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Student Handbook

1961-1962

ST. ANDREWS
Presbyterian College



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PREFACE

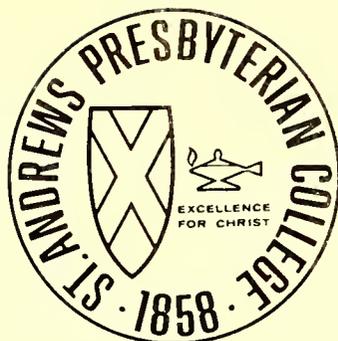
On behalf of the Board of Trustees, the Administration, and the Faculty of St. Andrews Presbyterian College, this inaugural issue of the STUDENT HANDBOOK is approved and presented to all for appropriate guidance during the initial days of exciting and heart-warming experiences ahead. Every opportunity and every encouragement will be given to quality academic achievement and to Christian citizenship.

The task involved in the development of these guides is a tremendous one, and, is a continuing one for each of those who strives for perfection in relationships with himself, his God, and his fellowman. A word of gratitude and commendation is given to all those students and faculty who have given their time and thoughts to this publication. They are acknowledged by name on the following page.

A word of challenge is given to all who choose to join in the wonderful experiences which lie ahead for St. Andrews. This challenge is a commission to all to work together in the improvement of this and other plans and guides being designed as documents of history for St. Andrews and the area it will serve in Christian higher education.

Several key leaders already have been elected and appointed in order that the inaugural year may be entered with basic guides which best can be anticipated at this time. Other leaders will be needed in the near future to fill out the full complement of the Student Government Association and its many branches of operation. It will be our prayer and hope that each leader selected or appointed will accept his position with full recognition of the faith and the responsibility placed in him by his fellow students.

To assist in the development of additional guides and the revision of these as experience may warrant, a Student Life Committee will be appointed from among interested faculty and student leaders. These leaders will serve through the Office of the Dean of Students as a "clearing house" and policy advisory body. Appointments to this important committee will provide for a student-faculty "team" in the partnership concept we trust may prevail throughout St. Andrews Presbyterian College.



ACKNOWLEDGMENTS

Student Committee

Annie Louise Duke
Patricia Anne Finch
Larry Thea Fowler
Harriet Susan Johnston
Norris McKinnon Mills
Samuel J. Trueblood

Faculty Committee

Rev. Robert K. Gustafson
Dr. Price H. Gwynn, Jr.
Dr. Ralph G. Hester
Rev. James F. Hubbard
Miss Helen Wallace Mims

Creed

Phyllis Gore
Sammy Francis Thomas
Ruth Elaine Ward

Honor Code

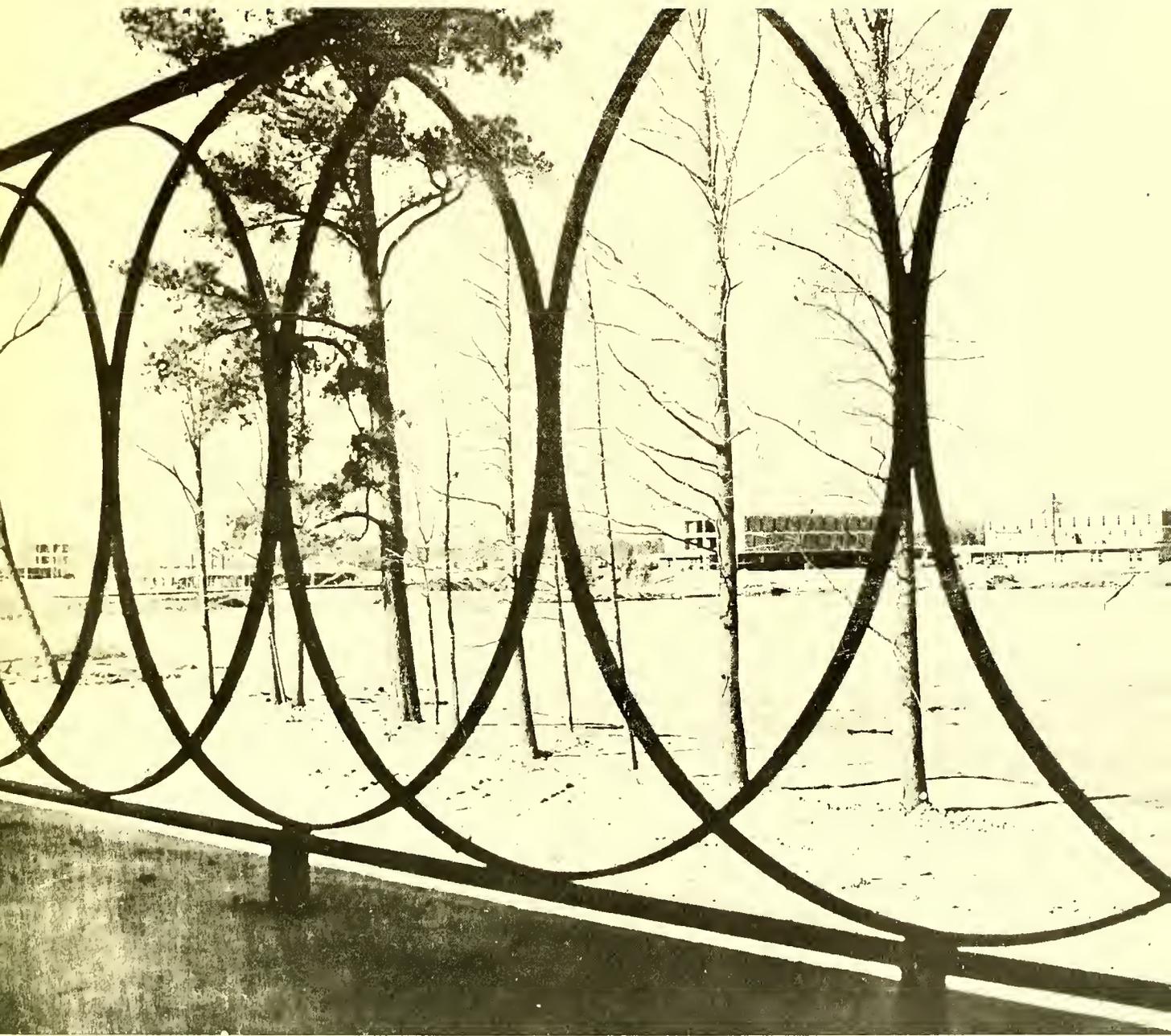
Mr. Carl D. Bennett
Annie Louise Duke
Harriet Susan Johnston
Frances Elizabeth Pegram

S.G.A. Constitution

Dr. Harry L. Harvin
Michael A. Pegram
Samuel J. Trueblood

Approved by the Administrative Council as the inaugural issue

August 15, 1961



VIEWS OF DORMITORIES FROM ACADEMIC SIDE OF CAMPUS

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GREETINGS FROM THE PRESIDENT



To all students entering St. Andrews in the fall, 1961:

If you are coming to St. Andrews in the fall of 1961, you are in a privileged position.

It is not often that students, faculty and administration have the opportunity to begin with a fresh campus, new buildings, a special type of curriculum and the challenge of starting new traditions. It is true that we are merging three colleges and we expect to bring over the finest traditions from these institutions and enlarge them; however, in a very real sense St. Andrews is a new college and we hope that every student will consider that he or she is having a part in shaping the traditions and ideals for this new college.

Your actions and decisions in the student councils and student government will perhaps influence student life on this campus for a hundred years. All of us, therefore, want to be sure that we understand the ideals back of this college and that we do nothing to lower the standards which have been set. As a matter of fact, each one of us wants to pull the standard higher by his own intellectual achievement and by his conduct on the campus.

The Christian people in North Carolina are expecting us to find a better way to produce Christian citizens. We expect all of you, when you leave this campus, to settle in the cities and towns across our nation and not to be skeptical about Christianity nor antagonistic toward

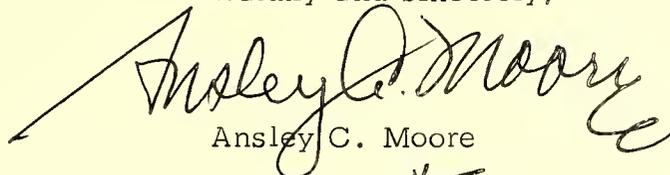
the church, but active participating Christians and intelligent churchmen. Certainly no one of us would want to have a four-year vacation from religion and the church while we are in college. This is a training ground, not only for the intellectual but also for the spiritual. We believe that these two should never be separated but that they should be merged. It is our purpose here to see that this is done.

We will be talking much in student assemblies, in chapel, in classrooms and elsewhere about our commitment to Christ and its meaning and relevancy for our day. We, in the administration, accept Christ as Lord and Saviour and Master, and it is our purpose to try to live in the light of His lordship. We invite the students who come here to participate in this faith and program with us.

I want you to know that your president is a pastor at heart and that he is concerned about the whole student. Please give me an opportunity to know you personally and to know about your problems and situation.

We are off to a fine start and we are sure that all of us will have an exciting experience here as we experiment and work together in this undertaking. We are building here a quality college and you personally, together with faculty and administration, are responsible for making it just that.

Warmly and sincerely,



Ansley C. Moore



GREETINGS FROM THE PRESIDENT OF THE STUDENT
GOVERNMENT ASSOCIATION

Dear Students:

Welcome to St. Andrews Presbyterian College, and especially welcome to the Student Government Association. We hope that you will like your new campus and will share our enthusiasm for making this an outstanding year in the life of each individual and in the life of St. Andrews.

The Student Council is elected by the students and, in turn, serves the students. We are working for the best interests of the student body and St. Andrews. This may sound rather nebulous, but it is an ideal toward which we are striving. If at any time you have criticisms or recommendations concerning the work of the Council, please feel free to discuss your ideas with a Council member. We are truly anxious to consider your wishes.

We are gathering on a new campus, and we must all find a place for ourselves. Our Honor System is designed to help in that we are privileged to develop individual responsibility. As we are finding ourselves we can find others, which is one of the wonderful aspects of college life. In finding ourselves there will be days of confusion and doubt, but we must remember "that it is no fool's or sluggard's paradise into which we have wandered by chance, but a battlefield ordained from of old, where there are no spectators, but the youngest must take his side, and the stakes are life and death." * Your place at St. Andrews will be what you have made it with the help of your friends.

Please remember that we are trying to help you, and in turn will you please help us to have an effective student government on our St. Andrews campus.

Most cordially yours,



Annie Duke

President, Student Government Association

*Thomas Hughes

CALENDAR OF EVENTS, 1961-1962

First Semester

September 15-16	Faculty Retreat
September 17	Sunday - Freshmen Arrive
September 18-19	Monday-Tuesday -- Orientation of Freshmen
September 20-21	Wednesday-Thursday -- Registration of Students
September 22	Friday -- Classes Begin -- Convocation
September 25	Monday -- Faculty Reception
October 2	Monday -- Frank Guarrera
October 24-26	Tuesday-Thursday -- Services for Christian Growth
October 30	Monday -- Vance Packard
November 9	Thursday -- Marina Svetlova
November 11	Saturday -- Homecoming Day
November 14-18	Tuesday-Saturday -- Mid-Semester Testing
November 21	Tuesday -- Mid-Semester Grades Due
November 22	Wednesday noon -- Thanksgiving Recess Begins
November 27	Monday, 8:00 a.m. -- Classes Resumed
December 4	Monday -- Carlos Romulo
December 20	Wednesday noon -- Christmas Recess Begins
January 4	Thursday, 8:00 a.m. -- Classes Resumed
January 11	Thursday -- Curtis String Quartet
January 19	Friday -- William Shirer
January 23	Tuesday -- Reading Day
January 24-31	Wednesday - Wednesday -- First Semester Examinations

Second Semester

February 1	Thursday -- Registration for Second Semester
February 2	Friday -- Classes Begin
February 13-15	Tuesday-Thursday -- Services for Christian Growth
March 6-8	Thursday -- Aaron Rosand
March 29-April 4	Thursday - Wednesday -- Mid-Semester Testing
April 4	Wednesday, after classes -- Spring Recess Begins
April 11	Wednesday, 8:00 a.m. -- Classes Resumed
April 11-12	Wednesday-Thursday -- Inauguration of the President
April 12	Thursday -- Mid-Semester Grades Due
May 24	Thursday -- Reading Day
May 25-June 1	Friday-Friday -- Second Semester Examinations
June 2	Saturday -- Alumni Day
June 3	Sunday -- Baccalaureate Sermon
June 4	Monday -- Graduation Exercises

ADMINISTRATIVE PEOPLE TO KNOW

Chief Executive Officer - Dr. Ansley C. Moore serves under the Board of Trustees as President of the College. He is responsible for administering the total program of college activities. All major decisions not reserved for the Board are made in his office. Dr. Moore is interested in the personal problems of students and is available for consultation by appointment.

Academic Program - Dr. Price H. Gwynn, Jr., is the Dean of the Faculty, whose function it is to give guidance in the selection of courses. He also keeps students informed about their scholastic progress. All students expecting to graduate are required to confer with Dean Gwynn at the beginning of their Senior year. He enforces the academic regulations listed elsewhere in this Handbook.

Admissions and Records - Mr. Rodger W. Decker is Dean of Admissions and Registrar. His office will furnish information about standards for entrance to St. Andrews and the necessary blanks for application. All the records of registration and student academic progress are under Dean Decker's care. Applications for financial aid should be made to this office.

Guidance and Counseling Center - The Presbyterian Guidance Center at St. Andrews offers its services to all students. The Center is a valuable resource agency, carefully staffed and well equipped. The Center offers help with educational, vocational and personal plans.

Student Life - Dr. Ralph G. Hester is Dean of Students and Miss Helen Wallace Mims is Associate Dean of Students. These two people lead the faculty and the students in promoting campus life programs and procedures which are conducive to optimal living and learning. Assisting the Office of the Dean of Students in developing understanding and cooperation among students and faculty in student life matters is the Student Life Committee, appointed by the President of the College. Student relations in residence hall life, in health services, Freshman orientation, social affairs, all activities of student welfare and student government are co-ordinated in this office.

Business and Finance - Mr. Silas M. Vaughn is Business Manager of the College. All bills are collected through his office. He oversees the administration of all types of financial aid for students. Funds of student organizations are under his care, and proper requisitions must be made for their expenditure.

Public Relations - Mr. Sebastian Sommer is the Development Officer, and Miss Gloria Blanton is the Associate in this office. Publicity of all kinds, fund raising, and the format of any printed matter carrying the imprimatur of the College must have the approval of the Development Officer. Alumni activities are a part of this office. The office is always open to student groups, and students are encouraged to have a part in promoting the services of the College.

Religious Life - There will be a Dean of the Chapel. He will be responsible for the chapel services and for pastoral counseling. Campus religious organizations and special projects designed to enrich the spiritual life of the college community will be under his supervision.

COLLEGE SERVICES

THE COLLEGE HEALTH SERVICE

Dr. Hugh McArn - College Physician
Dr. David Williams - College Assistant Physician
Miss Mildred Beatty, R.N. - Resident Nurse

I. A full time student in the College is entitled to the medical services of the College Physician and consultations and treatment by the College Nurse. Any physician other than the College Physician, if preferred by a student and secured for services, must be paid his regular fees by the student. All appointments with local doctors, dentists, and optometrists should be made through the College Nurse, and she should be informed as soon as possible of the doctor's diagnosis and treatment.

Laboratory tests, surgical operations, and prescriptions are not included in the Student Health Service. Students in the College dormitories are entitled to care in the College Infirmary. This provision does not include chronic or recurring illnesses which necessitate hospitalization. Students not living in the dormitories are accorded the privilege of the Infirmary for a fee of \$2.50 a day. The regular Infirmary hours are:

7:30 a.m. - 8:30 a.m.

1:00 p.m. - 2:00 p.m.

6:15 p.m. - 7:15 p.m.

Visiting hours will be posted.

II. Infirmary regulations:

A. If a student becomes ill and needs treatment at any time, he should go to the Infirmary immediately. Authorization for class absences is given by the Nurse when, in her opinion, the student is too ill to attend classes. If a student is too ill to leave his room, however, the Dormitory Director must notify the Nurse.

B. Only the Nurse or College officials may notify parents of ill students.

C. A student may not attend social functions or date on the night of the day on which he has been dismissed from the Infirmary.

D. Students must remain in the Infirmary until dismissed by the College Nurse or Physician.

E. Students when ill shall leave school to go home only with the permission of the College Physician or the Office of the Dean of Students.

THE STUDENT CENTER

This is the social center for the campus. The Student Center houses a post office, a bookstore, recreational facilities, a main lounge, a snack bar, a TV room, a music listening room, student offices, and the College cafeteria. Each student on the campus will be charged \$1.00 per semester for use of a mail box. A deposit of \$1.00 must be made at the post office for a combination box. Communications to box holders, faculty and staff may be mailed at the Center Post Office without postage. All of the students' mail should be addressed as follows:

Student's Name
Box number
St. Andrews Presbyterian College
Laurinburg, North Carolina

Since the Student Center is a handsome new building, students are urged to help keep it this way. Food and drinks are to be consumed only in the snack bar and the recreation area. Signs or posters are to be displayed only on the bulletin boards in the Center. So that the building's air conditioning may work at maximum efficiency, students are asked to leave the windows closed at all times.

Dances will be allowed in the Student Center on stated occasions by announcement from the Student Center Board. Additional regulations and hours of operation decided upon by the Student Center Board will be posted in the Center.

LIBRARY

Mr. Yates Forbis, Librarian
Mrs. Carl Bennett, Assistant Librarian
Mrs. Sarah Harris, Assistant Librarian

LIBRARY REGULATIONS

- a. Circulation books may be borrowed for a period of two weeks. A book may be renewed one time for a period of two weeks if no one else has requested a reserve hold on the book. All books are subject to recall when needed by a faculty member for class use or reserve.
- b. Reserve books may be taken from the library after 8:30 p.m. Monday through Friday, and after 12:00 noon on Saturday. They must be returned within 30 minutes after the library opens the following morning.
- c. Each borrower is personally responsible for the safety and proper use of all library materials charged in his name, and for their prompt return to the library for discharging.
- d. Reference books (those books marked with an R above call number) are not to be taken from the library.
- e. Periodicals (bound or unbound) are not to be taken from the library.
- f. Every book or pamphlet taken from the library must be charged properly at the loan desk.
- g. The library maintains a pamphlet file covering both general and specific subjects. This material may be borrowed for a period of one week. Students should check at loan desk when seeking pamphlet material.
- h. Fines:
 1. Overdue general books 2 cents per school day
 2. Overdue reserve books 25 cents for first hour and 5 cents for each additional hour or fraction of an hour, up to 50 cents a day.
 3. One dollar for taking books from library without proper charging at loan desk.
 4. Full publisher's price will be charged for lost books. If you lose a library book, notify us at once. If it is overdue, the fine stops on the day you report the loss.

- i. Library Hours: Monday - Friday 8:15 a.m. to 10:00 p.m.
Saturday 8:00 a.m. to 5:00 p.m.
- j. All books and fines are due at the end of each semester, prior to the exam week. Failure to comply with this regulation will result in the withholding of permission to take final examinations.

ACADEMIC REQUIREMENTS AND REGULATIONS

Information about academic requirements may be found in the college catalog on pages 27 through 69.

Section I. CLASS ATTENDANCE

Regular and punctual attendance at all classes is required of members of the student body. Three unexcused tardies in a class constitute an absence. Daily reports of class absences are filed by each faculty member with the Dean of the Faculty. No member of the faculty has authority to excuse a student from class.

- a. If for any reason, or combination of reasons, a student is compelled to be absent from more than 15% of the class meetings in a course, the privilege of making up the work rests with the Executive Committee of the Faculty in consultation with the instructor.
- b. A student may be excused from class at any time by the Dean of the Faculty in case of illness, emergency, or to represent the college.
- c. Students not on academic probation will be allowed absences from each class over and above those for illness, emergencies or representing the college, in accordance with the following schedule:

General average of A - Unlimited cuts
General average of B - 3 cuts per semester
General average of C - 2 cuts per semester
General average of D - 1 cut per semester

1. Absence from any part of a two-hour Christianity and Culture session represents one cut.
 2. For the first unexcused overcut of either class or chapel in any one semester, the student will be placed on academic probation.
 3. For each subsequent overcut, after probation, a student will have one semester hour's credit deducted from his academic record, said deduction to be made from the total number of earned credits and not from any one subject.
 4. A student who thinks he has a legitimate excuse for being absent from his class work must bring that excuse in to the Dean of the Faculty on the first day that he returns to college.
 5. Responsibility for any work missed during the class absence rests upon the student.
- d. In any course, absence from the last class meeting before, or the first class meeting after an announced holiday, will count as a double absence.

Section II. ACADEMIC PROBATION

The purpose of academic probation is to help students who are doing sub-standard work toward improving their academic standing.

- a. At each of the four grading periods during the regular session, the Executive Committee of the Faculty will place on academic probation all students who have:
 1. One grade under D, or
 2. More than one grade under C.

These students and their parents will be notified when the student is placed on probation and the conditions of probation stated. They will remain on academic probation until notified otherwise by the Dean of the Faculty.

- b. Students who stay on academic probation more than two semesters will be dismissed from the college. Any student, other than a first semester freshman, having less than a D average during the previous semester may be asked to withdraw from the college.

- c. Removal of probation depends upon the student's raising his or her grades above the standards stated in "a" above and notification by the Dean of the Faculty.
- d. Students on academic probation are required to attend all formal classes and chapel, unless prevented by illness or some other emergency. They shall not be allowed to represent the college officially, or be elected to any office while on probation. Residence students shall also observe closed study and have no nights out Monday through Friday while on probation. Day students on probation may come to the campus at night only for the purpose of attending class, studying in the library, or attending an official college event listed in the college calendar.
- e. Any violation of these conditions may mean dismissal from the college, loss of semester hours, or other disciplinary action by the Executive Committee of the Faculty.

Section III. EXAMINATIONS, TESTS AND REVIEWS

Students are required to be present for tests announced a week in advance.

- a. A student who has three examinations in succession may ask for an adjustment in the time of taking them by speaking to the Dean of the Faculty and to the Registrar.
- b. A mid-semester testing period will be provided in the schedules made by the Registrar's Office and this schedule shall be rigidly observed by professors and students.
- c. Other reviews or tests of some length may be given by professors at their discretion, and if announced a week ahead of time, students will be expected to attend unless providentially hindered.
- d. A student who has three tests the same day may ask for an adjustment in the time of taking one, provided he speaks to one of the professors when the announcement of the third test is made. Such a make-up test is to be taken at the time specified by the professor.
- e. Short quizzes are left entirely to the decision of the professor without the obligation of giving them over to any student.

Section IV. COURSES CONDITIONED OR DROPPED

- a. Students making an E on a subject will be allowed one re-examination on that course. All such students are required to remove conditions during the first three weeks of classes.
- b.
 1. Students are allowed to drop and add courses for a period of two weeks, starting with the first day of scheduled classes.
 2. Students are allowed to drop courses for a period of three weeks, starting with the first day of scheduled classes.
 3. Freshmen are allowed to drop courses for a period of four weeks, starting with the first day of scheduled classes.

Students who drop courses within these time periods will be given the grade of "w" (withdrawn).

The college physician may recommend to the Executive Committee of the Faculty that a student be allowed to drop a course at any time. The Dean of the Faculty may make a similar recommendation, when the circumstances surrounding a student's work are of an unusual nature.

Section V. ADDITIONAL REGULATIONS

- a. Requests for absence excuses must be in writing and in the office of the Dean of the Faculty by 5:00 p.m. Wednesday for presentation to the Executive Committee of the Faculty on the next day.
- b. A student absent because of personal illness at the college must have an absence slip signed by the nurse and turned in at the office of the Dean of the Faculty by the following Friday.
- c. In case of a student's personal illness at home, a letter from parent, guardian or doctor must be sent to the Dean of the Faculty.
- d. All unexcused absences are taken directly to the Executive Committee of the Faculty for appropriate action.
- e. Students taking Applied Music for credit are required to attend announced afternoon recitals and faculty recitals. Requests for absence excuses must be signed by the student's Applied Music teacher.

Section VI. CHAPEL ATTENDANCE

Chapel attendance will be required of all students, except those who are doing student teaching during the hour, those who are in the infirmary, or those having special permission from the Dean of Students or the Dean of the Faculty.

- a. Each student will be allowed two cuts from chapel per semester.
- b. Additional information about chapel services will be announced later.

RELIGION

The Presbyterian Church in North Carolina has commissioned the authorities of St. Andrews College to put Christ and His Church at the center of the entire college program. This is symbolized by the fact that the chapel will be located on a peninsula in the lake just off the causewalk so that a student going from one side of the campus to the other must pass the chapel. This is to remind him that Christ is at the heart of both our student program on the campus and our curriculum.

The Student Christian Association will be a vital organization on the campus which will seek to promote applied Christianity through Bible study, religious services and service to others.

The Christianity and Culture program being at the center of our curriculum, indicates an effort to show the impact which Christ and His cause have made upon western civilization. In this course a student will be confronted constantly with the part which religion in general, and Christianity in particular, have played in the development of our entire culture.

In addition to this, students are living in suites with twelve or fourteen students around a common living room where each is encouraged to live harmoniously, democratically, and creatively. In these two areas, that of curriculum and Christian living on the campus, we will experiment and we think that the students will find excitement in helping to develop this program.

Churches of most major denominations are located in Laurinburg. These congregations are ready and eager to include students of St. Andrews in their

services and in denominational student activities. Sharing regularly in the life of the church of their choice is recognized as an important element in the overall process of Christian higher education being undertaken by St. Andrews, and the churches of the community have made careful and comprehensive plans to give the student a vital place in their fellowship. Staff members are available at all times for consultation, and it is hoped that students will establish many lasting friendships among the people of the churches.

Through these services of worship in Laurinburg and those on campus sponsored by the College and the Christian Association, there will be ample opportunity for personal witnessing to the power of Christ in one's own life. It is expected that students will carry into their campus activities, on the athletic field, in the classroom, in social activities, and elsewhere the Christian way of love, and that Christ will make a profound difference in the way we treat others. This is to be a Christian college and we will not be reluctant to require anything that will carry out this mission, and at the same time will establish a college of high quality.

FINE ARTS ACTIVITIES AND OPPORTUNITIES

For those who are interested in drama, the Highland Players will be an active group at St. Andrews next year. For those who are interested in art, the Art Department will sponsor periodic art exhibits and movies on techniques and the history of art.

The Conservatory of Music will also add much to St. Andrews' cultural heritage through sponsoring the choral club, faculty and student recitals, and perhaps a concert band.

A concert-lecture series by nationally known artists and speakers has been arranged. For this series, there will be no additional charge to students.

PHYSICAL EDUCATION AND RECREATION

All students must complete four semesters of required physical education. A physical educational uniform is required for all activity classes. Individual athletic equipment should be brought by those students desiring to participate in the leisure time sports.

In the required physical education program, two co-educational classes will be conducted during the year. These courses will include volleyball, badminton, bowling, aerial darts, deck tennis, table tennis, archery, tennis, shuffleboard, horseshoes, folk and square dancing. All St. Andrews students take one semester of team games and one semester of individual and dual sports. The team sports will consist of basketball, softball, touch football, soccer, speedball, and volleyball. The individual and dual sports will include most of the activities that will be taught on a co-educational basis.

The City of Laurinburg has many recreational areas that will be open to all students, and students are urged to use them during their free time. The city has a beautiful swimming pool, bowling alley, and putt putt golf course. The Presbyterian Church playground area has lighted tennis courts and a lighted athletic field. The City Recreational Department conducts several leagues in softball during the spring and summer months and plans to have a basketball league during 1961-1962.

INTERCOLLEGE SPORTS

St. Andrews will carry on a program of intercollege sports in tennis, basketball, baseball, and golf as soon as suitable schedules with comparable schools can be established. The Physical Education Department also plans to add track and swimming to its program in the near future. Provisions for intercollege sports for women will be made when feasible.

St. Andrews plans to experiment with co-educational college teams with certain sports, if a league of liberal arts schools with similar ideas can be formed.

The staff of the Physical Education Department will announce appropriate "try-out" dates for sports to be offered.

THE INTRAMURAL PROGRAM

All students are encouraged to participate in the appropriate intramural sports. Competition is between organized teams on the campus. The sports to be engaged in under this program are: touch football, basketball, volleyball, softball, track, bowling, table tennis, badminton, shuffleboard, horseshoes, archery, tennis, golf, bait casting and fly casting. Swimming will be offered as soon as the gymnasium and swimming pool are completed.

ST. ANDREWS ATHLETIC ASSOCIATION

When a student enters St. Andrews Presbyterian College, he automatically becomes a member of the Athletic Association, whose purpose is to develop an appreciation for and interest in sports, as well as to promote high standards of sportsmanship. All students are encouraged to participate in the intramural sports program and to support the varsity athletic program.

STUDENT GOVERNMENT AT ST. ANDREWS

STUDENT GOVERNMENT AT ST. ANDREWS

The Board of Trustees, through the faculty and administration extends the opportunity to the students to organize themselves into a student association for purposes of developing programs and procedures conducive to self-direction and self-discipline. The coordinating authority representing the faculty and administration to work with the Office of the Dean of Students in giving appropriate assistance and direction to student leaders is appointed by the President of St. Andrews College. This authority, to serve as a joint faculty and student group, will be known as the Student Life Committee. Its operating code and actions will be subject to review by the Administrative Staff of the College.

It is expected that each student will accept fully his individual role in the development of a personal interest and code of conduct which is essential in effective and enjoyable Student Government. The active and wise participation of each in the election of capable student leaders, in the sharing of ideas and efforts in student government programming, and in carrying out the plans and activities of the Student Government Association is the basic challenge in the continuing experiment for development of optimal responsible citizenship. The SGA, with its various operational divisions and committees, offers to each student the opportunity to be an active part of the St. Andrews Campus Community team.

THE HONOR SYSTEM

The essence of the St. Andrews Honor System is responsible citizenship exercised by the individual as a member of his larger campus community. Through the Honor System every student who enters St. Andrews can maintain his loyalty and willingness to cooperate for the good of all in social-recreational and in academic involvements.

Each student who enrolls at St. Andrews automatically becomes a member of the Student Government Association. It is expected that each will give his silent assent to this high standard of ethical conduct.

The executive body, for giving leadership to the Student Government Association, is known as the STUDENT COUNCIL. It is composed of nine members, the Chairman of which is the President of the student body. Other elected members are the Vice President, Secretary, and Treasurer of the Student Government Association, the President of the Honor Council, the President of the Student Center Board, two dormitory presidents, and the President of the Day Student Association. The Associate Dean of Students will serve as faculty liaison to this division of the Student Government Association. The Dean of Students will serve in an ex-officio capacity.

To the HONOR COUNCIL is delegated the overall judicial authority and responsibility for implementing the Honor System as a fundamental part of the total Student Government Association program. This Council, in keeping with the Christian citizenship aims of St. Andrews, is given the power for taking appropriate disciplinary action as provided for in its operational code, with its power including recommendations to the proper college authority for suspension or expulsion. The Council believes the following offenses to be of such seriousness that probation as a minimal penalty may be expected by students involved: personal impurity, violations in the areas of falsifying, cheating (including plagiarism), stealing, drinking or the possession of alcoholic beverages, and involving another student in infringement of the Honor System. The Dean of Students and the Dean of the Faculty serve as faculty liaison to this S.G.A. body.

The SENATE is the voice of the student body. This large number of campus leaders forms the legislative division of the S.G.A. The members of the Senate are elected by the students to represent them in framing resolutions and statutes needed for effective functioning and continuous improvement of student government. One male and one female member of the faculty will serve as faculty liaison to this S.G.A. body.

The STUDENT CENTER BOARD works closely with the Director of the Student Center in planning the activities to be held in this Center. It is also their responsibility to establish the standards for the Student Center and to see that these are upheld.

The PUBLICATIONS BOARD serves as the responsible body for development of policies and procedures necessary for a total program of student publications, including an annual and newspaper. The policies and procedures which may be needed from time to time by this body are subject to approval by the Administrative Staff of the College. The board shall be composed of the Student Body President, the Senate President, the Chairman of the Honor Council, the Student Body Treasurer, the Director of Development or his appointed representative, the Business Manager of the College or his appointed representative, the Dean of Students or his representative, and the Dean of the Faculty or his appointed representative. Ex-officio (non-voting) members shall be the editor of the annual, the editor of the newspaper, the business managers for the two publications, and the sponsors of the two publications.

The DORMITORY COUNCILS represent student government in the respective dormitories. These Councils, with the Residence Director,

work to maintain an enjoyable and beneficial dormitory life. In case of disagreement between the Residence Director and the student officers, the Residence Director will make the decision, pending review by the Office of the Dean of Students. It is expected that student conduct will be mature, thus necessitating limited supervision by the Residence Director. The meetings of the dormitories are called by the respective presidents of the dormitories.

LIST OF S.G.A. LEADERS
Student Council

Annie Duke, President	Carol Brooks, Treasurer
Mike Pegram, Vice President	Larry Fowler, President
Faye Hooks, Secretary	Student Center Board

(Other vacancies to be filled later)

Dormitory Presidents and Section Leaders

Wilmington Hall:

Mary Neely, President
Becky Brooks, Vice President
Ruth Dobbins
Patricia Finch
Myrna Ivey
Jean Pigott

Albemarle Hall:

Elaine Batts, President
Sylvia Smith, Vice President
Ester Mae Hardee
Jerrie Johnson
Barbara Jean Miller
Judy McCall

Concord Hall:

Nancy Gray, President
Martha Smith, Vice President
Lib Baxley
Lois Bullock
Vivian Dutton
Joyce Harper
Minnie Potter
Suzanne Steed

* Granville Hall:

Patsy Garner, President
Harriet Johnston, Vice President
Audrey Hartsell
Gladys Moore
Berta Page
Cathy Pierce

** Orange Hall:

Bunk Spann, President
Larry Fowler
Charles Quick
Don Brown
Larry Varner
Roy Phelps
Wayne Farmer

Mecklenburg Hall:

Dickie Knowles, President
Wayne Wooten, Vice President
Bob Gentry
Jim Bunnell
Jim Beardsley
Henry Adams

* Vacancy to be elected

** Vice President to be elected

STUDENT ORGANIZATIONS

GENERAL ORGANIZATION REGULATIONS

- I. All student organizations must have approval by the Dean of Students and the Student Life Committee.
- II. To participate in the activities of any organization, a student must be registered for at least twelve hours of work in the regular course of study.
- III. A student placed on academic or disciplinary probation is neither eligible for election to any office nor may he represent an organization of the college in any way.
- IV. Official events, parties, banquets, picnics, and similar social functions may be arranged by student groups provided Activities Authorization forms are approved by the Office of the Dean of Students. These must be approved at least two weeks in advance for major affairs, one week in advance for other affairs.
 - A. A faculty representative or approved chaperon must be present at every student social function or when the members of any one group go out of town for an official event. In the case of mixed groups, a couple would serve as chaperons. For formal dances three or four couples will be required.
 - B. Organizations and individuals will be responsible for the conduct of the guests whom they invite to college activities.
 - C. Activities Authorization forms approval: After this form has been obtained from the Dean of Students' office, the organization obtains the signature of the chaperon or chaperons, then leaves the form in the Dean of Students' office. The secretary shall secure approval from the Dean of Students or the Associate Dean of Students, then the event shall be recorded on the official calendar in the Associate Dean of Students' office.
 - D. Social events may be usually scheduled as follows: Mondays through Fridays - 5:00-7:30 p.m. Saturdays - until 12:00 p.m. Sundays - not during church hours.

- V. Out of town trips may be made by student organizations under the following conditions:
- A. All trips of all organizations must have the approval of the office of the Dean of Students.
 - B. Any absences from classes must be authorized by the Executive Committee of the Faculty or the Dean of the Faculty. Ordinarily this should be done three days ahead of time.
 - C. A representative of the faculty shall accompany a group on all trips.
 - D. Students on scholastic or disciplinary probation are ineligible.
 - E. Students shall have the consent of parents or guardian as given on Parents Permission Form before making a trip.
- VI. If classes are to be missed, delegates from organizations who wish to make out-of-town trips must first obtain an Out-of-Town Trip form from the Dean of Students' office. This form must be approved by the Dean of the Faculty and the office of the Dean of Students. The form is then recorded in the office of the Dean of the Faculty.
- VII. Each campus organization shall have a faculty representative. Faculty representatives shall be selected in April by the Dean of the Faculty and the club president and shall serve one year.
- A. Duties of the Faculty Representatives are:
 - 1. To be acquainted with and to help the organization maintain the rules of the college.
 - 2. To represent the organization to the faculty and administration.
 - 3. To sign the Activities Authorization forms, signifying approval of all social functions of the organizations.
 - 4. To share with the Club President and Treasurer the responsibility for financial accounting and year-end audit. These reports are to be submitted to the Business Office by May 1st.
 - B. Duties of the organization toward the Faculty Representatives are:

1. To invite the Representative to attend meetings and social functions of the organization.
2. To consult with the Faculty Representative concerning proposed functions before all meetings.

- VIII. All organizations must submit a complete roster of all members including pledges and officers to the Student Life Committee by the first of October and the first of May. Each student organization shall each semester submit a report of its activities. These reports are due by January 1 and May 1. With these reports as a guide, each organization shall be rated in the light of its own purposes. Should any group be found not fulfilling its purposes, it shall be given a one-year probationary period. At the end of this period the Student Life Committee shall have the power to recommend to the President of the College that it either continue or dissolve.
- IX. To form a new organization it is necessary first to receive tentative approval from the Student Life Committee at which time the committee will outline all steps necessary for approval.
- X. The Student Life Committee of St. Andrews Presbyterian College must approve all constitutions, by-laws, and amendments to same. Any decision of the committee may be appealed to the President of the College.
- XI. Student organizations when officially representing the College, whether or not during official session, are responsible for keeping the rules and regulations of the college.
- XII. Any groups wishing to reserve a room or building must contact the Business Office no later than a full office day from the date needed.

ST. ANDREWS CHRISTIAN ASSOCIATION

Motto

"Let no man despise your youth but set the believers an example in conduct, in love, in faith and purity."

Purpose

The purpose of the Association is to lead students to faith in God, the Father, through Jesus Christ, His Son, and our Saviour; to lead them into membership in the Church of their choice; and to promote their growth in Christian faith and character, especially through the study of His word. It shall further serve to influence them to devote themselves in united effort with all Christians to live for others that they might know Him.

Goal

To learn to serve Christ better by strengthening our faith through a diligent search for knowledge and truth.

Membership in the S. A. C. A.

"Acknowledging Jesus Christ, the only Son of God, as Lord and Saviour of our lives, we want to cooperate with others who have yielded their lives to Him."

Each student enrolled at the College is a member of the St. Andrews Christian Association. The Christian Association brings us into a closer fellowship with fellow students and the faculty, who are associated members, and presents to us the deeper, truer meaning of Christianity. It will afford us good training for lives of service to the Master.

The Cabinet

The Cabinet is composed of the executive officers, together with the Committee Chairmen, and the Advisor. Having the general management of the Association, the Cabinet strives to work with the students in the interest of a higher standard of friendship, a broader democratic spirit and a closer fellowship with Christ.

Duties

President:

1. To preside at all Cabinet meetings.
2. To attend any committee meetings upon the request of the committee chairman.
3. To preside at all Christian Association meetings.
4. To encourage all Committee Chairmen to perform their duties promptly and efficiently.
5. To work with orientation procedures.
6. To plan for an open house for the Freshmen.

Vice-President:

1. To preside in the absence of the President.
2. To be responsible for all special programs such as vespers, chapel programs, seminars, and other special services.

Secretary:

1. To record minutes of all meetings, both Cabinet and Association.
2. To keep a list of all Faculty members.
3. To keep S.A.C.A. bulletin board up-to-date.
4. To take care of general correspondence.
5. To keep the S.A.C.A. scrapbook.

Treasurer:

1. To be in charge of all finances of the organization.
2. To be responsible for all S.A.C.A. funds.
3. To present a report at Cabinet meetings bi-monthly.

Chairman of Worship Committee:

1. To co-ordinate the work of the Prayer Bands.
2. To provide devotional materials and to be in charge of designated worship services.
3. To encourage observance of the seasons of prayer.

Chairman of Social Service Committee:

1. To help with all Christian Association service drives on campus.
2. To be responsible for remembering infirmary patients.
3. To be in charge of the Spring Christian Association supper.
4. To act on behalf of the S.A.C.A. in showing concern and responding to the needs of our campus and community.
5. To encourage self-denial for foreign and home missions.

Chairman of Deputation Committee:

1. To offer programs of challenge and inspiration to those in the surrounding areas. These programs include musical and dramatic presentations or other special topics of interest.
2. To visit institutions, clubs, and organizations for the purpose of sharing the Christian message.

Chairman of the Co-ordinating Committee:

1. To co-ordinate the work of the various organizational groups on campus.
2. To submit articles of S.A.C.A. work to the College newspaper.
3. To assist the secretary in compiling the scrapbook.
4. To be responsible for designated radio broadcasts.

Chairman of the Fellowship Committee:

1. To develop a spirit of friendliness and comradeship among the students through organized socials.
2. To have charge of the Friendship Christmas Party and the Fall Christian Association supper.

Day Student Representative:

1. To co-ordinate the work of the Christian Association among the day students.
2. To attend all Cabinet meetings.

Vespers and Communion:

A vesper program will be scheduled on Wednesday evenings bi-monthly. Communion services will be held at various times during the year as a part of the overall chapel program.

ST. ANDREWS ATHLETIC ASSOCIATION

For S.A.A.A., see Page 20

ST. ANDREWS DAY STUDENT ASSOCIATION

Realizing what a vital part of a college community day students are, it is hoped that St. Andrews will have an active Day Student Association.

OTHER PROPOSED ORGANIZATIONS

Language clubs
Denominational groups
Literary clubs
State clubs
Future Teachers of America
Student National Education Association
Varsity Letterman's club
Future Business Leaders
Student Volunteers
Drama clubs
Honor Society
Veterans' club
Photographers club
International Relations Club
Alpha Psi Omega
Publications
Science club
Choral club
The Guild Student Group (organ)
St. Cecelia Music Club

REGULATIONS

I. GENERAL STUDENT REGULATIONS

- A. PERSONAL PURITY - The Christian faith, to which St. Andrews Presbyterian College is committed, holds in high esteem the ethical teachings of Jesus. At the heart of this ethic is moral purity. "Blessed are the pure in heart" is not just an ideal. It is a necessity if we are to please God and honor the personality of others. Since only the pure in heart see God, it is expected that the highest standards regarding goodness be set by each St. Andrews student.
- B. DRINKING - The College strongly disapproves of drinking. Drinking of alcohol, being under the influence of alcohol, or having possession of alcoholic beverages is forbidden on the campus at any time or at any College-sponsored function.
- C. SMOKING - Smoking will not be permitted in the instructional buildings except in the lounge and office areas. In other places "No Smoking" signs are to be observed.
- D. HAZING, GAMBLING, the use of FIRECRACKERS and the MISUSE OF FIRE EXTINGUISHERS are strictly forbidden.
- E. LAKE RULES - Fishing will be permitted on the St. Andrews lake. Due to the fact that there are hundreds of stumps in the lake, it is extremely dangerous to dive in it or to push anyone in; therefore, swimming, boating, and other use of the lake or lake facilities are not permitted.
- F. SUNBATHING - Areas for sunbathing will be specified in the spring by the Office of the Dean of Students.
- G. DRESS
 - 1. Classroom dress (which does not include T-shirts, shorts, and blue jeans) is expected for all meals in the cafeteria during the week except on stated occasions as announced by the Office of the Dean of Students. On Sundays boys are asked to wear a coat and tie for the noon meal, and girls are asked to wear appropriate Sunday dress also.
 - 2. Appropriate dress in keeping with the function and place is expected at other times.

QUESTION 1

1. The following table shows

the number of

employees in each of the

departments of a company.

Each employee is given

an identification number

from 0000000000 to

9999999999.

The first three digits

of the identification

number are the department

number.

The last two digits

are the employee's

number in the

department.

Table 1 shows the number of

employees in each

department.

Table 2 shows the

number of employees in

each department who

are given an

identification number

starting with the

department number

000.

Table 3 shows the

number of employees

in each department

who are given an

identification number

starting with the

department number

000.

Table 4 shows the

number of employees

in each department

who are given an

identification number

starting with the

department number

000.

3. Bermuda shorts may be worn:
 - a. In the upstairs and private areas of all dormitories for the entire day.
 - b. In going to and from the Athletic Field or gym class (as part of the regular gym attire), and for sports.
 - c. On picnics, beach parties when such attire is appropriate.
 - d. On other stated occasions by announcement of the Dean of Students' Office.

H. MOTOR VEHICLES

1. All students wishing to operate motor vehicles on the St. Andrews campus must have written permission from the Office of the Dean of Students. Application forms are provided by this office, and permission, if granted, required that the applicant have approval of his or her parent, guardian, or spouse if married, present evidence of personal and property liability protection, and other data necessary for supporting the application.
2. St. Andrews officials recognize that motor vehicle operation hazards exist far beyond the bounds or control of the College, and do not encourage its students to bring vehicles to the campus because of such great responsibility and hazards. It is recognized, however, that some students may have just cause for possession of motor vehicles while enrolled at St. Andrews. Such cases in which applications are completed as required, with supporting data which may be needed by the College from time to time, will receive careful consideration for approval.
3. Freshmen, particularly, are discouraged from having motor vehicles during the first semester.
4. Students on probation, or with probationary status pending whether academic or disciplinary, may expect any permission to operate motor vehicles to be suspended.
5. Students who believe they may have adequate need and supporting evidence to secure permission as stated in Item 1, must present the appropriate application and other data as requested prior to Registration, or if after Registration, prior to bringing such vehicle to the campus. One full week normally will be required for written notice of action to be given the applicant.

- I. SUNDAY - St. Andrews students are expected to observe the spirit of Sunday throughout the day. The administration, faculty, and students believe strongly that attendance at church services is a vital part of our preparation for worthwhile living. St. Andrews Presbyterian College believes also that its program of training students for Christ is subverted when students ignore or neglect spiritual matters. Therefore, students are urged to attend church services on Sunday.
- J. DEMERIT SYSTEM - As a part of its Operational Code, the Honor Council will have guidelines relative to disciplinary action for the Traffic Commission (a sub-committee of the Council) and the Dormitory Councils. These guides may be in the form of minimum or maximum penalties, in the form of a demerit system, or in another form of action consistent with the overall program of the Student Government Association. Action of each judicial body will be subject to review or appeal by the next higher body as individual cases may seem to warrant.

II. RESIDENCE REGULATIONS

A. SIGNING OUT

1. When leaving the campus women students are expected to complete the proper "sign out" procedure. Freshman men residents are expected to "sign out" similarly when leaving the campus area. While not required for other men at this time, upperclassmen should keep their Residence Directors informed of their destinations away from the campus and their expected time of return. It is hoped that men residents will develop reasonable routines for themselves which will not necessitate more specific directions as to "sign out" and "sign in" procedures.
2. During weekday social hours, women students are limited to a 50-mile travel radius unless otherwise approved or restricted by Parents Permission Form conditions or College policy. Weekend travel restrictions are conditioned only by desires of parents as presented to the Office of the Dean of Students.
3. Other instructions relative to campus leave will be provided in the dormitories by the Dormitory Councils and Residence Directors.

- B. QUIET HOURS - After 7:30 p.m. Quiet Hours for study and rest are in effect in all dormitories until 7:00 a.m.
1. Freshmen and students on academic and disciplinary probation (or those with probation pending) will observe Closed Study Hours after 7:30 p.m. except that a 30-minute leave before closing time may be gained by such students from the Residence Director for the student to visit the Student Center. During Closed Study Hours students are permitted to sign out for study in the Library, Liberal Arts and Science Building, and the Music Conservatory in keeping with the provisions announced by the Dean of the Faculty.
 2. Upperclass women may also gain from the Residence Director a 30-minute leave before closing time to visit the Student Center. This leave will not count as a regular "Study Night" cut. Additional information about "Study Nights" for women will be given after registration.
- C. TELEPHONES
1. All off-campus and long distance calls (either pay or collect) must be made from the pay phones in the dormitory. All calls must be completed by 10:45 p.m. Special permission must be obtained from the Residence Director for any extension of this time.
 2. No student having Closed Study may accept or make a local phone call.
- D. BULLETIN BOARDS - Students are held responsible for any information placed on the dormitory bulletin boards, as well as any announcements which are placed in their mail boxes.
- E. GUESTS - Upperclass students may have off-campus guests on weekends - not to exceed three nights per week. Guests must be registered with the Residence Director.
- F. SELLING AND SOLICITING - Permissions from the Business Manager must be obtained to sell or solicit in the dormitories.
- G. PETS - Pets are not allowed in the dormitories.

H. Girls are welcomed in the main lounges of men's dormitories at stated hours. Men are welcomed in the main lounges of women's dormitories at stated hours. Presence of the opposite sex at other times is allowed only by permission of the Residence Director.

I. ROOMS

1. Rooms will be inspected periodically by the Business Manager and the Residence Director.
2. For Damage to Rooms, Moving Furniture, and Change in Room Assignment, please see Housing Contract.
3. Appliances - The following are not permitted: air conditioners, short wave radios, radio antennae, sun lamps, popcorn poppers, toasters and hot plates. There will be a soft drink, milk and cracker machine in the dormitories.
4. Policy Statement Relative to Housing and Meals

- a. Single, undergraduate men and women not living with their parents or legal guardians are to reside in campus housing facilities and take meals in the campus dining facilities. Students whose permanent addresses are outside the Laurinburg area are given first consideration for space in the residence halls. When accommodations will permit, applications from others to reside and take meals on campus will be welcomed by the Dean of Students.

Appropriate applications for administration of the above policy and for requesting exceptions are available to students concerned in the Office of the Dean of Students. Applications must be made in advance of the desired effective date and notification of action will be provided the student, the student's parent or guardian, the Registrar and the Business Manager.

- b. Roommates - Each student is assigned to a bed and does not have final authority in choosing his or her roommate. Whenever a vacancy occurs in a room, the remaining student will be expected to bring in a roommate suitable to the Office of the Dean of Students within three days; or the Office of the Dean of Students will move said occupant to another room or assign a roommate for the occupant.

J. CLOSING OF RESIDENCE HALLS

1. Monday nights will be reserved for Residence Hall meetings; therefore, they will be closed for dating.
2. For holiday periods Residence Halls will be closed at 5:00 p.m. on the day of the last scheduled class held prior to each vacation period, and will remain closed until 1:00 p.m. on the afternoon of the last day of each vacation period.
3. Security - For security reasons, all but the front doors of the Residence Halls will be locked at an early evening hour.

K. Policy Statement Relative to Marriages

Any student who marries without the full knowledge and consent of his or her parents is subject to dismissal from St. Andrews Presbyterian College. Such consent must be submitted in writing by the parents to the Dean of Student's office at least a week prior to the marriage. Certificates of marriage must be presented to the Dean of Student's office.

III. SOCIAL REGULATIONS FOR WOMEN

A. PERMISSIONS

1. Permissions granted are based on parental consent, grade average and class standing.
2. Each student is held responsible for knowing the privileges which her parents have granted her on the Parents Permission Form.
3. For the following occasions a general permission from parents or guardian must be filed with the Office of the Dean of Students:
 - a. Spending the day or weekend at the home of other students.
 - b. Receiving men callers. (The College assumes no responsibility relative to the selection of dates made by students.)
 - c. Making trips in automobiles. (This relieves the College of all responsibility.)
 - d. Taking afternoon and evening riding permissions.
 - e. Taking class or grade privileges as they come due.
 - f. Attending all College sponsored conferences, retreats, conventions, and meetings away from the campus.
 - g. Riding in a commercial plane.

4. If special permission is not given on the Parents Permission Form, it must be renewed each time for the following:
 - a. Spending the weekend away from the College when not going home, to homes of relatives, or to other students' homes, and for Freshmen and Sophomores to spend the day or weekend with day students.
 - b. Riding home with date after a dance at the College.

NOTE: We at St. Andrews believe in a well-rounded social life. Provision has been made so that each girl may have adequate opportunities to develop socially.

Additional information pertaining to dating, weekend "leave", etc. will be given out after Registration.

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION

Preamble:

We, the students of St. Andrews Presbyterian College, acting under the authority granted by the Administration of the College, in order to achieve an effective and harmonious student government, and to delineate the rights and duties of the individual and the group in matters pertaining to student life, do ordain and establish this constitution.

Article I - Name

This organization shall be known as the Student Government Association of St. Andrews Presbyterian College.

Article II - Membership

Every student enrolled at St. Andrews Presbyterian College is a member of this Association and shall be subject to its Constitution, By-laws, and Regulations.

Article III - Officers

The officers of this Association shall be a President, a Vice President, a Secretary, a Treasurer, a President of the Honor Council, and the President of the Student Center Board, and shall be elected annually.

Article IV - Qualifications of Officers:

The President and Vice President of this Association shall be members of the incoming Senior class. They shall have an overall scholastic average of 1.5 beginning in the school year 1962-63. These officers shall have served at least one semester on either the Senate or the Honor Council.

The Secretary and Treasurer shall be members of the incoming Junior class. They shall have an overall scholastic average of 1.5.

The President of the Student Center Board shall be a member of the incoming Junior or Senior classes. He shall have an overall scholastic average of 1.5.

These officers shall not be President of any other campus organization during their tenure of office.

Article V - Duties of Officers

Section 1. The President shall:

- a. Be the official representative of the Student Body.
- b. Call and preside over all meetings of the Council and the Student Government Association.
- c. Unless otherwise specified in this Constitution, appoint such committees and fill such positions as are necessary for the operation of the Student Government Association, with the consent of the Senate.
- d. Be a member of the Student Council, the Senate, the Honor Council, and the Student Life Committee.

Section 2. The Vice President shall:

- a. Assume the duties of the President in the absence of the latter or at his request, and assume the full duties if for any reason the President must vacate his office.
- b. Call and preside over all meetings of the Senate.
- c. Be a member of the Student Council and the Senate.
- d. Act as College Fire Chief.

Section 3. The Secretary shall:

- a. Prepare the minutes of the meetings of the Student Government Association, the Council, and the Senate.
- b. Post in the Student Center the minutes of the Student Government Association and the Senate within one week following the meeting.
- c. Read the minutes for approval or correction at the following meeting.
- d. Maintain a permanent record of all minutes.
- e. Communicate all decisions and recommendations of the Student Government Association, the Council, and the Senate to the Office of the Dean of Students for appropriate action on behalf of the College.
- f. Handle all the correspondence of the Student Government Association.
- g. Be a member of the Student Council and the Senate.

Section 4. The Treasurer shall:

- a. Maintain a permanent record of all financial transactions of the Student Government Association.

- b. Formulate a budget for the coming year in consultation with the Budget Committee and present this budget to the Senate for action.
- c. Make semi-annual reports to the Student Government Association and quarterly reports to the Senate.
- d. Consult with the Business Manager of the College relative to disbursements.
- e. Submit the Treasurer's books to the Business Office to be audited once per semester and/or at the request of this office.
- f. Be a member of the Student Council and the Senate.

Section 5. The President of the Student Center Board shall:

- a. Call and preside over the meetings of the Student Center Board.
- b. Serve as the student host or hostess for the College.
- c. Assist the Student Center Director in coordinating the Student Center calendar.
- d. Maintain the social standards of the Student Center as set by the Student Center Board.
- e. Be a member of the Student Council and the Senate.

Article VI - The Student Council

Section 1. The Student Council is the executive body within the Student Government Association.

Section 2. Membership

It shall be made up of a President, a Vice President, a Secretary, a Treasurer, President of the Honor Council, President of the Student Center Board, two Dormitory Presidents - one President from one of the women's dormitories and the other from one of the men's dormitories, which shall be elected by the Dormitory Councils - and the President of the Day Student Association. The Associate Dean of Students will serve as faculty liaison to this division of the S.G.A. The Dean of Students will serve in an ex-officio capacity.

Section 3. Duties

- a. The Council shall make recommendations to the Senate.
- b. The Council shall fill such vacancies as occur during the academic year until an election can be held.

Article VII - The Senate

Section 1. The Senate is the legislative body of the Student Government Association.

Section 2. Membership

The membership of the Senate shall include the officers of the Student Government Association, the Orientation Chairman, one senator elected from each of the upper two classes, two senators elected from each of the lower two classes, the President of the Christian Association, the President of the Athletic Association, the Dormitory Presidents, the Editors of the college yearbook, literary magazine and newspaper, the President of the Day Student Association and one senator from this Association at large. One male and female member of the faculty will serve as Faculty liaison to this S.G.A. body.

Section 3. At its first meeting after election the Senate shall establish the time of its monthly meeting.

Section 4. If a member has more than one unexcused absence from a regular meeting, he will be dropped from membership in the Senate. Requests for permission to be absent from Senate meetings shall be submitted to the President of the Senate in writing twenty-four hours prior to the time of meeting; exceptional cases will be given individual consideration.

Section 5. Duties:

- a. The Senate has the right to consider all questions of student welfare and general student interest.
- b. The Senate shall make such recommendations as it deems fit to the Student Life Committee.
- c. The Senate shall consider and adopt a budget for the Student Government Association, and authorize any expenditures necessary outside the budget.
- d. The Senate shall appoint such committees as shall become necessary for the operation of the business of the Senate.
- e. The Senate shall fill any vacancies which occur in the Student Council.
- f. The Senate may impeach any officer of the Student Government Association, the Honor Council, or the Senate by a two-thirds vote.

Article VIII - The Honor Council

Section 1. The Honor Council is the major judicial body of the Student Government Association.

Section 2. The membership of the Honor Council shall be composed of the President of the Student Government Association, two other members of the Senior class, two members of the Junior class, one member of the Sophomore class, and one non-voting faculty advisor.

The President of the Honor Council shall be elected from the four elected Senior and Junior members of the Honor Council in a general election.

Section 3. Jurisdiction

The Honor Council shall:

- a. Hear all cases involving infraction of the Honor Code and General Regulations as stated in the Handbook.
- b. Shall review cases on appeal for the Dormitory Councils' decisions and assume jurisdiction over cases not disposed of by the Dormitory Councils within 72 hours.
- c. All decisions of the Honor Council and the Dormitory Councils shall be subject to review by the Faculty Judiciary Committee. All decisions including recommendations for probation, suspension or expulsion will be subject to review by the Faculty Judiciary Committee and the President of the College.

Section 4. Qualifications

The members shall have an overall scholastic average of 1.5.

Article IX - Appeals

Section 1. A student shall have the right to appeal decisions of the Dormitory Council to the Honor Council.

Section 2. A student shall have the right to appeal decisions of the Honor Council to the Faculty Judiciary Committee.

Section 3. A student who wishes to reopen a case is required to give notice of appeal within twenty-four hours after the case has been considered.

Article X - Students striving for all campus offices should uphold High Principles in all their relations with fellow students, faculty and administrative officers.

Article XI - Amendments

Section 1. The amendments to the Constitution may be initiated in two ways:

- a. The Senate may pass upon the amendment and present it to the Student Government Association for approval.
- b. By presenting a petition to the President of the Student Government Association signed by at least fifty students, the members of the Student Government Association may exercise the initiative.

Section 2. The desired amendment shall be read before the Student Government Association within two weeks after submission, posted in the College Center for two weeks, and immediately voted upon.

A two-thirds majority of those voting shall be necessary for an amendment to be adopted.

Subject to the approval of the Student Life Committee and the President of the College, the amendment shall immediately become a part of the Constitution.

Article XII - Ratification

This Constitution shall go into effect immediately upon the approval of the President of St. Andrews Presbyterian College.

BY-LAWS

The By-Laws are subject to further Senate study and action as interest and need arise.

1. Orientation Committee
 - a. There shall be an Orientation Committee. The Chairman of the committee shall be appointed from the rising Junior or Senior class with the approval of the Senate.
 - b. This committee shall formulate and execute plans for Orientation in keeping with the total college orientation program.
2. Handbook Committee, which will work with the Dean of Students.
 - a. There shall be a chairman of the handbook committee, appointed by the President of the Student Government Association, and approved by the Senate.
 - b. This chairman shall be a member of the Junior class.
3. Point System
 - a. The Point System Committee shall be composed of members appointed by the council subject to the approval of the Senate.
 - b. It shall be the duty of this committee to:
 1. Evaluate annually the points of each office, and to report changes in this system to the Senate.
 2. Study the point load of each student, and to keep individual records on each student.
 3. Notify the Senate of vacancies occurring when officers fail to maintain the academic requirements or exceed the point requirements.
 4. Make exceptions in the point requirements in unusual circumstances.
 5. Maintain a permanent record of its operations.
 - c. The following regulations shall be enforced:
 1. At the beginning of each semester, heads of all campus organizations shall give to the chairman of the Point Committee the names of all officers serving under them. They shall notify the committee of all changes in personnel which may occur during the semester.

2. Point loads must be checked for students planning to run for an office before an election.
3. An overall academic average of "C" is required for the holding of any office carrying points. A student who falls below this required standard automatically gives up his office.
4. A student may carry no more than fifteen points.
5. It is the personal responsibility of each student to report himself to the chairman of the Point Committee within a week after he receives his grades if he is holding an office carrying points and fails to qualify under the above standards. Failure to report himself with the specified time will constitute an Honor Council offense.

4. Traffic Committee

There shall be a traffic committee to aid the Business Manager in enforcing the traffic regulations of the College.

5. Nominations

a. The Nominating Committee shall be composed of the following:

1. President of the Student Government Association
2. President of the Student Christian Association
3. President of the Student Athletic Association
4. President of the Honor Council
5. President of the Day Student Association
6. President of the Student Center Board
7. Orientation Chairman
8. Class Vice Presidents
9. Representative from the Publications Board
10. Representative from the Office of the Dean of Students
11. Registrar

b. This committee shall nominate candidates for the following offices in accordance with the regulations set forth in their respective constitutions:

1. The officers of the Student Government Association
2. The members of the Honor Council
3. The executive officers of the Student Christian Association
4. The executive officers of the Student Athletic Association
5. The president of the Day Student Association
6. The Dormitory Presidents (Regulations: should be listed in Student Government Constitution.)
7. The editors of the three college publications. Members of the student body may run for any of these offices by petition with the exception of the publications' editors. (Clarify election of officers in Christian Association.)

6. Elections

- a. An Election Board consisting of a minimum of four seniors shall be appointed by the Student Council and confirmed by the Senate. The function of this Board shall be:
 1. To act as supervisors at all elections involving the student body.
 2. To state clearly and adequately the qualifications for officers voted on by the student body.
 3. To announce about elections one week prior to voting, and set the time of elections.
 4. To handle all the technicalities of election procedures.
 5. To handle all phases of elections, except those covered by the nominating committee.
- b. Elections shall take place during the period of February 15 until April 1. Installation shall be not later than April 15.
- c. The Election Board shall determine the number of signatures necessary for a petition for office.

7. Voting Rights

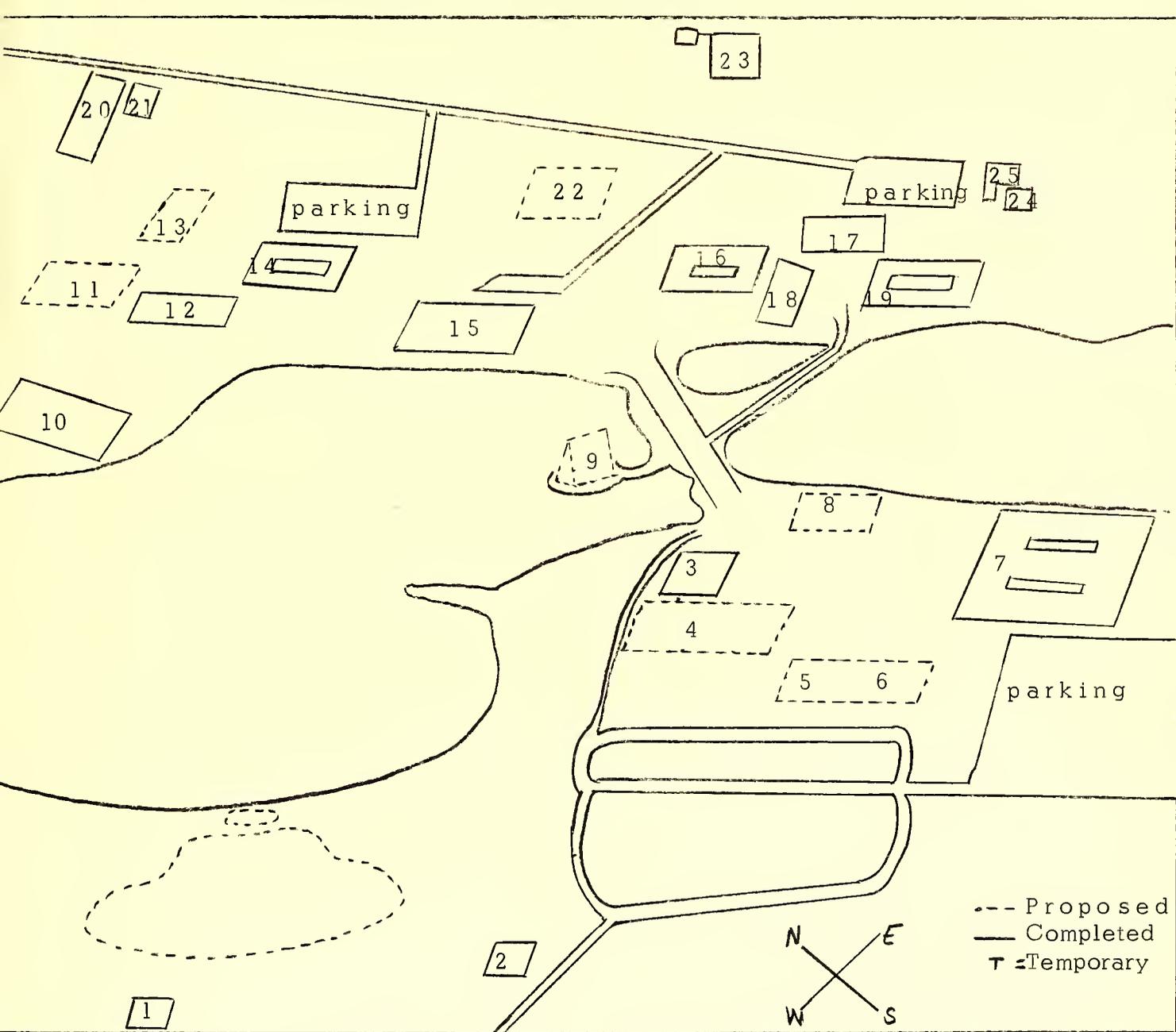
All members of all committees and other bodies under this Constitution, unless otherwise specified by the Constitution shall have full voting privileges.

8. Parliamentary Authority

All questions of order shall be decided by Robert's Rules of Order, Revised.

9. Quorum

In order to transact any matters in a Student Government Association meeting a quorum shall be necessary. A quorum shall be a majority of those entitled to vote.



ST. ANDREWS PRESBYTERIAN COLLEGE

KEY TO BUILDINGS

- | | |
|--|------------------------------------|
| 6 Administration* | 8 Library** |
| Athletic areas: | 3 Music Conservatory |
| 20 tennis courts | 2 Presbyterian Guidance Center (T) |
| 21 playing courts | 5 Presbyterian Guidance Center |
| 10 playing fields | 2 3 Power Plant and Maintenance |
| 4 Auditorium | Residence Halls: |
| 9 Chapel | 1 6 Albemarle (women) |
| 25 Gymnasium & Physical Education office (T) | 1 7 Concord (women) |
| 22 Gymnasium | 1 9 Granville (women) |
| 1 Home Management House | 1 2 Mecklenburg (men) |
| 24 Infirmary (T) | 1 4 Orange (men) |
| 7 Liberal Arts and Science (temporarily | 1 8 Wilmington (women) |
| houses*Administration and **Library)-- | 1 1 Proposed (men) |
| classrooms and faculty offices | 1 3 Proposed (men) |
| | 1 5 Student Center |

