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THE SALTIRE



1977-78



St. Andrews Presbyterian College

CALENDAR — 1977-1978

FALL TERM

September	3-4	Parents Orientation
September	3-6	New Student Orientation
September	7	Fall Term Registration
September	8	Classes begin
September	15	Last day to add a course for Fall Term
October	4	Registration for off-campus Winter Term courses
October	6	Spring Term & Summer Term grades of "I" and "E" become "F" if not removed
October	14	Fall recess begins
October	19	Fall recess ends
October	27	Registration for Winter Term courses
October	28	Mid-Term grades due
November	14	First day to change grading option for a course
November	17	Advanced registration for Spring Term
November	22	Thanksgiving recess begins
November	28	Thanksgiving recess ends
December	1	Last day to drop a course & last day to change grading option for a course
December	15	Last class day of Fall Term
December	16, 17	
	19, 20, 21	Fall Term final examinations
December	21	Fall Term ends
December	22	Residence Halls close
December	22	Fall Term grades due

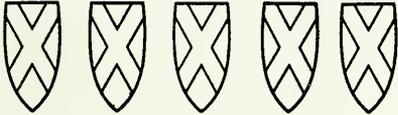
WINTER TERM

January	9	Winter Term begins
January	10	Last day to add or drop a course for Winter Term
February	3	Winter Term ends
February	6	Fall Term grades of "I" become "F" if not removed
February	10	Winter Term grades due

SPRING TERM

February	7	Orientation of New Students
February	7	Spring Term Registration
February	8	Classes begin
February	15	Last day to add a course for Spring Term
March	6	Winter Term grades of "I" become "F" if not removed
March	23	Mid-Term grades due
March	24	Spring recess begins
April	3	Spring recess ends
April	20	First day to change grading option for a course
April	26	Advanced registration for Fall Term, 1978
May	3	Last day to change grading option for a course & last day to drop a class
May	17	Last class of Spring Term
May	18, 19	
	20, 22, 23	Spring Term final examinations
May	23	Spring Term ends
May	24	Senior grades due
May	25	All Spring grades due
May	27	Commencement
May	27	Residence Halls close
June	12	First Summer Session begins
July	14	First Summer Session ends
July	17	Second Summer Session begins
August	18	Second Summer Session ends

THE SALTIRE



1977-78

St. Andrews Presbyterian College
Laurinburg, North Carolina

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Philosophy of Student Life

St. Andrews Presbyterian College recognizes that education is much broader than mere classroom experience and, therefore, it concerns itself with the total student life experience. As a church-related residential college, it is committed to the development of integrated individuals capable of articulating their own values and competencies and engaging in affirmative interpersonal relationships.

The College community is a community of learners, where all of us are responsible for the enhancement and growth of our self-awareness, our relationships and our environment. These responsibilities require a posture of personal integrity, honesty and caring, consistent with the practice of the Honor Code. The same posture and characteristics apply to our relationship with the larger society, beyond the campus boundaries.

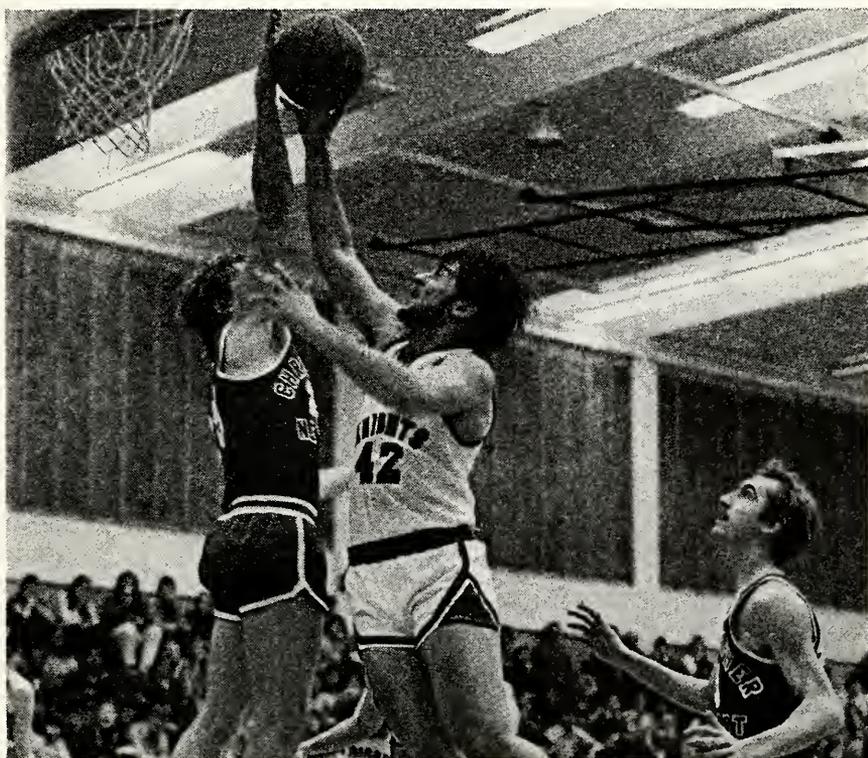
Because learning is not restricted to the classroom, individuals will learn from activities pursued out of class. Therefore, dormitory interactions, social events, interpersonal relationships and day to day experiences will be part of the learning process.

Affirming that each individual person has an important contribution to make, the college encourages persons who are new in the community to share of themselves and their learning with others. Through qualified faculty and staff with a variety of skills and competencies the institution provides its members a number of resource persons whose primary function is to facilitate such learning and personal growth.



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INFORMATION



College Information

Administrative Council:

President of the College A. P. Perkinson, Jr.
 Dean of the College Ronald C. Crossley
 Vice President for Development J. Bruce Frye
 Dean of Students Robert B. Claytor
 Director of Admissions Dudley Crawford
 Business Manager G. Barry Stallings

Student Life Division:

Dean of Students Robert B. Claytor
 Assistant Dean for Residential Life Ronald Diment
 Director of Financial Aid Betty Watkins
 Director of Student Activities and Conference
 Center Kathleen Benzaquin
 Director of Career and Personal Counseling
 Center Alfred E. Thomas
 Director of Rehabilitation Services Rodger W. Decker
 Director of Student Health Services Cheryl Miller, R.N.
 College Pastor Frank Covington

RESIDENCE HALL STAFF:

		Telephones
Albemarle	Robin Green	232 or 276-4640
Concord	Sarah Peterson	242 or 276-5031
Granville	Neal Bushoven	252 or 276-5615
Highlands	Steve Winemiller	387 or 276-8916
Mecklenburg	Dennis O'Toole	272 or 276-5728
Orange	Beverly Beck	282 or 276-5896
Wilmington	Lloyd Tucker	322 or 276-6340
Winston-Salem	Lee Offen	332 or 276-6461

CAMPUS MINISTRY PROGRAM:

The basic intent of the campus ministry program is to provide the context and encouragement for the spiritual growth of the St. Andrews community and the individuals therein. The College Pastor, in conjunction with the College Christian Council, has primary responsibility for this facet of campus life.

Specific campus ministry activities include weekly worship as well as, on special occasions, retreats for reflection and recreation, opportunities for service to the Scotland County community, symposia to deal with student concerns as well as national and international issues, and personal counsel.

The office of the College Pastor, Frank Covington, is located in the Student Life area of the College Union. His office hours are usually Tuesday-Thursday afternoons. At other times he can be reached at Laurinburg Presbyterian Church, 276-0831.

FINANCIAL AID SERVICES:

The Financial Aid Office offers a comprehensive program designed to provide students with assistance in financial planning, to disseminate scholarship and grant information, to assign part-time college student workshops, and to assist students in securing educational loans.

Director Betty Watkins

PLACEMENT SERVICES:

St. Andrews provides an opportunity for seniors to develop a placement file for future job references. Each year, an assessment of seniors' career interests is made during the Fall, and a number of prospective employers are invited to the campus in the Spring to interview interested students. In addition, workshops are offered on topics such as life-planning, career development and job search methods. A comprehensive occupational library is also available to students at the Counseling Center.

CAREER AND PERSONAL COUNSELING CENTER:

Operating under a special agreement with St. Andrews, the Career and Personal Counseling Center offers a complete program of individual and group counseling, testing, occupational and graduate school information, for the college community. The services are available on a walk-in or appointment basis.

Director Alfred Thomas
Associate Director Elbert Patton
Counselor Robert Urie
Counselor Vernetta Nelson
Hours: Monday through Friday 8:30 A.M. to 5:00 P.M.
Saturdays 8:30 A.M. to 12:00 P.M.

COLLEGE UNION:

Individuals and groups using the College Union are expected to exercise due respect for the physical facilities, equipment, and other persons in the building.

1. The use of unauthorized appliances and the opening of windows while air-conditioning units are in operation are not permitted.
2. State Law requires that shoes be worn in the cafeteria and Snack Bar at all times.

Persons or groups wishing to reserve a room for their own use in the College Union must make the request to the office of the Director of Student Activities.

Post Office Services: All students are required to have post office boxes. There is no general delivery service. Insured packages must be mailed from the Laurinburg Post Office. Non-Resident students must notify the Student Life Services of their local address. Special delivery letters are delivered only to the College Post Office or to the College Switchboard. United Parcel Service is available at the Post Office window.

HEALTH SERVICES:

St. Andrews Presbyterian College provides routine medical and first aid services to students at no extra charge through the College Health Center. Nursing services are available 24 hours daily. The College physicians are available for consultation on weekdays.

Overnight care is provided when necessary for students living in the dormitories; however, cases needing special care or more than bedside attention are referred to a local hospital. Such care, special medications, and services of medical doctors off campus are financial responsibilities of students and their parents.

Director Cheryl Miller, R.N.
Physician Hugh H. McArn, Jr., M.D.
Physician David A. Williams, M.D.

REHABILITATION SERVICES:

The Burris Rehabilitation Center includes Highland Dormitory for severely handicapped students. St. Andrews is accessible to the physically handicapped; there are about 30 students in wheelchairs each year. A wide range of services is specifically available to them including counseling, aides, rehabilitation nursing, urology, adapted physical education, driver training, wheelchair repairs, adapted housing, and transportation by special vehicles.

Director Rodger W. Decker, Ed.D.
Career Counselor Becky Pittman
Adaptive P.E. Dean Betts, M.A., Ed.
Nurse Faye Locklear, L.P.N.
Nurse Lois Ratcliff, L.P.N.

STUDENT LIFE COMMITTEE OF THE FACULTY:

This committee oversees, coordinates, and does long-range planning for Student Life in non-academic matters. It approves any handbook for students, any student constitution or system of student government and changes therein, and the budget of the Student Association. The Committee charters student clubs and develops policies necessary for a program of student publications. The Faculty Executive Committee recommends four faculty members, including a chairman, a representative from Student Life Services and six students. The Dean of Students serves ex-officio.

Chairman William J. Loftus

Campus Services:

FOOD SERVICES:

Cafeteria:

Monday through Friday:	Breakfast	7:45 a.m. to 9:00 a.m.
	Continental Breakfast	8:00 a.m. to 9:15 a.m.
	Lunch	11:45 a.m. to 1:30 p.m.
	Dinner	5:00 p.m. to 6:15 p.m.
Saturday through Sunday:	Breakfast	8:00 a.m. to 9:00 a.m.
	Lunch	12:00 a.m. to 1:00 p.m.
	Dinner	5:00 p.m. to 6:00 p.m.

Identification card must be shown at all meals and shoes must be worn at all times.

Snack Bar:

Monday through Friday	8:00 p.m. to 12:00 p.m.
Saturday and Sunday	8:00 p.m. to 1:00 a.m.

All persons are asked to leave the Red Lion no later than fifteen minutes after the counter closes. A self-service system is in effect in the Red Lion. Please cooperate by putting dirty dishes and trash in the proper containers.

LIBRARY SERVICES:

Elizabeth Holmes	Head Librarian
Margaret Bennett	Catalog Librarian
June Chay	Circulation Librarian
Kathy Hall	Serials Librarian
Monday through Thursday	8:30 a.m. - 11:30 p.m.
Friday	8:30 a.m. - 5:00 p.m.
Saturday	1:00 p.m. - 5:00 p.m.
Sunday	3:00 p.m. - 11:30 p.m.

Holiday and exam period variations will be posted on the library door. There is a book deposit slot near the lakeside entrance to the library which should be used for returning books only when the library is closed.

General Rules:

1. No smoking, food or beverages in the library.
2. Library books left on tables and carrels are reshelfed. Storage shelves are available on the second floor landing where student books and materials may be left between classes or overnight.

3. Fines are 10¢ per day for each overdue book (50% discount if paid when book is returned).

Reserve Books:

Reserve books are kept behind the Circulation Desk and must be used in the library during library hours. Some reserve books may be checked out for overnight use one-half hour before the library closes and are due back when the library opens the next day. Fines for overdue reserve books are 50¢ for the first hour and 25¢ for each succeeding hour, up to a maximum of \$2.00 per day.

Lost Books:

Report lost books to the Circulation Desk; fines do not accumulate after books are reported lost. After a reasonable length of time, replacement costs must be paid.

Interlibrary Loan:

Books may be requested from other libraries with the approval of an instructor (25¢ service charge for each title, payment upon receipt of the book). Xerox copies of periodicals may be ordered from other libraries for \$1.50 each (payment at the time of the request).

Photoduplication Services:

Photoduplication services are available for 10¢ per page. Photoduplication of microfilm material can be made, Monday-Friday from 9:00 a.m. to 4:00 p.m. at 25¢ per page.

Student Library Orientation Sheet:

For additional information about the use of the DeTamble Library, ask at the Circulation Desk for a copy of the Student Orientation Sheet.

PHYSICAL EDUCATION FACILITIES:

The physical education program for students, including intramurals, athletics and recreational activities, has first priority on use of the facilities. The Center and other facilities will be open to faculty, staff, and other groups during designated afternoon and evening hours. Some areas may be used at times normally set aside for the physical education program if the program is not utilizing a particular area.

A student identification card or an activity card issued by the Physical Education Program is required for all persons using the physical education facilities.

Charges and Fees:

Nominal charges will be made for some activities and for use of the facilities by groups for functions outside the normal program.

Students—Student fees are in the tuition payment. Additional charge is made for use of certain Knight Room facilities.

Faculty and Staff—No charge will be made for the use of facilities, except certain Knight Room facilities, to the individual faculty or staff member. Cards may be obtained at the Physical Education Office upon request. There will be a \$5.00 charge per locker. A \$10.00 charge will be made for faculty and staff family memberships. No cards will be issued to children under 12 years of age.

Alumni—Family memberships: \$25.00

Individual memberships: \$15.00

Memberships—(September 1 to August 31)

For persons not employed by the college:

Family memberships \$125.00

Individual memberships: \$75.00

No cards will be issued to children under 12 years of age.

Guest Privileges:

Any formal guests of the college wishing to use the physical education facilities may get an identification card from the Physical Education Office. This card will indicate the dates it can be used.

Students, faculty, and staff are allowed only one guest unless special arrangements are made through the building director. The guests must be accompanied by a host. No one under 14 years of age is allowed to bring a guest.

Persons not employed by the college and who have membership cards do not have guest privileges. However, in exceptional circumstances, special arrangements may be made with the building director.

Groups wishing to arrange for use of any area (classroom, pool or gym), should contact the building director. When applicable, charges for use will be determined by the director and the business manager.

General Rules for Physical Education Facilities:**Knight Room:**

The conduct and appearance of users of the Knight Room is expected to be such as not to detract from the enjoyment of others.

- No food or drink in the bowling area
- Socks must be worn with house bowling shoes
- Do not sit on pool or table tennis tables
- Do not smoke while executing billiard shoes
- Please use ash trays

Other Activity Areas of the Center:

- No street shoes may be worn in activity areas. (Use basketball, tennis, etc.)
- No food or drinks allowed in these areas.
- No smoking in the locker room and activity areas.

Swimming Pool:

- Identification tag must be worn by all swimmers. Pick them up at check-out window.
 - All swimmers must wear swimsuit tag. We encourage use of personal gear. Suits are available at the checkout window.
 - Pool use is restricted to times when an approved lifeguard is on duty.
 - No street clothes or shoes allowed on the pool deck area.
 - Use common sense and observe good safety habits.
- No masks, snorkels, or scuba gear allowed except on approved occasions.
- As in other areas, children under twelve must be accompanied by an adult.
 - Shower before entering the pool area.
 - No food or drinks in the pool area or balcony.
 - Persons with infected skin will not be admitted to the pool area.

Equipment Checkout:

- No equipment will be checked out without an I.D. card.
- Do not ask to check out equipment for more than two people on one card.
- All equipment must be returned the same day that it is checked out.
- Any damaged or lost equipment must be paid for.

Tennis Courts:

- Tennis shoes or equivalent must be worn.
- Do not monopolize the court when others are waiting.

Track:

- Flat shoes must be worn when using the all-weather track.

College Security Service:

To contact a Security Officer: Call extension 212 or 276-9816. This will connect you with the Nurse on duty at the Health Center who will contact the Security Officer on duty by radio. The Security

Officers maintain an around-the-clock check on the St. Andrews campus.

- Director of College Security Jack ReVille
- Security Officer J. H. Jackson
- Security Officer Lacy Gay

ORGANIZATIONS



Student Association

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, the Inter-Dormitory Senate, and the Judicial System. Additional information on the functions and responsibilities of each branch may be found in the Student Association Constitution.

THE CABINET:

The Student Cabinet, as the executive branch, is composed of the five elected officers of the Student Association, the presidents of the College Union Board and the College Christian Council, and a representative from the Inter-Dormitory Senate. The Cabinet is the co-ordinating agency for student activities, and all college-related student organizations are responsible to it.

- President Celeste Tillson
- Vice-President Bob Haley
- Secretary Cindy Jenkins
- Treasurer Brent Bystrizcki
- Attorney General J. C. Clarke
- College Union Board Ed Wilke
- College Christian Council Bill Owens
- Senate Representative Joannie Reback

THE INTER-DORMITORY SENATE:

The Inter-Dormitory Senate, as the legislative branch, is chaired by the Vice-President of the Student Association and is composed of the presidents and vice-presidents of each dormitory, and two representatives elected from the off-campus students. The Senate considers and initiates all legislation pertaining to student welfare and general student interest.

- President Bob Haley
- Secretary to be elected in the fall
- Representatives:
- Albemarle Kay Thompson, Melanie Coats
- Concord Judi Plyler, Camille Moss
- Granville John Patton, Steve Kunkle
- Highlands Jim Fawbusch
- Mecklenburg Mark Six, Steve Newton
- Orange John Courtney, Joannie Rebeck
- Wilmington Garnett Conaway, Nancy Allen
- Winston-Salem

The Judicial System

THE JUDICIAL COMMITTEE:

The Judicial Committee is responsible for the 'organization' of

the courts. Its members are investigators who are assigned to individual cases by the Attorney General in order to gather the statements and materials necessary for a hearing. It is chaired by the Attorney General and all cases and accusations are originally made to this person.

Chairman J. C. Clarke

THE JUDICIARY BOARD:

The Student Judiciary Board, composed of seven students elected by the Student Association, tries all Honor Code offenses and violations of social regulations, and hears appeals from the Traffic Court. The Board can render sentences ranging from warning to expulsion. The Board is aided in procedural matters by two non-voting faculty advisors.

THE STUDENT-FACULTY APPELLATE BOARD:

The Student-Faculty Appellate Board interprets the Constitution of the Student Association and hears appeals from the Student Judiciary Board. Upon hearing appeals, it may uphold or reduce the original sentence. The Board consists of two elected members from the senior class, one elected member from the junior class, one faculty representative elected in keeping with the procedure provided in the Faculty By-Laws, and one representative of the Dean of Students.

THE TRAFFIC COURT:

The Traffic Court consists of five members appointed by the Senate upon recommendation from the Cabinet. It deals with violations of motor vehicle regulations.

JUDICIAL PROCEDURES:

The Student Judiciary Board hears all cases involving violations of the Honor Code or of a social regulation. Any person with information concerning such a violation should report it to the Attorney General, either directly or indirectly through an Assistant Attorney General or a member of the Judicial Committee. Upon receiving this information, the Attorney General will investigate the case thoroughly and, if the evidence so warrants, will present the case to the Student Judiciary Board. Persons making groundless or malicious accusations to the Attorney General are subject to prosecution for lying.

ALTERNATIVE MEANS OF ADJUDICATION:

Only the Attorney General may formally charge a student with a violation of the Honor Code. Either the Attorney General or a member of Student Life Services may formally charge a student with

a social violation. When the decision is made to charge a student with an Honor Code or social violation, the accused is required to choose, in writing, between a public trial before the Student Judiciary Board or a private trial by the Dean of Students. In the case of either choice, the constitutional processes of appeal may be followed, as the accused is not permitted to move at will between Administrative and Student Association judicial bodies. The presentation of the accused's written choice constitutes the opening of the hearing.

NOTIFICATION OF THOSE CONCERNED:

The Attorney General will post public notice of a scheduled hearing at least 24 hours before the hearing is to begin. Personal notification of the time and place of the hearing is given by the Attorney General to the persons directly involved: the defendant, counsel, witness, members of the Board, and faculty advisors of the defendant and of the Board and the Dean of Students. At that time, the Attorney General will read the defendant his rights.

WITNESSES:

A defendant may call both factual and character witnesses. All persons involved in the hearing are expected to tell the truth, the whole truth, and nothing but the truth, and are subject to prosecution if they fail to do so.

CONTEXT OF THE DECISION:

In disciplinary cases, judicial authorities of the College consider not only the specific charge, but also the student's total academic and citizenship record. First offenses, unless of extreme severity, are not usually considered grounds for expulsion.

APPEALS:

- a. A defendant convicted by the Traffic Court has the right to appeal to the Student Judiciary Board.
- b. A defendant convicted by the Dorm Council has the right to appeal to the Student Judiciary Board.
- c. A defendant convicted by the Student Judiciary Board has the right to appeal to the Student-Faculty Appellate Board.
- d. A defendant whose conviction is upheld by the Student-Faculty Appellate Board has the right to appeal to the President of the College.
- e. A defendant convicted by a member of Student Life Services has the right to appeal to the Special Appeals Committee.

To appeal a decision or a sentence, a defendant must notify in writing the chairman of the court which convicted him of his desire by 5:00 p.m. on the day following his conviction. If such notification

is not given, the sentence becomes effective immediately.

If the defendant notifies the chairman of the wish to appeal, the defendant has until noon of the following day to present to the chairman of the court of appeal a statement of grounds of appeal and a complete list of counsel and witnesses he wishes to call. If this is not done, the original sentence becomes effective immediately.

The Dean of Students may make allowance for the terms of restriction or departure for resident students who are evicted from the campus, when appropriate. Any return to campus thereafter must be approved beforehand by the Dean of Students, or a representative of that office. Non-residents who are suspended or expelled are expected to observe these conditions as they apply to resident students.

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 a representative of that office.

Student Activities

THE COLLEGE UNION BOARD

The College Union Board is the student organization responsible for entertainment; it can either work by itself or in conjunction with other organizations. Along with Student Life Services, the Board is responsible for the student services and events offered in the College Union. It is also responsible for hiring bands to play at major events and dances, providing movies, organizing weekend travel, and engaging guest speakers. The Board consists of elected officers, dormitory social chairpersons, and one representative from the Black Student Union.

- President Ed Wilson
- Secretary Peg Kayes
- Treasurer Grada Byrd

THE COLLEGE CHRISTIAN COUNCIL

The College Christian Council is a campus-wide, interdenominational organization which attempts to promote on the campus and within the Laurinburg community honest questioning, concern, communication, worship and action. Specific programs and projects of the CCC include: work with underprivileged people in Laurinburg through tutoring and recreation, a series of symposia on controversial and relevant topics of concern, aid in planning of chapel and special services, publication of "Dialogue," an instrument of communication on campus, and an occasional event or concert.

- President Bill Owens

THE ELECTIONS BOARD

The Elections Board is responsible for conducting all campus elections and referenda. The Board decides when elections will be held, sets up rules for campaign procedure, makes sure candidates are qualified, conducts dorm forums for the candidates, counts ballots and announces the results. The Elections Board consists of three members of the Student Judiciary Board, two senior members of the Student-Faculty Appellate Board, three seniors appointed by the President of the Student Association, one representative from Student Life Services, and one faculty member elected by the Student Life Committee.

Chartered Clubs and Student Organizations

FACULTY ADVISORS

The advisor of a club is its official liaison to the administration and faculty, and serves in a non-voting capacity. Faculty advisors to student organizations are selected by the members of the organization; these appointments are subject to the approval of the Dean of Students and the Dean of the College.

FINANCIAL BUSINESS OF ORGANIZATIONS

The Treasurer of the Student Association is solely responsible for all funds of the Student Association. No requisitions for funds of the Student Association will be accepted by the Business Office without authorization by the Treasurer. He receives proposed budgets from chartered clubs and organizations, submitted not less than one month prior to the end of the academic year, then formulates the budget. Final action by the Student Life Committee and the Inter-Dormitory Senate will be taken no more than one month after the beginning of the fall term.

THE BLACK STUDENT UNION

The Black Student Union is a service organization designed to make life more comfortable for its members both academically and socially, to increase the unity and foster the identity of black students on the St. Andrews campus. Activities include the sponsoring of cultural activities, improving relationships with the Laurinburg community through a variety of services, projects, assisting in the recruitment of black students to St. Andrews and the organization of the Black Student Union Choir.

President Dimitra Grant

THE HEALTH SCIENCES CLUB

The Health Sciences Club is an organization designed to acquaint interested students in health-related fields, utilizing lectures, service projects, and pre-medical, pre-dental, and pre-veterinary

school preparatory programs. Full voting members are comprised of members of the sophomore, junior and senior classes with an overall grade point average of 2.8. All other interested students not meeting these requirements are associate members who participate in the organization with the exception of voting privileges.

President Yana Banks

THE KENNEL CLUB

The Kennel Club offers limited facilities to house student-owned dogs. The fee to rent a kennel is \$15.00 initial fee and \$5.00 per term thereafter. The dog must be over four months old and have all necessary shots to be permitted in the kennel facilities. Members are allowed to house dogs according to space and kennel limitations.

President Robert Crownover

THE ST. ANDREWS RIDING CLUB

The St. Andrews Riding Club is responsible for limited boarding facilities available to student-owned horses and for club horses available to all campus riders. The club horses are also used in the College's rehabilitation riding program. The club is open to all members of the St. Andrews community. Minimal charges for riding time help maintain the club horses.

President Clay Murray

THE ST. ANDREWS RIFLE AND PISTOL ASSOCIATION

The St. Andrews Rifle and Pistol Association exists to promote the legitimate civilian use of firearms, to educate firearms users and the general public in the safe use of firearms, and to organize and promote firearms competition. The club maintains a firing range on the campus, and firearms are stored in special gun lockers. Any student desiring to bring a firearm on the St. Andrews campus must be a full-fledged member of the club prior to bringing the weapon on campus.

President to be elected in the fall

ST. ANDREWS CHAPTER, NATIONAL PARAPLEGIA FOUNDATION

This campus-based organization is open to all persons who are interested in developing an awareness of the concerns of and barriers facing the handicapped population. The primary concern of this chapter has been in the area of architectural barriers. This organization is also a major sponsor of the local wheelchair basketball team.

President John Copeland

ST. ANDREWS CHAPTER, WHEELCHAIR ATHLETIC ASSOCIATION

The primary purpose of the Wheelchair Athletic Association is to promote wheelchair sports. This year the Association will introduce floor hockey as an organized sport on campus, in addition to the promotion of wheelchair bowling and wheelchair basketball. Membership is open to all interested students.

President Cliff Fitzgerald

ST. ANDREWS CHAPTER, NORTH CAROLINA PUBLIC INTEREST RESEARCH GROUP

The North Carolina Public Interest Research Group (NC-PIRG) is a non-profit, non-partisan organization funded by students and controlled by a state board of elected student representatives. The purpose of NC-PIRG is to articulate and pursue, through the media, the institutes of government, the courts and other legal means, the concerns of students on issues of general public interest. NC-PIRG is financed by an increase in student fees of \$2.00 per student per term. Any student who does not wish to contribute shall be entitled to a full refund during the third week of each term from an established public office on campus.

Local Chairperson Lin Thompson

WSAP

WSAP is a student-owned and operated carrier current radio station. It offers training in all aspects of broadcasting. Sales, commercial production and announcer broadcasting are a few of the fields available. WSAP also sponsors campus activities. Membership is open to all interested students.

AM - 640 K.C. FM - 91.1 (Cable transmission)

President William Brennan

STUDENT PUBLICATIONS:

The Cairn: St. Andrews Literary Magazine Ivonne Mason

The Lamp and Shield: The College Yearbook Judi Plyler

The Lance: The College Newspaper Michael Green

The Dialogue is sponsored by the College Christian Council which serves to relate opinions and suggestions of the author concerning issues and situations. **Dialogue** is published at any time anyone so wishes to express such concerns, by contacting Bill Owens, President of the CCC.

The Student Association Newsletter is published by the Student Association to inform students as to the activities and concerns of the Student Association. It is a joint publication of the Student Cabinet and the Inter-Dormitory Senate.

The Wall is the front section of the wall between the wheelchair

ramp and the steps at the College Union end of the causewalk. Any St. Andrews student who wishes to draw public attention to any ideas or concerns may paint on this section. Students are requested to follow the Code of Responsibility in the use of The Wall and to limit their use to this section only.

FARRAGO:

Farrago is an organization on campus which provides folk, country folk, and bluegrass music in a coffee-house atmosphere. Students are encouraged to perform, as well as professional entertainers being engaged. The Farrago facility is available when not scheduled for activities and may be reserved by contacting the Director of Farrago.

Director Allan Newcomb

THE HIGHLAND PLAYERS:

The Highland Players is for students interested in theatre, allowing a creative outlet for anyone who is interested in learning the various phases of the dramatic arts. The players present four major, plus several minor productions, each year. Membership is open to all members of the College community.

President Jim Bumgardner

THE SAILING CLUB:

The Sailing Club is for those interested in boating and sailing. The purpose of the club is to promote water safety through an acquaintance with and appreciation of navigation and sailing techniques.

STUDENT NORTH CAROLINA ASSOCIATION OF EDUCATORS:

The Student North Carolina Association of Educators (SNCAE) is the professional association for college students preparing for or interested in teaching. The primary goal of the student NEA is to acquaint students with the professional organization of teachers. The club sponsors various workshops of interest to educators and sends representatives to the Student NEA Convention.

MUSICAL ORGANIZATIONS:

The St. Andrews College Choir is open to all interested students. Participants are required to attend all performances of the choir and receive one-quarter credit per term. The College Choir performs at convocations and commencement as well as making tours throughout the region.

The St. Andrews Chorale concentrates on the preparation of major choral works for performance on campus and within the Laurinburg community.

The St. Andrews Chamber Singers is a small vocal ensemble made up of members of the College Choir. They practice two hours extra each week, specializing in the performance of Renaissance and Contemporary vocal chamber music. The Chamber Singers perform on and off campus throughout the year.

Student Association Constitution

PREAMBLE

Each member of the college community is expected to subscribe to the St. Andrews 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."

ARTICLE I. NAME

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

ARTICLE II. MEMBERSHIP

Every student at St. Andrews Presbyterian College is a member of the Student Association.

ARTICLE III. ELECTED OFFICERS

Section 1. The officers of the Student Association, with the exception of the off-campus representatives to the Inter-Dormitory Senate, are elected in a general election each Spring Term before the end of the semester. Their terms of office shall begin at their installation by the President of the College within two weeks after the close of the Student Association elections and shall end with the installation of new officers in the Spring Term of the succeeding year. The off-campus representatives shall be duly elected within four weeks after Fall registration.

Section 2. No student shall hold more than one elective office in the Student Association.

Section 3. The position of Suite Leader is an office of the Student Association, but is not considered as an elective office.

Section 4. Each candidate for a Student Association office must have properly filed for office with the Office of Student Life Services in accordance with the procedures set up by the Election Board and the Student Association Constitution.

Section 5. No student with probationary status shall be a candidate for or hold any elective or appointive office in the Student Association unless approved by the Faculty Executive Committee.

Section 6. A 2.0 St. Andrews cumulative grade point average shall be held at the end of the previous term. Exceptions may be made by the Faculty Executive Committee.

Section 7. Each elected officer must maintain a 2.0 St. Andrews cumulative grade point average.

Section 8. No Cabinet member shall serve in a voting capacity on any Student-Faculty committee unless otherwise specified in this Constitution or the Student Association By-laws.

Section 9. No elected officer may be an employee of Student Personnel Services. (Amended by Amendment I)

Section 10. 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 a run-off election between the candidates who poll the two highest number of votes. In case of a tie in the run-off elections as stipulated, the matter shall be sent to the Inter-Dormitory Senate for resolution.

Section 11. In multi-position elections, the candidates receiving the most votes shall be elected. If the required number of positions cannot be filled, as a result of a tie, there shall be a run-off.

ARTICLE IV. EXECUTIVE BRANCH

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

Section 2. 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, and, after consultation with the Cabinet, approves or vetoes within ten academic days all legislation passed by the Inter-Dormitory Senate. If by the end of the aforementioned ten days the President has not acted on the legislation, this legislation will be considered approved. The President also refers approved legislation to the President of the College for final action. The President also appoints a member of the Cabinet to represent the Cabinet on the Student Life Committee.

b) The Vice-President serves as President of the Senate, serves as a member of the Student Cabinet, and assumes the office of the President if for any reason the President must vacate the office. In the President's absence, or at the request of the President, the Vice-President shall also assume the duties of that office.

c) The Secretary serves as a member of the Student Cabinet, is responsible for maintaining a permanent record of all minutes of the meetings of the Student Cabinet, and handles all correspondence of 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 different campus organizations requesting Student Association funds, and formulates the Student Association budget for the coming year in consultation with the Inter-Dormitory Senate. The Treasurer must submit the Student Association budget to the Inter-Dormitory Senate two weeks after the installation of all officers in the spring. If the budget is rejected, the Treasurer must re-submit the budget until it is approved; if it is not approved by two weeks after first submission, the Inter-Dormitory Senate will be responsible for compiling the Student Association budget. The Inter-Dormitory Senate will place the budget in final form.

The Treasurer is responsible for conducting a monthly audit of the books of every organization receiving Student Association funds. The Treasurer maintains a permanent record of all financial transactions of the Student Association, reports quarterly to the Inter-Dormitory Senate, and submits the Treasurer's books to the Business Office to be audited once per regular term and/or at the request of the Business Office or the Inter-Dormitory Senate.

e) The Attorney General serves as a member of the Cabinet. A more complete description of the duties of the Attorney General can be found in Article VI, Section 1,c.

Section 3. The Duties of the 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 Treasurer of the Student Association, the President of the College Union Board, an additional representative from the Senate who shall be elected within the membership of that body, the Attorney General, and the President of the College Christian Council. Advisory representation is selected by the Cabinet with the approval of the Faculty Executive Committee.

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

d) The Cabinet shall fill such positions on committees as are necessary for the operation of the Student Association unless otherwise specified.

e) The Cabinet shall notify the student body of all vacancies open to appointment. It shall receive nominations and self-nominations from the members of the

student body, and shall have at least one meeting at which nominees shall express their wishes for attaining a particular position.

ARTICLE V. LEGISLATIVE BRANCH

Section 1. Inter-Dormitory Senate

a) The Inter-Dormitory Senate is the legislative body of the Student Association.

b) The Inter-Dormitory Senate consists of the Vice-President of the Student Association, the President and Vice-President of each dormitory, two off-campus representatives, and one representative from Highlands Dormitory. Advisory representation is selected by the Inter-Dormitory Senate with the approval of the Faculty Executive Committee.

c) The Inter-Dormitory Senate considers all questions of student welfare and general student interest, serves as coordinating body for Inter-Dormitory Activities and programs, 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, hears recommendations from the Student Association Treasurer, and approves the budget.

The Inter-Dormitory Senate appoints 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 with a two-thirds vote of the Inter-Dormitory Senate, and by a two-thirds vote of the Senate gives consent for membership of Student Association Organizations in all local, regional, and national organizations.

ARTICLE VI. JUDICIAL BRANCH

Section 1. Attorney General

a) The Attorney General shall be the chairperson of the Judicial Committee and shall serve on the Cabinet as the representative of the Judicial system. The Attorney General receives all cases and refers each with its accompanying evidence to the court with the proper jurisdiction, sees that defendants are aware of their rights, receives all appeals and sends them to the courts in which the appeals will be heard, receives minutes, and refers coversheets for approval by proper administrative personnel.

b) The Attorney General shall appoint with the approval of the Inter-Dormitory Senate, two assistant Attorneys General to assist in the execution of the duties and functions of that office. These students must have at least a 2.0 cumulative grade point average.

c) The Attorney General will act as prosecutor of any person accused of an Honor Code or social offense, or assign prosecution to one of the Assistant Attorneys General.

Section 2. The Judicial Committee

a) The membership of the Judicial Committee shall consist of the Attorney General and one member from each class appointed by the Cabinet with the approval of the Inter-Dormitory Senate. The Attorney General shall chair the committee. One member shall be chosen to serve as secretary. All members of the Judicial Committee are distinct from those on the Student Judiciary Board. A representative from the Dean of Students Office shall serve as a permanent advisor to this committee.

b) The Judicial Committee investigates all cases to be heard by courts, in the judicial system, keeps records of all public court proceedings and confidential records of all violations heard in dorm councils, handles any publication to be made of court decisions, and sees that all approved sentences are administered.

c) The Judicial Committee shall destroy all investigative records when the given case has been disposed of and all avenues of appeal have been exhausted.

Section 3. Rights of the Defendant

The defendant has the right to counsel of his or her choosing (faculty, administration or student), the right to a just trial without undue delay by the con-

stituted court of the defendant's peers, the right to meet in person the accuser(s) at the trial, the right to call any witness, the right to be present during the trial until deliberation concerning the final decision begins, the right not to testify against oneself, the right to appeal, the right to judgment by the college administration in lieu of the defendant's peers, and the right not to be tried twice for the same offense.

Section 4. The 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 that officer's appointed representative.

b) The Student-Faculty Appellate Board consists of two elected members from the incoming senior class, one elected member from the incoming junior class, one faculty member elected in keeping with the procedure provided in the Faculty By-laws, and one representative of the Dean of Students. The Board elects a chairperson from its membership.

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

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 that officer's appointed representative.

b) The membership of the Judiciary Board shall consist of seven elected students, five of whom shall serve one-year terms and two of whom shall serve two-year terms. Two Faculty representatives shall be appointed according to the procedure specified in Faculty By-laws to serve as advisors to the Student Judiciary Board. The Board shall select a Chairperson and a Vice-Chairperson from its membership. All members of the Board are distinct from those on the Student-Faculty Appellate Board and the Judicial Committee. A quorum shall consist of five members.

c) The Student Judiciary Board shall hear all cases involving Honor Code Offenses, violations of social regulations, and any other violations specified in the published College Regulations which have been referred to the Board. All cases shall be open to the public, except for the deliberation concerning the final decision. Twenty-four hour prior notice of time and place shall be posted on the Student Government Bulletin Board.

Section 6. Traffic Court

a) The Traffic Court shall consist of five members, to be approved by the Senate upon appointment by the Cabinet.

b) The Traffic Court shall consider all contested traffic tickets and shall notify the Business Office of its action.

c) Decisions of the Traffic Court may be appealed to the Student Judiciary Board.

Section 7. Summer Court

a) During the summer sessions a Summer Court shall handle all student judicial matters. It shall be a regularly constituted court and shall make recommendations to the President of the College or that officer's appointed representative.

b) The Court shall consist of five students to be appointed by the Cabinet with the approval of the Senate, and one faculty advisor appointed according to the procedures specified in the Faculty By-laws.

c) During the summer, the summer-coordinators shall assume the duties of the Attorney General.

ARTICLE VII. DORMITORY ORGANIZATION

Section 1. Dormitory Officers

a) Each dormitory shall elect from within the dormitory membership a President, a Vice-President, and Social Chairperson within the time specified by Article III in this Constitution. These officers must be full-time residents of the dormitory.

b) If a vacancy occurs within the office of the President by graduation, resignation, or removal, the Vice-President shall succeed to the office of President. If the office of the Vice-President becomes vacant by succession, graduation, resignation, or removal, the office shall be filled by a duly constituted dormitory election. If vacancy occurs in both offices simultaneously, the offices shall be filled by a dormitory election.

c) A dorm President and Vice-President, as well as off-campus representatives of the Inter-Dormitory Senate, may be impeached by a two-thirds vote of their constituents.

Section 2. Dormitory Councils

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

b) The membership of a Dormitory Council consists of the President, Vice-President, Social Chairperson, and Suite Leaders of the residence halls. The Resident Director may serve in an advisory capacity to the council, but shall not have a vote. Dormitory Council meetings may be called by any member of the Dormitory Council.

c) Dormitory Council has the power to legislate policies pertaining to the dorm, not in conflict with school policies, and to oversee dorm social plans.

d) A Dormitory Council has judicial powers with regard to dorm policies, not in conflict with school policies, or it may be a hearing or counseling body for dorm policies.

ARTICLE VIII. COLLEGE UNION BOARD

Section 1. The College Union Board coordinates the total program of dormitory and campus-wide social activities placed on a general social calendar in cooperation with the Office of Student Personnel Services.

Section 2. The membership of the College Union Board consists of the President and Vice-President of the College Union Board and one Social Chairperson from each dorm. A Secretary and Treasurer will be appointed by the President of the College Union Board with the consent of the members of the Board. A representative of the Office of Student Personnel Services serves as advisor.

Section 3. The duties of the President are defined in the By-laws of the College Union Board as printed in the Student Handbook.

ARTICLE IX. COLLEGE CHRISTIAN COUNCIL

Section 1. The College Christian Council sponsors the activities of the various standing committees under its auspices, coordinates programs to further the spiritual growth in the college community, provides the means by which college and community communications and understanding may be promoted, and makes appropriations for such programs.

Section 2. The College Christian Council consists of a President, Vice-President, and a Secretary-Treasurer who are elected officers, the College Pastor, two faculty members from the Faculty Religious Affairs Committee appointed by the Dean of the College, and the committee chairpersons as specified in the by-laws of the organization, all of whom are voting members.

Section 3. The duties of the President are defined in the By-laws of the College Christian Council as printed in the Student Handbook.

ARTICLE X. AMENDMENT PROCEDURE

Section 1. The Senate may initiate an amendment. An amendment passed by a two-thirds vote of the Senate is automatically posted in the College Union for

two weeks, at the end of which time it is presented to the Student Association members for a vote. A two-thirds vote of the Student Association members voting is necessary for adoption. If adopted, it is subject to approval by the Student Life Committee, and becomes effective with the signature of the President of the College.

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 College Union for two weeks at the end of which time it is presented to the Student Association for a vote. A two-thirds vote of the Student Association members voting is necessary for adoption; with the approval of the Student Life Committee and the President of the College, the amendment becomes part of this Constitution.

Section 3. By-laws of this Constitution are amended by the Inter-Dormitory Senate. Any proposed By-law amendment must be presented to the Senate and then posted in the College Union for one week, at the end of which time it is presented to the Senate for approval by a two-thirds vote of those present. If adopted, the amendment is subject to the approval of the Student Life Committee and the President of the College.

Section 4. The St. Andrews Student Association Constitution shall be revised every five years beginning with the Spring Term, 1980, only to include all amendments and to exclude all redundancies.

ARTICLE XI. BY-LAWS OF STUDENT ASSOCIATION ORGANIZATIONS

Each organization of the Student Association must enact a set of by-laws within one month of its first business meeting consistent with the provisions of this Constitution. These by-laws must be kept on file in the Cabinet office.

ARTICLE XII. RATIFICATION

This constitution shall become effective upon ratification of the Inter-Dormitory Senate, the Cabinet, the Student Life Committee, the majority of the Students voting, and the Faculty, and with the signature of the President of the College.

AMENDMENT I.

Article I, Section 9 is amended to read as follows:

- a) No elected officer may be employed by the Student Personnel Services as Residence Director, Assistant Residence Director, or Director of the College Union.
- b) No member of the Judicial branch may be employed by Student Personnel Services as Residence Director, Assistant Residence Director, or Director of the College Union.

BY-LAWS OF THE COLLEGE CHRISTIAN COUNCIL

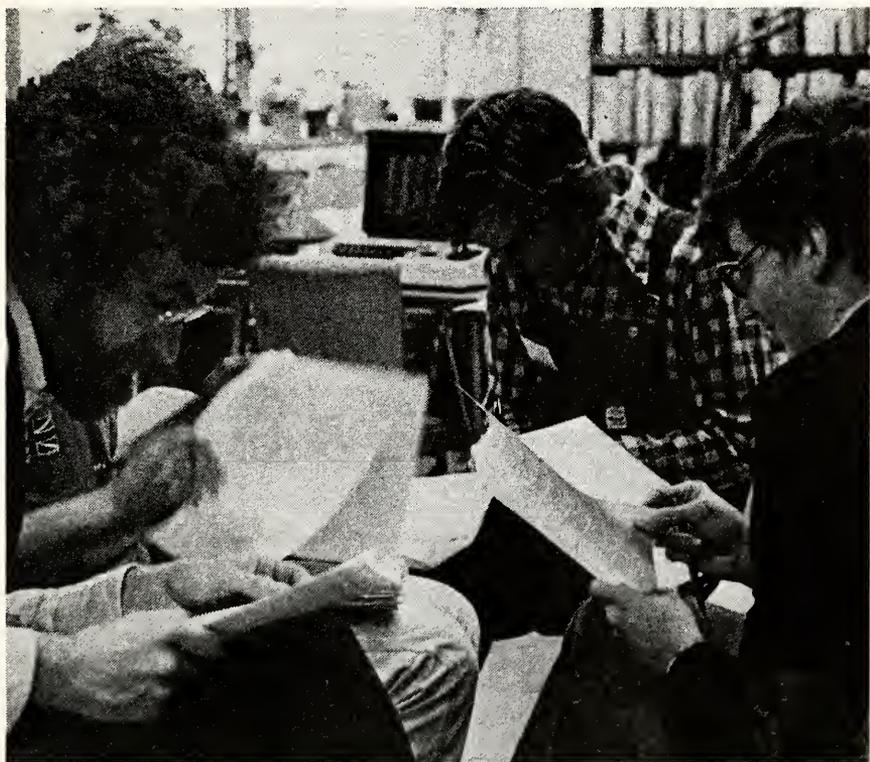
I. Organization

Section B, 1. The President serves as the official representative to the Student Association Cabinet; calls and presides over all meetings of the College Christian Council.

BY-LAWS OF THE COLLEGE UNION BOARD

Section 2. The membership of the College Union Board consists of the President, Vice-President, and one social chairman from each dormitory. A secretary and treasurer will be elected by the Board from the Board members. A representative of the Office of Student Personnel Services serves as advisor.

REGULATIONS



Honor Code

The St. Andrews Honor Code was instituted by the students in cooperation with the faculty and attests to a belief in the integrity of the community and to the individual's responsibility for his or her own behavior. Lying, cheating and stealing, whether in academic or social situations, are serious violations of community integrity and thus are the concern of all members of the community.

All members of the community — students, faculty, administration and staff personnel — bear responsibility for maintaining high standards of conduct, and all are pledged to deal with violations of the Honor Code in a responsible way. All Honor Code offenses are reported to the Attorney General of the Student Association and accused individuals are tried by the Student Judiciary Board. Each freshman upon entering St. Andrews will sign the following pledge:

“As a member of the honor community of St. Andrews, I 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 at St. Andrews.”

ON PLAGIARISM, PARAPHRASING AND THE USE OF QUOTATIONS*

Academic institutions are plagued by the fact that students reveal an incomplete understanding of certain very basic matters connected with the writing of critical essays and papers. This statement is made in order to clarify some of these points and to forestall claims of innocence and ignorance regarding plagiarism, paraphrasing and the use of quotations.

Plagiarism

Webster's New Collegiate Dictionary defines plagiarizing in this way: “To steal, purloin and pass off as one's own (the ideas, writings, etc.,) of another.” If a student deliberately copies the exact words of a clause, sentence or paragraph written by another without enclosing these words in quotation marks and citing their source in a footnote, he is guilty of plagiarism.

Paraphrasing

Webster's New Collegiate Dictionary defines paraphrasing as “To say the same thing in other words . . . A restatement of a text, passage or work, giving the meaning in another form . . .” In general, the procedure for paraphrasing is this: the student should read the material to be paraphrased as often as necessary to grasp the substance of the writer's idea. Then, without referring to the source, the student should write his own version of the idea. Finally, the student should check his statement of the idea against that of the source in order to be sure that (1) the student has not unconsciously reproduced the author's words and (2) the student has accurately represented the thought of the source. Then the student should cite the source. The mere fact that the student has not quoted does not absolve the student from giving credit for the idea.

Quotations

Good scholarship requires the limited and discriminating use of quotations. The student should use quotations only when there exists the need to reproduce precisely the author's position or to show that the writer's phrasing was so vivid or felicitous that the student could not improve upon it.

A critical essay or research paper should not consist of a series of paraphrases and quotations. The student must learn to remember where he got the ideas and information, and must clearly cite the sources upon which he has relied. Therefore, the student must show in writing that he can analyze, interpret and evaluate the source materials which he encounters.

* Adapted from a statement by the College of Business Administration, University of Tennessee.

Academic Regulations

Questions concerning academic regulations should be directed to the Dean of the College and the Faculty Executive Committee. Additional information on the following matters may be found in the 1977-78 St. Andrews College Catalog: degree requirements, declaration of a major or area of emphasis, registration, course load, academic probation and dismissal, residence requirements, withdrawal from the College, transfer credits, summer school, correspondence study, and studies abroad.

REGISTRATION

Necessary changes in registration may be made by the use of forms obtained in the Office of the Registrar. The original must be approved by the student's advisor and the professors concerned. The change is not official until the form is returned to the Registrar. Withdrawal from a course is regarded as a change in registration and is cared for in the manner described. Failure in the course will be recorded for those who do not comply with the above. A student may not register for a full program of courses after the first week of the term.

CLASS ATTENDANCE

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 authorize a student to be absent from any given number of class meetings.

The instructor in each course will announce and maintain an absence policy in keeping with the nature of the course. Each student should clarify this policy at the beginning of each course.

When absences from class indicate a serious lack of commitment, upon request from the professor concerned, the Dean of the College will send an official warning to the student. If attendance does not improve after the warning, the student will be involuntarily withdrawn from the course and will receive the grade of WI for the course.

SYSTEM OF GRADING*

Each student receives a grade in each course at the close of the term. The grading system is as follows:

Grade	Grade Points**	Interpretation
A	4.0	A grade in the A range indicates an excellent performance in which there has been distinguished achievement in all phases of the course.
A—	3.7	
B+	3.3	A grade in the B range indicates an above average performance in which there has been a high level of achievement in some phases of the course.
B	3.0	
B—	2.7	
C+	2.3	A grade in the C range indicates an average performance in which a basic understanding of the subject has been demonstrated.
C	2.0	
C—	1.7	
D	1.0	A grade of D indicates a passing performance in which despite recognizable deficiencies there is enough merit to warrant credit.
F	0	A grade of F indicates failure and will be recorded but will not be counted as a course attempted when computing grade point averages.
W	0	A grade of W indicates withdrawal from class and will be recorded but will not be counted as a course attempted when computing grade point averages.
I	0	A temporary grade of I indicates an incomplete for a course.
P	0	A grade of P indicates satisfactory performance in a course and will be recorded but will not be counted as a course attempted when computing grade point averages.

* System of grading beginning with the 1977-78 academic year.

** Grade points are the numerical equivalent of the letter grade.

The student's grade-point average is computed by dividing the number of grade points earned by the number of courses completed with a grade of "D" or above.

PASS-FAIL OPTION GRADING

Students with junior or senior standing may select a total of two elective courses to be graded on a pass-fail basis. Students who wish to designate a course to be graded on the Pass-Fail Option must do so in the Office of the Registrar no earlier than four weeks before the end of classes and no later than two weeks before the end of classes.

INCOMPLETES, FAILURES AND WITHDRAWALS

An incomplete, "I," is given only when circumstances do not justify giving a specific grade. It must be removed within the first four weeks of the term following the one in which the incomplete was received. If not, the incomplete becomes a failure, "F."

A failure, "F," cannot be removed from a student's record. If the course is required for graduation or for a major, it should be repeated the next time it is offered. A course for which credit has been received cannot be repeated without the permission of the Dean of the College.

When a student withdraws from a course for any reason before the last two weeks of classes with the instructor's and faculty adviser's approval, a grade of "W" will be recorded.

REPORTS OF GRADES

Parents as well as students receive academic reports after official grading periods and are also informed of any disciplinary action. Students, however, are expected to inform their parents in such cases and not leave the responsibility entirely to officials of the College.

Any student who is not a dependent (for tax purposes) of parents and does not want copies of grade reports sent to parents should notify the Registrar's Office. An affidavit certifying that the student is not a dependent of parents may be required.

CLASSIFICATION OF STUDENTS

A student's classification depends upon the amount of college credit received. Credit for college work is recorded in courses satisfactorily completed. A student is classified as:

- (1) A senior, upon passing 26 courses.
- (2) A junior, upon passing 17 courses.
- (4) A freshman if the regular admission requirements have been met.
- (5) A special student, if admitted as a non-degree candidate. Regularly matriculated students may not choose this classification to avoid required courses.

ACADEMIC PROBATION AND ELIGIBILITY TO CONTINUE IN COLLEGE

The quality of academic work done by individuals in this community determines not only the benefits to that individual but the

benefits of his or her presence to the community. When the quality of that work puts these benefits in question, the college and the student both need to consider the advisability of the student's continuance here.

To maintain satisfactory progress toward a degree, a full-time student must maintain a cumulative grade point average of 2.0 and pass at least three courses during a regular term. A student failing to maintain this progress will be placed on academic probation.

A student on academic probation who fails to show marked improvement in academic work during the following term may be asked to withdraw from the College. A student still on academic probation is normally ineligible to return. In any case, continuance on this status or dismissal from the College is determined in consultation with the Dean of the College and the Faculty Executive Sub-Committee on Student Problems.

RESIDENCE REQUIREMENTS

A student must spend the senior year at St. Andrews and obtain credit in residence for at least the last nine courses to receive a degree from the College.

CLASS ATTENDANCE

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.

The instructor in each course will announce and maintain an absence policy in keeping with the nature of the course. Each student should clarify this policy at the beginning of each course.

When absences from class indicate a serious lack of commitment, upon request from the professor concerned, the Dean of the College will send an official warning to the student. If attendance does not improve after the warning, the student will be involuntarily withdrawn from the course and will receive the grade of W for the course.

GRADUATION REQUIREMENTS

- (1) Grade point average of 2.0 on all work attempted at St. Andrews.
- (2) Grade point average of 2.0 in the major field taken at St. Andrews.
- (3) Twelve courses at the 300-400 level which can include electives as well as courses in the student's major.
- (4) Credit for 36 full-credit courses, one winter term for each year of enrollment, and a 37th course consisting of passing work on four terms of physical education activity courses, and satisfactory completion of the basic swimming requirement.

COURSE ADDITIONS, WITHDRAWALS AND CONDITIONAL GRADES

Students are permitted to drop or add courses with the approval of their faculty advisor for a period of one week following registration day. After this time, a grade of W is recorded. No student may withdraw from a course during the two weeks preceding the final examinations of the term without the approval of the Faculty Executive Committee.

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 absence (see "Attendance Regulations"), lack of preparation, general neglect, unwholesome attitude, or improper conduct in class.

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.

An incomplete, I, is given only when circumstances do not justify giving a specific grade. It must be removed within the first four weeks of the term following the one in which the incomplete was received. If not removed within the authorized time, the incomplete will be recorded as a failure, F.

A failure, F, cannot be removed from the student's record. If the course failed is required for graduation or a major, it should be repeated the next time it is offered. A repeated course is entered on the record with appropriate grade and both attempts are treated as courses attempted. A course for which credit has been received cannot be repeated without permission of the student's faculty advisor and the Dean of the College.

EXAMINATIONS AND REVIEWS

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.

Unsatisfactory grades at mid-term will be reported to the student involved. Where the record as a whole is unsatisfactory, a letter will be sent to the student, parents or guardian from the Dean of the College.

WINTER TERM

Arrangements may be made to take winter term courses at other colleges on the 4-1-4 calendar as well as off-campus courses offered by those colleges. Students interested in exchange programs should consult the Winter Term Coordinator to insure the proper handling of exchange applications.

SUMMER WORK AT OTHER INSTITUTIONS

Students desiring to receive credit toward graduation for summer courses at another institution must have the approval of their faculty advisor and the chairman of the division in which the corresponding course is taught. The institution in which work is taken must be fully accredited. Credit will be granted only for courses of college level which are also allowed toward graduation by the institution conducting the summer school. For credit the courses must be completed at the "C" level or higher. The student is responsible for requesting the institution to mail an official transcript of summer work to the Registrar at St. Andrews as soon as the courses are completed.

CONSIDERATION FOR READMISSION

In meeting the requirements for continuation at St. Andrews, no grade of incomplete, I, may be counted in the total number of courses passed.

Credit for three or more summer school courses, when approved by the Faculty Executive Committee and in keeping with degree requirements, will be counted in computing the required total for readmission eligibility.

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.

Both resident and non-resident students must complete the appropriate residency agreement to establish eligibility for readmission.

PROBATIONARY REGULATIONS

Probation is a means of communicating to and warning students, their parents or guardians, and others concerned that the student is not demonstrating satisfactory academic achievement and/or citizenship.

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

When a student is placed on probation for one of the above reasons, he should realize that 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 terms can expect suspension if probation otherwise would seem appropriate for the ensuing term.

Students under probationary status are expected to exhibit evidence of improvement in academic achievement and citizenship. 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.

The Faculty Executive Committee through its Sub-Committee on Student Problems 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.

WITHDRAWAL FROM THE COLLEGE

Application for complete withdrawal from the College should be secured by the student from the Office of the Dean of Students. While the several signatures which need to be obtained on the application form seem onerous to the student wishing to leave the College, they are necessary to assure that the record is cleared before the student leaves.

Students withdrawing during the first week of classes receive no grades. After the first week of classes, grades of "W" are given under the same procedure used for dropping one course. Students who leave the College without completing the withdrawal procedure will receive failing grades in all courses and will not be entitled to refunds.

Withdrawing students are entitled to refunds as follows, to be mailed within ten days of completed withdrawal:

a. Tuition:

Date of Completed Withdrawal	Amount of Refund
During first week	75%
During second week	50%
During third week	25%
After third week	none

Tuition refund insurance is available on an optional basis to those who wish to insure against contingencies which require withdrawals after the third week.

- b. Board refund is allowed regardless of when withdrawal occurs. It is prorated on the basis of the number of meals served through the day withdrawal is completed.
- c. No refund is allowed for room charges, regardless as to when withdrawal occurs. The College reserves the right to reassign the room of a student who withdraws or goes on leave during any academic term.

TRANSFER CREDITS

Transfer credits from other institutions approved by the ap-

propriate regional accrediting agency will be granted in full provided the courses taken correspond to work offered at St. Andrews. Courses passed with grades of less than "C" are accepted in transfer only if the student's overall record at the previous institution averages "C" or above.

Non-Academic Policies

The College reserves the right to ask any student to withdraw when it can show convincing evidence that the student's continued presence would be detrimental to the institution.

General College policy concerning civil violations, firearms, drugs, and alcoholic beverages come under the Code of Responsibility.

ALCOHOLIC BEVERAGES

Permission to possess or consume alcoholic beverages other than within the residence hall suite is granted only by the Office of Student Life Services. Suite parties are permitted in the dormitory on Friday and Saturday nights. Suite parties for other nights must be scheduled through the Dormitory Residence Director.

In accordance with the Code of Responsibility, printed below are laws pertinent to the use of alcoholic beverages in Scotland County:

G.S. 18-51(6) makes it unlawful for any person, association or corporation to permit any alcoholic beverages to be possessed or consumed upon any premises not authorized pursuant to Chapter 18 of the General Statutes, and for any person to possess or consume alcoholic beverages upon the premises where not authorized by law or where the persons have been forbidden to possess or consume alcoholic beverages by the owner or person in charge of said premises.

G.S. 18-90.1 makes it unlawful for any minor under the age of 18 years to purchase or possess the products described in G.S. 18-64, to-wit: beer and wine, etc., and also for any person under 21 years of age to purchase or possess alcoholic beverages, to-wit: liquor.

Under G.S. 18-51 a person who is at least 21 years of age may possess and consume alcoholic beverages as authorized in this section.

PROHIBITION OF WEAPONS

The North Carolina General Assembly passed House Bill No. 499 on April 27, 1971 which "strictly prohibits the possession of any gun, rifle, pistol, bowie knife, dagger, switch-blade knife, explosive of any kind, etc." from any college campus, public or private.

Members of the St. Andrews Rifle and Pistol Association may have weapons, but such weapons must be stored in special lockers provided by the College. Only Rifle and Pistol Association members are permitted to store weapons in the special lockers. A student must be a member of the Association prior to bringing a weapon on campus. All weapons must be registered with the St. Andrews Security Force. Under no circumstances are weapons permitted in dormitory rooms, suite lounges and other public areas.

NORTH CAROLINA CONTROLLED SUBSTANCE ACT (1971)

The 1971 General Assembly recently enacted the North Carolina Controlled Substances Act (Ch. 919, 1971 Sessions Laws—effective Jan. 1, 1972) which makes

significant changes in North Carolina's drug laws. The act is patterned after the federal Comprehensive Drug Abuse Prevention and Control Act (1970) and includes provisions for increased criminal penalties as well as for treatment, education, and research.

The criminal provisions are arranged in six basic schedules in order of severity. The "controlled substances" are grouped within the various control schedules according to the following criteria: 1) potential for abuse, (2) medical value, (3) potential for physical or psychological addiction, and (4) relative danger to society. For example, heroin, LSD, mescaline and peyote are listed in Schedule I; opium and cocaine in Schedule II; amphetamines and barbiturates in Schedule III; phenobarbital in Schedule IV; codeine in Schedule V; and marijuana and THC in Schedule VI, the least severe penalties. Felony level penalties up to life imprisonment are prescribed for most violations with monetary fines from \$5,000 to \$15,000. Criminal penalties are largely dependent upon the schedule and the classification of the offense into simple "possession" or more severe "distributing" (selling) categories. However, there is a statutory presumption of possession with intent to distribute if one possesses more than a specified minimum amount of "controlled substance." For example, possession of more than 5 grams of marijuana or more than one-hundredth gram of THS carries a presumption of intent to distribute and thus a more severe penalty. Simple possession of Schedule III & IV substances are misdemeanors for the first offense although later offenses are considered felonies. The first two offenses of possession of Schedule V & VI substances are misdemeanors. Distribution of any controlled substance by a person between 18 and 21 years old to one under 18 who is also at least three years younger than the distributor is to be punished by twice the normal punishment provision. Similarly, distribution by a person 21 years or older to a person less than 21 years is to be punished by not less than 10 years to life and/or up to \$15,000 fine. One significant provision allows for the conditional discharge and expunction of the criminal records for first offenders of possession of Schedule III to VI substances after fulfilling probation requirements (which may include rehabilitation treatment), thus erasing the stigma of a criminal record.

Courts are given some discretion in sending offenders to treatment rather than penal facilities. Physicians and other practitioners are not to disclose the names of drug abusers who come to them for treatment; nor is such information admissible in evidence in courts of law.

The Department of Public Instruction and the Board of Higher Education are directed to carry out educational programs designed to prevent and deter misuse and abuse of controlled substances.

The Student Life Committee has adopted the following policies with regard to Controlled Substances:

- A. As members of the Honor Community, all students indicted on a felonious charge will withdraw themselves from campus residency until the charge has been resolved by the civil authorities. At that time, if innocent, the student returns to the campus with reimbursement of rent for the period of time he or she did not occupy his or her designated dormitory space.
- B. In the event that Student Life Services is led to investigate a complaint concerning the possession of controlled substances and as a result charges any student with a violation of College regulations in regard to the possession of controlled substances that student will withdraw himself from campus residency. He may appeal this action to a special appeals committee consist-

ing of two students, one faculty member and one representative of Student Life Services (which committee serves at the pleasure of the President of the College). He must notify Student Life Services within 48 hours of the placing of the charge of his intent to appeal. The appeal will be heard within five days of such notification. On the basis of the outcome of this appeal, the provisions of Section A above will apply.

- C. In cases of financial hardship, a committee of the Honor Community consisting of a representative of the Office of Financial Aid, a representative of Student Life Services, and the appropriate Dormitory President will recommend appropriate action to the President of the College.

CONVICTED FELONS

The Student Life Committee adopted the following policy concerning the treatment of any student convicted of a felony:

Any student convicted of, or pleading "guilty" or "no contendre" to a felony committed while in residence at St. Andrews (this is to be interpreted as applying to any student living on or off campus) will be suspended immediately, and will not be permitted to apply for readmission to St. Andrews for one full academic term excluding Winter and Summer terms). During that term, he must not enter college property without prior permission from the office of Student Life Services, and he must avail himself of counseling services and a report from his counselor must be submitted to the College.

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 Life Services should be reported immediately.

DAMAGE TO COLLEGE PROPERTY

Individuals are responsible for College property designated for their use. Any person found responsible for damaging the trees and shrubbery on campus will be held responsible for their replacement.

FISHING

All state regulations regarding public fishing apply to Lake Ansley Moore. Any resident of Scotland County may fish with a pole and natural bait. However, use of artificial bait requires a valid North Carolina fishing license.

RESIDENCE POLICIES

While the following regulations are intended primarily for resident students, on campus or at college events, all students are ex-

pected to observe these guides. All students, including off-campus men and women not residing with parents, guardian, or spouse are classified as resident students.

RESIDENCE PHILOSOPHY

While suite leaders, dormitory presidents and resident directors have primary responsibility and authority in maintaining an atmosphere conducive to study and personal growth in the dormitories, it is each student's responsibility to become involved in this endeavor. If conflicts arise, several approaches to problem resolution are available: a personal confrontation, a suite meeting, a dorm council meeting, or a conference with the resident director or other Student Life staff members. In every instance, conversation should precede action and as in all disciplinary cases, the student's total academic and citizenship record will be weighed against specific charges.

DORMITORY VISITATION HOURS

All dormitories are closed from 3:00 a.m. until 9:00 a.m. Each individual dorm council or suite may choose to legislate stricter dorm hours. Extended open hours may be obtained on a day-to-day basis through the approval of the respective dorm president or vice-president, and the Office of Student Life Services. The request for extended hours must be made 24 hours in advance of the particular night in question.

ROOM CHANGE

Students may change rooms and roommates after filing a request and receiving approval for room change from the Assistant Dean for Residential Life. Copies of this request form are available in the Student Life Office. Students who change rooms without the approval of the Assistant Dean for Residential Life will be subject to a \$25.00 fine. This fine applies to all persons occupying rooms other than those to which they have been specifically assigned by the Residential Life Office.

PRIVATE ROOMS

Private rooms are available at an extra cost. If a student's roommate moves elsewhere, it becomes the obligation of the student remaining to find a roommate, accept the roommate assigned to him/her by the Residential Life Office, or else pay for a private room.

PERSONAL POSSESSIONS

A student is responsible for all items in his/her possession. Students are encouraged to lock doors when leaving their rooms at all times.

IMPEACHMENT OF SUITE LEADERS

To impeach a suite leader, a list of grievances signed by a two-

thirds majority of the concerned suite will be presented to the appropriate dorm council. The council will investigate the grievances and vote by a two-thirds majority for the removal of the suite leader or waive the proposal. If the suite leader is removed, the suite will elect a new suite leader.

RESIDENT DIRECTORS

In the event of a disruption in the dormitory, the Resident Director may move against a student when the following students cannot be contacted or cannot resolve the situation: suite leader, vice-president of the dormitory, president of the dormitory.

The Resident Director may act in the following ways: make a request that the disruption cease and give a warning if it does not cease; if the disruption continues, the student is subject to immediate eviction. If the student persists in disruption beyond this point, he may be suspended from the College for the remainder of the term. The student has the right to appeal actions of the Resident Director to the office of Student Life Services.

Room inspections may be conducted only by a member of the administration, together with a student leader, and then only at the direction of the Student Life Office. Normal maintenance procedures may require college employees to enter rooms at other times during the year, including vacations. Normally, each dorm is inspected once a month for purposes of health, safety, and maintenance evaluation. Specific policies concerning room inspection are covered in the "Personal Privacy and Safety" section of the Code of Responsibility.

MARRIAGE

Notification of plans for matrimony by an enrolled student should be received by Student Life Services as soon as possible.

PETS

Due to state and local health regulations, dogs, cats, and all pets, except fish, must be excluded from all academic buildings, service buildings, dormitories, and all other campus facilities open to students, faculty, staff and the public. Students violating the above will be subject to a fine and/or loss of their privilege to have a pet on campus.

LONG DISTANCE CALLS

Long distance phone calls are to be made only at pay phones. Local calls may be made from extension phones by first dialing 9.

ROOFS OF DORMITORIES

For the protection of lives and property, no one is permitted to use the roofs of dormitories without prior approval from the Director of the Physical Plant.

OVERNIGHT GUESTS

All overnight guests must be registered with the Resident Director. All visitors staying longer than three nights must have permission in writing from the Student Life Office. A former student, not in good standing with the College, may not be a guest in a dormitory without the permission of the Dean of Students. Guest rooms in Concord, Mecklenburg, and Wilmington dormitories are available for overnight guests at the following charges:

Single occupancy: \$7.00 the first night, \$5.00 each night thereafter.

Double occupancy: \$10.00 the first night, \$7.00 each night thereafter.

OFF-CAMPUS RESIDENTS

Since St. Andrews is a residential college, all students are required to live in the dormitories on campus unless they are living with parents, guardian or spouse. Students who wish to reside off campus must complete an application for off-campus housing and have permission of the Assistant Dean for Residential Life. Basic college regulations apply to off-campus residents.

SPECIFIC REGULATIONS REGARDING USE OF RESIDENCE HALLS

1. Nails, tacks, and screws will not be driven into the walls, ceilings, doors, woodwork, or furniture.
2. Cigarette butts will not be extinguished or left on the furniture or floors.
3. Objects will not be suspended from the room ceilings, nor will the ceiling tile be removed.
4. Residents dismantling their beds will pay a charge for maintenance to store unused parts, determined by the Residential Life Office.
5. Wall coverings must adhere to state fire codes and guidelines of the insurance underwriters.
6. All electrical appliances must bear the U.L. Seal of Approval. All refrigerators must be approved by the Director of Physical Plant.
7. Food must not be kept in the residence hall except in closed tin, glass or plastic containers. All food utensils and food preparation devices must be cleaned immediately after use, due to the danger of insect infestation.
8. Loss of furniture should be reported to the Residence Director, as furniture will be charged to the occupants until recovered. Furniture and furnishings will not be removed from rooms or suite lounges. Students with college-owned furniture in their rooms without the approval of the Residential Life Office will be required to return the furniture to its proper place and will be assessed a fine.
9. Requests for removal of beds, mattresses, or desks from a

room must be made to the Assistant Dean for Residential Life.

10. Permission to paint rooms must be secured from the Assistant Dean for Residential Life. Applications may be secured from the Student Life Office.

11. Requests for repair of light bulbs and complaints about heating, air conditioning, or cleaning services should be reported to the Residence Director.

12. Personal property must not be left in the rooms between academic school years.

13. Bicycles or motor vehicles of any type, or parts thereof, will not be brought into the residence hall, lounges or rooms.

14. In the event of damages to a room, or the furniture or furnishings therein, the College will charge the cost of the repairs to the occupants of that room until the responsibility for such damage is determined. The cost of repairs for damages to a suite hall, suite bath, or suite lounge will be charged to all occupants of that suite until responsibility for such damage is determined.

15. No items are to be stored in halls, suite lounges, bathrooms, under beds, or in any public areas except storage areas authorized by the Residential Life Office.

16. No refrigerators are to be kept in bathrooms.

17. Any St. Andrews student living in a dormitory may have a waterbed in his room, provided he meets two requirements: (1) Before he/she installs the waterbed the student must notify the dorm president, the suite leader, and the Residential Life Office, (2) Before he/she installs the waterbed, the student must sign a statement of financial responsibility for any damage that may be caused by the waterbed.

18. Shooting or possession of fireworks either in the residence hall or in the vicinity thereof will not be permitted.

19. Fire extinguishers will not be tampered with or removed from their stations except in case of fire. Students tampering with fire equipment will be fined \$25.00 and may be subject to further disciplinary action.

MOTOR VEHICLE REGULATIONS

All vehicles must be registered for each academic year and decals displayed on the left side of the rear bumper. Vehicles must be registered within two weeks after the official class registration date of said semester. The cost for the registration of a vehicle is \$5.00. Any student of St. Andrews Presbyterian College, with a motor vehicle on campus without a registration decal after the registration period, will be subject to a \$5.00 fine for the first offense. The second offense of no registration within one term, will result in an additional \$5.00 fine and removal of the vehicle from campus, until the fines are paid and the vehicle is properly registered. Students who bring a vehicle on campus after the registra-

tion date, may obtain a registration form and decal from the Office of Student Life Services.

The following traffic and parking rules are to be observed by the operators of motor vehicles while on the campus of St. Andrews Presbyterian College. The person in whose name a vehicle is registered, is responsible for all violations in which that vehicle is involved.

All Traffic Rules and Regulations of the State of North Carolina apply to vehicular traffic on St. Andrews' property.

PARKING REGULATIONS

A. Overnight parking is restricted to the regular parking lots. Vehicles parked elsewhere between the hours of 1:00 a.m. and 7:00 a.m., will be subject to a \$1.00 fine.

B. Overnight parking in the traffic circle in front of the Student Union is prohibited. Vehicles parked in the traffic circle between the hours of 1:00 a.m. and 7:00 a.m. will be subject to a \$1.00 fine.

C. Short-term parking (15 minutes) is allowed at the yellow curb in the traffic circle in front of the Student Union. Parking longer than the 15 minute limit will result in a \$1.00 fine.

D. The blocking of a wheelchair ramp will result in a \$5.00 fine for the first offense. The second offense of blocking a wheelchair ramp, in one term, will result in a \$10.00 fine and the removal of the vehicle at the owner's expense.

E. Non-handicapped persons parking vehicles in spaces in the Liberal Arts parking lot that have been designated and marked as "Reserved For Handicapped" will be subject to a \$1.00 fine.

F. Parking in reserved parking areas; i.e. Rehabilitation Center parking lot, behind the cafeteria kitchen parking lot and the Vardell parking lot, by unauthorized persons, will result in a \$1.00 fine.

No student vehicle shall be driven or parked near a dorm, without permission from the Office of Student Life Services, or Security, except at the beginning and end of terms and vacations; at which time vehicles may be driven to the dorms for the purpose of loading or unloading only. Vehicles must be parked on the sidewalk near the dorms, and not on the grass. Vehicles must not block the ramps leading into the single story dorms. Vehicles found in violation of this regulation, will be subject to a \$5.00 fine.

First offense of speeding or careless and reckless driving will be subject to a \$5.00 fine. Second offense of speeding or careless and reckless driving will result in a summons to the Traffic Court for judicial action.

Motor scooters and motorcycles, when properly registered with Security or the Office of Student Life Services, may be operated on the campus of St. Andrews Presbyterian College, under the same rules and regulations as automobiles, provided that each such ve-

hicle has factory mufflers with all baffles in place and secure. Any vehicle which makes excessive noise, shall be repaired or removed from campus. State regulations governing the operation of motorcycles on state roads, will be enforced on St. Andrews College property. In addition, helmets must be worn at all times, on or off the roads.

All tickets must be paid before the end of each term, or the student will not be allowed to register for the following term, and all transcripts will be withheld. If the recipient of a ticket wishes to contest the ticket, he/she must, in writing, notify the Chairman of the Traffic Court of his/her desire within 72 hours of receiving the ticket.

Any person who receives five violation tickets in one term, will receive a notice to appear before the Traffic Court for judicial action. (Winter term is included in fall term, as one term.)

Failure to appear before the Traffic Court, after being summoned by the Chairman of the Traffic Court, will result in the violator being subject to action by the court.

ALL TICKETS ARE TO BE PAID AT THE BUSINESS OFFICE.

Visitors who receive parking tickets, should appeal to the Security Officer in room 212 in the Rehabilitation Center.

VIOLATIONS

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, sidewalk, or near dorm, without permission.
3. Speeding and/or careless and reckless driving.
4. Blocking a wheelchair ramp.

Traffic Court decisions may be appealed to the Student Judicial Board, if notice of the appeal is made within 72 hours of the Traffic Court's decision. Ignorance of these traffic laws is no excuse for motor vehicle violations.

Bicycles: Each bicycle must be registered with the Office of Student Life Services. One registration covers the bike for the full time a student remains at St. Andrews Presbyterian College. The registration decal must be displayed, and it may be obtained at no cost. Locks are strongly recommended. Bicycle operators are to recognize that pedestrian traffic has the right of way. Bicycles are not to be operated on the sidewalk ramps around the upper level of the Student Union. Bicycles are not to be parked or ridden on the

porch of the Student Union, also bikes are not to be ridden on the wheelchair ramp at the end of the causewalk on the academic side of the campus. Bicycles are not permitted inside any building on campus.

St. Andrews Code of Responsibility

PREAMBLE:

St. Andrews is a church-related, coeducational, residential, liberal arts college. It exists to liberate men and women socially, intellectually, and religiously. Its purpose is to develop men and women whose leadership and service are an expression of their critical, creative and disciplined minds and lives and of their humane concern. The effectiveness of such an educational process is determined by the quality of the total life of the college community.

The College recognizes that excessive conformity prevents community and forbids individuality. Similarly extreme individualism not only prevents individual growth, but denies the individual's responsibility for his brothers' good in community. Therefore, the College endeavors to hold in meaningful and balanced tension both independence and inter-dependence. To give its members an opportunity for maturation it advocates freedom; to ensure the existence of a viable community it insists upon the exercise of responsibility. It believes that its educational purposes can best be accomplished in an atmosphere of responsible freedom and commitment rather than by means of superficial conformity to a set of detailed rules and prohibitions. It believes that responsible maturity is more likely to develop when each member of the community is both free and obligated to struggle with principles of conduct and to accept full responsibility for his own actions and decisions.

To honor these commitments of St. Andrews, this Code is subscribed to and honored by the entire College community: Board of Trustees, administration, faculty* and students. It is recognized that every particular will not apply equally to each of these segments of the College. Nevertheless, the spirit of the whole does apply, and each segment should embrace the particulars in ways appropriate to its conditions and needs.

Honor System. Each member of the College community is expected to subscribe to the St. Andrews 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."

Academic Responsibility. Students have the right to take reasoned exception to selected data or views offered in courses and to reserve judgment about matters of opinion. They are, therefore, protected against prejudicial or capricious evaluation. Professors have a responsibility to inform students concerning course expectations and criteria for performance evaluation and to maintain office hours for conferences with students who need counsel and advice regarding their progress in the course. Students are responsible, however, for learning the content of any course in which they are enrolled; and they are responsible for maintaining standards of academic performance established for each course in which they are enrolled.

Knowledge of student views, beliefs, and political associations which professors acquire in the course of their work as instructors, advisors, and counselors is considered confidential. Members of the student body and members of the faculty should be protected from arbitrary curriculum changes (e.g. catalog changes, changes in major requirements, without following appropriate procedures).

**The Faculty approves the Code with the proviso that any reading or interpretation of this Code is null and void which is at variance with the By-Laws of the Faculty or the Student Constitution which the Faculty approves and that this qualification be published with any official report or publication of the faculty's approval of the Code.*

Academic and Disciplinary Records. The College maintains one official copy of the student's academic record and one copy of his non-academic records. These records are confidential, and their contents are not revealed to others, with the exception of parents and guardians, without a written request from the student or a court order. Academic transcripts contain only academic data except that all withdrawals prior to graduation, voluntary or involuntary, are considered relevant and are recorded on the transcript. Upon the student's departure from the College only academic and official disciplinary records of legitimate courts are retained; all others are destroyed. The College will establish for each student a placement file in accordance with professional standards.

Freedom of Expression and Assembly. Members of the academic community and college organizations should be free to examine and discuss all questions of interest to them, and to express opinions publicly and privately. They should always be free to support causes by orderly means which do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the academic and the larger community that in their public expressions or demonstrations students or student organizations speak only for themselves.

Members of the academic community and all authorized college organizations should be allowed to invite and to hear any person of their own choosing, provided that the event and the speaker are properly scheduled by the Calendar Committee and that the occasion is conducted in a manner appropriate to an academic community. The institutional control of campus facilities should not be used as a device of censorship. It should be made clear to the academic and larger community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed, either by the sponsoring group or the institution.

Media. The College newspaper, other publications, and campus broadcast media are recognized as valuable aids in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. The quality of such output is expected to reflect the kind of intellectual production normally associated with an academic community: intellectual integrity, judicious perception of the pros and cons of any position, rational argument and careful scholarship. They shall have freedom of expression within the context of the following limitations:

a. Recognition on the part of authors, editors and commentators that freedom entails corollary responsibilities to be governed by the canons of responsible journalism, such as avoidance of libel, slander, impropriety, undocumented allegations, attacks on personal integrity, and the technique of harassment and innuendo.

b. The right of any person in the community who thinks that he or the College has been abused in any way mentioned to appeal to the proper authorities for redress; (1) if the author is a student, appeal to the Student Judiciary Board; (2) if the author is a professor, appeal to the Faculty Personnel Committee.

c. Recognition that if a person outside the College brings legal action against the College which results from statements made by a student in student media, the College may also bring charges against such a student to the Student Judiciary Board.

d. Each of the media will carry the statement that the options expressed by it are not necessarily those of the College.

Personal Privacy and Safety. Each person has a right to safety in his person and belongings, to privacy in his residence, to freedom from offensive, riotous, unruly or disruptive conduct on the part of others, and to the maintenance of an atmosphere conducive to study. Likewise, each person has the responsibility to help provide and protect this right for the other members of the community; and each person has a responsibility to respect the property of the College. It is the responsibility of the College to provide a security system to protect persons and

property and cooperate with the Security Officers in the interest of community well-being.

The College reserves the right to inspect residence halls periodically for the purpose of assuring fire prevention, sanitation, safety, and maintenance for the College plant. It also reserves the right to search a room for a specific purpose provided the following conditions are met: (a) that the reasons therefor and the objects or information sought have been clearly specified by or to the Dean of Students in writing, that this information is clearly specified in writing to all students involved, and kept on file; b) that justifiable cause to conduct the search is found to exist by the Dean of Students; (c) that the student involved is present if possible during the search; (d) that the search is conducted by a member of the office of Student Life Services, and the dorm president or vice-president or the suite leader of the involved suite. Since protection against improper search is important to student rights and freedoms, the dorm president or vice-president must agree that it is not possible for the student involved to be present, as specified in term (c) above, before a search is made.

Alcoholic Beverages. St. Andrews strongly disapproves the misuse of alcoholic beverages prevalent in our society and affirms, consistent with the frequently reiterated position of the church, the appropriateness of voluntary abstinence as the norm. The College will not tolerate alcoholic consumption which produces loss of self-control, abuse of the person or rights of others, excessive disturbance, or destruction of property. Such conduct is subject to disciplinary action. Compliance with local and state laws concerning the purchase, possession, transportation, and consumption of alcoholic beverages is expected.

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

Firearms. The possession and use of firearms in a campus community constitutes a serious hazard. Therefore, the possession and use of firearms must be considered a privilege rather than a right, and will be permitted only under the most explicit conditions, the violation of which warrants appropriate disciplinary action.

Firearms are to be maintained and stored in accordance with state and federal law, and college regulations.

Financial Responsibility. Members of the St. Andrews community are expected to demonstrate financial integrity and responsibility and to meet their financial commitments. The College will serve neither as a collection agency for debts incurred elsewhere nor as a shelter from creditors. However, the College has a responsibility to inform a student of his indebtedness to the College in advance of his departure, and the student must remove such indebtedness in order to be graduated or to receive transcripts from the College.

Disciplinary Action. Members of the College community have the right of due process in matters involving disciplinary action. Such procedures for the student shall conform to the Joint Statement on Rights and Freedoms of Students VI. (omitting B. 1) and V.B. and for the faculty shall conform to the 1940 Statement of Principles on Academic Freedom and Tenure.

Code Implementation and Amendment. The Faculty and the Inter-Dormitory Senate shall jointly assume responsibility to devise ways and means for this Code to become increasingly an expression of St. Andrews community life, to continue to review it for adequacy, and collectively to become the instrument by which future revisions are recommended to the Board of Trustees.

Joint Statement on Rights and Freedoms of Students

In June, 1967, a joint committee, comprised of representatives from the American Association of University Professors, U. S. National Student Association, Association of American Colleges, National Association of Student Personnel Adminis-

trators, and National Association of Women Deans and Counselors, met in Washington, D. C., and drafted the Joint Statement on Rights and Freedoms of Students published below.

The multilateral approach which produced this document was also applied to the complicated matter of interpretation, implementation, and enforcement, with the drafting committee recommending (a) joint efforts to promote acceptance of the new standards on the institutional level, (b) the establishment of machinery to facilitate continuing joint interpretation, (c) joint consultation before setting up any machinery for mediating disputes or investigating complaints, and (d) joint approaches to regional accrediting agencies to seek embodiment of the new principles in standards of accreditation.

PREAMBLE

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Institutional procedures for achieving these purposes may vary from campus to campus, but the minimal standards of academic freedom of students outlined below are essential to any community of scholars.

Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the larger community. Students should exercise their freedom with responsibility.

The responsibility to secure and to respect general conditions conducive to the freedom to learn is shared by all members of the academic community. Each college and university has a duty to develop policies and procedures which provide and safeguard this freedom. Such policies and procedures should be developed at each institution within the framework of general standards and with the broadest possible participation of the members of the academic community. The purpose of this statement is to enumerate the essential provisions for student freedom to learn.

I. FREEDOM OF ACCESS TO HIGHER EDUCATION

The admission policies of each college and university are a matter of institutional choice provided that each college and university makes clear the characteristics and expectations of students which it considers relevant to success in the institution's program. While church-related institutions may give admission preference to students of their own persuasion, such a preference should be clearly and publicly stated. Under no circumstances should a student be barred from admission to a particular institution on the basis of race. Thus, within the limits of its facilities, each college and university should be open to all students who are qualified according to its admission standards. The facilities and services of a college should be open to all its enrolled students, and institutions should use their influence to secure equal access for all students to public facilities in the local community.

II. IN THE CLASSROOM

The professor in the classroom and in conference should encourage free discussion, inquiry, and expression. Student performance should be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards.

A. Protection of Freedom of Expression

Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion,

but they are responsible for learning the content of any course of study for which they are enrolled.

B. Protection Against Improper Academic Evaluation

Students should have protection through orderly procedures against prejudiced or capricious academic evaluation. At the same time, they are responsible for maintaining standards of academic performance established for each course in which they are enrolled.

C. Protection Against Improper Disclosure

Information about student views, beliefs, and political associations which professors acquire in the course of their work as instructors, advisers, and counselors should be considered confidential. Protection against improper disclosure is a serious professional obligation. Judgments of ability and character may be provided under appropriate circumstances, normally with the knowledge or consent of the student.

III. STUDENT RECORDS

Institutions should have a carefully considered policy as to the information which should be a part of a student's permanent educational record and as to the conditions of its disclosure. To minimize the risk of improper disclosure, academic and disciplinary records should be separate, and the conditions of access to each should be set forth in an explicit policy statement. Transcripts of academic records should contain only information about academic status. Information from disciplinary or counseling files should not be available to unauthorized persons on campus, or to any person off campus without the express consent of the student involved except under legal compulsion or in cases where the safety of persons or property is involved. No records should be kept which reflect the political activities or beliefs of students. Provisions should also be made for periodic routine destruction of noncurrent disciplinary records. Administrative staff and faculty members should respect confidential information about students which they acquire in the course of their work.

IV. STUDENT AFFAIRS

In student affairs, certain standards must be maintained if the freedom of students is to be preserved.

A. Freedom of Association

Students bring to the campus a variety of interests previously acquired and develop many new interests as members of the academic community. They should be free to organize and join associations to promote their common interests.

1. The membership, policies, and actions of a student organization usually will be determined by vote of only those persons who hold bona fide membership in the college or university community.

2. Affiliation with an extramural organization should not of itself disqualify a student organization from institutional recognition.

3. If campus advisers are required, each organization should be free to choose its own adviser, and institutional recognition should not be withheld or withdrawn solely because of the inability of a student organization to secure an adviser. Campus advisers may advise organizations in the exercise of responsibility, but they should not have the authority to control the policy of such organizations.

4. Student organizations may be required to submit a statement of purpose, criteria for membership, rules of procedures, and a current list of officers. They should not be required to submit a membership list as a condition of institutional recognition.

5. Campus organizations, including those affiliated with an extramural organization, should be open to all students without respect to race, creed, or national origin, except for religious qualifications which may be required by organizations whose aims are primarily sectarian.

B. Freedom of Inquiry and Expression

1. Students and student organizations should be free to examine and discuss all questions of interest to them, and to express opinions publicly and privately. They should always be free to support causes by orderly means which do not disrupt the regular and essential operation of the institution. At the same time, it should be made clear to the academic and the larger community that in their public expressions or demonstrations students or student organizations speak only for themselves.

2. Students should be allowed to invite and to hear any person of their own choosing. Those routine procedures required by an institution before a guest speaker is invited to appear on campus should be designed only to insure that there is orderly scheduling of facilities and adequate preparation for the event, and that the occasion is conducted in a manner appropriate to an academic community. The institutional control of campus facilities should not be used as a device of censorship. It should be made clear to the academic and larger community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed, either by the sponsoring group or the institution.

C. Student Participation in Institutional Government

As constituents of the academic community, students should be free, individually and collectively, to express their views on issues of institutional policy and on matters of general interest to the student body. The student body should have clearly defined means to participate in the formulation and application of institutional policy affecting academic and student affairs. The role of the student government and both its general and specific responsibilities should be made explicit and the actions of the student government within the areas of its jurisdiction should be reviewed only through orderly and prescribed procedures.

D. Student Publications

Student publications and the student press are valuable aids in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. They are a means of bringing student concerns to the attention of the faculty and the institutional authorities and of formulating student opinion on various issues on the campus and in the world at large.

Whenever possible the student newspaper should be an independent corporation financially and legally separate from the university. Where financial and legal autonomy is not possible, the institution, as the publisher of student publications, may have to bear the legal responsibility for the contents of the publications. In the delegation of editorial responsibility to students the institution must provide sufficient editorial freedom and financial autonomy for the student publications to maintain their integrity of purpose as vehicles for free inquiry and free expression in an academic community.

Institutional authorities, in consultation with students and faculty, have a responsibility to provide written clarification of the role of the student publications, the standards to be used in their evaluation, and the limitations on external control of their operation. At the same time, the editorial freedom of student editors and managers entails corollary responsibilities to be governed by the canons of responsible journalism, such as the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo. As safeguards for the editorial freedom of student publications the following provisions are necessary:

1. The student press should be free of censorship and advance approval of copy, and its editors and managers should be free to develop their own editorial policies and news coverage.

2. Editors and managers of student publications should be protected from arbitrary suspension and removal because of student, faculty, administrative, or public disapproval of editorial policy or content. Only for proper and stated causes

should editors and managers be subject to removal and then by orderly and prescribed procedures. The agency responsible for the appointment of editors and managers should be the agency responsible for their removal.

3. All university published and financed student publications should explicitly state on the editorial page that the opinions there expressed are not necessarily those of the college, university, or student body.

V. OFF-CAMPUS FREEDOM OF STUDENTS

A. Exercise of Rights of Citizenship

College and university students are both citizens and members of the academic community. As citizens, students should enjoy the same freedom of speech, peaceful assembly, and right of petition that other citizens enjoy and, as members of the academic community, they are subject to the obligations which accrue to them by virtue of this membership. Faculty members and administrative officials should insure that institutional powers are not employed to inhibit such intellectual and personal development of students as is often promoted by their exercise of the rights of citizenship both on and off campus.

B. Institutional Authority and Civil Penalties

Activities of students may upon occasion result in violation of law. In such cases, institutional officials should be prepared to apprise students of sources of legal counsel and may offer other assistance. Students who violate the law may incur penalties prescribed by civil authorities, but institutional authority should never be used merely to duplicate the function of general laws. Only where the institution's interests as an academic community are distinct and clearly involved should the special authority of the institution be asserted. The student who accidentally violates institutional regulations in the course of his off-campus activity, such as those relating to class attendance, should be subject to no greater penalty than would normally be imposed. Institutional action should be independent of community pressure.

VI. PROCEDURAL STANDARDS IN DISCIPLINARY PROCEEDINGS

In developing responsible student conduct, disciplinary proceedings play a role substantially secondary to example, counseling, guidance, and admonition. At the same time, educational institutions have a duty and the corollary disciplinary powers to protect their educational purpose through the setting of standards of scholarship and conduct for the students who attend them and through the regulation of the use of institutional facilities. In the exceptional circumstances when the preferred means fail to resolve problems of student conduct, proper procedural safeguards should be observed to protect the student from the unfair imposition of serious penalties.

The administration of discipline should guarantee procedural fairness to an accused student. Practices in disciplinary cases may vary in formality with the gravity of the offense and the sanctions which may be applied. They should also take into account the presence or absence of an honor code, and the degree to which the institutional officials have direct acquaintance with student life in general and with the involved student and the circumstances of the case in particular. The jurisdictions of faculty or student judicial bodies, the disciplinary responsibilities of institutional officials and the regular disciplinary procedures, including the student's right to appeal a decision, should be clearly formulated and communicated in advance. Minor penalties may be assessed informally under prescribed procedures.

In all situations, procedural fair play requires that the student be informed of the nature of the charges against him, that he be given a fair opportunity to refute them, that the institution not be arbitrary in its actions, and that there be provision for appeal of a decision. The following are recommended as proper safeguards in such proceedings when there are no honor codes offering comparable guarantees.

A. Standards of Conduct Expected of Students

The institution has an obligation to clarify those standards of behavior which it considers essential to its educational mission and its community life. These general behavioral expectations and the resultant specific regulations should represent a reasonable regulation of student conduct, but the student should be as free as possible from imposed limitations that have no direct relevance to his education. Offenses should be as clearly defined as possible and interpreted in a manner consistent with the aforementioned principles of relevancy and reasonableness. Disciplinary proceedings should be instituted only for violations of standards of conduct formulated with significant student participation and published in advance through such means as a student handbook or a generally available body of institutional regulations.

B. Investigation of Student Conduct

1. Except under extreme emergency circumstances, premises occupied by students and the personal possessions of students should not be searched unless appropriate authorization has been obtained. For premises such as residence halls controlled by the institution, an appropriate and responsible authority should be designated to whom application should be made before a search is conducted. The application should specify the reasons for the search and the objects or information sought. The student should be present, if possible, during the search. For premises not controlled by the institution, the ordinary requirements for lawful search should be followed.

2. Students detected or arrested in the course of serious violations of institutional regulations, or infractions of ordinary law, should be informed of their rights. No form of harassment should be used by institutional representatives to coerce admissions of guilt or information about conduct of other suspected persons.

C. Status of Student Pending Final Action

Pending action on the charges, the status of a student should not be altered, or his right to be present on the campus and to attend classes suspended, except for reasons relating to his physical or emotional safety and well-being, or for reasons relating to the safety and well-being of students, faculty, or university property.

D. Hearing Committee Procedures

When the misconduct may result in serious penalties and if the student questions the fairness of disciplinary action taken against him, he should be granted, on request, the privilege of a hearing before a regularly constituted hearing committee. The following suggested hearing committee procedures satisfy the requirements of procedural due process in situations requiring a high degree of formality.

1. The hearing committee should include faculty members or students, or, if regularly included or requested by the accused, both faculty and student members. No member of the hearing committee who is otherwise interested in the particular case should sit in judgment during the proceeding.

2. The student should be informed, in writing, of the reasons for the proposed disciplinary action with sufficient particularity, and in sufficient time, to insure opportunity to prepare for the hearing.

3. The student appearing before the hearing committee should have the right to be assisted in his defense by an adviser of his choice.

4. The burden of proof should rest upon the officials bringing the charge.

5. The student should be given an opportunity to testify and to present evidence and witnesses. He should have an opportunity to hear and question adverse witnesses. In no case should the committee consider statements against him unless he has been advised of their content and of the names of those who made them, and unless he has been given an opportunity to rebut unfavorable inferences which might otherwise be drawn.

6. All matters upon which the decision may be based must be introduced into evidence at the proceeding before the hearing committee. The decision should be based solely upon such matters. Improperly acquired evidence should not be admitted.

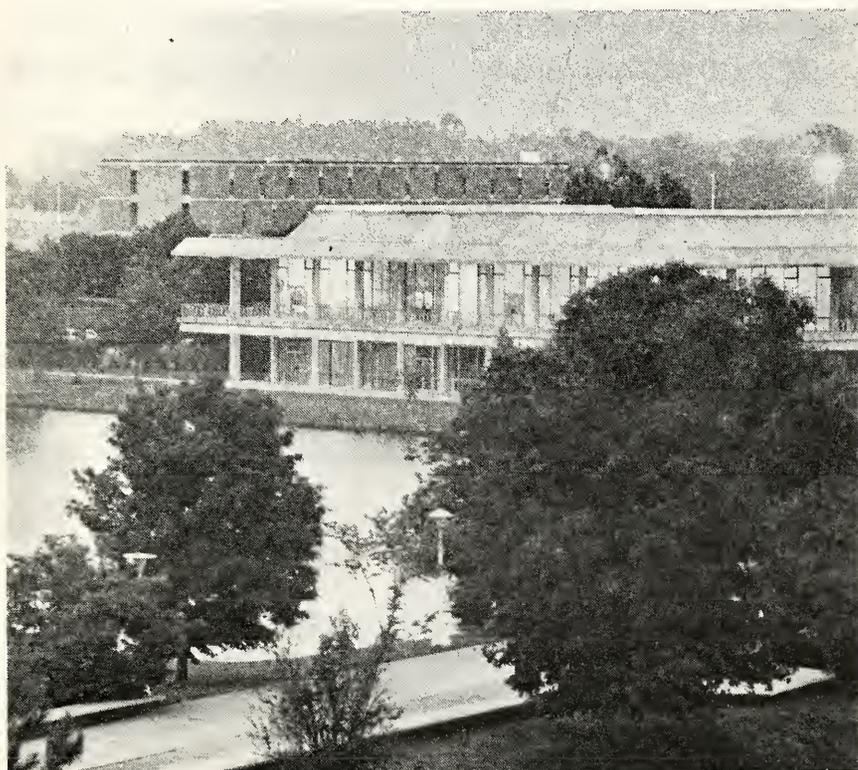
7. In the absence of a transcript, there should be both a digest and a verbatim record, such as a tape recording, of the hearing.

8. The decision of the hearing committee should be final, subject only to the student's right of appeal to the president or ultimately to the governing board of the institution.

A Word of Caution Concerning College Regulations

Students should keep informed of policy decisions made throughout the school year by the Educational Policy Committee and the Student Life Committee. These decisions, when approved by the Faculty and the President of the College, may alter, qualify or replace the aforementioned regulations.

FACTS OF LIFE



General Information

Who to See for What:

ANIMALS

Kennels: president of the Kennel Club

Stables: president of the Riding Club

BICYCLES

Registration: Student Life Services Office — Ext. 395

To report stolen: Jack ReVille, Security Director, Ext. 211

CAREER COUNSELING

Vernetta Nelson — Ext. 227 or 276-3162

CARS

Registration: Student Life Services — Ext. 395

CASH CHECKS (Must have Social Security number and student ID)

College Store — Ext. 308

Business Office — Ext. 225

Snack Bar — Ext. 300

CHARTERING A CLUB

Ed Wilson, President of the College Union Board

DORMITORY DAMAGE

Suite Leader

Resident Director

Assistant Dean for Residential Life — Ron Diment, Ext. 395

DORMITORY REGULATIONS

Suite Leader

Dormitory President or Vice-President

Dormitory Council

FINANCIAL AID

Director of Financial Aid: David McNair, Ext. 395

Graduate School Information: Vernetta Nelson, Ext. 227 or 276-3162

GUESTS ON CAMPUS

Residence Director

Assistant Dean for Residential Life, Ext. 395

HEALTH SERVICES

Cheryl Miller, R.N., Ext. 211

HONOR CODE VIOLATIONS

Attorney General: J. C. Clarke

LIQUOR/BEER PERMITS

Director of Student Activities: Kathleen Benzaquin, Ext. 395
Kings Mountain Apartment — Ext.
262 or 276-4730

LOST AND FOUND

Student Life Services, Ext. 395

MEAL TICKETS

Business Office, Ext. 223
Director of Food Service: Phone 276-5930

OFF-CAMPUS HOUSING

Assistant Dean for Residential Life, Ext. 395

PARKING TICKETS

Business Office, Ext. 223
Physical Education Facilities: Floyd Blackwell, Ext. 207

PUBLICATIONS

Cairn:

Dialogue: Bill Owens, President of CCC
Frank Covington, College Pastor, Ext. 395

Lamp and Shield: Judi Plyler

Lance: Michael Greene

PUBLICITY

WSAP: Bill Brennan
Lance: Michael Greene
News Bureau: Marsha Lamm, Ext. 374

REFRIGERATORS

Treasurer of Student Association: Brent Bystrycki

REGISTRAR'S OFFICE

Jim Stephens, Ext. 221

RESERVING ROOM

LA Building: Jim Stephens, Registrar, Ext. 221
Vardell Building: Jim Stephens, Registrar, Ext. 221
Avinger Auditorium: Jim Stephens, Registrar, Ext. 221
College Union: Kathleen Benzaquin, Director of Student Activities,
Ext. 395
Cafeteria: Director of Food Service, 276-5930
Gym: Floyd Blackwell, Director of Physical Education Facilities,
Ext. 207
Farrago: Alan Newcomb, Director of Farrago

ROOM CHANGES

Residence Director

Assistant Dean for Residential Life: Ron Diment, Ext. 395

SELL OR SOLICIT ON CAMPUS

Business Manager, Ext. 223

Dean of Students, Ext. 395

TRANSFERRING AND TRANSFER CREDITS

Registrar: Jim Stephens, Ext. 221

Director of Admissions: Dudley Crawford, Ext. 388

TRANSPORTATION

Rehabilitation Office, Ext. 211

WITHDRAWAL FROM CLASS

Professor

Faculty Advisor

Registrar: Jim Stephens, Ext. 221

WORKING ON-CAMPUS

Director of Food Service: Barry Cheatham, 276-5930

Director of Financial Aid: Betty Watkins, Ext. 395

Director of Physical Plant: Charles Westburg, Ext. 341

WORKING OFF-CAMPUS

Business Manager: Barry Stallings, Ext. 223

Director of Placement: Ext. 395

Alma Mater:

HAIL, ST. ANDREWS

Hail to thee, our Alma Mater!
Bold thy banner waving o'er us!
Let each loyal son and daughter
Proudly stand and raise the chorus:
 From Old Scotia's lofty lands
 To Carolina's gentle plain
Now thy noble name St. Andrews,
Ever glorious shall remain!

Hail, all hail to thee, St. Andrews!
May thy courage be unbending
Guided by His mighty hand, whose,
Loving mercy knows no ending.
 With thy saltire raised before us
 Cross of white and field of blue
We proclaim thy faith victorious
And thy vision ever true!

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