceding terms shall have been not less than "C". No nominees with less than "C" average shall be considered for any office. Appointees for

social chairmanship shall have been in residence at least one term. Complete slate must be submitted to the Judiciary Board for ratification.

- c. The House Council shall be charged with the execution of this Constitution and shall draw up such additional house rules and regulations as may seem necessary or advisable. The Council shall submit these regulations to the Judiciary Board for ratification, after which the House Council shall have charge of the enforcement of these approved ratifications.
  - d. Every dormitory and sorority house shall choose a fire chief whose duties shall consist in advising with the Buildings and Grounds department for fire drills and taking other precautions against fire.
  - e. Approved houses shall have proctors responsible to their House Councils for the enforcement of quiet hours.
3. Methods of Organization:
- a. The first Sunday of the Fall term and the first Wednesday of the Winter and Spring terms, the Judiciary Board shall arrange for a meeting of all members of each dormitory. The Judiciary Board members or representatives designated by the Board (such as a former house president) shall take charge of the meeting when nominations for fall term officers are being made and elections held.
  - b. The names of the girls nominated shall

be posted at least two days before election, which shall be held the Wednesday of the first week after the opening of each term.

- c. Dormitory officers shall be elected each term.

## *Fire Regulations For Dormitories*

1. Fire Captain. A Fire Captain for each women's residence shall be elected at the first of every term. She shall have supervision of all fire drills and be responsible to the Council.
2. Floor Aides. At least one aide for each floor of the house shall be appointed by the fire captain of that house.
3. Duties of the Fire Captain:
  - a. To take command in case of fire. She shall consult with the Superintendent of Buildings for instructions.
  - b. To have general supervision of all fire drills and be responsible for their efficiency.

c. To call the roll.

d. To be responsible in case of real fire for notification of the fire department.

4. Duties of the Fire Aides:

a. In the absence of the Fire Captain of the house, the first aide on the first floor takes command.

b. The aides on each floor are to be responsible for the presence of everyone on their floors at drills; they must have a list of those for whom they are responsible, and must see that they are in line, ready to go down stairs, and that order is preserved during fire drills, and in case of fire.

c. Fire drills shall be called and regulations posted subject to the order of the Superintendent of Buildings.

