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# SALTIRE




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## STUDENT HANDBOOK

1968 - 1969

# ST. ANDREWS PRESBYTERIAN COLLEGE



# ST. ANDREWS

## PRESBYTERIAN COLLEGE

### HONOR CODE



As a member of the Honor Community of St. Andrews, I pledge that I will not lie, cheat, or steal, nor will I tolerate this conduct in any other member of the community. I will do all within my power to uphold the high standard of integrity and honor of St. Andrews.

# **SALTIRE**



## **STUDENT HANDBOOK** **1968 - 1969**

Published by  
The Student Association of  
St. Andrews Presbyterian College  
Laurinburg, North Carolina

# Hail, St. Andrews!

Words by Donald F. and  
Robert MacDonald  
In stately tempo

Tune: "Maighceanan na h' Airidh"  
Traditional Scots Gaelic Air  
arr. by MacDonald

1. Hail to thee our Al-ma Ma-ter! Bold thy Banner wav-ing o'er us!

2. Hail, all hail to thee St. An-drews May thy cour-age be un-bend-ing.



Let each loy-al son and daugh-ter proud-ly stand and raise the 'cho-rus:  
Guid-ed by His migh-ty hand whose lov-ing mer-cy knows no end-ing.



From old Sco-tia's lof-ty lands to Ca-ro-lin-a's gen-tle plain--  
With thy sal-tire raised be-fore us-- cross of white and field of blue--



Now thy no-ble name, St. An-drews — Ev-er glor-ious shall re-main!  
we pro-claim thy faith vic-tori-ous — and thy vis-ion ev-er true!





# Administration and Faculty





DR. ANSLEY C. MOORE  
President of the College

To All St. Andrews Students:

You are coming to the campus in September in an exciting time in higher education. Many changes are taking place in order to keep pace with the expanding knowledge in all of the disciplines that are presented in our college program. The returning students will be pleased with many changes and the new students will be benefited by them and will be greatly interested, I am sure.

This is no time for preaching "at" you, but I do want to say that the times in which we are all living require great maturity. We are attempting to be responsible people in the academic community and, of course, there is academic freedom here. But when your freedom infringes upon the freedom of others around you, then it is time to stop and raise some serious questions about the limits of freedom.

We expect every student here to be a responsible member of the college community. This will require a great deal of self-restraint, and I am sure that those who attempt to embody the spirit of Christ will be the most helpful students for such a day as this.

I pray for each of you every day, and I covet your prayers for myself. We all want to be useful in our day and generation. This can only be, in my opinion, if we are guided by the spirit of God.

Let's talk these matters over, and let's be friends as we do it. My blessings go with you into this experience in higher education.

Yours cordially,

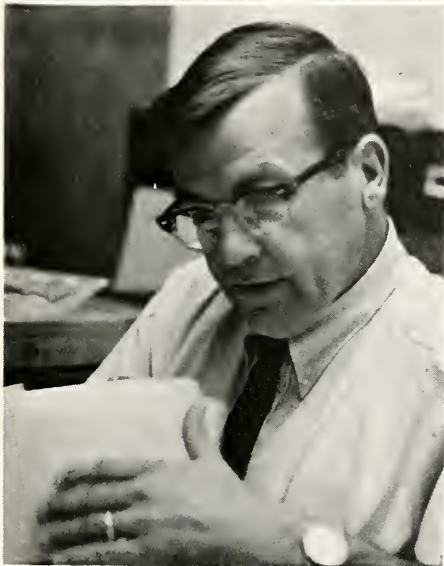
A handwritten signature in dark ink, reading "Ansley C. Moore". The signature is written in a cursive, flowing style.

Ansley C. Moore



#### DEAN DAVIDSON

The Dean of the College is the official representative of the academic program of the college, and as chairman of the Faculty Executive Committee, he has the final authority in academic matters. He also serves as the official in charge when the President is off campus.



#### DEAN DECKER

The Associate Dean of the College for Student Affairs is the final authority for all non-academic matters which relate to students. As chairman of the Student Life Committee, the Dean of Students works closely with the Orientation Committee and the St. Andrews Judicial System.



#### DEAN OVERHOLSER

The Assistant Dean of Students advises student organizations and serves as coordinator for many student social programs. The responsibilities of the assistant dean range from personal counseling to helping with any problem of any student, to serving as advisor for campus judicial bodies.

## THE ADMINISTRATION

Ansley Cunningham Moore, B.Ph., B.D., D.D., LL.D.	President
Jacqueline H. Singleton, B.A.	Administrative Assistant to the President
Robert F. Davidson, M.A., Ph.D.	Dean of the College
Fern A. Gillis, B.S. B. Adm.	Secretary to the Dean of the College
G. Tyler Miller, Jr., M.S., Ph.D.	Assistant Dean of the College
Rodger W. Decker, M.A., Ed.D.	Associate Dean of the College for Student Affairs
Grace McS. Overholser, B.A.	Assistant Dean of Students
Robert F. Davenport, B.D., M.A.	College Pastor
Doris Hewitt, Ph.D.	College Counselor
To be Appointed	Director of Residence Halls
Silas M. Vaughn, M.S.	Business Manager
Edward B. Gross, B.A., B.D.	Registrar
Richard J. Lietz, M.S. in L.S.	Librarian
Margaret W. Bennett, B.A. in L.S.	Associate Librarian and Cataloger
Harold C. Babcock, M.A.	Director of Physical Plant
Fowler Dugger, B.A.	Director of News and Publicity
To be Appointed	Director of Financial Aid
M. Lindsey Thomas, B.S.	Assistant Treasurer
George R. Wells, B.A., M.A.T.	Director of Placement
Alice McKenzie, R.N.	Supervisor of Aides
Selah Stephens, R.N.	College Nurse
Evelyn Mohn, R.N.	College Nurse
Bruce Frye, B.D.	Development Officer
F. Badger Johnson, B.A.	Assistant Development Officer and Director of Alumni Affairs
C. Fred Carlson, B.A.	Associate Development Officer
Alan Atwell, M.Ed.	Director of Admissions
Mary Wells McNeill, B.A.	Associate Director of Admissions
Charles E. Parrish, A.B., B.D.	Assistant Director of Admissions
Harlan Forbes, B.A.	Assistant Director of Admissions
John P. Daughtrey, M.S., D.Ed.	Coordinator of Summer Program
Hugh M. McArn, Jr., M.D.	College Physician
David A. Williams, M.D.	College Physician
Robert M. Urie, M.S.	Director of Rehabilitation Services
Mrs. Elizabeth Dove	College Hostess



## CAMPUS RESIDENT STAFF

Misses Margaret Parrish and Betts Hunter, Co-Directors  
To be Appointed, Albemarle  
To be Appointed, Mecklenburg  
Mrs. W. M. Harvey, Wilmington  
Miss Martha James, Granville: Misses Margaret Parrish and Betts Hunter,  
Co-Directors  
David B. McIlhiney, Winston-Salem  
Mrs. Sarah H. Peterson, Concord  
Richard C. Prust, Kings Mountain  
Mrs. Elizabeth Dove, Orange, part-time  
Substitutes: Mrs. Julian Butler, Mrs. Dan Hasty, Mrs. Clara McLaurin

### Division Chairmen

Dr. Leslie Bullock.....Religion and Philosophy and  
Director of Christianity and Culture  
Dr. W. D. White.....Language and Literature  
Dr. Robert A. Pedigo.....Natural Sciences and Mathematics  
Dr. Harry L. Harvin.....History and Social Sciences  
Dr. Helen Rogers.....Music, Art and Drama  
Dr. Alvin H. Smith.....Behavioral Sciences

## FACULTY EXECUTIVE COMMITTEE

Dr. Robert F. Davidson, Chairman  
Dr. Carl Bennett  
Dr. Allen Burris  
Dean Rodger W. Decker  
Dr. Helen Rogers  
Dr. Alvin H. Smith  
(Registrar and Director of Admissions by Invitation)

### Student Life Committee

Dean Rodger W. Decker, Chairman  
Dean Grace McS. Overholser, Vice-Chairman  
Dr. John P. Daughtrey  
Dr. Malcolm Doubles  
Mr. Fowler Dugger  
Mr. David B. McIlhiney  
Dr. Jerry Williamson  
Mr. David Betts, Student Association President  
Mr. Joe Junod, Editor of **The Lance**  
Mr. Dan Beerman, Senior Representative

Miss Jane Johns, Junior Representative  
Mr. Todd Davis, Sophomore Representative  
Freshman Representative to be Appointed in the Fall

### **Educational Policy Committee**

Dean Robert F. Davidson, Chairman

Dr. P. Leslie Bullock

Dr. C. Allen Burris

Dr. Donald Barnes

Dr. Harry L. Harvin, Jr.

Dr. Catharine Neylans

Dr. Robert A. Pedigo

Mr. Richard C. Prust

Dr. Helen Rogers

Dr. Alvin H. Smith

Dr. W. D. White

Non-voting members:

Dr. John P. Daughtrey

Mr. Ed Gross

Mr. Richard J. Lietz

Dr. G. Tyler Miller

(Students by Invitation)

### **Assemblies and Public Events Committee**

Dr. James E. Carver, Chairman

Dr. Julian Crowell

Dr. Malcolm Doubles

Dr. David Hawk

Mrs. Patricia Johns

Mr. Charles W. Joyner

Mr. Arthur M. McDonald

Dean Grace McS. Overholser

Mr. Silas M. Vaughn

Mr. J. Franklin West

(Four Students to be Named in the Fall)

### **Library Committee**

Dean Robert F. Davidson, Chairman

Dr. Donald Barnes

Dr. P. Leslie Bullock

Dr. Allen Burris

Dr. Harry L. Harvin, Jr.

Dr. Catharine Neylans

Dr. Robert A. Pedigo

Mr. Richard C. Prust

Dr. Helen Rogers

Dr. Alvin H. Smith

Dr. W. D. White

(Student Members to be Named)

**Religious Activities Committee**

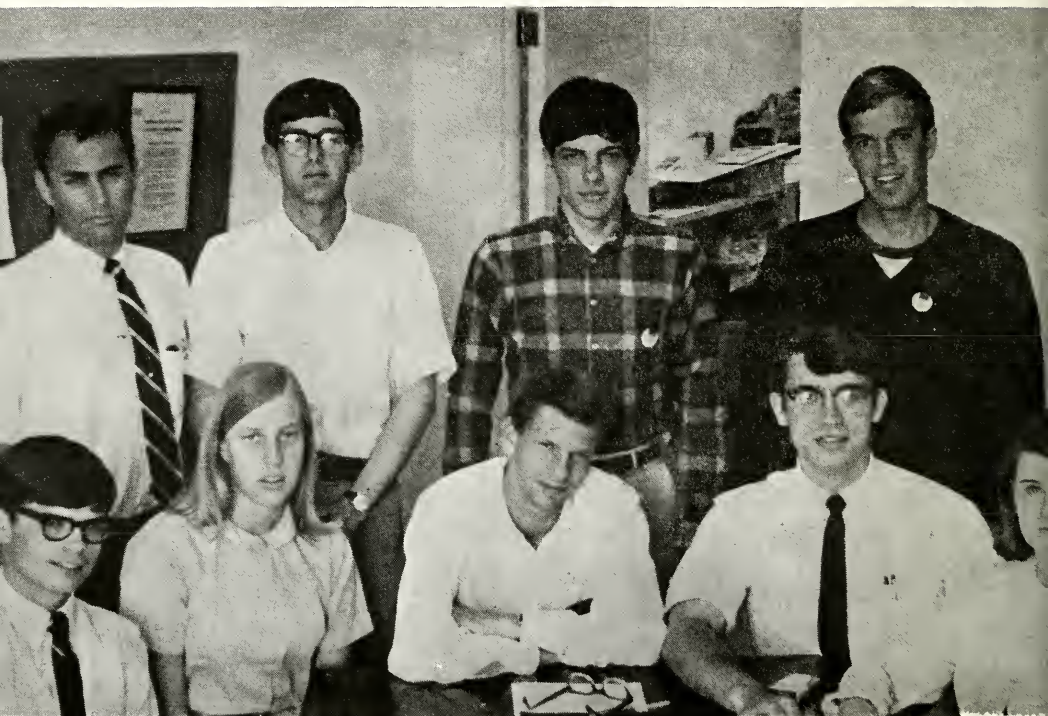
- Dr. Douglas W. Hix, Chairman
- Dr. Karen Barnes
- Mr. Robert F. Davenport
- Mr. Charles Johnson
- Mr. Roger B. Lamb
- Mr. David B. McIlhiney
- Mr. George Sherrill, President, Student Christian Council
- Miss Mary Stone, Vice-President, Student Christian Council
- Miss Beth Bryant, Secretary, Student Christian Council
- Mr. John Roper, Treasurer, Student Christian Council

**Chairmen of Standing Faculty Committees**

- Executive-----Dean Robert F. Davidson
- Admissions and Financial Aid-----Mr. Alan Atwell
- Assemblies and Public Events\*-----Dr. James E. Carver
- Calendar for Scheduling Events\*-----Dean Overholser
- Faculty Publications-----Dr. Carl Bennett
- Development\*-----Mr. Richard Lietz
- Educational Policy\*-----Dean Davidson
- Faculty Social Activities-----Mrs. Elizabeth Holmes
- Library\*-----Dean Davidson
- Religious Activities\*-----Dr. Douglas W. Hix
- Student Life\*-----Dean Decker

\*Indicates student membership on committees.

# Student Association



**Standing** (Left to Right): Dan Beerman, Ted McCormack, Todd Davis, Bob Brewbaker, **Seated:** Mike Ferrell, Barbara Bryant, David Betts—President of Student Association, George Sherrill, Jane Johns.





DAVID E. BETTS

President, St. Andrews Student Association

To the St. Andrews Student Body:

Welcome to 1968-69 in the St. Andrews academic community.

What is the "college experience" all about? Why classes, books, bull sessions, athletic events, dormitories, student government, tests, papers, grades?—what does it prepare you for? The answers for these questions cannot be discovered in a few weeks. In order to find out what the "college experience" is, one must take part in it.

At St. Andrews our goal is not to make "little libraries" out of each student. This may have been a goal at one time in the history of academic institutions, but today the computer has us beaten. The direction of education at St. Andrews is to create an environment in which students can develop into thinking and creative individuals who will not accept things at face value, but will think critically and responsibly in all aspects of their lives.

St. Andrews is a new college with a tradition of creativity. It is this type of focus that makes St. Andrews unique and which will continue to keep her young in her outlook and attitudes toward the changing world. St. Andrews has established a reputation for leadership of which she is very proud. It is up to every member of the St. Andrews community to see that she does not falter in this role. For as Robert Davenport, the college pastor, said in chapel last year, "Every weakness in this institution which provides any of us with apparently ample reasons to leave, is, as well, an obvious and significant reason to stay."

Some say that students should "Listen and learn!" I say, along with the student leaders of St. Andrews, "Let us strive together," thereby creating an institution where students endeavor to exercise their freedom with maturity and responsibility.

Sincerely,

*David E. Betts*

David E. Betts

## **Organization of the Student Association**

The Student Association consists of every student at St. Andrews. The government of the Student Association is divided into three branches. The Student Cabinet, as the executive branch, is composed of the executive officers of the student body, together with the presidents of all the major organizations of the Association and the Attorney General, representing the judicial branch. The Cabinet serves as the coordinating agency for campus student activities at an executive level. All major College-related organizations are immediately responsible to the Student Cabinet. (**Article III, Section 4b and c**).

The judicial branch, composed of five courts, is staffed by elected representatives of the student body. The courts try all social offenses and any honor code violations. (**Article V**).

The Student Senate, as the legislative branch, is composed of elected representatives from all the dormitories and from the Day students. The Senate considers and initiates all legislation pertaining to student welfare and general student interest. (**Article IV, Section 1b and c**). Every major organization of the student body has faculty and staff advisors to assist with programs of the student groups.

## **U.S.N.S.A.**

St. Andrews is a member of the United States National Student Association, a confederation of more than three hundred college and university student governments across the nation. USNSA is a non-profit, non-partisan, non-sectarian, educational association which serves as a medium for the exchange of ideas, problems and solutions of the member schools.

## **SUSGA**

St. Andrews is a member of the Southern Universities Student Government Association, an association of over one hundred southern colleges and universities. SUSGA is a non-political association and exists as a source of communication and exchange of problems and ideas among member schools.

# CONSTITUTION OF THE STUDENT ASSOCIATION

## PREAMBLE

We, the students of St. Andrews Presbyterian College, with the concurrence of the Board of Trustees, Administration, and Faculty, recognizing our fallibility and the changing context of our community, do nevertheless, by the forgiving grace of God in Christ, dedicate ourselves to the intense pursuit of knowledge and meaning as we challenge complacency and mediocrity in all phases of life and to the development of a maturity which faces both the ideals and the realities of our corporate life, and do hereby establish this Constitution for the purpose of more effectively accepting this perpetual challenge to share mutual concerns, obligations, and responsibilities with the Faculty, and the Administration, thus preparing us to participate in responsible and informed relations among all men.

## ARTICLE I. NAME

This organization is known as the St. Andrews Student Association, hereinafter referred to as the Student Association.

## ARTICLE II. MEMBERSHIP

Every regularly enrolled, full-time student at St. Andrews Presbyterian College is a member of the Student Association.

## ARTICLE III. EXECUTIVE BRANCH

**Section 1.** The Executive Officers of the Student Association and the Student Cabinet are the President, the Vice-President, the Secretary, and the Treasurer.

### **Section 2. Qualifications of Executive Officers**

The President and the Vice-President must be members of the incoming Senior Class and have held an elected position within the Student Association. The Secretary and Treasurer must be members of the incoming Junior or Sophomore Class. Each executive officer must maintain an overall scholastic average of 3.01\*.

### **Section 3. Duties of the Executive Officers**

(a) The President serves as the official representative of the Student Association and President of the Student Cabinet; calls and presides over all meetings of the Student Association and the Cabinet; approves or vetoes all legislation passed by the Senate within 10 academic days. If, by the end of the aforementioned 10 days the President has not acted on the legislation, this legislation will be considered approved. The President also refers approved legislation to the Dean of Students for attention by the President of the College; appoints such committees and fills such positions as are necessary for the operation of the Student Association, with the consent of the Senate unless otherwise specified in this Constitution; and serves as a member of the Student Life Committee.

(b) The Vice-President serves as President of the Senate; serves as a member of the Student Cabinet; assumes the duties of the President in his absence or at his request, and assumes the office of President if for any reason the President must vacate his office.

(c) The Secretary serves as a member of the Student Cabinet; maintains a permanent record of all minutes of the meetings of the Student Association and the Student Cabinet and posts the minutes of the meetings of the Student Association and the Student Cabinet in the Student Center within one week following each

1\* Changed by Amendment 6.

NOTE: The grade point average requirement for all elected positions in the Student Association was changed by Amendment 7.

meeting; communicates all decisions and recommendations of the Student Association and Student Cabinet to the office of the Dean of Students and other appropriate agencies; and handles all correspondence of the Student Association and the Student Cabinet.

(d) The Treasurer serves as a member of the Student Cabinet; draws up a budget for the Student Cabinet; receives proposed budgets from the Intramural Sports Council, Student Center Board, and Student Christian Council, and formulates the Student Association budget for the coming year in consultation with the Senate; maintains a permanent record of all financial transactions of the Student Association; makes semi-annual reports to the Student Association and quarterly reports to the Senate; submits the Treasurer's books to the Business Office to be audited once per semester and/or at the request of the Business Office or the Senate.\*

#### **Section 4. Student Cabinet**

(a) The Student Cabinet is the executive body of the Student Association.

(b) The Student Cabinet is composed of the President, Vice-President, Secretary, and the Treasurer of the Student Association; the Presidents of the Student Center Board and the Student Christian Council; the Inter-Dormitory Council; the Intramural Sports Council; and the Inter-Class Council; and the Attorney General. Advisory representation is appointed by the Dean of Students.<sup>2</sup>

(c) The Student Cabinet is the coordinating agency for campus student activities at an executive level; makes recommendations to, asks opinions of, and hears reports from all College-related bodies; implements all approved legislation; reviews and takes appropriate action regarding operating codes and by-laws of Student Association organizations.<sup>3</sup>

### **ARTICLE IV. LEGISLATIVE BRANCH**

#### **Section 1. Senate**

(a) The Senate is the legislative body of the Student Association.

(b) The Senate consists of the Vice-President of the Student Association, the Vice-President of each class, three senators from each dormitory, one additional senator elected by the combined residents of Concord and Winston-Salem dormitories, one additional senator elected from the combined residents of Mecklenburg and Wilmington dormitories. No more than two senators from one dormitory shall be members of any one academic class, and day student representation shall be in proportion to the number of students represented by each resident senator. Each senator must maintain an overall average of 2.0\*. Advisory representation, at least one being a member of the Faculty Executive Committee and one being a representative of the Dean of Students, is selected in keeping with procedures provided in the Faculty By-Laws.<sup>4</sup>

(c) The Senate, in cooperation with appropriate faculty or administrative bodies, considers all questions of student welfare and general student interest; considers and initiates all legislation; refers legislation to the Student Association President for his approval or veto; has the power to override the Student President's veto by a two-thirds vote of the Senate, and then refers the recommendation directly to the Dean of Students for attention by the Student Life Com-

\*NOTE: Financial business of the Student Association and its clubs and organizations will be found on page 76.

2 Changed by Amendment 8.

3 Changed by Amendment 4

\* See page 15.

4 Changed by Amendment 2.



mittee, if he thinks it desirable, and by the President of the College; hears recommendations from the Student Association Treasurer and approves a budget for the Student Association and authorizes any expenditures necessary outside the budget; appoints standing committees and such additional committees necessary for the operation of the business of the Senate; fills any vacancies which occur in the Cabinet; has the power to impeach and remove from office any officer of the Student Association by a two-thirds vote of the Senate; establishes all courts and judiciary committees not herein established; and by a two-thirds vote of the Senate gives consent for membership of Student Association agencies in all local, regional, and national organizations.

(d) No student shall hold more than one seat in the Senate.

## ARTICLE V. JUDICIAL BRANCH

### Section 1. Rights of the Defendant

The defendant has the right to council (faculty, administrative, or student); the right to a just trial without undue delay by the duly constituted court of his peers; the right to meet in person his accuser(s) at his trial; the right to call any witnesses; the right to challenge any court member on the basis of prejudice; the right to be present during his trial until deliberation concerning the final decision begins; the right not to testify against himself; the right to appeal; the right to forego trial by his peers in lieu of judgment by the College Administration.

### Section 2. The Attorney General

(a) The Attorney General is an elected student and must have served at least one year on either the Residence Courts, the Student Judiciary Board, or the Student-Faculty Appellate Board. He must maintain an overall scholastic average of 3.0.\*

(b) The Attorney General will be chairman of the Judicial Committee and will serve on the Cabinet as the representative of the Judicial System. The Attorney General receives all cases and refers each to the court with the proper jurisdiction; appoints investigator(s) for each trial from the Judicial Committee; sees that the defendant is aware of his rights; receives all appeals and sends them to the courts in which the appeals will be heard; and receives minutes and coversheets for approval by proper administrative personnel.

### Section 3. The Judicial Committee

(a) The Attorney General will serve as the chairman of the Judicial Committee; appoint, with the approval of the Senate, nine members of whom one will serve as secretary.

(b) The Judicial Committee investigates all cases to be heard by courts in the judicial system; keeps **confidential** records of all violations heard in dormitory councils and all court cases; handles any publication to be made of court decisions; and sees that all approved sentences are administered. The Dean of Students will serve as permanent advisor to the Judicial Committee. All members of the Judicial Committee are distinct from those on the Residence Courts, Student Judiciary Board, and the Student-Faculty Appellate Board.

### Section 4. Student-Faculty Appellate Board

(a) The Student-Faculty Appellate Board is the highest judicial body representing the students, Faculty, and Administration of St. Andrews Presbyterian College, which makes recommendations to the President of the College or his own appointed representatives.

(b) The Student-Faculty Appellate Board consists of two elected members from the incoming Senior Class, and one elected member from the incoming

\* See page 15.

Junior Class, each maintaining an overall scholastic average of 3.0.\* One faculty-administration member elected in keeping with the procedure provided in the Faculty By-Laws and one representative of the Dean of Students. One student, faculty, or administrator, may act as the counsel of the student being heard. The Board elects a chairman from its membership.

(c) The Student-Faculty Appellate Board interprets the Constitution of the Association, and hears all appeals from the Student Judiciary Board, but has no original jurisdiction. Upon hearing an appeal, the Board may uphold or reverse the original decision and may uphold or reduce the original sentence. All members of the Board are distinct from those on the Student Judiciary Board and Residence Courts.

### **Section 5. Student Judiciary Board**

(a) The Student Judiciary Board is a student judicial body of the Student Association, which makes recommendations to the President of the College or his own appointed representative.

(b) The membership of the Judiciary Board consists of three elected members from the incoming Senior Class, two elected members from the incoming Junior Class, and two elected members from the incoming Sophomore Class, each of whom must maintain an overall scholastic average of 3.0.\* One faculty-administrative representative selected in keeping with the procedure provided in the Faculty By-Laws and one representative of the Dean of Students serve as advisors to the Student Judiciary Board. The Board elects a chairman and a vice-chairman from its membership. All members of the Board are distinct from those of the Student-Faculty Appellate Board and the Residence Courts. A quorum consists of five members.

(c) The Student Judiciary Board hears all cases involving Honor Code offenses and all other offenses specified in the College Regulations which are outside the jurisdiction of Residence Courts and other courts or committees established by the Senate; and hears all cases of appeals from Residence Courts.

### **Section 6. Residence Courts**

#### **(a) Men's Residence Courts**

1. The Men's Residence Court shall consist of the president and one elected representative from each of the men's dormitories; two elected representatives from Orange Hall, one being the president, if the president is a male, and one faculty advisor appointed by the Dean of the College and the Dean of Students. All representatives shall maintain a scholastic average of 2.0.\* A chairman and a vice-chairman shall be elected by the Men's Residence Court. A quorum shall consist of (75%) three-fourths of the total representation.

2. The Men's Residence Court shall try violations of social regulations except Honor Code violations.

#### **(b) Women's Residence Court**

1. The Women's Residence Court shall consist of the president and one elected representative from each women's dormitory and one representative from Orange Hall (the president, if the president is a female) and one faculty advisor appointed by the Dean of the College and the Dean of Students. All representatives shall maintain a scholastic average of 2.0.\* A chairman and a vice-chairman shall be elected by the Women's Residence Court. A quorum shall consist of (75%), three-fourths of the total representation.

**NOTE:** Judiciary procedures are listed at the end of Non-Academic Policies.

\* See page 15.

2. The Women's Residence Court shall try violations of social regulations except Honor Code violations and shall hear appeals from the Women's Dormitory Councils.<sup>5</sup>

## ARTICLE VI. DORMITORY ORGANIZATION

### Section 1. Inter-Dormitory Council

(a) The Inter-Dormitory Council is responsible for the general welfare of all resident students and serves as the coordinating body of inter-dormitory activities and programs in cooperation with the Office of Student Affairs.

(b) The Inter-Dormitory Council consists of the presidents of the dormitories and meets regularly with a representative of the Office of Student Affairs. The Chairman of the council is elected within its membership.

(c) The Council considers problems common to all residence halls; makes recommendations to the Senate and/or the Office of Student Affairs regarding desired changes in dormitory regulations and operational procedures; codifies and publishes regulations as approved; coordinates inter-dormitory activities.

### Section 2. Dormitory Councils

(a) A Dormitory Council is responsible for the general welfare of students in a particular residence hall.

(b) The membership of a Dormitory Council consists of the President and the Resident Assistants and Suite Leaders of the residence hall. The president is elected in the spring by perspective residents of the dormitory who must be a member of the incoming Junior or Senior Classes and must maintain an overall scholastic average of 2.0.\* A Vice-President and Secretary are chosen within its membership. The Residence Director serves as advisor.

(c) The Men's Dormitory Council enforces dormitory regulations; refers cases of those students who have reached the ten demerit limit to the Attorney General; and is responsible for approving and overseeing dormitory social plans.<sup>6</sup>

(d) The Women's Dormitory Council enforces dormitory regulations; refers cases of those students who have reached the ten demerit limit to the Attorney General; deals with violations of dormitory regulations concerning sign-out and curfew procedure; and is responsible for approving and overseeing dormitory social plans.<sup>7</sup>

## ARTICLE VII. STUDENT CENTER BOARD

### Section 1. The Student Center Board coordinates and directs the program of

NOTE: Judiciary procedures are listed at the end of non-academic policies.

5 A Section 7 Added by Amendment 3.

6 The demerit system no longer exists at St. Andrews and the Men's Dormitory Council no longer has any judicial duties.

7 A new judicial system for Women's Dormitories is in the experimental stage at Concord Hall. The new system (already a permanent feature in Orange Hall) places immediate responsibility for sign-out, sign-in, and curfew violations in the hands of suite councils. If the problem of repeated violations occurs, the dormitory council steps in as an advisor. In the event of continued violations the dormitory council may refer the case to the Attorney General.

\* See page 15.

campus social activities and services in cooperation with the Office of Student Affairs.

**Section 2.** The membership of the Student Center Board consists of President, Vice-President, Secretary, Treasurer, and chairman of standing committees who are appointed by the executive officers of the Board. A representative of the Office of Student Affairs serves as advisor.

**Section 3.** The President and Vice-President of the Board must be members of the incoming Junior or Senior Class and have served at least one semester on the Board or one of its committees. The Secretary and Treasurer must be members of the incoming Sophomore or Junior Class. Each executive officer of the Board must maintain an overall average of 3.0.\*

## ARTICLE VIII. STUDENT CHRISTIAN COUNCIL

**Section 1.** The Student Christian Council coordinates the programs of the various denominational groups represented on campus and promotes various campus activities related to the Christian life program of the college in cooperation with the College Pastor.

**Section 2.** The Student Christian Council consists of a President, Vice-President, Secretary, Treasurer, representatives of official denominational organizations, and chairman of standing committees who are appointed by the executive officers of the Council and advisory representatives as appointed by the College Pastor.

**Section 3.** The President and Vice-President of this Council must be members of the incoming Junior or Senior Class and have served at least one semester on this Council or one of its committees. The Secretary and Treasurer must be members of the incoming Sophomore or Junior Class. Each executive officer of the Council must maintain an overall scholastic average of 3.0.\*

## ARTICLE IX. INTRAMURAL SPORTS COUNCIL

**Section 1.** The Intramural Sports Council coordinates all recreational activities and promotes co-educational recreational programs in cooperation with the Department of Physical Education.

**Section 2.** The Chairmanship of the Intramural Sports Council shall alternate from year to year between the President of the Women's Recreation Association and the President of the Men's Recreation Association. When the fall semester begins in an odd year, the President of the Men's Recreation Association shall be the Chairman. When the fall semester begins in an even year, the President of the Women's Recreation Association shall be the Chairman. The Advisors of each organization shall serve as advisors of the entire Council.

**Section 3.** All men students are members of the Men's Recreation Association. Its executive board consists of three executive officers who are a President, Vice-President, and Secretary-Treasurer, that are elected in a general election by its members, and representatives from each recreational unit. A representative of the Physical Education Department serves as advisor. This executive board coordinates men's recreational activities and promotes men's athletic programs.

**Section 4.** All women students are members of the Women's Recreation Association. Its executive board consists of three executive officers who are a President, Vice-President, and Secretary-Treasurer, that are elected in a general election by its members, and representatives from each recreational unit. A representative of the Physical Education Department serves as advisor. This executive board coordinates women's recreational activities and promotes women's athletic programs.

\* See page 15.



**Section 5.** The President, Vice-President, and Secretary-Treasurer of the Men's Recreation Association and the President of the Women's Recreation Association must have served at least one semester on the council, one of its committees, or an executive board of a Recreation Association

**Section 6.** The Publicity Chairman and Awards Chairman shall be appointed by the executive officers of the Women's Recreation Association.

## ARTICLE X. STUDENT LIFE COMMITTEE

**Section 1.** The Student Life Committee is a joint student-faculty administration body provided for in the Faculty By-Laws, to oversee and coordinate Student Life in non-academic matters. With the Dean of Students as Chairman, it will function as a liaison agency between the Student Association and the Faculty and Administration.

**Section 2.** The Student Life Committee consists of the Student Association President; a designated member of the Senate; the editor of *The Lance*; four student representatives, with each class representative appointed by the Student Association President and approved by the Senate; the Dean of Students; five additional representatives from the Faculty and Administration, one of which must be the advisor of *The Lance*. The Dean of Students serves as the Chairman of the group and the representative of the staff of the Dean of Students serves as Vice-Chairman and Secretary.

**Section 3.** As a hearing body to review questions which may be referred to it, the Student Life Committee makes recommendations to, asks opinions of, and hears reports from any College-related body: charters clubs, serves as a long range planning group for student life; and develops policies and procedures necessary for a total program of student publications.

## ARTICLE XI. MEETINGS

**Section 1.** The time and place of the meetings of the Student Association Organizations are specified in the by-laws of each organization.

## ARTICLE XII. ELECTED OFFICERS

**Section 1.** The officers of the Student Association are elected in a general election each April and serve a term of office beginning at their installation which takes place within two weeks after the close of the Student Association elections and ending with the installation of new officers in the spring semester of the succeeding year.

**Section 2.** No student shall hold more than one elected office of an organization in the Student Association.<sup>8</sup>

**Section 3.** All candidates for Student Association offices must have properly filed in the Office of Student Affairs in accordance with the provisions made by the Elections Board.<sup>9</sup>

## ARTICLE XIII. AMENDMENT PROCEDURE

**Section 1.** The Senate may initiate an amendment; if it is passed by a two-thirds majority of the Senate, it is automatically posted in the Student Center for two weeks at the end of which time it is presented to the Student Association for a vote. A three-fourths majority of the Student Association members voting is necessary for adoption. If adopted it is subject to review by the Dean of Students and the approval by the faculty and the President of the College. If adopted, the amendment becomes part of this Constitution.

<sup>8</sup> Changed by Amendment 5.

<sup>9</sup> A Section 4 Added by Amendment 1.

**Section 2.** The members of the Student Association may initiate an amendment by presenting a petition to the President of the Student Association signed by at least one-third of the members of the Student Association. The President of the Student Association posts the petition in the Student Center for 2 weeks at the end of which time it is presented to the Student Association for a vote. A three-fourths majority of the Student Association members voting is necessary for adoption; subject to review by the Dean of Students and approval by the faculty and President of the College, the amendment becomes a part of this Constitution.

**Section 3.** The By-Laws of this Constitution may be amended by the Senate. Any proposed By-Law amendment must be presented to the Senate and then posted in the Student Center for one week, at the end of which time it is presented to the Senate for approval by the Student Association President in keeping with the procedures described in Article III, the By-Law amendment becomes a part of the By-Laws of this Constitution.

**Section 4.** The St. Andrews Student Association Constitution shall be revised every five years beginning with the Spring semester, 1967, for the sole purpose to include all amendments and to exclude all redundancies. Any revision must meet with the approval of the Senate.

#### ARTICLE XIV. BY-LAWS OF STUDENT ASSOCIATION ORGANIZATIONS

Each organization of the Student Association must enact a set of by-laws within one month of their first business meeting consistent with the provisions of this constitution.

#### ARTICLE XV. RATIFICATION

This Constitution shall be ratified by a majority of those voting, providing those voting constitute at least fifty per cent of the Student Association, and becomes effective when signed by the President of St. Andrews Presbyterian College.

#### ARTICLE XVI. AMENDMENTS

##### 1. Article XII, Section 4.

No student with Probationary status shall be a candidate for or hold any elected or appointed office in the Student Association unless approved by the Faculty Executive Committee.

##### 2. Article IV, Section 1. (b)

The Senate consists of the Vice-President of the Student Association, the Vice-President of each class, three senators from each dormitory, one additional senator elected from the combined residents of Concord and Winston-Salem dormitories, one additional senator elected from the combined residents of Mecklenburg and Wilmington dormitories. Day student representation shall be in proportion to the number of students represented by each resident senator. Each senator must maintain an overall average of 2.0. Advisory representation, at least one being a member of the Faculty Executive Committee and one being a representative of the Dean of Students, is selected in keeping with procedures provided in the Faculty By-Laws.

##### 3. Article V, Section 7. Traffic Council

(a) The Traffic Council shall consist of five members, two seniors, two juniors, and one sophomore, to be appointed by the Senate upon recommendation from the Attorney General.

(b) The Traffic Council shall consider all traffic tickets which are contested and shall initiate action to insure payment of unpaid tickets.

(c) An appeal may be made to the Student Judiciary Board.

**4. Article III, Section 4 (c)**

The Student Cabinet is the coordinating agency for campus student activities at an executive level; makes recommendations to, asks opinions of, and hears reports from all College-related bodies; implements all approved legislation, and approves all operating codes and by-laws of Student Association organizations.

**5. Article XII, Section 2**

No student shall hold more than one elected office in the Student Association.

**6. Article III, Section 2**

The President must be a member of the incoming Senior Class and must have held an elected position in the Student Association. The Vice-President must be a member of the incoming Junior or Senior Class and must have served at least one term in the Senate. The Secretary and Treasurer must be members of the incoming Junior or Sophomore Class. Each executive officer must maintain an overall scholastic average of 3.0.\*

7. (1) The elective positions within the Student Association of senators, Men's and Women's Residence Courts members, class officer,<sup>10</sup> and dormitory president and/or candidate must maintain an overall scholastic average of 2.0 and that

(2) For all other elective positions within the Student Association other than those mentioned above, one must possess a 2.5 overall scholastic average to hold that office.

**8. Article III, Section 4 (b)**

The Student Cabinet is composed of the President, Vice-President, Secretary and Treasurer of the Student Association; and presidents of the Student Center Board, Student Christian Council; Inter-Dormitory Council, and the Intramural Sports Council; and the Attorney General. Advisory representation is appointed by the Dean of Students.

\* Changed by Amendment 7.

<sup>10</sup> There are no more class officers.

## **NOTES, Pertaining to Constitution and By-Laws**

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## BY-LAWS OF THE CONSTITUTION OF THE ST. ANDREWS STUDENT ASSOCIATION

### I. ORIENTATION COMMITTEE

(a) An Orientation Committee is appointed by the Student Association President in consultation with the Dean of Students and with consent of the Senate.

(b) This committee consists of seven members, three men and three women representing the rising upperclasses. Co-chairmen are designated by the Student Association President, one from the men and one from the women members. The Co-chairmen are students who plan to attend the College Summer Session, and they are awarded Summer Resident Assistantships to work with the residence programs during the summer as well as to assist with completion of orientation plans for the ensuing year. The Dean of Students appoints advisory representation.

(c) The Orientation Committee formulates ways and means for effective orientation of students.

(d) The Orientation Committee will be appointed at least two months before the end of the spring semester.

### II. HANDBOOK COMMITTEE

(a) A Handbook Committee is appointed by the Student Association President in consultation with the Dean of Students and with the consent of the Senate.

(b) This committee consists of three men and three women students representing the rising upperclasses. A chairman and a Recording Secretary are designated by the Student Association President, one from the women and one from the men. A representative of the Office of the Dean of Students shall serve as advisor.

(c) This committee receives recommendations relative to provisions of the handbook, and formulates editorial statements for consideration by the proper student, faculty, and administrative authorities.

(d) The Handbook Committee shall be appointed by the third Monday of the spring semester.

### III. GRADUATION COMMITTEE

(a) Graduation Committee and its chairmen are appointed by the President of the Student Association with the consent of the Senate.

(b) The two members of the Graduation Committee and the chairman of the committee are members of the rising Senior Class, appointed before the end of their Junior year.

(c) The Graduation Committee works with the College Administration in preparing for graduation exercises.<sup>12</sup>

### IV. ELECTIONS BOARD

(a) The Elections Board shall conduct all Student Association elections and are to announce the outcome.

(b) The Elections Board consists of the three Senior members of the Student Judiciary Board, the two senior members of the Appellate Board, three Seniors, appointed by the President of the Student Association with the approval of the

<sup>12</sup> All class officers were abolished by a vote of the Student Association during the Spring of 1968.

Senate, one representative from the Office of Student Affairs, and one faculty member selected by the Student Life Committee. The Chairman is selected within the membership of the Board.

(c) The Elections Board begins functioning after election each spring; sets up election dates for the coming year in accordance with constitutional provisions; prepares the official ballots from the basic list of candidates meeting the constitutional qualifications who have filed with the Office of Student Affairs; supervises campaign regulations; supervises the polls; and counts ballots.

(d) In a single position election the winner shall be determined by a simple majority of the total votes cast for that office. If no candidate receives a simple majority, there shall be one run-off election between the candidates who polled the two highest number of votes. If there is no majority in the run-off, then the candidate with the greatest number of votes will win the election. In case of a tie in run-off elections as stipulated, the matter shall be sent to the Senate for resolution.

(e) In multi-position elections the candidates receiving the greatest number of votes shall be elected. If the stated number of positions cannot be filled, as the result of a tie, there shall be one run-off.

## V. QUORUM

In order to transact any business in an Association Organization, except an academic class, a quorum must be present. A quorum is a majority of those entitled to vote. An academic class must have the consent of at least one-third of its membership before it may transact any business.

## VI. RULES OF ORDER

Unless otherwise provided for, all questions of order are decided by **Roberts Rules of Order**, revised.

## STUDENT ASSOCIATION OFFICERS

### The Cabinet:

President\_\_\_\_\_David Betts (also President of the Student Body)  
 Vice-President\_\_\_\_\_Mike Ferrell (also President of the Senate)  
 Secretary\_\_\_\_\_Jane Johns  
 Treasurer\_\_\_\_\_Todd Davis  
 Inter-Dormitory Council\_\_\_\_\_Dan Beerman  
 Student Center Board\_\_\_\_\_Ted McCormack  
 Student Christian Council\_\_\_\_\_George Sherrill  
 Attorney General\_\_\_\_\_Bob Brewbaker  
 Intramural Sports Council\_\_\_\_\_Barbara Bryant  
 Advisors\_\_\_\_\_Mr. John E. Hill, Mr. L. Spencer Ludlow, Jr., Dean Decker

### The Senate:

President\_\_\_\_\_Mike Ferrell  
 President Pro-Tem\_\_\_\_\_Hunter Allen  
 Secretary\_\_\_\_\_Henri Johnson  
 Parliamentarian\_\_\_\_\_Pete Cook  
 Advisors\_\_\_\_\_Mr. John Hill and Mr. Spencer Ludlow

#### Albemarle

Anne Bottoms  
 Nina Dougherty  
 Linda Hill

#### Concord

Carol Dugger  
 Graye Ann Heider  
 Mary Prince

#### Granville

Linda Leslie  
 Julia Morris  
 Jean Templeton

#### Kings Mountain

Harry Kraly  
 Eddie Porter  
 John Royall

#### Mecklenburg

Mac Crosswell  
 John McAllister

#### Orange

Glendy Higgins  
 Henri Johnson  
 Terry Jaywork

#### Wilmington

Mary Lou Kruthoffer  
 Elliott MacKethan  
 Hollace Laws

#### Winston--Salem

Banks Garrison  
 Chris Heppe  
 Ron Tingle

### Joint Representatives:

Mecklenburg and Wilmington\_\_\_\_\_Diane Davis  
 Concord and Winston-Salem\_\_\_\_\_Henry Hall

### Day Student Representatives:

Hunter Allen                                    Pete Cook                                    Robert Owens



### **The Judicial Committee:**

Chairman----- Bob Brewbaker (Attorney General)  
Secretary----- Pam Elliott  
John Everett      Ken Pritchard      Cathy McKinnon      Sandy Gaddis  
Benny Gurley      Steve Wesley      Betts Hunter      Mary B. Higgins  
Advisor----- Dean Decker

### **The Student-Faculty Appellate Board:**

Chairman----- Carolyn Caldwell  
Secretary----- Susan Cotton  
Ray Riddle  
Advisors----- Dr. Carl Geffert and Dean Davidson

### **The Student Judiciary Board:**

Chairman----- Pete Klopman  
Vice-Chairman, 1st Alternate----- Carol Williamson  
Vice-Chairman, 2nd Alternate----- Don White  
Secretary----- Nancy Richardson  
Rick Walker      Craig Barton      Charles Pratt  
Advisors----- Dr. David E. Wetmore  
Dr. David A. McLean  
Mr. Richard C. Prust

### **Men's Residence Court:**

Chairman----- Herb Prizer  
Vice-Chairman, 1st Alternate----- Ted Wendel  
Vice-Chairman, 2nd Alternate----- Jeff McKechnie  
Secretary----- Butch Stahlberger  
Dan Beerman      Pete Peery  
Dean Leake      Jim Wright  
Advisors----- Mr. Gerald Griffin, Mr. Charles Johnson,

### **Women's Residence Court:**

Chairman----- Linda Peel  
Vice-Chairman, 1st Alternate----- Becky Suddreth  
Vice-President, 2nd Alternate----- Amy Davis  
Secretary----- Janet Dalton  
Joyce Lowdermilk      Anne Ward  
Linda Susong      Julia Wilson  
Advisors----- Mr. David McIlhiney  
Dr. Doris Hewitt  
Dean Overholser

### **Traffic Court:**

(To be Appointed in the Fall)

Advisor—

### **The Inter-Dormitory Council (Presidents of Dormitories):**

President-----Dan Beerman

Vice-President-----Pete Peery

Secretary-----Joyce Lowdermilk

Treasurer-----Anne Ward

Dean Leake                      Julia Wilson

Linda Susong                  Jim Wright

Advisor-----Dean Overholser



**Standing:** (Left to right): Dean Leake, Jim Wright, Pete Peery. **Seated:** Julia Wilson, Anne Ward, Dan Beerman-President, Linda Susong, Joyce Lowdermilk.

Many of the following organizations have committees formed from members of the student body. If you would like to participate in the activities of any of these organizations, talk to one of the executive officers of the organization in which you are interested.

### **The Student Center Board:**

The Student Center Board is the specific organization on campus in charge of entertainment—large and small events—working by itself or in conjunction with other organizations. It is also the sole student

organization which shares, with the Student Affairs Office, the mutual responsibility for the student services and events offered in the Student Center. The members of the Board are responsible for finding and hiring bands and combos to play at the Fall Fling, Mardi Gras and Valentine dances, as well as other dances throughout the year. In addition to this the Board provides movies and pizza and ice cream parties.

President	Ted McCormack
Vice-President	Al Moss
Secretary	Donna Gardner
Treasurer	Ralph Nesbitt
House	Hollace Laws
Publicity	(To be Appointed)
Decorations	Mary B. Higgins
Entertainment	Rick Skutch
Fine Arts	David Wagner
Special Events	Lucy Scott
Advisors	Dean Overholser and Mrs. Dove

### The Student Christian Council:

The Student Christian Council is a campus-wide, interdenominational group which attempts to provide a context within the campus and within the community for honest questioning, concern, communication, worship, and action. Specific programs and projects of the SCC include: a **Peace Corps**, working in underprivileged communities in Laurinburg through tutoring construction and recreation; a series of **symposia** on controversial and relevant topics of concern; aid in planning of **chapel** and **special services** throughout the year; publication of the **Dialogue**, an "instrument of communication" on campus; broadcast on **Accent**, a program of interviews on the campus radio station; a **Deputation Team** which visits youth groups in churches all over North and South Carolina; an occasional event or concert, such as the Southern Folk Festival.

President	George Sherrill
Vice-President	Mary Stone
Secretary	Beth Bryant
Treasurer	John A. Roper
Campus Ministry Concern	Marianna Hardison and David Flucke
Chapel and Special Services	Marilyn Cook and Tom Wood
Deputation Team	Bev Davies
Peace Corps	Ellen Clark
Advisor	Mr. Davenport

## **The Intramural Sports Council:**

Chairman ----- Barbara Bryant

The Intramural Sports Council is responsible for all recreational sports on campus. It includes individual and dormitory competition in such sports as volleyball, swimming, football, softball, basketball tennis, ping-pong, golf, field hockey and bowling. At certain scheduled dates during the year the college also participates in intercollegiate play-days and sports meets. Every female student is automatically a member of the Women's Recreation Association and every male student is automatically a member of the Men's Recreation Association.

### **WOMEN'S RECREATION ASSOCIATION:**

President ----- Barbara Bryant

Vice-President ----- Gail Calloway

Secretary-Treasurer ----- Janet Moses

### **MEN'S RECREATION ASSOCIATION:**

President ----- William S. Jones

Vice-President -----

Secretary-Treasurer -----

Advisors ----- Physical Education Department Representatives

## **The Orientation Committee:**

The Orientation Committee is responsible for setting up activities to acquaint incoming freshmen with the different opportunities both socially and academically that St. Andrews offers. The schedule will be channeled through dorm functions and student-faculty advisory committees. It is designed not only to present the physical structure of the campus, but also to introduce the question, "Why am I in college," to the freshmen.

Co-chairmen ----- Rick Walker and Sandra Gaddis

Katy Wainscott Ray Riddle Dean Decker

Cathy Wallace Dave McDonald

## **The Handbook Committee:**

The Handbook Committee is a group of students endeavoring to formulate the most up-to-date and accurate description of the life, activities, rules and procedures as they exist on campus. The entire format of the **Saltire** is in the province of the committee. Ways to improve the **Saltire** are found through various means. Editorial statements are drafted for consideration by the proper student, faculty and administrative authorities. The members of the Handbook Committee are chosen



from students indicating an interest in composing the following year's **Saltire**.

Chairman	----- David Flucke	
Secretary	----- Sara Abernethy	
Jean Carr	Barbara Olson	Dean Overholser
Sara Lee	Ron Watkins	

**The Elections Board:**

The Elections Board is responsible for conducting all campus elections which involve election of student government officers and voting on constitutional amendments. It decides when elections will be held, sets up rules for campaigning procedure, makes sure candidates are qualified, conducts dorm forums for the candidates, counts all ballots, and announces all results.

Chairman	----- Carol Williamson	
Co-secretaries	----- Carolyn Caldwell and George Ducker	
Betts Hunter	Ray Riddle	Don White
Nancy Richardson	Al Thompson	
Advisors	----- (To be appointed)	

**The Dormitory Social Chairmen:**

Albemarle	----- Nancy Abbit
Concord	----- Mary Key
Granville	-----
Kings Mountain	-----
Mecklenburg	-----
Orange	----- Lesley Quast
Wilmington	----- Phyllis Dieth
Winston-Salem	----- Fred Faulkner

Student Representative to Library Committee	-----Tom Wood
	Ed Minnich



# Basic College Regulations



# **BASIC COLLEGE REGULATIONS**

## **GENERAL GUIDES**

In an effort to keep specific rules to a minimum, the following basic guides cite the fundamental principles for student conduct in academic and social relations:

1. Students are expected to remain in good standing, academically and as citizens, to continue at St. Andrews. Acceptable progress in all areas exemplifies an essential aspect of this principle.

2. High moral standards are expected.

3. Any conduct of a nature which draws undue attention to one's self whether on or off campus, and which shows disregard for the reputation of other students or the college, will subject the student to appropriate action.

## **ACADEMIC POLICIES**

The following regulations relate primarily to academic expectations under the general coordination of the Dean of the College and his staff and are subject to review as necessary by the Faculty Executive Committee, Faculty Advisors, the Deans of Students, and other officers of the college may advise students relative to those regulations; however, when interpretations may be needed, such questions are to be referred to one of the Academic Deans or to the Chairman of the Faculty Executive Committee.

### **Registration**

Toward the close of the Fall and Spring terms, each student must plan his course program for the succeeding term (and summer school and winter term when appropriate) and must initiate registration conferences with his Faculty Advisor. New students confer with their Faculty Advisors during the orientation period. Final registration is completed at designated times for all students at the beginning of each term. All courses and changes in a course program must be approved by the Faculty Advisor.

### **Course Load**

The class load for the 4-1-4 calendar is four courses in the Fall and Spring terms and one concentration course in depth during the Winter term of independent study. Students will not be permitted to take additional courses, and all regularly enrolled students must carry the regular load unless special permission is granted by the Dean of



the College. If a student's course enrollment falls below this minimum, he may be asked to withdraw from the college. If for some approved reason a student is registered for less than the regular load, he may be classified either as a special degree student or as a special non-degree student.

### **Winter Term**

Arrangements may be made to take Winter term courses at several other colleges on the 4-1-4 calendar, as well as off-campus courses offered by those colleges. Arrangements must be approved in advance by the student's Faculty Advisor and the Division Chairman involved.

### **Application For An Academic Major**

Not later than the Spring of his sophomore year the student must select the department in which he wishes to major. The requirements in each major field are given at the beginning of the description of courses in that department and are found in the 1968-69 St. Andrews Catalog. If a student is not accepted in any department by the beginning of his senior year, he will not be eligible to continue at St. Andrews.

### **Attendance Regulations**

#### **1. GENERAL COLLEGE POLICY**

Regular class attendance is an important student obligation and a student is responsible for all the work, including tests and written work, done in all class meetings. No right or privilege exists which authorizes a student to be absent from any given number of class meetings.

With the exceptions noted below, class attendance is a concern and responsibility of the student himself and of his instructor. When absences from class endanger a student's academic standing or indicate serious lack of commitment to the work of the course, appropriate action will be taken by the instructor to remedy this situation.

In such cases the following procedures are suggested:

- a. The instructor may discuss the matter informally with the student.
- b. If class absences continue, the instructor will report the situation to the student and to the Dean of the College upon forms provided for this purpose.
- c. The dean will formally notify the student, his faculty advisor, and his parents of the serious problem caused by the absences from class.

- d. If class absences continue, the instructor may either drop the student from the class or, if he believes it more desirable, may allowed the student to stay on his class roll and receive the appropriate grade for the semester. Especially when the integrity of the class itself is threatened, the student should be dropped by the instructor. He can be dropped either with a "WF" or a "WI" (withdrawn involuntarily), whichever the instructor decides to be the more desirable in the circumstances. The registrar is notified of this and informs the student.

## 2. EXCEPTIONS TO THE ABOVE POLICY

All absences for freshmen in their first semester and students on probation will be reported to the registrar by the instructor, and the procedures outlined above will then be followed to insure that further absences do not occur.

### Absences Before and After Holidays

To preserve the integrity of the calendar and the academic program, students will be expected to attend all classes the two class days before and the two class days after each holiday. A record of attendance in all such classes will be reported to the registrar by all instructors.

Students with less than a 3.00 St. Andrews cumulative grade point ratio (g.p.r.) who are absent from these classes will be placed on probation for the remainder of the semester. Students already on probation who miss such classes will be asked to appear before the Faculty Executive Committee for appropriate discipline which may involve dismissal from the college.

### System of Grading

1. Each student receives a grade in his course at the close of the term. The mid-term grades when given do not appear on a student's transcript; they are designed to give the student an indication of his progress. The grading system is as follows:

Grade	Interpretation	Quality Points
A	Excellent	4 per sem. hr.
B	Good	3 per sem. hr.
C	Satisfactory	2 per sem. hr.
D	Passing	1 per sem. hr.
E	Conditional Failure	0 per sem. hr.
F	Failure	0 per sem. hr.
I	Incomplete	0 per sem. hr.
WP	Withdrew while passing	0 per sem. hr.
WF	Withdrew while failing	0 per sem. hr.

2. Grade points, the numerical equivalent of the letter grade, are used to determine the student's rank in his class, for academic honors, and academic warning. To meet the minimum requirements for graduation all students must have (1) a grade point average of 2.0 on all work attempted at St. Andrews, (2) credit for 32 regular term courses, four Winter term courses, and five semesters of physical education, (3) a grade point average of 2.0 in the final year of college work, and (4) a grade point average of 2.0 in the major field taken at St. Andrews.

3. Grade points on acceptable work transferred to St. Andrews will not be computed with a student's grade point ratio of work done at St. Andrews. All transfer student credits to be accepted by St. Andrews must have the written approval of the Dean of the College.

4. A student's cumulative grade point ratio at St. Andrews (SACU) will be the basis on which honors and qualification for student offices will be computed.

5. A student must have completed 18 courses at St. Andrews to be eligible for the honor society or for honors at graduation. The student's citizenship record also must be one of good standing.

### **Course Additions, Withdrawals, and Conditional Grades**

1. Freshmen are permitted to drop courses with the approval of their Faculty Advisor for a period of three weeks following registration day without having this recorded on their permanent records; upperclassmen are allowed a period of two weeks for dropping particular courses under the same conditions. After this time, a "WP" grade is given when the student withdraws with the approval of his Faculty Advisor while doing passing work. Otherwise, a grade of "WF" is recorded. No student may withdraw from a course during the four weeks preceding the final recitation of the semester without the approval of the Faculty Executive Committee.

2. Students are permitted to add courses with the approval of their Faculty Advisor for a period of two weeks following registration day. Students who drop or add courses after academic registration must do so in keeping with the proper form available in the registrar's office. Complete instructions are provided on the form and it is essential that the student process this form in every detail in order for his records to be accurate. Merely discontinuing attendance is not sufficient; it is necessary that the proper procedure be followed immediately, and the first step must be discussion of the matter with the Faculty Advisor.

3. Any student may be dropped for cause from any course at any time upon recommendation of the professor and the approval of the

Dean of the College. Sufficient cause for dropping a student would include excessive absences (see "Attendance Regulations"\*), lack of preparation, general neglect, unwholesome attitude, or improper conduct in class. (see "Probation Guides"\*).

4. The College Physicians at any time may recommend to the Faculty Executive Committee that a student be allowed to drop a course for medical reasons. The Dean of the College or the Dean of Students may make a similar recommendation when circumstances surrounding a student's work are of an unusual nature. In such cases a grade of "W" will be recorded.

5. A grade of conditional failure (E) may be removed by re-examination. This must be accomplished within the third week of the following semester. Any exceptions must be authorized in advance by the Dean of the College. If not removed within the authorized time, the E becomes a failure, F.

6. A failure (F) cannot be removed from a student's record. However, if such courses are repeated, the second grade is recorded as the final grade for the courses. If a course is not required for graduation or for a major, it may be repeated only with the approval of the Faculty Advisor and the Dean of the College.

### **Examinations, Tests, and Reviews**

1. A student who has final examinations in three successive periods may ask the Dean of the College or the registrar for an adjustment in the time of such examinations.

2. A mid-semester testing period will be provided in the schedules made by the registrar and it is expected that this schedule will be observed unless otherwise approved by the Dean of the College.

### **Summer School**

The college normally conducts a summer session. Though offerings are less varied than during the Fall and Spring terms, the Summer curriculum includes a wide range of courses for undergraduates, teachers, and high school graduates who wish to qualify for advanced standing. Regular members of the St. Andrews Presbyterian College teaching staff and visiting professors make up the faculty of the summer school.

### **College Catalog Requirements Applicable to Entering Students**

In order that each class of students may understand the particular

\* See pages 37, 38, 43, 44

catalog which is in effect, the following rulings are announced:

1. All students who entered St. Andrews from September, 1963, through Summer, 1964, are under the requirements of the 1963-64 catalog.

2. All students who entered St. Andrews from September, 1964, through Summer, 1965, are under the requirements of the 1964-65 catalog.

3. All students who entered St. Andrews from September, 1965, through Summer, 1966, are under the requirements of the 1965-66 catalog.

4. All students who entered St. Andrews from the Fall semester, 1966, through Summer, 1967, are under the requirements of the 1966-67 catalog.

5. All students who entered St. Andrews from the fall semester 1967, through Summer, 1968, are under the requirements of the 1967-68 catalog.

### **Classification and Readmission**

The classification and readmission of a student depends upon the amount of college work and the number of quality points he has to his credit, and not upon the length of time he has been in college. Under the 4-1-4 program, a student is classified and readmitted as follows:

1. As a senior, upon completion of 28 courses with a grade point ratio of 1.9 on all work attempted at St. Andrews.

2. As a junior, upon completion of 17 courses with a grade point ratio of 1.7 on all work completed at St. Andrews.

3. As a sophomore, upon completion of 8 courses with a grade point ratio of 1.5 on all work attempted at St. Andrews.

4. As a freshman, if the regular admission requirements have been met.

5. As a special student, if, for some approved reason, he is registered for less than the regular load.

NOTE: The 1967 readmission requirements will be in effect in the fall of 1968. The new requirements will go into effect thereafter.

### **Additional Considerations for Readmission**

1. In meeting the above requirements for continuation at St. Andrews, no grade of conditional failure (E) may be counted in the



total number of courses passed.

2. Summer school credits, when approved by the Faculty Executive Committee and when in keeping with degree requirements, may be counted in computing the required total for readmission eligibility.

3. Both resident and non-resident students must complete the appropriate Residency Agreement to establish eligibility for readmission.

4. In keeping with the twofold purpose of the college, that of higher education and Christian citizenship, applicants for admission or readmission whose records of achievement and citizenship reveal questionable patterns of behavior will be denied the privilege of enrollment or may be given an appropriate conditional status.

### **Academic Warnings and Probation**

Academic performance which is not fully satisfactory will result in warnings at appropriate times. While probation notices are the most serious, other warnings, such as oral admonitions from instructors or the Deans, or written notices from the registrar, should be given immediate attention. Several specific conditions, however, are to be observed whether or not a warning is given. These follow:

1. Any regular student whose cumulative grade point ratio is less than 1.75 on all work attempted will be placed on probation, if permitted to continue at St. Andrews.

2. Any regular student who fails two or more courses during the previous regular term will be placed on probation, if permitted to continue at St. Andrews.

3. Any regular student whose grade point ratio for the previous regular term is less than 1.5 will be placed on probation.

4. Special students enrolling for less than the regular load will have their records and individual status reviewed by the Faculty Executive Committee.

5. At the beginning of each semester the registrar will mail notices of academic probation to the students concerned, with copies being mailed to the parents, guardian, or spouse. Copies will also be sent to the student's Faculty Advisor and the Office of Student Affairs. The Office of Student Affairs will, in turn, send lists to campus life leaders.

6. Adequate grades on 9 or more semester hours of summer school work will remove a student from academic probation. Such study when approved by the Faculty Executive Committee will be counted in com-

puting the required hours for readmission. Grade point deficiencies can be made up only at St. Andrews.

7. The Faculty Executive Committee may review a student's record at any time and invoke warning, probation, or suspension, or remove a student from such status, if in the Committee's judgment, such action is warranted. Particular attention will be given to student records at each grading period.

### **Probationary Regulations**

Probation is a means of communicating to and warning students, their parents or guardians, and others concerned of the fact that such students are not demonstrating satisfactory academic achievement and/or citizenship. It is understood that evidence of improvement is forthcoming if the student concerned is to continue at St. Andrews.

1. Probationary status may be invoked for any of the following causes:

- a. Unsatisfactory academic performance
- b. Unsatisfactory citizenship
- c. Excessive absence from class or laboratory

2. When a student is placed on probation for one of these reasons, he should recognize that his continuation at the college is in serious jeopardy. If additional probationary action is invoked for a different cause, the student may expect dismissal from the college. Students under probation during consecutive semesters most probably can expect suspension if probation otherwise would seem appropriate for the ensuing semester.

3. Probation for any cause, imposes the following restrictions:

- a. The student may not engage in, or represent, the college in extra-curricular activities.
- b. The student may not run for or hold office in the Student Association or in other organizations or clubs, whether appointed or elected, unless approved beforehand by the Faculty Executive Committee.
- c. The student may not receive assistance from the college, except that financial aid will not be cancelled for the remainder of a semester unless so recommended by the Faculty Executive Committee.

**NOTE:** Probation may be invoked by the Student Association judiciaries when approved by the President of the College, by the Deans, or by the Faculty Executive Committee. Any student on probationary status is to adhere to the above conditions, even while appeals are pending, until returned to good standing by action of the body which originally imposed probation.

4. The procedures for appealing judgments of probation (or suspension) are as follows:

- a. Judgments rendered by a Residence Court, Dormitory Council, or Traffic Court as the body of original jurisdiction may be appealed to the Student Judiciary. If probation (or suspension) is involved, appeals may be heard by the Student-Faculty Appellate Board.
- b. Judgments rendered by the Student Judiciary as the body of original jurisdiction may be appealed to the Student-Faculty Appellate Board.
- c. Unless otherwise authorized by the chairman of the judicial body rendering the judgment of probation (or suspension), or by one of the Deans, appeals are to be made no later than 4:00 p.m. the next working day following the action.
- d. In actions involving probation (or suspension), students may request a review of the case by the President of the College or his delegated representative.

5. Students under probationary status are expected to exhibit evidence of improvement both in academic and in citizenship reports. Lack of such evidence, in the judgment of the Student Association judiciary, the Deans, or the Faculty Executive Committee, may result in suspension or dismissal without further hearing when such action appears to be warranted.

### **Withdrawal From St. Andrews**

Resident or non-resident students who desire or find it necessary to withdraw from St. Andrews at any time following notice of admission or readmission are expected to observe the regular withdrawal procedure:

1. Discuss the matter with the Faculty Advisor and secure his signature on the regular withdrawal form.
2. Advise the Dean of Students of the withdrawal and clear any impending disciplinary action. Secure his signature as a sign of clearance.
3. Clear with the Residence Director concerning any keys, room inspection, and laundry.
4. In order to complete the financial matter, clearance with the Health Center, library, and the business office is necessary. Clear financial matters in keeping with the following basic understandings: If you withdraw for any reason within the first three weeks following registration

day (or within the first week of a summer term), one-half of the tuition and fees charged at the time of registration will be refundable. If you are a resident, a charge will be made for dormitory room rent. After the third week, or after the first week during the summer term, no refunds are allowed except for sickness or call into the armed services. Written evidence of such conditions must be filed with the Dean of the College. Further, no refunds will be made without an honorable dismissal from the Dean or without application for a refund at the time of withdrawal.

5. Take the withdrawal form to the Office of the Dean of the College for final processing. Processing of withdrawal must be initiated in ample time to complete the necessary procedures: i.e., offices close at 5:00 p.m. and processing will halt at that time, except in emergencies.

6. In emergencies, the President, the Dean of the College, or the Dean of Students may adjust the procedures attending withdrawal.

## **NON-ACADEMIC POLICIES**

When any student does not show convincing evidence of being in sympathy with the purposes, policies, and procedures of the institution, the college must reserve the right to ask the student to withdraw for the welfare of the institution.

### **GENERAL REGULATIONS**

#### **Civil Violations:**

The college reserves the right to take appropriate action in the case of any serious violation of civil law.

#### **Dress:**

Good taste in dress and general appearance is expected at all times, whether on or off campus. Casual attire is permitted throughout the campus, although classroom dress is at the discretion of the individual professor. Semi-formal dress is recommended for the noon meal on Sundays. State law requires that shoes be worn in the Student Center at all times.

#### **Electric Equipment Not Permitted On Campus**

Unless the Dean of Students makes exceptions, the following items are not permitted on campus: explosive devices, communications systems, refrigerators, lamps using the ceiling for support, and pets.

**ULS:** For safety's sake, all electrical appliances must bear the Underwriters Laboratory Seal of Approval.

**Antennas:**

No private antennas are permitted on campus.

**Firearms:**

Firearms are permitted on campus only when the owner has passed the National Rifle Association test and is a member of the Gun Club. All firearms must be registered and must be kept in the provided lockers.

**Personal Possessions:**

A student is responsible for all items in his possession.

**Selling and Soliciting:**

Only the Business Manager and the Dean of Students may grant permission to sell or solicit items or services on campus. Any commitment by a student to a solicitor, whether authorized or not, is a personal commitment for which the college can assume no responsibility. Agents without a written permit from the Office of Student Affairs should be reported immediately.

**Marriage:**

Notification of plans for matrimony by an enrolled student must be received by the Dean of Students two weeks beforehand. Students who do not comply will be subject to dismissal from a campus residence or from further attendance at the college.

**Drugs:**

All local, state, and federal laws will be observed regarding the use, possession, and sale of drugs.

**Tree Damage:**

Any person found responsible for damaging the trees and shrubbery on campus will be held responsible for their replacement.

## **MOTOR VEHICLE REGULATIONS**

All vehicles must be registered for each academic year and decals placed on the left side of the rear bumper within two weeks after the official class registration date of said semester. The cost for registration is \$1.00. Any student or employee with a motor vehicle with no registration decal after the registration date will be fined \$5.00. Students planning to bring vehicles on campus after the registration period must obtain a Vehicle Registration form from the Office of the College Engineer.

The following traffic and parking rules are to be observed by operators of motor vehicles.

**Speed Limits** are posted. For offenses such as driving fast or reck-



lessly, drivers will be also subject to trial by local authorities, as well as campus fine of \$5.00.

**Overnight Parking** is restricted to regular parking lots. Persons parking elsewhere between 1:00 a.m. and 7:00 a.m. will be served with violation tickets. Unregistered vehicles must be parked in designated Visitor's Parking Area.

**Parking** is not permitted by the yellow curbs.

**Service Roads** and areas are for the use of college-owned and commercial service vehicles unless otherwise approved in writing by the College Security Officer. The parking area at the Vardell Building may be used by students only from 6:00 p.m. to 6:00 a.m.

**Motor Scooters and Motorcycles**, when properly registered with the Office of the College Engineer, may be operated on campus under the same rules and regulations as automobiles provided that each vehicle has factory mufflers with all baffles in place and secure. Any vehicle which makes excessive noise shall be repaired or removed from campus.

**No Student Vehicle** shall be driven or parked on the lawn or sidewalks without a written permit from the Office of the College Engineer. Such a permit will cover one trip only and shall be displayed on the windshield while the car is in the restricted area. A \$5.00 fine will be charged to the person in whose name the offending vehicle is registered. Motor scooters and motorcycles are not permitted to be parked under the dormitories.

**All Tickets** must be paid before the end of the semester or the student will not be allowed to register for the following semester and all transcripts will be held. If the recipient of a ticket wishes to contest the ticket, he must, in writing, notify the chairman of the Traffic Council of this desire within 72 hours of receiving the ticket.

**Failure To Appear** before the Traffic Council after being summoned, without due cause, will result in a \$5.00 fine. Repeated failure to appear will result in loss of driving privileges on campus.

**Any Person Who Receives Five Tickets** in one semester will be brought before the Traffic Council and warned that if he receives two more tickets in that semester, his driving privileges will be suspended for an indefinite period of time.

**Note Regarding Bicycles:** Each bicycle must be registered each academic year with the College Engineer and display the registration decal (no charge). Bicycle operators are to recognize that pedestrian

traffic has the right of way both when the vehicle is parked as well as when it is being operated. Locks are highly recommended.

All tickets are to be paid at the Office of the Campus Engineer located near the power plant. This office is open Monday through Friday from 8-12 and 12:30-4:30 and Saturday from 8-12.

**First Violation — \$1.00 Fine**

1. Parking by yellow curb leaving vehicle unattended.
2. Parking in a prohibited zone.
3. Obstructing traffic.
4. Parking overnight in a restricted zone.

**First Violation — \$5.00 Fine**

1. No college registration
2. Vehicle on grass or sidewalk without written permission
3. Reckless driving

**Alcoholic Beverages**

Alcoholic beverages may neither be consumed nor possessed on campus.

**GUIDES FOR RESIDENT STUDENTS**

While the following regulations are intended primarily for resident students, all students while on campus or at college events are expected to observe these guides. All students, including off-campus men and women not residing with parents (guardian or spouse), are classified as resident students.

**WOMEN'S DORMITORY CLOSING HOURS**

**Freshmen**

11:00 p.m., Sunday-Thursday

12:00 midnight, Friday and Saturday

**Sophomores, Juniors and Seniors**

12:00 midnight, Sunday-Thursday

1:00 a.m., Friday

2:00 a.m., Saturday

Senior women and women students over 21 years of age will be under an extended hour situation when a practical method for residence hall security can be implemented.

Late permission may be granted by the Residence Director, the Resident Hostess, or one of the Deans of Students where conditions demand it. Call your dormitory to take care of this situation.

**SIGN-OUTS.** No sign-out is required for on campus. Sign-out is required for women who will be away from the campus after 8:00 p.m. Sign-outs are required for weekends and overnight. There will be a resident hostess on the desk who will be responsible for keeping all sign-out records.

There are two main reasons for signing out: (1) to know that someone is out and when she will be back so that suitemates will not worry unnecessarily and (2) in case of an emergency the girl can be located.

### **Sign-Out Procedure**

On the card the following information will be filled out: **Name, Time Out, Expected Time In and Time In.**

To be used in a case of emergency, the following information will be recorded separately: date, destination, person accompanied by and means of transportation. The dorm council of each dormitory will decide how the more specific information will be kept (i.e., by envelope and/or separate card, etc.) so that the privacy of the individual will be insured.

At closing hours the suite leader or a designated person in responsibility is to check to see if women students have returned. If there are women students who cannot be accounted for, the suite leader is to report this situation to the resident hostess as soon as possible after the closing hour. The resident hostess, after checking the situation, will in an emergency report to either the Residence Director or one of the Deans of Students and one or the other of these people will assume responsibility.

**In Case of Emergency.** Women students who realize on their way back to campus that they are not able to make the closing hour are urged to stop and telephone their dormitories, giving the reasons why they will not be able to arrive on time. It is understood that by doing this they will not be subject to penalty for late arrival.

**Period of Grace.** For use in emergencies, a 30-minute grace period will be allowed per semester.

**Weekend Restrictions For Freshmen.** Freshmen during the fall term will NOT be allowed to take a weekend away from the campus for the first three weekends of the term. This restriction is made to help freshmen become a part of the academic and social life of the campus and integrate the two.

### **Room Change**

Changing rooms or residence halls after confirmation of assignment,

or moving equipment or furniture from its assigned room, must be approved beforehand by the Residence Director, with the final approval resting in the Office of Student Affairs. Each change, except when made at the convenience of the college, requires payment of a \$1.00 Room Change Fee (\$2.00 when change is between dormitories). Space utilization, including initial assignments and reassignments of residence hall rooms, resides with the Office of Student Affairs.

### **Room Inspection**

Inspection of rooms may be made by Suite Leaders, Residence Directors, College Officials, and by officials of the State Department of Health.

### **Open Dormitories**

Open dorms may be declared for a specific period if agreed upon by the Dorm Council and the Residence Director. At least two Suite Leaders and either the dorm president or the Residence Director should be present during the time that the dorm is open. The Student Affairs Office must be notified by Thursday noon of each week in order to publicize and communicate the fact to the appropriate persons. Particular hours that the dorms (or suites) will be open will be decided by each individual dorm (or suite) in consultation with the Student Affairs Office. The doors will remain open in rooms where there are visitors. Individual suites may apply to the Dorm Council and the Residence Director for open house. Individual suites may also be closed if agreeable to a majority of the members of the suite; an appropriate sign should be placed on the suite door.

### **Long Distance Calls**

Long distance phone calls are to be made only at a pay phone. Local calls may be made from the suite phone by first dialing 9.

### **Overnight Guests**

Overnight guests of students should be registered with the Residence Director. For spending the night in another student's room the absent student should obtain approval of the Residence Director or Suite Leader beforehand.

Fees are charged only for the use of linen, guest room, and meals (which are charged at mealtime in the cafeteria). The linen fee is \$1.00. The guest room fee is \$2.00 for the first night (includes linen) and \$1.00 per night thereafter. The cost of meals is listed in the cafeteria.

Guests wishing to stay longer than three nights must have permission in writing from the Office of Student Affairs.

Students are responsible for the actions of their guests.

## **Dormitory Authority**

The Residence Director and the Dorm Council share responsibility in dormitory administration. Should an emergency arise where judgments of directors and councils differ, that of the director will prevail until written recommendations from the councils and the director can be reviewed by the Deans of Student Affairs.

## **Residence Philosophy**

While Residence Directors, Suite Leaders, and Dormitory Presidents have primary authority in maintaining necessary order in dorms, it is each student's responsibility to become involved in this endeavor. Several approaches are available: a personal confrontation, a suite meeting, referral to a Residence Court via the Suite Leader, or a conference with the Residence Director or other student personnel staff members. In every instance, conversation should precede action. As in all disciplinary cases, the student's total academic and citizenship record will be weighed against specific charges.

## **JUDICIARY PROCEDURE**

### **Reporting a Case**

Cases of serious misconduct as provided for in the Student Association Constitution are reported either directly to the Attorney General or indirectly to him by informing the Office of Student Affairs or a member of the Judicial Committee. In disciplinary cases, judicial authorities of the College consider not only the specific charge but also the student's total academic and citizenship record. Technically proved evidence is not to be considered essential at this educational institution. First offenses, unless of extreme severity, are not usually to be considered grounds for expulsion. The following procedures for hearings by a court at St. Andrews are believed to be reasonable for this educational setting.

### **Notification of Those Concerned**

The judicial authority will give notice of the scheduled hearing no less than 24 hours in advance to the student concerned and to members of the court, its advisors, and the Office of Student Affairs, giving instructions for appearing before the court, including time and place scheduled. The student's Faculty Advisor will also be notified. The student may request a student, faculty member, or other college official to appear with him. The student accused may call witnesses in his behalf before the court if their names are submitted to the Attorney General no later than 6 hours prior to the opening of the hearing.



## **Witnesses**

The testimony of witnesses in court will be recorded. All testimony given the court while in session by any person appearing before the court is to be given and received in full recognition of serious action that will follow perjury. Further, official transcripts of the hearings of the court, including the names of the accused and the witnesses, will be restricted to members of the judicial body and to college officials for whom such information is needed in follow-up of action and counseling. Any public report of action taken in cases of misconduct will show reference to the case only as case number and summary of action taken by the court.

## **Notification of Parents**

For major offenses, a Dean of Student Affairs, or another college official, will communicate final action as soon as possible in writing to the student's parents (guardian or spouse). Such notification will include a summary of the nature of the case and the nature of the penalty. Such notification is supplementary to that which the student concerned is expected to communicate to those to whom he is responsible.

## **Appeals**

Following a verdict which the student wishes to appeal, he must remain on campus until the appeal is heard and the final judgment is reached. Verbal indication of the desire to appeal a case must be given to the chairman of the court which has handled the case by 4:00 p.m. the afternoon of the day following the trial. By 11:00 a.m. the day after the defendant has indicated his desire to appeal, he must present in writing to the chairman of the court the grounds for his appeal and a complete list of those persons he wishes to be present at the hearing. The chairman who receives this information will append it to the minutes of the trial and present it to the Attorney General for assignment to the proper appellate court. Appeals relating to probation (or suspension) will follow the procedures outlined under the "Probationary Regulations"\* section of this handbook.

## **Suspension or Expulsion**

Resident students who are suspended or expelled from St. Andrews are to remain on Room Arrest until actual departure, except to go directly to and from meals and to process withdrawal. Such departure from the campus and its environs must take place not later than 11:00 a.m. the day following confirmation of dismissal. The Deans may make allowance for the terms of restriction or departure when appropriate. Any return to campus thereafter must be approved beforehand by the

\* See page 42

Dean of Students or his representative. Non-residents who are suspended or expelled are expected to observe these conditions as they apply to non-residents.

**NOTE:** Departure from normal procedure must be requested by the accused or the appropriate judicial authority in writing and must be approved by the Dean of Students or his representative.

### **Alternate Judicial Procedure**

During final exam periods normal judicial procedures may be suspended because of the impossibility of getting together members of the proper judicial body. In such times the Dean of Students and the Dean of the College may in consultation with the Attorney General review the case or cases and decide on appropriate action.



# CAMPUS SERVICES



# CAMPUS SERVICES

## College Counseling

College Counselor—Dr. Hewitt  
College Pastor—Mr. Davenport  
Dean of Students—Dean Davidson, Dean Decker, Dean Overholser  
Rehabilitation Project—Mr. Urie, Mrs. McKenzie

## Career planning and school decisions:

Your Faculty Advisor  
Department Advisors in Your Major  
Deans of Students  
Financial Aid Officer  
Presbyterian Guidance Center—Dr. Cockrum, director  
Mr. Patton, Mr. New

## Financial aid and job opportunities:

Director of Placement—Mr. Wells  
Financial Aid Officer  
Deans of Students  
Your Faculty Advisor

## Foreign student matters:

Director of Admissions—Mr. Atwell

## Military and veteran's affairs:

Registrar—Mr. Gross

## Reading improvement program:

Staff of the Division of Education and Psychology,  
Visual Aids Services

## Religious matters:

College Pastor—Mr. Davenport

## Medical matters:

College Health Center

## Student Center

Mrs. Lib Dove—College Hostess

## Basic Guides for the Student Center

1. Individuals and groups using the Student Center are expected to exercise due respect for the physical facilities, equipment, and other persons in the Center.
  - a. Except for scheduled coffees, teas, receptions, etc., refresh-



ments are not permitted in the Main Lounge.

- b. The use of unauthorized appliances and the opening of windows while air-conditioning units are in operation without prior authorization is not permitted.
- c. Recreational supplies such as ping pong paddles, playing cards, chess, records, etc., are available from the Student Center Hostess or Student Affairs and should be returned after use.
2. Meeting rooms are to be scheduled through the Calendar Committee and the Office of Student Affairs.
3. The use of the bulletin boards, the display of posters, and use of communication systems in or around the Student Center require advance clearance from the Office of Student Affairs.

## HOURS FOR OPERATION OF STUDENT CENTER

### **The Student Center Building**

Sundays through Fridays,  
7:00 a.m. — 12:00

Saturdays  
7:00 a.m. — 1:00 a.m.

### **Student Store and Book Store**

Mondays through Fridays,  
8:30 a. m. — 12:55 p. m.  
3:00 p. m. — 4:55 p. m.

Saturdays  
9:00 a. m. — 11:25 a. m.

### **Post Office Window Service**

Mondays through Fridays,  
8:30 a. m. — 9:00 a. m.  
11:30 a. m. — 1:15 p. m.  
4:30 p. m. — 5:00 p. m.

Saturdays  
10:30 a. m. — 11:30 a. m.

**Note:** All resident students are **REQUIRED** to have post office boxes.

There is no General Delivery Service. Insured packages must be mailed at the Laurinburg Post Office, but uninsured packages may be mailed at the college Post Office. Non-resident students must notify the Student Affairs Office of their local address.

## Food Services

Mr. Hulka — Director of Food Service

Mrs. White — Assistant director and Dietician

### Snack Bar Counter Service

Hours to be announced.

**Note:** All persons are asked to leave the Snack Bar no later than 15 minutes after the counter closes. A self-service system is in effect in the Snack Bar. Please place dirty dishes and trash in proper containers.

### Dining Hall

#### Monday through Friday

Breakfast: 7:00 a. m. — 8:15 a. m. (No hot food will be served after 8:15 a. m., but service area will remain open until 9:00 a. m. to serve those students who wish only cereal and coffee for breakfast.)

Lunch: 11:30 a. m. — 1:30 p. m. (Permission to eat prior to 11:30 a. m. must be obtained in writing from the Student Affairs Office.)

Dinner: 5:00 p. m. — 6:30 p. m.

#### Saturday

Breakfast: 7:00 a. m. — 8:15 a. m.

Lunch: 11:30 a. m. — 1:00 p. m.

Dinner: 5:00 p. m. — 6:00 p. m.

#### Sunday

Breakfast: 8:00 a. m. — 9:00 a. m.

Lunch: 12:00 — 1:00 p. m.

Dinner: 5:00 p. m. — 6:00 p. m.

**Note:** All students are requested to leave the main dining area not later than 30 minutes after closing time in order for cafeteria personnel to complete their assigned duties. Each student is expected to place his tray on the conveyor belt leading to the dishwashing area.

## Health Center

### The Health Center Staff:

Hugh M. McArn, Jr., M.D. (City Office: 422 King Street)

David A. Williams, M.D. (City Office: 509 Atkinson Street)

Mrs. Selah P. Stephens, R.N.

(Office and Quarters: Health Center)

Miss Evelyn Mahn, R.N.

(Office and Quarters: Health Center)

Mrs. Alice McKenzie, R.N.

(Office: Student Center)

## **Operational Guides:**

**Admittance:** The Resident Nurse will render first aid service at no charge.

**Services by the College Physician:** Monday through Saturday the College Physician is available for consultation and treatment at 7:00 a.m. promptly. In emergencies students should report to the Residence Director who will notify the Health Center or go directly to a physician as a private patient.

**Health Center Hours: Mondays through Fridays:** 7:00-9:00 a.m., 1:00-2:00 p.m., and 6:00-7:00 p.m.; **Saturday:** 7:00 a.m., and 1:00-2:00 p.m.; **Sunday:** 1:00-2:00 p.m.

**Visiting Hours:** 4:00-5:00 p.m.

**Bed-care:** Bed space for routine observation is available; cases requiring bedside care or other specialized services will be referred to the local hospital.

**Meal Service in Health Center:** Patients will be served the customary liquid, soft or regular diet as prescribed by the College Physician. If any special diet is prescribed, the student will be charged \$1.00 extra per day or portion thereof.

**Referral to physician's office or hospital:** The College Physician may direct any case to be sent to his office or to the hospital if attention by a physician is needed at other than regular Sick Call hours.

**Notice to Parent/Guardian:** The physician will call a parent or guardian when hospital confinement or specialized medical attention appears needed. Cost of such call will be charged to the student's bill. When a parent or guardian cannot be reached in an emergency, the President or a Dean, following advice of a medical doctor, will exercise judgment which seems appropriate with notification to parents, guardian or spouse as soon thereafter as possible. The physician will notify the Deans of Students if necessary, however, the Resident Nurse regularly includes such matters in her daily report to the Office of Student Affairs and the Faculty Advisors concerned. When admission to a hospital is not arranged by the Health Center Staff, hospitalized students are expected to notify the College Physician or Resident Nurse and their parents as soon as possible.

**Medication and Special Services:** Medications approved by the College Physician are held in stock in the Health Center and administered by the Resident Nurse. Supplies and equipment necessary for examination room and bedside use by the physician are maintained. Only

services and medications approved by the College Physician may be administered in the Health Center. Students concerned will bear the costs of such services and/or medications.

**Check-out of Patients:** Students may be released officially from the Health Center and re-admitted to classes and other campus programs only by permission of the College Physician.

Non-residents who are absent from class because of illness or accident while confined in the Health Center are to be approved in the Registrar's Office. Absence excuses must be initiated with Health Center within 24 hours following return to classes.

A roster of all students having sickness and accident insurance through the college-sanctioned plan will be provided each physician and the Scotland Memorial Hospital by the Business Office. This policy pays only for patients treated in a hospital. Each individual student is responsible for the proper processing of insurance claim reports.

Unless specifically informed by a member of the Health Center that a particular charge is authorized for payment by the College, the hospital and physician concerned are to bill the student directly for services rendered.

## Chapel

In celebration of our faith as Christians in an academic community, St. Andrews students, faculty, and staff gather for a service of worship in the Liberal Arts Auditorium. The service is conducted by the College Pastor who is the usual speaker. Other faculty and students speak on occasion and some visitors are invited each year. The Chapel Committee of the Student Christian Council plans the speaking schedule and assists in planning other aspects of the program. Occasionally other media are employed with the aim of finding forms which enable us to celebrate our faith in the twentieth century. Thus various kinds of music, drama, films, and dance have been employed in our worship. The service is voluntary.

Every effort is made to create the possibility for modern, intelligent, and informed people to express their faith in a service which is designed to reflect our interests as a college community. Current issues of belief and practice, personal and social, in the college and in the wider community, are exposed and explored in the conviction that anything less pointed and central would be unworthy of what God is doing in the world.

## **Presbyterian Guidance Center**

The Presbyterian Guidance Center offers St. Andrews students vocational guidance and counseling, special testing and the use of the Occupational Information Library. It is preferable for students to arrange visits through one of the Deans.

### **Hours:**

Monday through Friday—8:30 a.m.-5:00 p.m.

## **Rehabilitation Project**

The aim of the Rehabilitation Project is to systematically study all factors which contribute to a successful college experience for physically handicapped students and their roommate aides.

With funds from the Federal Rehabilitation Services Administration and the Mary Duke Biddle Foundation, the College provides workshops for roommate aides for physically handicapped students. These aides are full-time students who work under the direct supervision of Mrs. Alice McKenzie. Adult attendants are provided as needed under project supervision but are paid by the parents of handicapped students. Not all such students require adult attendants in addition to the student roommate aide and questions about these matters should be taken to the Project Director.

Special services for handicapped students are provided through the Project office, including transportation to off-campus events, modification of physical facilities, wheelchair and equipment repair, vocational and personal counseling, and job placement upon graduation. The Project office in the Student Center is open Monday through Friday from 8:30 a.m. to 5:00 p.m.

## **The DeTamble Library**

### **Library Service Staff:**

Mr. Richard Lietz—Librarian

Mrs. Margaret Bennett—Associate Librarian and Cataloger

Mrs. Betty Holmes—Acquisitions Librarian

Miss Jessie Griffin—Reference Librarian

Mrs. Lois Lietz—Assistant Cataloger

Mrs. Nora Grimes—Circulation Librarian

### **Hours:**

Monday - Friday  
8:00 a.m.—11:00 p.m.



Saturday  
8:00 a.m.—5:00 p.m.  
Sunday

2:00 p.m.—11:00 p.m.

(Variations from these hours will be posted)

### **General Regulations:**

1. Casual but tasteful attire is permitted in the library, i.e., Bermuda shorts and shoes.
2. No food or beverages may be brought into the library.
3. Smoking is not permitted.

### **Reserve Books:**

Most reserve books may be checked out of the library for overnight use one half hour before the library closes and are due back when the library opens the next day. They are located in a special reserve section.

### **Fines:**

1. Two-week books—5¢ per day, discounted 50% if paid when book is returned.
2. Reserve books—25¢ for first hour (or fraction thereof).  
5¢ for each additional hour (or fraction).  
Limit: 50¢ per day.

**Note:** The discount is not allowed on overdue reserve books or on recalled books which are not returned promptly.

3. End of semester—All books and fines are due on "Reading Day" each semester. Students who have not cleared their library records will not receive permission to register for the next semester, to graduate, or to receive transcripts.

### **Lost Books:**

Report lost books to the Circulation Desk; fines DO NOT ACCUMULATE after books are reported lost. After a reasonable time, replacement costs, plus fines, must be paid if the book is not found. If a book is found, payment will be refunded upon presentation of the receipt.

### **Book Deposit:**

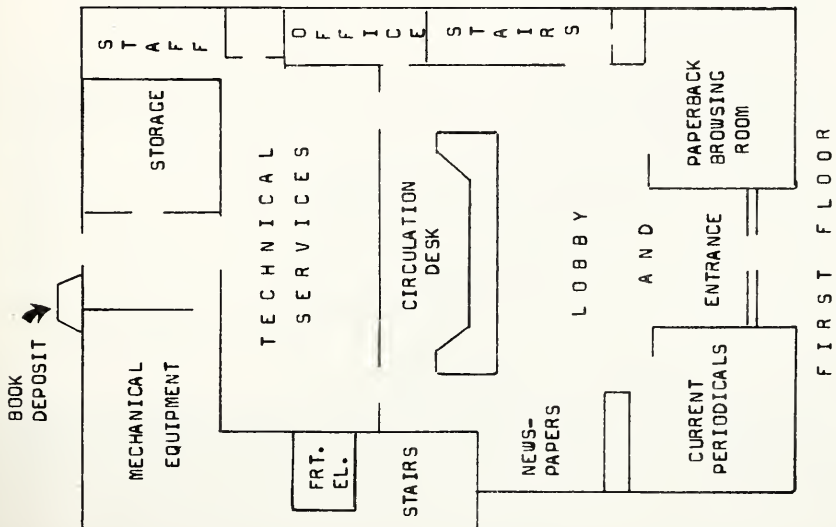
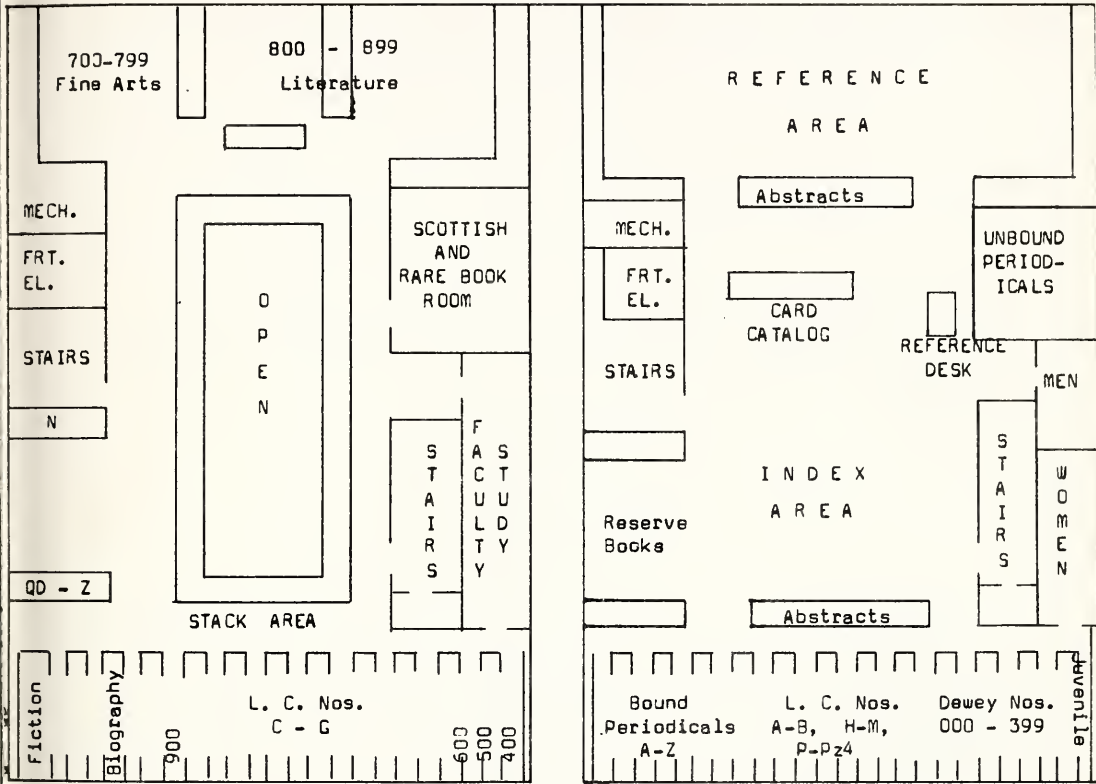
Books may be returned when the library is closed by the means of the book deposit slot near the service (lakeside) entrance to the library.

### **Paperback Browsing Collection**

A collection of paperback books on varied subjects is available on the first floor of the library. Books may be borrowed and returned on the honor system.

**Note:** The library is in the process of changing its books classification system. If a student has difficulty in locating a book he should ask one of the librarians or student aids for assistance, or see the student Library Guide for further details.

# The DeTamble Library



## **Audio-Visual Services**

### **Hours:**

Monday - Friday  
9:00 a.m.—5:00 p.m.

Tuesday and Thursday  
6:30 p.m.—9:30 p.m.

Saturday  
9:00 a.m.—12 noon

Audio-Visual Services—Liberal Arts Building, Rooms 104, 105.

The Language Laboratory offers a wide range of foreign language tapes for student use. It is located in Room 128 in the Liberal Arts Building.

### **Hours:**

Monday through Friday  
8:00 a.m.— 5:00 p.m.  
7:00 p.m.—10:00 p.m.

Closed on Thursday from  
10:00 a.m.—11:00 a.m.

### **Facilities:**

Reading carrels, tape recorders and tapes, thermafax copy maker, transparencies on file, relief maps, filmstrips, film previewers, 16mm projectors, filmstrip projectors, overhead projectors, and two "Dial" Access stations.

Films for educational or entertainment purposes may be ordered through this central college service. Students are encouraged to take advantage of the opportunities offered in Audio-Visual Services.

## **"Dial" Access System**

The "Dial" Access system is designed to provide supplementary material in selected subjects at any time from any place on campus. At the present time there are eighty-six different programs—eight on music, twelve for freshman Christianity and Culture, and sixty-six for foreign languages. By "dialing" a specific number from one of thirty-nine stations—three in each dorm, two in the Audio Visual Services Room, two in the present Language Laboratory, seven in classrooms with speakers in the Liberal Arts Building, and three in classrooms in the Vardell Building, students are able to cut in on their desired tape.

## **Physical Education Facilities**

The Physical Education Facilities offer a wide variety of sports for competition or pleasure. They include the new Physical Education

Building, a baseball diamond, six all-weather tennis courts, seven-hole par 3 golf layout, an all-weather track and playing area for field sports. These facilities are for students, faculty and staff of the college. Some form of identification will be required for facility use and equipment check-out.

### **Swimming:**

The pool is regulation Olympic size, is equipped for underwater coaching and has seating for two hundred spectators.

#### **Hours:**

Monday - Friday  
7:00 p.m.—11:00 p.m.

Saturday  
1:00 p.m.— 5:00 p.m.  
7:00 p.m.—11:00 p.m.

Sunday  
2:00 p.m.—5:00 p.m.

### **Bowling, Table Tennis, Pool and Game Room**

#### **Hours:**

Monday - Friday  
2:30 p.m.—11:00 p.m.

Saturday  
12:00 noon—11:00 p.m.

Sunday  
2:00 p.m.—5:00 p.m.

**Note:** Bowling costs .25 per game and .10 for shoe rental.

### **Gymnasium, Handball, Squash, Weight Room and other Facilities**

#### **Hours:**

Monday - Friday  
12:00 noon—11:00 p.m.

Saturday  
12:00 noon—11:00 p.m.

Sunday  
2:00 p.m.—5:00 p.m.

All facilities are available whenever any class or other group is not using them.

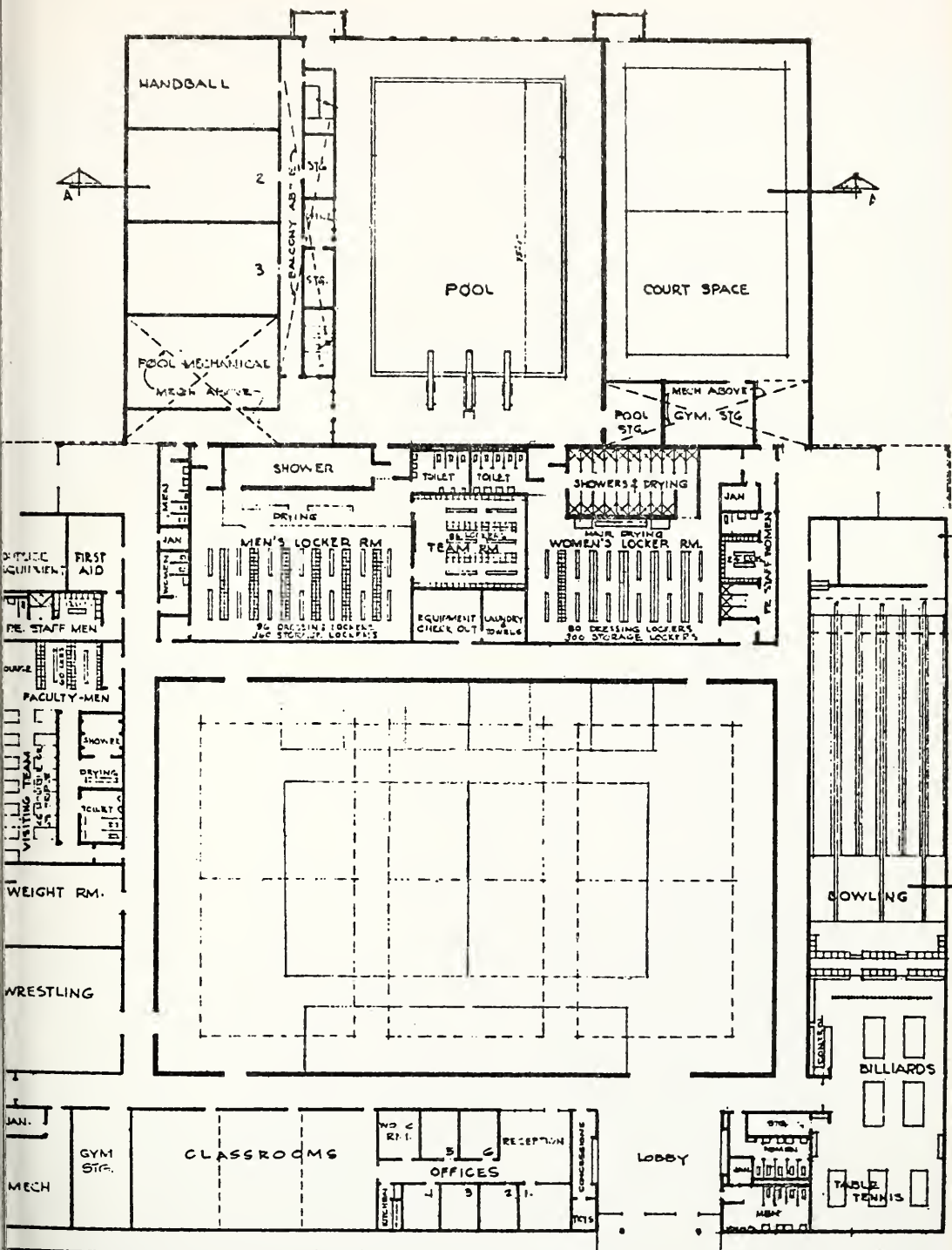
Equipment may be checked out from the Equipment Room. It must be returned on the same day it is checked out, and in good condition.

A late fee or damage fee may be charged for violation of these rules.

COACHES:

Soccer	Coach Hackney
Basketball	Coach Boyd
Cross Country	Coach Ollis
Track	Coach Boyd
Wrestling	Coach McGee
Bowling	Coach David McLean
Tennis	(To be appointed)
Baseball	Coach Griffin
Golf	Coach McGee





PHYSICAL EDUCATION BUILDING  
FLOOR PLAN

SCALE  $\frac{1}{4}'' = 1'-0''$



# CAMPUS ACTIVITIES



# **CAMPUS ACTIVITIES**

## **ACADEMIC ACTIVITIES**

### **Academic Honors**

The **Dean's List** recognizes superior academic achievement each semester and is published soon after the end of each semester. To be included on the Dean's List, juniors and seniors must have a quality point average of 3.25 for the semester, freshmen and sophomores, a quality point average of 3.0, and all must have a clear citizenship record.

### **THE ST. ANDREWS HONOR SOCIETY**

1. Students with an overall academic average of 3.25 for eighteen courses of work at St. Andrews are eligible.
2. This society shall work toward the establishment of a Phi Beta Kappa Society on campus.
3. The Advisor of this society shall be a Phi Beta Kappa member.
4. Members shall be honored by serving in the following capacities:
  - a. Marshals for graduation at the end of the junior year.
  - b. Marshals for dignitaries.
  - c. Marshals for Convocation.
  - d. Having supper or touring the campus with important visitors on campus.
5. New members will be named at Awards Night each spring.

### **THE SOPHOMORE HONOR SOCIETY**

This honorary society was organized for the purpose of recognizing members of the Sophomore class who have shown outstanding scholarship achievement. Those sophomores who have a cumulative average of 3.0 or better are eligible for membership.

## **Clubs and Organizations**

### **Club Fair**

Every fall, the clubs and organizations at St. Andrews sponsor a "club fair" for the purpose of acquainting the St. Andrews community with the functions and purposes of each organization. The fair, which is usually held in the Student Center, features "booths" set up by each club, with representatives of the club available for explaining the club, answering questions, and recruiting new members.

### **Chartering and Organizing Procedures**

Any group wishing to organize a club should secure instructions and applications from the Student Affairs Office. All currently organized clubs must be rechartered annually.



Clubs Currently Chartered

The American Marketing Association is open to anyone interested in marketing and other phases of business administration. The club brings outstanding members of the marketing profession to campus to promote interest in this phase of business.

President	Jamie Gregory (Acting)
Vice-President	To be elected
Secretary	To be elected
Treasurer	To be elected
Advisor	Professor Wade

The Behavioral Science Club is open to all students and faculty members. The purpose of the club is to inform and guide the student towards the fulfillment of his potentialities in the areas of employment when an emphasis on human relations is significantly relevant. The club sponsors movies dealing with emotional problems and invites speakers from the professional world.

President	Ray Riddle
Vice-President	Leslie Quast
Secretary-Treasurer	Brenda O'Berry
Advisors	Dr. Smith, Mr. McIlhiney

Circle K Club of St. Andrews is a student affiliate of Kiwanis International. Membership is open to all male students with an average of 2.0 or better. Its purpose is to render service to the campus community.

President	Ray Riddle
Vice-President	Dave Murdock
Secretary	Tom Gilbert
Treasurer	Bob Schurke

The Gun Club is an organization created for the purpose of providing firearms safety education for the campus and community, acquiring and supervising rifle, pistol, and skeet ranges on campus, establishing firearms competition as an intercollegiate sport, and promoting the use of firearms for legitimate civilian purposes such as hunting and target shooting. In addition, the club supervises the use of the college gun lockers and the registration of guns kept on campus. Club membership is open to any member of the campus community. There is a membership fee. You must be a member of this club if you want to have firearms on campus.

President	Mike McCord
Vice-President	Richard Beach
Secretary	Mary Ellen Loving
Treasurer	Rick Erisman
Advisor	Dr. Wetmore



The **Highland Players** is an organization for students interested in theatre. The main purpose is to allow a creative outlet for any who are interested in learning the various phases of the dramatic arts. To qualify for membership, a student must have worked forty hours on various phases of production. Students who have worked 120 hours in three consecutive semesters qualify for honor membership. The Players present four major plus several minor productions each year.

President	Joe Mitchell
Vice-President	Carol Fetter
Secretary	Julia Wilson
Treasurer	Sally Syphrit
Advisor	Mr. McDonald

The **Quill and Scroll Club** was organized to assume the function of a publications board, and to serve as a literary honor club. The club consists of members of the staffs of the college publications.

President	Joe Junod
Vice-President	Ray Riddle
Secretary	Nancy Williams
Advisors	Dean Overholser, Mr. Dugger, Dr. White

The **Radio Club** operates an on-campus radio station, WSAP, which is a member of the Intercollegiate Broadcast System, and an amateur "ham" radio station. Opportunities are provided for work and training in all phases of radio activity. Membership is open to all interested students.

President	Mills Fitzner
Vice-President	Ron Tingle
Treasurer	Scottie Scott
Advisor	Mr. Narramore

The **Student North Carolina Education Association (SNCEA)** is the professional association for all college students preparing for or interested in teaching. A member of the Student NEA is also a student member of his state educational association, with all rights, privileges and responsibilities of associate membership in the professional organizations. The primary goal of the student NEA is that of "professionalizing" those persons who are preparing to teach. The club sponsors various workshops of interest to educators and sends representatives to the Student NEA Convention.

President	Carol Batten
Vice-President	Carolyn Caldwell
Secretary	Rachel Rice

Treasurer ----- Joan Lee  
 Historian ----- Mary Lynn McKenzie  
 Advisor ----- Dr. Daughtrey

The **Trumpet Bridge Club** provides the opportunity for student-faculty relationships in a recreational participation in bridge, where individuals may learn and improve their skills in the game. The club also organizes and sponsors a team to represent St. Andrews in the Inter-collegiate Bridge Tournament.

President ----- Ted Kingsbury  
 Vice-President ----- Paul Reynolds  
 Secretary ----- Anne Saville  
 Advisor -----

The **Lettermen's Club** initiates each spring students who have earned a letter in a varsity sport and who desire membership. The club seeks to foster good will and sportsmanship. It sponsors various activities, such as student-faculty athletic events, and gives an annual McKinnon Morgan Athlete-of-the-Year award, based on academic achievement, athletic ability, sportsmanship, and dedication.

President ----- Jan Bartlett  
 Vice-President ----- Ken Pritchard  
 Secretary-Treasurer ----- Harry Kraly  
 Sergeant-at-arms ----- Jim Snyder  
 Advisor ----- Coach Hackney

**Phi Beta Lambda** membership is open to upperclassmen who are business majors. The club's purpose is to create interest in and an understanding of business occupations, and to develop competent and aggressive business leadership. Phi Beta Lambda sponsors various projects for the improvement of business and community.

President ----- Wes Ward  
 Vice-President -----  
 Secretary ----- Emelda Williams  
 Treasurer ----- Wes Ward  
 Advisor ----- Leta McIntyre

The **Sailing Club** is for those students on campus who are interested in boating and sailing. The purpose of the club is to promote water safety through an acquaintance and appreciation of navigation and sailing techniques.

President ----- Rick Peters  
 Vice-President ----- Tom Sing'eton  
 Secretary-Treasurer ----- Kim Volts  
 Advisor ----- Mr. Wells

## Unchartered Organizations

The **Economics Association** is open to students interested in furthering their economic education on campus and in the community. It provides the proper relationship between classroom theory and economics in practical application.

### Officers To Be Elected

**Farrago**, the St. Andrews Coffeehouse provides a weekly program of student and faculty talent from folk music to poetry reading. It furnishes a context and atmosphere for chatting, listening, and eating together.

**St. Andrews Chapter of the Music Educators National Conference** is open to anyone interested in music. The club provides opportunities for professional development, for acquaintance with leaders in the music education profession, for school projects and contacts with MENC members of other schools. At the annual Awards Night, the club gives a Most Outstanding Music Student Award.

### (Officers To Be Elected)

Advisor \_\_\_\_\_ Professor Joyce Bryant

The **Student Chapter of the American Chemical Society** is open to interested chemistry students. One of its activities is to sponsor visiting science lecturers. The club sponsors a trip for some of its members to the American Chemical Society Convention.

President \_\_\_\_\_ Jim Holler  
Vice-President \_\_\_\_\_ Ted Wendel  
Secretary \_\_\_\_\_ Kim Matthews  
Treasurer \_\_\_\_\_ David Wolfe  
Program Director \_\_\_\_\_ Casey Jonas  
Advisor \_\_\_\_\_ To be appointed

## Publications

**The Lance**, the campus newspaper, is published weekly. Articles are contributed by a staff of reporters who cover every phase of campus life—academic, social and athletic. **The Lance** will print signed letters to the editor.

Editor \_\_\_\_\_ Joe Junod  
Assistant Editor \_\_\_\_\_ Linda Susong  
Assistant Editor \_\_\_\_\_ David Wagner  
Sports Editor \_\_\_\_\_ Scott McCrae  
Layout Manager \_\_\_\_\_ Pete Cook  
News Editor \_\_\_\_\_ Sara Lee

Business Manager	-----	Jim Bouck
Assistant Business Manager	-----	Stu Harris
Advisor	-----	Mr. Dugger

**The Lamp and Shield**, the college year book which is published each May, gives a pictorial account of the events and personalities on campus throughout the year. Miss Lamp and Shield is selected annually in a campus-wide pageant sponsored by the yearbook staff.

Editor-in-Chief	-----	Ray Riddle
Assistant Editor	-----	Ellen Richardson
Copy Editor	-----	Scott McCrea
Business Manager	-----	George Shaffer

**The Cairn** is the campus literary magazine. The magazine accepts contributions from any member of the student body. The contributions are reviewed, and selections are made for publication.

Editor	-----	Nancy Williams
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**Dialogue** is an "instrument of communication" sponsored by the Student Christian Council which serves to relate opinions and suggestions of the author concerning current issues and situations. **Dialogue** is published at any time a student so wishes to express his concerns.

## Sports and Recreation

Intercollegiate Athletics in tennis, basketball, baseball, golf, cross country, track, soccer and wrestling provide for active participation and for spectator enjoyment throughout the various sport seasons. "Try-out" dates for those interested as participants in intercollegiate competition will be announced by Coach Hackney and his coaching staff. The programs are open to all students. No athletic scholarships are offered.

Intramural sports include a wide-range of activities organized on an individual or dorm competition level. The Intramural Sports Council organizes the various activities which include swimming, football, softball, basketball, track, handball, pool, volleyball, horseshoes, tennis, ping-pong, golf, wrestling, cross country, and bowling.

The **St. Andrews Cheerleaders** lead the spirit and enthusiasm needed by participants in the intercollegiate athletic programs. Seven regular and three alternate cheerleaders are selected by a joint student-faculty committee during the fall "try-outs."

The **Pep Club** was organized to promote school spirit on the campus.  
 Chairman ----- Debbie Harper

St. Andrews has membership in the NAIA and is a charter member of the Dixie Intercollegiate Athletic Conference.

## **WHO'S WHO (Academic Activities)**

Who's Who Among Students annually includes approximately a dozen juniors and seniors from St. Andrews. The Student Life Committee sets the qualifications for nominees and appoints a Who's Who Selection Committee, composed of faculty members and students, to compose a ballot of those juniors and seniors who meet the qualifications. This list of nominees is voted upon in the fall by all upperclassmen. The final selections are subject to approval by the Student Life Committee, the Dean of Students and the Dean of the College. Students are notified of their selection by National Headquarters and the announcement is made to the student body at the annual Awards Night.

## **NON-ACADEMIC ACTIVITIES**

### **Scheduling of Events**

All events other than regularly scheduled classes must be approved by the Calendar Committee. A copy of the "Request for Scheduling Events of the College Calendar" is available in Dean Davidson's office and in the Office of Student Affairs. Completed forms should be submitted to the chairman of the Calendar Committee.

### **Financial Business of the Student Association—and its clubs and organizations**

The Treasurer of the Student Association is solely responsible for all funds of the Student Association. He receives proposed budgets from all organizations on campus, then formulates a budget. All organizations should make requests for funds in the spring not less than one month prior to the end of the academic year. Final action will be made no more than one month after the beginning of the fall term. The Treasurer of the Student Association will keep office hours which will be posted in the Student Association Office when he takes office. Request for funds will be granted only during these times except under extenuating circumstances. No requisitions or funds of the Student Association will be accepted by the Business Office without authorization of the Treasurer of the Student Association.

### **Advisors for Clubs and Organizations**

The Advisor of a club is their official liaison to the Administration and Faculty, and each needs to be counselled with and informed to assure mutual concern and support, Faculty Advisors to the Senate and Judiciary Boards, to the Student Christian Council, to the Student Life Committee and to the publications are appointed by the Dean of the College and the Dean of Students upon recommendation by the Faculty Executive Committee, and the Cabinet. A representative of the Physical Education Department serves as advisor to the Intramural Sports Council.



# GENERAL INFORMATION



## ABOUT LAURINBURG

The city of Laurinburg has a population of about 9,000 and in 1956 was the first city in North Carolina to be chosen an All-American City and was selected for the second time in 1968.

In cooperation with St. Andrews, the two Laurinburg movie theatres sponsor an almost weekly foreign film series during the spring and fall semesters.

Laurinburg has churches of all the major denominations. Bus service is provided to the following churches each Sunday:

**Baptist:**

First Baptist Church, East Church Street  
The Reverend Richard E. Price, Jr.

**Episcopal:**

St. David's, Azure Court  
The Reverend John C. Stone

**Lutheran:**

Highway 401 South, Across from the Campus  
The Reverend Peter Setzer

**Methodist:**

Caledonia, U.S. 501 and Caledonia Road  
The Reverend Leon Ross

Collegiate, City Armory  
The Reverend Robert Pullman

First, West Church Street  
The Reverend Kermit S. Wheeler

**Presbyterian:**

Church in the Pines, Laurel Hill  
The Reverend Tom Young

Laurinburg, West Church Street  
The Reverend Albert N. Wells

Trinity, Blue Farm Road  
The Reverend Grant Sharp

**Roman Catholic:**

St. Margaret's Hall, South Main Street  
Father Patrick N. Gallagher  
(Masses at 8 and 10 a.m.)

## **CAMPUS CUSTOMS**

ALUMNI DAY is held each spring for graduate reunions.

FALL FLING and the VALENTINE DANCE are the two big weekends on campus. They usually feature a formal or an informal dance and a popular singing group in concert.

MARDI GRAS is an annual spring event. The causewalk is lined with booths and exhibits sponsored by various clubs and dormitories. MARDI GRAS also features a concert.

The MISS LAMP AND SHIELD CONTEST, coordinated by the yearbook staff, is held in the early spring. Each dorm sponsors three contestants who compete for the title of MISS LAMP AND SHIELD. The winner is the official representative of the college to the Azalea Festival in Wilmington, North Carolina in the Spring.

PARENT'S DAY, held in the fall, is a planned opportunity for parents to visit St. Andrews. A special event of the day is the inter-dormitory competition of the Dean's Cup Boat Race.

SATURDAY AT ST. ANDREWS is held at various times during the year. Its purpose is to introduce to prospective students the campus and life at St. Andrews.

ST. ANDREWS AWARDS NIGHT is held at the close of the school year and is sponsored by the Inter-Dormitory Council. At Awards Night, the new members of the Honor Society and Who's Who winners are announced, and various clubs and organizations present awards to outstanding students.

## **WHO TO SEE FOR WHAT**

### **Absences**

Faculty Executive Committee via the Dean of the College

### **Boating and boat keys**

Equipment Room in Gym

### **Cards and Games in Student Center**

Borrow from Student Affairs Office

### **Cars on Campus**

Maintenance Department (to register a car)

Dean of Students (if permission is necessary)

### **Chartering a Club**

Assistant Dean of Students

Checks to Cash

\$5—Snack Bar (when receipts are sufficient) or Student Center

More than \$5—Business Office

Payroll Checks—Business Office

Dormitory Damage or Needs

Report to Residence Director, Dorm Staff or Suite Leader

Dormitory Regulations or Policy

To change these consult the Dormitory Council or Inter-Dormitory Council

Films—Ordering and Showing

Student Center Board, Audio-Visual Room, then Assistant Deans of Students

Financial Aid

Business Office

For Functions Involving Refreshments

Assistant Dean of Students and Food Service

Guests on Campus

Residence Director

Honor Code Offense

Report to Attorney General or member of Judicial Committee

Housing Off Campus

Assistant Dean of Students

Late Permission

Residence Director or Residence Hostess (if they are unavailable, Student Affairs Office)

Lost and Found

Student Affairs Office and Secretarial Pool

Marriage, and Remaining in College after Marriage

Dean of Students

Matriculation

Faculty Advisor

Meal Ticket

To buy a ticket contact Food Service (Cafeteria)

Parking Ticket

Pay at the Maintenance Department

## Publication

**The Cairn**, Editor, Nancy Williams

**Circle K Newsletter** Turn in articles to Student Affairs Office

**Dialogue** Secretary, College Pastor's Office

**The Lance** Submit articles to any staff members or Lance Office

## Publicity

Development Office

## Meetings—Reserving a Room

LA Building or Library—Registrar

Vardell Building—Conservatory Office

Student Center—Office of Student Affairs

Cafeteria and Food Service—Director of Food Service

Gym—Phys. Ed. Office

## Rides With Other Students

Post Office Alcove Ride Board

## Room Changes

Residence Director, Assistant Deans of Students

## Scheduling Meetings or Functions

Chairman of the Calendar Committee—Dean Overholser

## Sell or Solicit on Campus

Get permission from the Business Manager and Dean of Students

## Suite Leader or Host/Hostess Applications

Assistant Dean of Students

## Transferring and/or Transfer Credit

Registrar or Director of Admissions

## Transportation to/or from Air or Train Terminals

Office of Student Affairs

## Withdrawal from Class

Faculty Advisor, Professor, and Registrar's Office

## Withdrawal from College

Check with Registrar for Proper Proceedings—See page 43.

## Working on Campus

Business Office

## Working off Campus

Mr. Wells



## 4-1-4 Calendar For 1968-1969

**Guidelines:** (1) 13 full teaching weeks fall and spring terms; 4-week winter term; 10-week summer term.

(2) Student takes 4 courses fall and spring terms, 1 in winter term.

### Fall Term, 1968:

September	1-7	Sunday-Saturday	Freshman Orientation
	4	Wednesday	Upperclassmen Return
	5	Thursday	Registration
	6	Friday (8 a.m.)	Fall term classes begin
October	5	Saturday	Parent's Day
	19-24	Friday-Thursday	Mid-term Testing Period
	28	Monday (9 a.m.)	Mid-term grades due
November	4-16	Monday-Saturday	Pre-Registration for winter and spring terms
	26	Tuesday (5 p.m.)	Thanksgiving recess begins
December	2	Monday (8 a.m.)	Thanksgiving recess ends—classes resume
	10	Tuesday (5 p.m.)	Fall term classes end
	11	Wednesday	Reading Day
	12	Thursday	Examinations begin
	18	Wednesday (5 p.m.)	Examinations end
	19	Thursday (noon)	Dormitories close
	21	Saturday (noon)	Fall term grades due

### Winter Term:

January	6	Monday	Winter term begins
February	1	Saturday	Winter term ends

### Spring Term:

February	2-4	Sunday-Tuesday	Orientation of new students
	4	Tuesday	Registration
	5	Wednesday (8 a.m.)	Spring term classes begin
	13	Thursday (noon)	Winter term grades due
March	19-25	Wednesday-Tuesday	Mid-term Testing Period
	28	Friday (noon)	Mid-term grades due
	29	Saturday (noon)	Easter vacation begins
April	8	Tuesday (8 a.m.)	Easter vacation ends—classes resume
	16-30	Wednesday-Wed.	Pre-registration for summer and fall terms
May	14	Wednesday (5 p.m.)	Spring term classes end
	15	Thursday	Reading Day
	16	Friday	Examinations begin
	22	Thursday (noon)	Senior grades due
	22	Thursday (5 p.m.)	Examinations end
	25	Sunday	Baccalaureate/Graduation
	26	Monday (noon)	All grades due

### Spring Term, 1969:

June	9	Monday	Summer term begins
August	16	Saturday	Summer term ends



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