### Hollins Handbook

#### Hollins College

**Virginia**

1955—1956

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• COLLEGE CALENDAR

1955

SEPTEMBER 12, Monday ..New Students Arrive by 8:00 P. M.*
SEPTEMBER 13, 14 .......................... Special Examinations
SEPTEMBER 14, Wednesday Old Students Arrive by 9:00 P. M.*
SEPTEMBER 15, Thursday .... Formal Opening of The College
OCTOBER (date to be announced) ............... Tinker Day
NOVEMBER 23, Wednesday, 1:00 P. M. .... Thanksgiving Recess
NOVEMBER 28, Monday ............... Thanksgiving Recess Ends
(Students return in time for first class)
DECEMBER 16, Friday, 1:00 P. M. ...Christmas Vacation Begins

1956

JANUARY 4, Wednesday ............... Christmas Vacation Ends
(Students return in time for first class)
JANUARY 18, Wednesday .... Registration for Second Semester
JANUARY 19 TO JANUARY 28 .... Mid-Year Examinations
JANUARY 30, Monday ................. Second Semester Begins
FEBRUARY 21 ............................ Founder's Day
MARCH 23, Friday, 1:00 P. M. .... Spring Vacation Begins
APRIL 3, Tuesday ..................... Spring Vacation Ends
(Students return in time for first class)
MAY 21 TO 30 ............................ Final Examinations
JUNE 2, 3 ....... One Hundred and Fourteenth Commencement

*Rooms will be ready for occupancy after 9:00 A. M.
TO NEW STUDENTS

It is a pleasure to welcome all new students into the Hollins family. This is more than a verbal handshake; it is a welcome filled with genuine hope and a sincere desire.

As you become one of this community you also become a very special person. The faculty and staff hope beyond anything you can now realize that your academic and social life here will be successful and rewarding. You are about to become a part of the lives of all those who give their talent and substance to Hollins College.

It is the desire of all of us that you use the resources of this college to the utmost. If our desires are fulfilled you will leave us a well educated person who will enhance the Hollins heritage and be a happy and useful citizen.

JOHN R. EVERTT
President
It is a privilege each year to welcome the new students to Hollins. The beginning of your college career is an exciting experience. You come to take part in the heritage of college life which has been stored up by the long and devoted efforts of the faculty and students for many generations. To this heritage you will add your contribution as you become a part of the Hollins group.

In seeking a liberal arts education you are preparing yourself to use the knowledge and wisdom which have come down the centuries, to making this your own and to applying it to the solution of problems in the world today.

I look forward to seeing you in September when I can tell you in person of my pleasure that you are to be with us as a member of the Hollins Community.

MARY PHLEGAR SMITH
Dean
The student Government Association of Hollins College is composed of all students, and is founded upon the principles of honor and self-reliance. It purposes to represent and to further the best interest of the student body, to secure cooperation between the different organizations, and to promote responsibility, self-control, and loyalty among the students.

Because the Association is not static, but dynamic in its attempt to achieve a more ideal government, responsibility rests on each student to make a conscious and continuous effort to uphold and improve it. Individual responsibility for oneself and for the entire group necessitates a clear and comprehensive understanding of the ideals of a student group thus organized. It implies a recognition of the spirit as well as the letter of our laws, and a thoughtful and sympathetic consideration of all phases of student life. From this will follow an active cooperation and a sincere interest in upholding the history, ideals and spirit of our college.

Each student, upon her entrance at Hollins, participates in group meetings led by representatives of Student Government for a period of five weeks. After she has become familiar with the traditions of Hollins and the Student Government regulations, she shall sign the following pledge, thereby becoming a member of the Student Government Association:

I, upon my honor, do hereby pledge myself to honesty in academic work and in student relations, and also to abide by the regulations of the Student Government Association, in spirit as well as in fact. I further promise to help any other person in the Association by calling to her attention any misconduct on her part.

I understand that a plea of ignorance will not excuse my failure to keep this pledge.

As a member of the Student Government Association, every girl shares its obligations and responsibilities as well as its privileges and therefore must be willing to coordinate her own standards with those of the community as embodied in its regulations. She must accept responsibility for her own conduct and must also cooperate in reminding others of their obligations to Hollins in case of non-conformity.

Although a student is not obligated to do so, she should always feel free to report someone, and should feel a personal responsibility to do so in cases where life and property are endangered.
STUDENT GOVERNMENT ASSOCIATION

OFFICERS FOR 1955-56

EXECUTIVE COUNCIL

President .................................................................CUSTIS ARCHER
Vice-President ..............................................................CAROL KNIGHT
Secretary .................................................................SYBIL NORMENT
Treasurer .................................................................LOULY FOWLER
Sophomore Representative ....................WYNDHAM ROBERTSON
Freshman Representative ..................To Be Elected
House President of West ..................LURA LANIER
House President of Main ......................SYDNY RUSTIN
House President of East ...................VIRGINIA HANSCOM
House President of Turner Hall ...............ANN HOOPER
House President of North Hall .............PERRIN BACON
Chairman of Christian Council .............JEAN STEPHENS
Chairman of Campus Activities ..........MARTHA ANNE OVERBEY

HONOR COURT

Chairman .................................................................KNOX MCGUFFIN

Senior Representatives
ANN SHAW
SALLY EDMONDS
TINSLEY ORR
CHARLOTTE WRIGHT

Junior Representatives
ALICE BURROUGHS
JO-ANN ROSEBROUGH

Sophomore Representatives

Freshman Representative ..................To Be Elected

(10)
CONSTITUTION
of the
STUDENT GOVERNMENT ASSOCIATION

PREAMBLE

"We, the students of Hollins College, organized as the Student Government Association and desiring to assume along with the administration and faculty, our proper share of responsibility in advancing the educational program of the College, have adopted the following Constitution, By-Laws and Regulations with that end in view."

ARTICLE I.—Object

While recognizing the college administration and the Board of Trustees as final authority on all matters pertaining to student welfare, this organization shall have as its primary concern the physical, cultural, intellectual, and spiritual development of the student. We shall encourage and strengthen the spirit of unity in every phase of the community life of Hollins College, by fostering in its members an active understanding of individual and group responsibility and a loyalty to the ideals upon which our philosophy of student government is based.

ARTICLE II.—The General Association

Section 1.—All students shall be members of the Student Government Association.
Section 2.—The members shall be responsible for knowledge of this constitution, of all Student Government regulations, and of all action taken at the meetings of the Association.

Section 3.—Regular meetings will be held weekly, with the following exception: The President, with the consent of the Executive Council, may cancel a meeting; two successive weekly meetings, however, shall not be canceled. The business of the Association pertaining to all matters not reserved to the faculty, the administration, or delegated to the Joint Legislative Committee by the Association, shall be transacted in these meetings. Special meetings may be called by the President or upon the request of five members of the Association. Two formal meetings of the Association shall be held. The first of these shall be in the fall, at which time the Association shall be formally opened. The second of these shall be held in the spring, at which time the new officers of the Association shall be installed.

Section 4.—Attendance at all meetings of the Association is compulsory. In exceptional cases, however, the President has the power to excuse a member.

Section 5.—A simple majority of the members of the Association shall constitute a quorum. A simple majority vote of the members present shall be required to make decisions.

Section 6.—Dues shall be assessed and collected as provided in the By-Laws, Article III.

Section 7.—The meetings of the Association shall be conducted according to Robert’s Rules of Order, Revised.

ARTICLE III.—Officers of the Association

Section 1.—The officers of this Association shall be a President, a Vice President, a Secretary, and a Treasurer.

Section 2.—The officers shall be nominated and elected as provided in Article IX.

Section 3.—The general duties of the officers shall be as follows: The President shall call and preside over meetings of the Association, and shall call special meetings when necessary. She shall perform all duties usually pertaining to the office of President. The Vice President shall assume the duties of the President in the absence, or at the request, of the President. She shall act as Recorder for the Association. The Secretary shall keep a record of all meetings of the Association, and shall perform all other duties usually pertaining to the office of Secretary. The Treasurer shall collect all revenue of the Association and supervise the use of the funds of the Association as provided in Article V and By-Laws, Article I. She shall make a semi-annual report to the Executive Council and shall perform all other duties usually pertaining to the office of Treasurer.

Section 4.—Other executive duties of the Officers of the Association shall be as provided in Article V.

ARTICLE IV.—The Legislative Department

Section 1.—The principal legislative power of the Association shall be vested in the Joint Legislative Committee.

Section 2.—The primary purpose of this Committee shall be to legislate for the Association and to perform other duties necessary for carrying through the work. It shall receive, in writing, petitions and suggestions for legislation from members of the campus community.
Section 3.—The Committee shall be composed of eight faculty members and sixteen students. Of the faculty representation two shall be ex officio members: The Dean of the College, the Assistant to the Dean and the Freshman Adviser. The additional faculty representatives, serving for a period of two years, shall be appointed by the President of the College from suggestions presented to the President by the Executive Council. The terms for these members shall be overlapping, three being appointed in the odd years, two in the even years.

Of the student representation eleven shall be ex officio members: The President of the Association, the Chairman of the Honor Court, the Chairman of the House Board, the four Class Presidents, the Chairman of the Handbook Committee, the Editor of Hollins Columns, the Vice Chairman of the Christian Council, and the Vice Chairman of Campus Activities Committee. The additional student representation shall be one Senior elected by the Association, one member elected by the Junior class, and two members elected by the Freshman and Sophomore classes respectively.

Section 4.—The voting members of the Committee shall be: The five appointed faculty representatives, the six students elected to the Committee, the President of the Association, the Chairman of the Honor Court, the Chairman of the House Board, and the presidents of the Senior and Junior classes. The Dean, Assistant to the Dean and Freshman advisor shall have one vote among them.

A three-fourths majority of the entire voting membership of the Committee shall constitute a quorum. Any legislation passed by a three-fourths majority of the voting membership present shall become law upon the approval of the President of the College.

Section 5.—The officers of the Committee shall be a Chairman, a Secretary-Treasurer, and a Chairman of the Steering and Drafting Committee. The Senior elected by the Association shall be Chairman of the Committee every other year. A faculty member of the Committee shall be Chairman the alternate year. During the year when the Senior elected by the Association shall be Chairman, the Secretary-Treasurer shall be a faculty member of the Committee. During the year when a faculty member of the Committee shall be Chairman, the Secretary-Treasurer shall be the Senior elected by the Association. The May meeting of the Committee shall be called by the former Chairman. Prior to this meeting she shall have appointed a sub-committee, from the incoming Committee, which shall present a slate for the election of the faculty Chairman or Secretary-Treasurer, depending upon the year, and for the election of the Chairman of the Steering and Drafting Committee. These officers shall be nominated from the voting membership. In addition to the names presented by the sub-committee, nominations may be made from the floor. A three-fourths majority of the entire voting membership shall be required to elect.

These officers shall serve for the following year. When a vacancy occurs in any office during the year, one of the remaining officers shall call a special meeting to elect an officer to the vacant position.

Section 6.—The duties of the officers shall be as follows: a. The Chairman of the Committee shall call all meetings
and preside thereat, receive in writing petitions and suggestions for all legislation from members of the campus community, appoint all temporary sub-committees, and serve ex officio on all sub-committees.

b. The Secretary-Treasurer shall make complete files of all proceedings of the Committee’s meetings, of all bills proposed to the President, and of those that become incorporated into the body of campus law, and serve ex officio on the Steering and Drafting Committee. She shall perform all duties usually pertaining to the office of Treasurer.

c. The Chairman of the Steering and Drafting Committee, having determined with this group the agenda of the Joint Legislative Committee, shall announce it in the college newspaper, or in an Association meeting, or on the bulletin board. She shall post on the bulletin board for a period of one week a copy of each petition before it is deliberated by the Committee and also a summary of the Committee’s discussion on any petitions which it rejects.

Section 7.—There shall be two scheduled meetings of the Committee, the first no earlier than May, the other no later than the following October. The exact dates of these meetings are to be left to the discretion of the Chairman of the Committee each year. The Chairman shall have the power to call additional meetings at any time during the year and upon the request of any member of the Committee. At least one open forum may be called by the Chairman during the year. Meetings shall be conducted according to Robert’s Rules of Order. Petitions may be submitted to the Committee at any time during the year, but may be considered by the Committee no sooner than two weeks after their submission to the Steering and Drafting Committee. Any petition passed by the Committee and signed by the President of the College goes into effect the following year. If the legislation is submitted as an emergency petition and passed by the committee and the President of the College, it may go into effect immediately.

Section 8.—The Committee shall establish and maintain all committees necessary for carrying on the Committee.

The following standing committee shall be maintained:

The Steering and Drafting Committee shall receive in writing from the Chairman of the Joint Legislative Committee petitions and suggestions for legislation. Working with these petitions and suggestions for legislation, it shall draft the bills, consider related regulations which may be affected by the new proposals and, if necessary, propose new revisions to maintain uniformity or avoid contradiction in regulations. It shall also prepare the agenda of the Joint Legislative Committee. This Committee shall be composed of the Chairman and Secretary-Treasurer of the Joint Legislative Committee and one other representative elected by the Joint Legislative Committee to serve as Chairman of this sub-committee.

Section 9.—It shall be the prerogative of the President of the College to initiate any legislation through the Committee.

ARTICLE V.—The Executive Department

Section 1.—The executive duties of the Association shall be performed by the officers of the Association as provided in Article III.
Section 2.—The officers of the Association and additional student representatives shall make up the Executive Council.

Section 3.—The political duty of the Council shall be to formulate and present to the Association all proposals and policies upon which the work of the Council will be based. The Council shall also act as a vehicle of student opinion in matters concerning the College in general, make suggestions to the Joint Legislative Committee for new and improved legislation, make all appointments and nominations necessary to carry on the business of the Association, maintain the standing committees listed in the By-Laws, and appoint delegates to conferences dealing with matters pertaining to student government and to the committees of the Association. The Council shall, furthermore, nominate for the approval of the President of the College a sufficient number of faculty members to the Joint Legislative Committee, a Chief Marshal and an Assistant Chief Marshal from the rising senior class, and Assistant Marshals from the rising junior and sophomore classes. This body shall perform all other duties usually pertaining to the business of an Executive Council.

Section 4.—The members of the Council shall be: The Officers of the Association, a sophomore representative, two freshman representatives, and the House Presidents of East, Main, Turner, the New Dormitory and West.

The members shall be nominated and elected as provided in Article IX.

Section 5.—The President, the Vice President and the Secretary of the Association shall act as Chairman, Vice Chairman and Secretary of the Council, respectively.

Section 6.—The general duties of the officers of the Council shall be as follows: The Chairman of the Council shall call and preside at all meetings of the Council and perform all other duties usually pertaining to the office of Chairman. The Vice Chairman shall perform all duties usually pertaining to the office of Vice Chairman. The Secretary shall act as Secretary of the Council, draft the policy of the Council, and perform all other duties usually pertaining to the office of Secretary.

The general duties of the other members shall be as follows: The Treasurer of the Association shall act as chief financial adviser to the Council and serve on the Budget Committee as provided in the By-Laws, Article I. The House Presidents shall represent their dormitories on the Council. The class representatives shall represent their classes on the Council and encourage within their classes an active support of the principles and activities of the Association.

Section 7.—Regular meetings of the Council shall be held weekly, and additional meetings shall be held when called by the Chairman.

Section 8.—Attendance at all meetings is compulsory. In exceptional cases, however, the President has the power to excuse a member.

Section 9.—A three-fourths majority of the members of the Council shall constitute a quorum. A simple majority of those present shall be necessary to make decisions.

Section 10.—All business shall be conducted according to Robert’s Rules of Order, Revised.
ARTICLE VI.—The Judiciary

Section 1.—The judicial work of the Student Government Association shall be carried on by a Judiciary which shall be divided into two parts: The Honor Court, or higher court, and the House Board, or lower court. It shall be the duty of this department to impose penalties for any violation of Student Government regulations; to suspend or expel a student with the approval of the President of the College, for any flagrant violation of the rules; and to observe the privilege of Association members to demand a hearing before the Court, to consider all cases brought by the Association members, and to intervene in cases of unbecoming conduct on the part of any student even when no specific regulation is broken.

Section 2.—a. The Honor Court shall have original jurisdiction over the following:
1. Academic Rules
2. Drinking
3. Smoking
4. Driving
5. Dean’s Slips
6. Overnight Absences
7. Rules while in Lexington, Charlottesville and Blacksburg.

The Honor Court shall also decide cases referred to it by the House Board.

b. The members of the Honor Court shall be: A Chairman, two representatives from the Senior, Junior, Sophomore and Freshman classes, respectively. These members shall be nominated and elected as provided in Article IX.

c. The officers of the Honor Court shall be a Chairman, a Vice-Chairman and a Secretary.

d. The duties of the officers shall be as follows: The Chairman shall call and preside over meetings of the Court; be responsible for the presentation of all cases to the Court; submit reports of all cases to the Dean’s office, and of major cases to the President of the College; and announce results of decisions on cases to the Association if the Court so desires. The Vice Chairman shall perform the duties of the Chairman in the absence or at the request of the Chairman. The Secretary shall keep a record of all meetings and file all cases considered by the Court together with the decisions made.

In the 1954-1955 session, the procedure of Honor Court in handling cases was quite different from that described above. The new system will still be on trial for the 1955-1956 session and for that reason has not been incorporated into the constitution.

e. Regular meetings shall be held weekly except when canceled by the Chairman. Additional meetings shall be held when called by the Chairman. All members of the Court shall vote, unless disqualified. Six members present shall constitute a quorum until the Freshman representatives are elected, after which seven members present shall constitute a quorum.

f. The procedure of the Honor Court in considering cases shall be as follows:
1. The case shall be considered in a private session of the Court.
2. The Court shall have the power to summon offenders and witnesses to appear before it.
3. If necessary, the case shall be conducted in an open session of the Court. Both sides of the case must be given a hearing. Witnesses may be called by either side.

4. The decision shall be rendered in a private session by a simple majority vote, except in cases of suspension or expulsion when a three-fourth majority vote of the Court is required.

5. All decisions shall be written and filed. In cases of suspension or expulsion, the reasons for each decision, including majority and minority opinion, shall be included in the written opinion.

6. No case shall be discussed by members of the Court outside the meetings until after the decision on the case has been reached. Then the Honor Court may, if it deems advisable, answer questions concerning the case.

Section 3.—a. The jurisdiction of the House Board shall extend over cases arising from misdemeanors other than the violations which come under the jurisdiction of the Honor Court. The purpose of the House Board shall be to consider these cases, to administer comparatively set penalties and, at its own discretion, to refer to the Honor Court cases of chronic offenders and any other offenders who are, in its opinion, beyond its jurisdiction. When deliberating these cases, it shall have the power to summon offenders and witnesses.

b. The House Board shall be composed of six members: The House Presidents of Turner, East, Main, the New Dormitory and West, Vice President of the Sophomore Class and the Vice President of the Freshman Class. There shall be in addition, a rotating membership composed of one sophomore from Main Building, one freshman from West Building, and one representative from the student houses combined. These representatives shall be nominated and selected by the respective dormitories and serve for a period of one semester, after which time a new election shall be held.

c. Regular meetings of the House Board shall be held weekly, except when canceled by the Chairman. Until the Vice President of the Freshman Class is elected, four members shall constitute a quorum; thereafter five members shall constitute a quorum. The decisions shall be rendered by a simple majority vote, and all members shall vote unless disqualified. The meetings shall be conducted according to Robert's Rules of Order, Revised.

d. The officers of the House Board shall be a Chairman, a Secretary, and a representative to the Honor Court. The Executive Council shall appoint one House President to each of these offices.

e. The duties of the officers shall be as follows: The Chairman shall call and preside over all meetings of the House Board, and be responsible for the presentation of all cases to the Board. The Secretary shall perform the duties of the Chairman in the absence or at the request of the Chairman. She shall act, too, as Secretary of the Board, and submit reports of all cases to the Dean's office. The representative to the Honor Court shall attend the meetings of the Court to which a case has been referred from the House board and shall report the history of such case to the Court.
ARTICLE VII.—Organization of Classes

Section 1.—The student body shall be organized into four classes: Freshman, Sophomore, Junior, and Senior.

Section 2.—The purpose of the class organizations shall be to provide a vehicle for the unified expression of group interests.

Section 3.—Membership in the classes is determined by the year in which the student will be graduated.

Section 4.—The officers of the class shall be a President, a Vice President, a Secretary, a Treasurer, a Song Leader, one representative to the Athletic Association and the Christian Council. Freshmen shall have two representatives each to Executive Council and Joint Legislative Committee. The Sophomore class shall have two representatives to Joint Legislative Committee and one representative to Executive Council.

Section 5.—The specific duties of the class officers are determined by the activities of the class.

Section 6.—Meetings of the classes are called by each President when necessary. Attendance at all meetings is compulsory.

Section 7.—A two-thirds majority of the class members shall constitute a quorum. A simple majority of the members present shall be required to make decisions.

Section 8.—All meetings shall be conducted according to Robert’s Rules of Order, Revised.

ARTICLE VIII.—Organization of Residence Halls

Section 1.—Each student residence hall shall be organized with a House President, who shall be elected as provided in Article IX. There shall also be a faculty resident as head of each building.

Section 2.—The House Presidents shall call and preside over meetings of their respective dormitories and shall call special meetings when necessary. Each President, with the advice of the faculty resident of her dormitory, shall decide on the method of selecting Assistant House Presidents and representatives in West and Main who shall serve as a building representative to House Board. In addition to these duties, the House Presidents shall represent their dormitories on the Executive Council, as provided in Article V, and shall sit on the House Board, as provided in Article VI.

Section 3.—The above organization does not apply to Sandusky, Senior House, and Rose Hill where joint House Presidents are appointed by the Executive Council. These House Presidents shall report from time to time to the Executive Council.

ARTICLE IX.—Nominations and Elections

Section 1—Nominations: a. Student Government candidates shall be nominated by Executive Council and the Student Body or a class.

Executive Council shall make one nomination for: President, Vice President, Secretary and Treasurer of Student Government; Senior Representative to Joint Legislative Committee; House Presidents of East, West, Main, North and Turner dormitory; one sophomore representative to Executive Council, freshmen representatives to Executive Council; sophomore representatives and freshman represen-
tatives to Joint Legislative Committee; Chairman of Campus Activities Committee, Chairman of Building Funds.

Executive Council and Honor Court shall make one nomination for Chairman of Honor Court, Senior, Junior and Sophomore Representatives to Honor Court.

The Student Body by secret ballot shall nominate two candidates for: President, Vice President, Secretary and Treasurer of the Association; Chairman of Honor Court; Senior Representative to Joint Legislative Committee, and House Presidents of East, West, Main, Turner, and the New Dormitory; Chairman of Campus Activities Committee; President of Athletic Association; Chairman of Building Funds Committee.

The Student Body by secret ballot shall make three nominations for: Sophomore and Junior and Senior Representatives to Honor Court.

One week before the first election a list shall be published giving the names of the above nominations.

Each class respectively shall nominate two candidates for: Sophomore Representative to Executive Council.

Each class respectively shall nominate three candidates for: Sophomore Representative to Joint Legislative Committee, Freshman Representatives to Executive Council and Joint Legislative Committee.

b. Candidates for other organization officers shall be nominated one by the board of the organization which they serve and two by secret popular ballot of the organization.

The Christian Council shall nominate three candidates for Chairman of the Christian Council (one candidate from the cabinet, two from the Christian Council members); one candidate for Freshman, Sophomore, Junior and Senior Representatives to the Christian Council.

Athletic Association shall nominate one candidate for President of Athletic Association made by the Athletic Board, one candidate for each class Representative to the Athletic Board.

Classes shall nominate three candidates for each of the following offices: President, Vice President, Secretary, Treasurer, and Song Leader. One shall be made by a nominating committee and two by popular ballot. Each class shall nominate two candidates for one class representative to the Christian Council and the Athletic Association. The Freshman class shall nominate three candidates for two class representatives to Executive Council and Joint Legislative Committee. The Sophomore Class shall nominate two candidates for two representatives to Joint Legislative Committee.

All clubs shall nominate their officers as they see fit.

Forty-eight hours before the election, a list shall be published giving the nominations by the outgoing class officers and the two highest candidates in the popular nomination.

The academic requirements for office holding are as provided in the special regulations of the Recording System. The officers shall be selected from the following classes: The President and the Vice President of the Association, the Chairman of the Honor Court, the House Presidents of the New Dormitory, East and Turner, and the Senior representative to the Joint Legislative Committee shall be elected from the rising Senior Class; the House Presidents of Main and West and the Treasurer of the Association shall
be elected from the rising Junior class; the Secretary of the Association shall be elected from the rising Sophomore class; the class officers and the class representatives specified in Article VII shall be elected from the class of which they are members; the Chairman of the Library Committee, the Chairman of Campus Activities Committee, and the President of the Athletic Association shall be elected from the rising Junior or Senior class.

All nominations shall be submitted to the Recorder before April first and shall be posted at least forty-eight hours before the elections.

Nominations may be made by petition by the bona-fide members of an organization. Petitions for the nominations of Officers elected by the Association shall be signed by at least one-sixth of the members. Petitions for the nomination of all other officers shall be signed by at least one-third of the bona-fide members of the organization. Petitions must be handed in to the Recorder at least twenty-four hours before an election and they shall be posted before the election.

Section 2.—All regular annual elections shall be held before May first. These elections shall be conducted according to a plan drawn up by the Council.

A two thirds majority of the entire Association shall constitute a quorum for election of officers elected by the Association. A preferential voting system and secret ballot shall be used. A simple plurality of points shall be required to elect all officers elected by the association. The members of the Freshman class shall have a half vote in the nominations and election of all officers of the Association with the exception of the House President of Main and those officers elected from their class.

The officers of the Association, the five House Presidents, the Chairman and members of the Honor Court, the Senior Representative to the Joint Legislative Committee, the President of the Athletic Association, the Chairman of the Christian Council and the Chairman of Campus Activities Committee shall be elected by the Association. Other officers shall be elected by the members of the organization which they serve or represent.

Section 3.—The Freshman class will be organized and the officers shall be elected within three weeks after the eight weeks' grades are issued.

Section 4.—When a vacancy occurs in the office of president, the vice president shall succeed to the office of president. When a vacancy occurs in any office, other than the presidency, one of the remaining officers shall call a special meeting to elect an officer to the vacant position.

ARTICLE X.—Finance

The financial system of the Association shall be organized and operated as provided in By-Laws, Article III.

ARTICLE XI.—Committees

All committees necessary for carrying on the business of the Association shall be organized as provided in By-Laws, Article I.

ARTICLE XII.—Amendments

Any amendment to this Constitution shall be presented in writing to the President of the Student Government Association, and shall lie on the table at least one week before
being voted upon. This Constitution, and later amendments, shall go into effect when accepted by a two-thirds majority vote of all the members. If such an amendment exceeds the rights of the Student Government Association, its approval by the President of the College is required. Revision of this Constitution shall be considered by the Association at least once in every four years.

BY-LAWS of the STUDENT GOVERNMENT ASSOCIATION

ARTICLE I—Committees

Section 1.—The Executive Council shall establish and maintain all committees necessary for carrying on the business of the Association.

Section 2.—The following standing committees shall be maintained:

a. The Budget Committee shall draw up the budget of the Association. This committee shall be composed of the Treasurers of all organizations under the Budget System, the student Auditor, the College Business Manager, and either the Dean of the College or the Assistant to the Dean. The Auditor, who acts as chairman of the committee, is appointed by the Executive Council to audit the Treasurer's book of each organization on dates fixed by the Budget Committee. The Treasurer of the Association shall expend the funds under the supervision of this committee.

b. The Fire Committee shall collaborate with the administration in calling and supervising all fire drills. The chairman of this committee shall be appointed by the Executive Council. The members of the committee shall be appointed by the Chairman and approved by the Executive Council.

c. The Handbook Committee shall edit and publish the Handbook. The chairman and members shall be appointed...
by the Executive Council. The chairman shall serve as an ex officio member of the Joint Legislative Committee.

d. The Committee on Campus Activities shall plan and coordinate school and dormitory parties. Two members shall be elected from each dormitory. The chairman shall be elected by the Student Body and shall serve as a member of the Executive Council. The two members in each dormitory shall plan parties for their building and the committee will work together in planning school parties. The term of office of the members shall be one year.

e. The Committee on Points shall enforce the point system. Upon receiving an appeal, however, the committee may, if it deems it advisable, make exception to the rules governing the point system, with the exception of scholastic regulations. The chairmen of all non-recorded committees must be approved by this committee.

The committee shall be composed of the secretaries of all classes and one additional member appointed by executive council from the Junior Class. The Vice President of Student Government shall act as chairman.

f. The Student Service Committee shall plan and coordinate all activities which are designed to advance social welfare and which are not administered by the Christian Council. The chairman of this committee shall be appointed by the Executive Council. Other members shall be appointed by the Executive Council in consultation with the chairman. The number of members shall vary at the discretion of the chairman in consultation with the Executive Council. A member of the faculty shall serve as adviser.

g. The Funds Committee shall plan and coordinate all fund raising drives: The Community Chest, The Red Cross, The World Student Service Fund, etc. The chairman of the committee shall be appointed by Executive Council. The other members of the committee shall be chosen by the chairman and approved by Executive Council.

h. The Committee for Coordination of Campus Organizations shall be composed of the heads of all campus organizations. The purpose of this committee shall be to coordinate campus activities. The chairman of this committee shall be the Vice President of Student Government.

i. The Campus Religious Life Committee shall be composed of the College Chaplain and two members appointed yearly by the Executive Council. The purpose of this committee shall be to plan campus religious activities including chapel services.

ARTICLE II.—Recording System

The recording system, a method of classifying the officers of campus organizations, is governed according to the Point System for Recorded Student Offices.

ARTICLE III.—Budget System

A budget system shall be maintained by the Student Government Association to control the expenditures of the Association. Money for this fund shall be collected through compulsory student budget dues, paid by November first, and from advertising in the publications procured by the Advertising Board, which shall be composed of the editor,
the business manager, and the assistant business manager of each student campus publication. A student not paying her student government fee by the end of the second week of November will go on automatic strict campus until the fee is paid. The budget is operated according to the special regulations of the budget system.

ARTICLE IV.—Amendments

Any amendment to these By-Laws shall be presented in writing to the President of the Student Government Association, and shall lie upon the table at least one week before being voted upon. Any such amendment shall become effective after a simple majority vote of all the members of the Association. If such an amendment exceeds the rights of the Student Government Association, its approval by the President of the College is required. Revision of these By-Laws shall be considered by the Association at least once in every four years.

Date of Adoption:
May 5, 1952.

POINT SYSTEM

FOR RECORDED STUDENT OFFICES

(As Revised, 1954)

The Recording System is a method of classifying the offices of the campus organizations. Each student's cooperation is necessary for the proper functioning of this System. No student shall accept offices exceeding her particular academic qualifications. This sometimes entails refusal of nominations. The Recording System exists for two reasons: (1) to keep any one girl from being overburdened, and (2) to divide responsibility among a larger group of students.

I. PERMANENT OFFICES.
A. The offices are divided into the following five groups according to time, work, and responsibility required:

<table>
<thead>
<tr>
<th>Points</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

No student may hold more than ten points at one time.

B. To be eligible for office a student must meet and maintain, during her term of office the following academic standard:

- to hold 8-10 points, an average of 1.5 merit points for the two preceding semesters.
- to hold 6-7 points, an average of 1.2 merit points for the two preceding semesters.
- to hold 5 or less points, an average of 1.0 merit points for the two preceding semesters.

c. No student may hold the same office both her freshman
and sophomore years. No student may hold the same office for more than two years.

D. Offices with classifications:

1. Student Government Association
   - a. President ........................................ 10
   - b. Vice President .................................. 7
   - c. Secretary ........................................ 7
   - d. Treasurer ......................................... 7
   - e. House Presidents .................................. 7
   - f. Class Representatives to Executive Council .... 5
   - g. Veterans Committee Chairman .................... 5
   - h. Funds Committee Chairman ........................ 3
   - i. Building Funds Committee Chairman ............... 3
   - j. Campus Activities Committee Chairman .......... 7
   - k. Fire Captain ....................................... 3
   - l. Auditor ........................................... 3

2. Honor Court
   - a. Chairman .......................................... 10
   - b. Class Representatives ............................. 5

3. Joint Legislative Committee
   - a. Chairman .......................................... 7
   - b. Secretary ......................................... 5
   - c. Class Representatives ............................. 3

4. Classes
   a. Senior
      1. President ......................................... 7
      2. Vice President .................................... 5
      3. Secretary ......................................... 3
      4. Treasurer ......................................... 3
      5. Song Leader ....................................... 5
   b. Junior
      1. President ......................................... 7
      2. Vice President .................................... 5
      3. Secretary ......................................... 2
      4. Treasurer ......................................... 2
      5. Song Leader ....................................... 2

5. Athletic Association
   a. President .......................................... 7
   b. Vice President ..................................... 3
   c. Secretary-Treasurer ................................. 3
   d. Class Representatives .............................. 2
   e. Chairman of Sports
      1. President of Archery Club ........................ 2
      2. Chairman of Basketball ............................ 2
      3. President of Golf Club ............................ 2
      4. Chairman of Hockey ................................ 2
      5. President of Swimming Club ....................... 2
      6. President of Tennis Club ........................... 2
      7. President of Riding Club ........................... 2
      8. Chairman of Swimming Club Tryouts ............... 2
      9. Chairman of Lacrosse ................................
   f. Chairman of Recreational Sports .................... 2
   g. Publicity Chairman .................................. 2

6. Dramatic Association
   a. President .......................................... 5
   b. Vice-President ..................................... 2
   c. Secretary .......................................... 2
   d. Treasurer .......................................... 2

7. Orchesis
   a. President .......................................... 5
8. I. R. C.
   a. President ......................................... 3
   b. Secretary .......................................... 3
   c. Program Chairman .................................. 3

9. Music Association
   a. President ........................................... 5
   b. Vice President ...................................... 2

10. Cotillion Club President ................................ 2

11. Christian Council
    a. President ........................................... 10
    b. Vice President ...................................... 5
    c. Secretary .......................................... 3
    d. Treasurer ........................................... 2
    e. Class Representatives ......................... 2
    f. Colored School Chairman
        1. Lunches (Co-Chairman) each ................ 5
        2. Crafts ........................................... 5
        3. Games ............................................ 3
        4. Music ............................................. 3
    g. Chairman of Discussions ...................... 2
    h. Chairman of Worship ............................. 2
    i. Campus Activities Chairman .................. 3
    j. Mercy House Chairman ............................ 2
    k. Detention Home Chairman ...................... 2
    l. Publicity Chairman .............................. 3

12. Handbook Committee
    a. Editor .............................................. 5
    b. Business Manager .................................. 2

13. Cargoes
    a. Editor-in-Chief ................................... 7
    b. Associate Editors ................................. 2

14. Hollins Columns
    a. Editor-in-Chief ................................... 10
    b. News Editor ....................................... 7
    c. Rewrite Editor .................................... 5
    d. Feature Editors .................................. 5
    e. Make-Up Editors .................................. 5
    f. Business Manager ................................ 5
    g. Art Editor ......................................... 2
    h. Distribution ...................................... 2
    i. Circulation ...................................... 3
    j. Exchange Editor .................................. 2

15. Spinster
    a. Editor-in-Chief ................................... 10
    b. Assistant Editor ................................... 3
    c. Business Manager .................................. 5
    d. Art Editor ......................................... 2
    e. Copy Editor ....................................... 2
    f. Photography Editor ............................... 3
    g. Advertising Manager ............................. 5

16. Philosophy Club
    a. President .......................................... 3
    b. Secretary .......................................... 2

II. NON-RECORDED EXTRA-CURRICULAR ACTIVITIES.

Definition
A non-recorded extra-curricular activity is defined as participation in any organized athletic, dramatic, musical or social (or other) function, not included in the recording system, which consumes time and energy outside of academic pursuits and preparation.

Eligibility
Eligibility for participation in non-recorded extra-curricular activities is to be determined on the basis of the student's physical and academic welfare. Students are expected to regulate and plan the time spent in extra-curricular activities in such a way that their whole college performance may be of high standard. However, in order to safeguard students' time the following procedure is required.
Names of students wishing to take part in non-recorded extra-curricular activities must be submitted by the faculty or student director of the activity to the Dean's office for approval.

Note: Chairmen of committees in non-recorded activities must be approved by the Student Government Committee on points. (See Page 34).

III. STUDENT MARSHALS.

Student marshals are appointed by the President of the College. These appointments are not subject to the point system. While the office of a marshal does not fall under the point system, the office does require a certain amount of time and responsibility. Especially is this true of the Chief Marshal. For that reason, the Chief Marshal usually does not hold a 10-point office.

- BUDGET 1955-1956

Compulsory dues are paid on Pay Day in accordance with the following budget scheme for 1955-1956.

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Government Association</td>
<td>$782.00</td>
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<tr>
<td>Christian Council</td>
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<td>Campus Activities</td>
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<td>Athletic Association</td>
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<td>Music Association</td>
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<td>$105.00</td>
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<td>Spinsters</td>
<td>$3,500.00</td>
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<tr>
<td>Hollins Columns</td>
<td>$2,600.00</td>
</tr>
<tr>
<td>Cargoes</td>
<td>$800.00</td>
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<tr>
<td>Handbooks</td>
<td>$600.00</td>
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<tr>
<td>Foreign Students</td>
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</tr>
<tr>
<td>Senior Class</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

Total ................................ $12,277.00

Per Capita

- Student Budget Fee .................. $ 22.35
- Day Student Fee ..................... 11.18

(Estimated 550 Students)
SOCIAL OFFICE

The Social Office, center of residence and social life, is under the direction of Miss Maddrey, the Assistant to the Dean.

1. HOURS:
   A. Social Office:
      Monday through Thursday: 9:00 A.M.—11:30 P.M.
      Friday and Sunday: 9:00 A.M.—midnight
      Saturday: 9:00 A.M.—1:00 A.M.
   B. Assistant to the Dean:
      Monday through Saturday: 9:00 A.M.—noon
      Tuesday: 7:00 P.M.—11:00 P.M.
      Wednesday and Thursday: 1:00 P.M.—2:30 P.M.
      Other hours by appointment

2. FUNCTIONS:

   All parties must be registered on the Social Calendar. To avoid conflicts, individual students planning parties or entertainment must consult this Social Calendar. Arrangements for using equipment or social rooms in Keller, East, the New Dormitory, Turner, or West are then made with the head of the building.

3. GUESTS:

   Students entertaining guests overnight in the dormitories must register each guest before arrival in the Social Office.

   Guests of college age may be entertained in the dormitories for brief visits only, and on condition they comply with the dormitory regulations.

   Charges: 50¢ per night; breakfast, 60¢; lunch and Sunday night supper, 90¢; dinner, $1.50; Sunday dinner, $1.50. Students sign for guests with the head waiter and are billed at the end of the semester. Payment for lodging must be made promptly.

RESIDENCES

   Each dormitory is presided over by a member of the faculty or an officer of the college who is hostess for the hall and adviser to the students in residence. She cooperates with students at all times to promote high scholarship and create a rich social life.

   Residence staff:

   **WEST BUILDING**

   Head Resident .................. Miss Carolyn Moseley
   House President ................. Lura Lanier

   **MAIN BUILDING**

   Head Resident .................. Mrs. Beatrice L. Oakley
   House President ................... Sydna Rustin
East Building
Head Resident .................. Miss Mary Louise Maddrey
House President ....................... GINNA HANSCOM

Turner Hall
Head Resident .................. MRS. IRENE S. SEGUIN
House President ....................... ANN HOOPER

The New Dormitory
Head Resident .................. TO BE ANNOUNCED
House President ....................... PERRIN BACON

Senior House, Sandusky
Head Residents .................. TO BE ANNOUNCED

Rooms
All rooms shall be kept in order. Beds must be made by
9:30 A. M. on week days and 1 P. M. on Sundays.
Every student is required to make a deposit of 50c for a
dormitory closet key. The deposit will be returned at the
end of the session when the key is turned in.

Dining Room

Hours to be announced in the Fall.

No student enters the dining room after the bell has rung or
after the "closed" sign is up.

Guests: See Page 45.

Office Hours

Dean: 9:00 A. M. to 12:00 noon, Monday through Saturday.
Afternoon hours by appointment.

Assistant to the Dean and Social Office: See page 44.

Freshman Adviser: See bulletin board in West Building.

Registrar: 9:00 A. M. to 12 noon. Afternoon hours by ap­
pointment.

Bank: 8:30 A. M. to 12:10 P. M., Monday through Sat­
urday.

Book Shop: 8:30 A. M. to 12:10 P. M.; 1:00 P. M. to 3:00
P. M., Monday through Friday; 8:30 A. M. to 12:00 noon
on Saturday.

Business Office: 8:30 A. M. to 12:10 P. M., Monday
through Saturday; also 1:00 P. M. to 5:00 P. M., Monday
through Friday.

Publicity Office: 9:00 A. M. to 3:00 P. M.

Alumnae Office: 8:00 A. M. to 5:00 P. M.

Physician: 9:30 A. M. to 12:00 noon.

Nurse: 8:00 A. M. to 12 noon; 1:00 P. M. to 3:00 P. M.;
7:30 P. M. to 9:00 P. M.

Infirmary Visiting Hours: See bulletin board in Infirmary.
HOLLINS COLLEGE POST OFFICE

A United States post office, adjoining the Book Store, is equipped with lock boxes. The government charges a box rental of $1.95 per school year.

BUSINESS OFFICE

The business office renders a number of services connected with transportation problems, maintenance problems, and special events on campus:

- Trunk checks are turned in and arrangements made for the delivery of trunks.
- Transportation information.
- Packing boxes may be purchased through the Business Office.
- Maintenance service requests and requests for the services of the groundskeeper.
- All requests for special dining hall services are handled.
- Requests are made for special janitorial services.
- Student accident insurance claims are made.
- Taxi orders should be made at the switchboard.

STUDENT GOVERNMENT REGULATIONS

Attention is called to the right of Honor Court "to intervene in cases of unbecoming conduct on the part of any student even when no specific regulation is broken."

During Christmas vacation, Spring vacation, and after permanent departure from college upon completion of final exams, students are not under jurisdiction of the College.

Any student who marries must immediately notify the Dean of the college or the chairman of Honor Court. If the student fails to do so, then her case will be dealt with individually by the administration in conjunction with Honor Court.

I. DORMITORY REGULATIONS

Residence life at Hollins is organized for the purpose of maintaining the best possible life for students. It is to this end that regulations are formed. All students are individually responsible for thoughtful and intelligent use of the regulations and privileges. As members of the Student Government Association, students are expected to cooperate at all times with the regulations of the Association.
Any student who violates a regulation must report herself before the next regular meeting of Honor Court. The times for their meetings will be announced at the beginning of each year. Any student who delays in reporting herself will be penalized.

A. MAINTENANCE OF QUIET

QUIET HOUR SCHEDULE

Quiet hour begins:

- at 7:00 P. M. Monday through Friday
- at 1:00 A. M. on Saturday
- at 8:00 P. M. on Sunday

It is expected that consideration will be shown for others at all times.

Warnings for undue noise may be given by any girl. Three warnings constitute a penalty (except during exam week when two warnings are the basis for a penalty).

TYPEWRITERS AND RADIOS

Typewriters, radios and phonographs are to be used with consideration for quiet at all times. Radios must be kept turned low enough not to be heard outside of the room in which they are played.

SIGNS

There must be an absolute respect for “Study,” “Busy,” and “Sleeping” signs at all times. However, they may be broken for phone calls.

ELECTRICAL ATTACHMENTS

No electrical attachments are to be used in the dormitory rooms. Irons, hairdryers, etc., must be used in the bathroom.

B. CLOSING HOURS FOR RESIDENCES

All students must be in their buildings by 11:30 P. M., Monday through Thursday, midnight Sunday and Friday, and 1:00 Saturday.

Any student finding it necessary to be out of her building after closing hours must secure permission from the Social Office before 11:00 P. M.

No student may unlock a door to admit anyone after closing hours.

A student returning late must register her name with the night watchman who will admit her to her building.

II. CAMPUS REGULATIONS

A. PLACES FOR STUDY

The use of the following study rooms will be explained to the Freshmen at the beginning of each year:

- Dormitories.
- Presser and Pleasants Hall until 11:00 P. M., provided there is at least one other person in the building.
- Library until the Library closes.
B. REQUIRED COLLEGE FUNCTIONS

*Week Night Chapel*: Permission for absence must be secured from the Social Office. Freshmen see the Freshman Adviser.

A student may be excused from week night chapel by special permission if she is entertaining a date from a distance greater than 150 miles, with the understanding that the chapel be made up within a week’s time. Chapel excused when parents are visiting does not have to be made up. Week-night chapel missed while the student is on a Dean’s slip does not have to be made up.

*Sunday Evening Church Service*: Seniors are allowed five absences from Sunday night service a semester; Juniors are allowed five a semester; Sophomores and second-semester Freshmen are allowed four a semester. First semester Freshmen are allowed three absences. Students must sign for each chapel cut on Main bulletin board. If chapel service is missed while on a Dean’s slip, it is counted as a cut.

A student desiring to attend a special church function interfering with chapel or Sunday night church service can secure occasional permission for absence from the Social Office. This will not be counted as a chapel cut; week night chapel will not have to be made up. Freshmen secure their permissions from the Freshman Adviser.

*Convocations*: Students are allowed two absences a semester, provided no more than twenty per cent of their respective classes are cutting at one time. Students must sign for each cut on Main bulletin board. Leaving convocation at intermission is considered cutting. Absence is excused if student is off campus on a Dean’s slip.

*Student Government Meetings*: Permissions for absence must be secured from the Student Government President.

C. SOCIAL ROOMS AND KELLER

See Smoking Regulations, Page 54.

Students may use Keller and the other social rooms until 11:00 Monday through Thursday, midnight Friday and Sunday, and 1:00 Saturday. Parties must be registered in advance.

Musical instruments and juke-box may be played in Keller except while programs are being held in the Drawing Room.

Dancing is allowed in Keller only on week days.

Card playing is allowed in Keller and in the social rooms with the exception of the Sunday evening chapel hour.

Student Government has the right to close Keller if it is not kept clean.

ENTERTAINMENT OF GUESTS AND DATES

Keller and social rooms in East, West, Main, Turner, the New Dormitory, Senior House, Rose Hill, and Sandusky are open for guests and dates in accordance with social and dating regulations.

D. SNACK BAR

The Snack Bar will be open from 9:30 A. M. to 9:30 P. M. daily.
F. FIREPLACE

The fireplace may be used until dark. Groups of six or more persons may use it until 11:00 P.M. Students who wish to use the fireplace at any time must register in the Social Office.

III. SMOKING

A. With the exceptions listed below, students are not allowed to smoke or to light a match, for any purpose, in the dormitories or houses. Any student violating this regulation faces a penalty of automatic suspension. Students may smoke in the following places:

1. Keller, West study smoker, Turner Hall smoker, the New Dormitory smoker and Turner Hall Snack Bar, until closing hours which are Monday through Thursday until 11:00, Friday and Sunday until 12:00 and Saturday until 1:00 A.M.

2. Social rooms of the student houses and the social room in East from 9:00 P.M. to closing hours stated above.

3. Social room until closing hours:
   a. with guests and dates in accordance with social room regulations.
   b. at parties and authorized meetings in the social rooms with special permission from the Social Office, the head of the building, or the house president.

4. Social rooms of East, West, Main, the New Dormitory, Turner, the student houses, and Keller from 7:00 to campus closing hours during the examination period, for recreation but not for study.

B. With the exceptions listed below, students may not smoke in the academic buildings or in the Little Theatre.

IV. DRINKING

Drinking at all times and in all places is to be done with discretion and moderation.

A. ON-CAMPUS

No drinking is permitted on campus, except in faculty homes, provided they are not student residences.

No alcoholic beverages may be kept in dormitories or elsewhere on campus.

B. OFF-CAMPUS

In Roanoke, Salem, and vicinity, a Hollins student is permitted to drink in private homes at the invitation of
the host or hostess, and in public places when with her escort or when chaperoned.

V. DATES AND GUESTS

Girls are responsible for the conduct of their dates on campus.

A. All dates and other guests must call for students at the Social Office except dates and guests of students living in West Building who may call for these students in the entrance hall of West beginning at 7:00 P. M. Monday through Friday, noon Saturday and 1:00 P. M. Sunday.

B. Every student must sign a Daily Registration slip within a half hour after her date's arrival whether they leave campus or not.

C. Students may entertain guests and dates on campus or in Roanoke until the following hours:

ALL STUDENTS may date on Sundays until midnight, or Saturdays until 1:00 A. M.

UPPERCLASSMEN may date on weeknights until 11:00 P. M. and on Fridays until midnight.

UNDERCLASSMEN may date on weeknights until 7:00 P. M. and may have the following privilege: Monday through Thursday, Sophomores and second semester Freshmen may date once a week until 11:00 P. M. or Friday night until midnight.

D. Special Hours:

1. Underclassmen may entertain dates from over 150 miles Monday through Thursday until 11:00 P. M. or Friday until midnight with special permission. Sophomores obtain this permission from the Social Office, Freshmen from the Freshman Adviser.

2. All students remaining on campus during Thanksgiving have 1:00 A. M. permission every night except Sunday.

E. With the following exception, students may use their discretion in choosing where to go with dates: students may attend parties in hotels and motels in Natural Bridge, Lexington, Charlottesville, and Blacksburg, provided three or more couples are present.

VI. DAYTIME ABSENCE FROM CAMPUS

Students wishing to remain off campus after prescribed hours must obtain permission from the Social Office and record this information when signing out. Freshmen must obtain this permission from the Freshman Adviser.

A. OFF-CAMPUS HOURS

1. Week Days: Students off campus must return by 7:00 P. M., with the following exceptions: Freshmen, second semester, Sophomores, Juniors and Seniors, in a group of two or more, may go to Roanoke and Salem for lectures, concerts, movies and plays on weekday evenings, provided they return by 11:00 P. M.
During first semester, Freshmen may enjoy the foregoing privilege with special permission from the Freshman Adviser.

2. SATURDAYS: Students, in groups of two or more, may remain in Roanoke, provided they return by 1:00 A.M.

3. FRIDAYS and SUNDAYS: A group of two or more students may remain in Roanoke provided they return by midnight.

B. DAILY REGISTRATION

Any student who will return later than 7:00 P.M. shall sign out upon leaving campus on the Daily Registration Slip in her own dormitory and shall have signed in by 11:00 P.M. Monday through Thursday, midnight Fridays and Sundays, and 1:00 A.M. on Saturdays. Monday through Friday Freshmen must be signed in by 7:00 o’clock. Failure to use the Daily Registration Slip properly will be dealt with by Honor Court.

VII. OVERNIGHT ABSENCES

A. NIGHTS ALLOWED

1. Upperclassmen may take overnight absences at their own discretion.

2. Sophomores may be away eight nights each semester, provided they have class standing; six nights, if they do not.

Sophomores with an average of 1.5 merit points may take ten overnight absences in the second semester.

3. Freshmen may be away six nights the first semester and eight nights the second, provided they have class standing. They may be away only six nights the second semester if they do not have class standing.

Freshmen may not take overnight absences during the first three weeks of the session.

4. Underclassmen may have the weekend between semesters in addition to the allotted number of nights.

5. Until a student has completed all of her examinations, each overnight absence shall count as one of her allotted nights.

B. OVERNIGHT REGISTRATION

1. Permission

Permission from parents or guardians must be secured to cover all overnight absences from campus.

2. Registration

Seniors, Juniors and Sophomores must register their plans with the Assistant to the Dean, and Freshmen with the Freshman Adviser during their regular office hours. Complete plans and arrangements for chaperonage must be registered before leaving campus.

BEFORE LEAVING, a student must sign the required information on a pink registration slip.

UPON RETURNING to campus prior to 11:00 A.M. a student must sign a blue slip by noon; before 7:00 P.M. she must sign a blue slip by that hour; if returning later, she must sign before 11:00 P.M.
3. A student registered for an overnight absence must telephone or telegraph the Social Office or the Freshman Adviser of any change, intentional or otherwise, in:
   a. the time of her return to campus (before the time that her registration expires).
   b. the place she is staying.
   c. her transportation if it involves change to plane or car.

VIII. WEEK ENDS IN CHARLOTTESVILLE, LEXINGTON, AND BLACKSBURG

A. REGISTRATION
   See VII B, page 59.

B. ACCOMMODATIONS
   1. Students spending the weekend in Charlottesville, Lexington or Blacksburg stay in private homes under the chaperonage of hostesses officially approved by the college.

   2. Reservations must be made by student herself by contacting an approved hostess in advance. The student must be sure of a confirmed room reservation when she signs her Dean's slip.

   3. Students may visit close friends and relatives in their homes provided a personal letter from parents designating the name of the chaperon is on file in the Social Office and a written invitation from the hostess is presented to the Assistant to the Dean or the Freshman Adviser.

C. REGULATIONS
   1. Immediately upon arrival in Charlottesville, Lexington, and Blacksburg, students must report in person to the chaperone under whom they are registered.

   2. Students attending dances are expected to be in within one hour after the dance except on Saturday night when they shall sign in by 2 A. M. Students attending functions other than dances shall sign in by 2 A. M.

   3. Students may use only the main floor and recreation rooms below the main floor of the fraternity houses.

   Drinking at any time must be done with discretion and moderation. See Drinking regulations, page 55.

   During Thanksgiving vacation, the regulations affecting hours in Charlottesville, Lexington, and Blacksburg are lifted. Students are reminded, however, that consideration for hostesses must be shown; a student should come in at a time agreeable to both herself and her hostess.

IX. DRIVING

A. PERMISSIONS from parents or guardians for riding and driving must be on file in the Dean's Office. Blanket permission covering all riding and driving may be given. If this is not given, special permission is required for each specific occasion.

   B. STATE LAWS AND INSURANCE: The law of Virginia requires anyone who drives a car to have a driver's license. Attention is called to the liability of any automobile driver for personal and property damage. In no instance
will the College assume any of this responsibility and it is recommended that those persons who invite students to ride in their cars be adequately protected with liability insurance.

C. DRIVING: Students, provided that blanket or special permission is granted by parents or guardians, may drive the cars of dates or friends if the owner is in the car. Seniors may drive other seniors' cars without the owner's being in the car only with the owner's permission and parents' permission, if the car is properly insured.

D. CARS AT COLLEGE: Seniors with class standing may keep cars on campus subject to the following regulations:

1. Credentials of ownership and license must be registered at the Social Office each time a car is kept on campus.
2. The parking space back of the Little Theatre must be used.

E. ADMINISTRATIVE RULES:

1. Carloads are to be limited to as many persons as will be safe for driving. Students riding in public conveyances must conform to the number limited by the regulations of such companies.
2. The Social Office reserves the right to restrict the driving privilege when weather conditions are doubtful.

F. SPECIAL DRIVING SLIPS: Any student going to places further than Roanoke, Salem, and vicinity, via car, bus, or train, for the day or evening must sign out and in on a special driving slip. Before signing out, every student must check to be sure she has the necessary permission.

Students must return to campus not later than 11:00 P. M. Monday through Friday, midnight Friday and Sunday, and 1:00 A. M. Saturday.

X. WALKING

A. ON-CAMPUS

(See Hiking Map inside back cover.)

1. Students, with or without dates, may walk in the Green Area on the hiking map until dark. This includes walking to Howard Johnson's.
2. After dark, students may not walk on back campus or in the garden.

B. OFF-CAMPUS

(See Hiking Map.)

Two or more students, may walk anywhere indicated on the hiking map until dark, with the following exceptions:

1. A group of three or more people is required to walk in the Yellow Area of the hiking map, which includes the area around the dam. Students may not remain at the dam after dark, according to the city regulation.
2. A group of five or more people is required to walk in the Blue Area, which includes the area around Tinker Mountain and the reservoir.
3. Students walking with dates beyond the Green Area must register this fact on their Daily Registration slips.
XI. PERMISSIONS FROM PARENTS OR GUARDIANS

Permissions may be standing or specific.

A. OVERNIGHT ABSENCES

B. DRIVING

C. FLYING

Permissions for non-commercial flights must be specific.

D. HORSEBACK RIDING

Permission blanks are sent to the parents of all new students at the beginning of the session. Standing permissions on file may be used by a student as long as she is in college unless rescinded by her parents.

XII. STANDARDS OF DRESS

Skirts must be worn at all times in the following places:

1. The dining room: There will be no socks and loafers worn during the evening meal; no kerchiefs, rolled hair or raincoats over shorts and blue jeans at any time.

2. Front campus and social rooms:
   a. Front Campus: no blue jeans or Bermuda Shorts except en route.
   b. Social Rooms: no blue jeans or Bermuda Shorts except for private parties Monday through Thursday inclusive.

3. Classrooms: except studio classes, production courses and field trips with the permission of the instructor.

4. Little theatre: except for student government meetings.

5. Library.


Shorts may not be worn at any time at any place except back campus.

XIII. FIRE REGULATIONS

A. GENERAL REGULATIONS

1. There shall be a system of fire drills under the direction of the Student Government Association.

2. Fire drills shall be supervised by the Fire Captain, one captain in each building, and assistants on each floor.

3. There shall be one drill after 12:00 P. M. each semester. Other drills are to be held once a month during the college year.

   During fire drills all quiet hour regulations must be observed.

B. APPOINTMENT OF OFFICERS

1. The Fire Captain shall be appointed by the Executive Council from the incoming Senior Class.

2. The assistants and captains shall be appointed by the Captain after the approval of the Executive Council, during the opening week of the college year.
XIV. SPECIAL REGULATIONS

A. Hollins students may sponsor chaperoned parties with the permission of the Social Activities Committee. Plans for such parties must be registered with the vice president of Student Government at least one week in advance. Preference will be given to the group sponsoring the week-end activities. However, each case will be considered separately and the committee reserves the right to withhold permission.

B. The use of LOCH HAVEN is limited to the lake and the large pavilion, with small cabins being used only by the approval of the Social Committee and with a chaperone.

C. Until further notice, Wonderland and that property are out-of-bounds.

FACULTY
and
ACADEMIC RULINGS

I. MATRICULATION

All new students are required to be at the College on Monday evening, September 12. Freshmen report first to West Building for the purpose of meeting Miss Moseley and for receiving room assignments and preliminary information about the Opening Week. Transfer students go to Main Building and receive this information from Miss Maddrey in the Social Office.

Preliminary to matriculation the student is required to secure a receipt from the Business Office showing that the payments required on entrance have been made.

During the opening week all new students are individually advised by officers of the administration in the selection of their courses. Through group discussions with the leaders of the Student Government Association, they are introduced to the ideals and regulations governing college residence. During these days, also, all new students take achievement tests, medical and physical examinations, and are given some instruction in the use of the library. Every effort is made to adjust new students to the College before the work of the academic year begins. A more detailed program of opening week is mailed to students about the first week in September.
All students, new and old, are required to be present at a combined assembly, 9:00 P.M., Wednesday, September 14. A student without adequate excuse who fails to attend this assembly may not use the privilege of overnight absence from the campus for a period of eight weeks.

The final day for completing matriculation is Thursday, September 15.

II. ACADEMIC STANDARDS AND GRADES

A. Classification in the College and the requirements for graduation are determined by a dual standard, one of quantity, which is expressed in semester hours, and the other of quality of work completed, which is expressed in merit points.

At the end of each semester an examination limited to three hours is held in each course pursued by the student. The examination mark combined with the marks on recitation and laboratory work determine the student's grade for the semester in any given course.

The grading system used is as follows:
A. Indicates conspicuous excellence in scholarship and learning at the undergraduate level.
B. Indicates competence in the attributes of scholarship; for example, in sustained and effective use of materials of the course, in independent thinking, in accuracy of knowledge, and in originality.
C. Indicates the minimum or acceptable standard of work for graduation from Hollins. It involves attainment in familiarity with the content of the course, methods of study, and participation in the work of the class.

The grades B+ and C+ may be used to indicate superior work in either of the two immediately preceding categories.

D. Indicates work which is passing but is below standard. It shows achievement of sufficient quality and quantity to be counted for graduation if balanced by above average work in other courses.

E. Indicates conditioned failure. A condition may be removed by examination, or otherwise, on the recommendation of the instructor. The grade E becomes D on the record when the condition is removed.

F. Indicates failure without privilege of re-examination.

I. Indicates work which, for good reason, has not been completed at the close of the semester. Unless otherwise excused, all incompletes should be made up within the first month of the semester following that in which they are incurred.

In estimating merit points the following system is used:
1 semester hour with grade A counts 3 merit points
1 semester hour with grade B+ counts 2.5 merit points
1 semester hour with grade B counts 2 merit points
1 semester hour with grade C+ counts 1.5 merit points
1 semester hour with grade C counts 1 merit point

Grades of D, E, and F carry no merit point credit.

B. In courses which are continuous for the session, credit is allowed only for the full year's work.

All grades and results of semester examinations are announced to student through the Registrar's Office and not by individual instructors.
C. A student in any full year course whose grade is D, or better, on the work of the first semester, but below D on that of the second, shall (unless re-examined) have her choice of the following courses of action: she may repeat the entire course, or she may let her grade for the first semester stand and repeat the work of the second semester only.

A student in any full year course, whose grade is E on the first semester, but whose second semester grade is C, or better, may be given credit for the course at the discretion of the instructor.

A Senior who has a semester grade of E on any subject may, upon recommendation of her instructor, be granted a re-examination before the end of the session at a time appointed by the Dean and the Registrar.

A C average in all work in the major field is required for graduation.

D. Instructors may report to the Dean at any time the name of any student doing unsatisfactory work. This student will be notified promptly by the Registrar; the responsibility for improving her work rests with the student.

The College reserves the right to exclude at any time students whose conduct or academic standing is unsatisfactory.

III. EXAMINATIONS

A. Final Examinations. Examinations (limited to three hours in each course) are held at the end of each semester. The student is required to pledge each examination to the effect that she has neither given nor received help on it.

B. Re-Examinations. A student who attains in any course a semester grade of E may be permitted a re-examination immediately following the spring vacation or during the registration week of the following September, according to the recommendation of the instructor. The student planning to take such an examination in September must notify the Registrar by September 1.

C. Examination Regulations

1. There will be no mutilation of blue books; i.e., pages are not to be torn out or inserted.
2. Students are requested not to leave examinations unless absolutely necessary. Coming and going in the examination rooms is disturbing.
3. There will be no talking after the examinations have been passed out.
4. Chewing gum or food of any kind is not to be taken into the examination room.
5. No books or extra papers are to be taken into the examination buildings except with the permission of the professor concerned.
6. The academic buildings, Presser, Pleasants and the Art Annex, are open for study until 11:30 P. M. provided there are at least two students in the building. The library will have its regular hours.
7. The social rooms of East, West, Main, the New Dormitory, Turner Hall and the three houses may be used for smoking from 7:00 to 11:00 Monday through Thursday, midnight Friday and Sunday, and 1:00
Saturday, *for recreation only, and not for study*. Food or drinks are not to be taken into these rooms and pajamas are not to be worn. Students are urged to be especially cautious about the fire hazard. Social Rooms may be reserved for large parties.

8. **Quiet Hour**: All day and all night except from 4:30 to 7:30 P. M. This schedule begins the day before examinations.

9. **Overnights during examination week**: Any Dean Slip signed by a student before her last examination has been taken will count in her regular allotment of overnights.

10. **All work for a course** (this includes term papers) shall be completed by the last class meeting of a semester. Outside examinations shall not consume more than a properly proportionate amount of the examination period. All such papers should be turned in by the end of the examination hour scheduled for that class.

**D. ANNOUNCED WRITTENS.** If a student is absent from an announced written lesson, without an adequate excuse, she receives a grade of F on that written lesson. An excused absence entitles a student to make up a written lesson. The student must present a permit from the Dean to the instructor if she wishes to make up the written.

The date of an announced written must be given to a class at least one week in advance.

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If the number of quizzes assigned for a given day would burden the student unduly, the student should be referred to the Dean for rescheduling of the tests.

**IV. CLASSIFICATION OF STUDENTS**

A. The minimum requirements for entering the different classes at the beginning of the first semester are as follows:

For **Sophomores**: Twenty-four semester hours and twenty-four merit points.

For **Juniors**: Fifty-six semester hours and fifty-six merit points.

For **Seniors**: At least ninety semester hours must have been completed with at least a C average on the entire college record.

A student who fails to attain her classification at the beginning of a session may enter the next higher class at the beginning of the second semester provided she has completed in the first semester enough hours and merit points to cancel her deficiency and has also completed one-half the hours and merit points required of her in that session to attain promotion to the next higher class by the end of the session.

A student who fails to make her class standing will receive a warning from the Dean. When merit point averages are computed at the end of the session, students who make the following points or below will be placed on probation.

**Freshmen**—0.6; **Sophomores**—0.7; **Juniors**—0.85.
A post-freshman who at the mid-session fails three or more of her courses or whose cumulative average is lower than that of the stated probationary ratio may be put on probation at that time.

Probation will be removed when class standing is attained. The student on probation may not absent herself from academic appointments except by special permission from the Dean.

A student who, at the end of her freshman year is on probation and shows no evidence of ability to do college work at a satisfactory level, or a post-freshman who has been on probation two semesters, will be asked to withdraw from college unless unusual circumstances warrant special consideration.

B. CLASS PRIVILEGES. No student shall be eligible for membership in any class organization or entitled to privileges appertaining to such class until officially informed of her classification by the Registrar.

Exception: Students who fail to maintain their standing in the class in which they entered college are allowed to use the social privileges of that class except that their nights off campus and the privilege of assuming responsibility of class attendance will depend on their academic standing.

V. CHANGES IN COURSES OF STUDY
A. Registration in all college classes is closed at the end of the second week of regular study in any semester. If for sufficient reason a student desires to enter a class later than this date, the request is sometimes granted, but with the understanding that her non-attendance at class after the first week shall come under the cut system.

B. No course may be added or dropped at any time without the approval of the Dean or of the major professor and written permission of the Registrar's Office.

A student dropping a course after December 1 in the first semester and April 1 in the second automatically receives a grade of F. Only in extreme cases, where the health of the student is involved, is the grade of F waived.

VI. RESPONSIBILITY FOR ACADEMIC WORK
AND CLASS ATTENDANCE
A. The educational plan of Hollins College depends upon the cooperation of students and faculty. Students are held responsible for the full work of the courses in which they are registered, including participation in the discussion and work of the class day by day. Therefore, the importance of regular class attendance for all students is emphasized. Students are responsible for any work missed because of absence for any reason.

The regulations for class attendance are made by the faculty and administered by the Dean. Each instructor files
daily with the Dean a list of absentees from his classes. Excuses for absence from classes must be presented to the Dean within three days after the termination of the absence.

B. A Committee on Absences composed of the Dean, the Registrar, and three members of the faculty assists in the administration of the regulations. A permanent record of the rulings of this Committee is kept and referred to whenever necessary.

Through the Executive Council students participate in the interpretation of the policies of the Committee on Absences. These students are not active members of the Committee but serve in the capacity of advisory representatives of the student body.

Each student whose case is dealt with by the Committee on Absences must present a statement in writing explaining in detail the reasons for her absence. She may also, if she wishes, appear before the Committee on Absences to present her case before a decision has been reached.

C. Classes begin promptly at ten minutes past the hour. Students entering after that time are counted absent. Students are expected to wait for an instructor until twenty minutes past the hour. If an instructor has not arrived by that time and has made no arrangements for the work of the class, students are at liberty to leave. Instructors are asked to report as absent students who leave the class before the period is over.

VII. REGULATIONS GOVERNING ATTENDANCE AND ABSENCE FROM CLASSES

A. Regulations Affecting Students of All Classes.

1. For the following reasons a student may take as many absences as are deemed necessary:
   a. *Illness of student.* Written confirmation must be presented by the college infirmary or the attending physician. (Appointments with dentists, oculists and physicians for general physical examinations will not be accepted as adequate excuses.)
   b. *Serious illness or death of a member of the student's family.*
   c. *College business,* subject to the regulation concerning scholastic requirements for leaving campus.
   d. *Organized field trips.* These absences may not exceed one absence from each course in a semester.

2. a. If a student absents herself, without adequate excuse, from an announced written, she receives the grade of F without the privilege of making it up.
   b. If a student absents herself without adequate excuse, from laboratory work, she may make it up at the convenience of the instructor with a fee of $1.00 an hour; otherwise, she incurs a grade of F on the work missed.
   c. A student may not attend any section of her class other than her own.

3. Attendance is required of all students on certain occasions in the collective interest of the college group.
These occasions and the penalties incurred if the student absents herself at such times without adequate excuse as defined in Section A-I, are listed as follows:

a. **One class day before and after Thanksgiving vacation, Christmas vacation, and Spring vacation.** A student who is absent at these times must send within two days after her return to college a letter to the Dean explaining the reason for her absence. If the excuse is considered inadequate by the Committee on Absences, the Committee shall impose one or more of the following penalties:
   1. A fine of not less than $5.00 for each class missed.
   2. A deferred examination in the course, or courses, missed.
   3. A loss for a specified time of the student's privilege to regulate her own class attendance.
   4. Temporary or permanent exclusion from college.

b. **Students are expected to be present on campus and to participate in the celebration of Founder's Day.**

B. **Regulations Affecting Students in the Various Classes.**

1. **Honor students, Seniors, and Juniors** assume responsibility for regulating their own attendance at classes except on the occasions listed in Section A-3. Exceptions to this regulation are stated on pages 73 and 74.

2. **Sophomores:**
   a. **Sophomores who attain an average of 1.5 merit points per hour in the preceding semester** assume responsibility for regulating their own attendance at classes excepting the occasions listed in Section A-3.

b. **Sophomores who do not attain this average** may not be absent for more than eight class periods a semester.

3. **Freshmen:**
   a. **Freshmen may not be absent for more than six class periods in the first semester.**
   b. **Freshmen who attain an average of 1.5 merit points for the first semester** assume responsibility for regulating their own attendance at classes in the second semester, with the exception of occasions listed in Section A-3. Freshmen who do not attain this average may not be absent for more than eight periods during the second semester.
   c. **Second year freshmen** who do not attain the 1.5 merit point average may not be absent for more than eight class periods in the first or second semester.

4. **The case of any Freshman or Sophomore who overcuts shall be reviewed by the Dean.** The minimum penalty is a month's "campus," i.e., no overnight absences from campus for a month. If the Dean so desires, she may consult the Committee on Absences and either the Dean or the Committee may impose another penalty.

VIII. **HONOR STUDENTS**

Students who have a merit point average of at least 2.3 on the work of the previous semester are known as Honor Students. These students may use their discretion about attending classes, required lectures and entertainments, and are not limited in the use of Dean's slips.
In addition to the academic requirement, an Honor Student must be a good member of the college community.

An Honor Student, upon the advice of an instructor, may secure permission from the Dean before leaving college at Christmas and spring vacations and at midyear and final examination periods to absent herself from classes for academic activities which may not be carried out on the campus or in Roanoke.

IX. PHYSICAL EDUCATION REGULATIONS

A. General Regulations
Any regulations not covered in this handbook will be explained by members of the department.

B. Special Regulations
1. Unexcused Absences
Unexcused absences from more than four classes of a course in a division or six classes in a semester course cause a student to receive a grade of F on the work missed. In the division this means an F for the course and Incomplete for the semester. In the semester work this means a grade of F for the course.

In the winter division, no more than two absences may be taken to the end of the first semester, and no more than two from the beginning of the second semester to the beginning of the spring division. Disregard of this rule will result in a grade of F.

Note 1. These absences do not count on the student’s academic cuts.

Note 2. These absences may not be made up.

2. Excused Absences.
   a. Students unable to participate in class must file an infirmary excuse in the gym before class begins and observe class. (The infirmary may make exceptions to this rule.)
   b. Students restricted to the infirmary must file excuse within one week following discharge from the infirmary or the absence will stand as unexcused.
   c. Students excused by the Registrar or the Dean must file excuse in the gymnasium.

3. Make Up Work
   Excused absences need not be made up. In case of graded practical work or sports knowledge tests, the privilege of make up is extended. Unexcused absences may not be made up. A grade of F is given on the graded work missed.

4. Physical Education Class Plan
The year’s program of Physical Education is divided into two semesters or three divisions depending on the activities selected.

* * * *
Regardless of the classification enjoyed by the student, in general the following rules hold: students must take full responsibility for work missed and for requesting assistance from instructors, which is given for excused absences only. Students may, with the permission of the instructor and the Dean, change temporarily from one section to another in order to make up work missed during excused absences. They may not do so in order to remove records of absence or to leave college early before a vacation or a recess or to return late therefrom.

FISHBURN LIBRARY

The Library, which contains over 54,000 volumes and receives around 272 periodicals and newspapers, is fully classified and catalogued.

Hours of Service:
The library will be open approximately 75 hours per week.

Circulation Regulations: All books taken from the Library must be charged at the Load Desk and returned to that desk when the student is through using the books. The books, under most circumstances, may be borrowed for a period of two weeks, and are automatically renewed for the same period of time, provided no other person has requested the book. Those books needed for classwork are reserved for use within the library, kept on special shelves, and marked with colored cards. Reserved books may be withdrawn from the library only when the library is closed. Students may sign up to borrow overnight books after 1 P. M. on the day on which they want them, and they may sign to use reserve books within the library not more than a week in advance. A fine of two cents a day is charged for overdue books and a fine of twenty-five cents is charged for each overnight book not returned on time.
The Use of Books Within the Library: Books are to be used, whenever possible, in the room in which they are shelved, and if taken to the terrace, that fact should be reported to the desk assistant. To avoid misplacement, books must never be returned to the shelves except by members of the library staff. Reserve books should be brought to the desk as soon as the student has finished using them. All other books used within the library, with the exception of encyclopedias, reference books, and periodicals, are to be brought to the Loan Desk as the student leaves the building. Encyclopedias, reference books, and periodicals should be left on the tables.

Rental Library: In order to supplement our material for recreational reading, the library maintains a small rental library of some of the more significant popular books of current interest. The rental fee is two cents a day or a minimum of five cents.

No student receives her final grades or has her credit transferred elsewhere who has not paid all her fines and returned all books and other materials borrowed from the library.

HEALTH SERVICE

The health of the student is under the care of the college physician, the nurses and the members of the Department of Physical Education. General supervision is exercised to foster intelligent health habits in the lives of the students.

Each year every student is required to have a medical examination. Individual appointments are made for these examinations.

Other physicians and specialists may be consulted by students. Appointments with them must be made through the Infirmary in order that the campus health service can carry out its responsibility in regard to the health of the students.

Absence from academic work on account of illness must be excused by the physician or the nurse. Even slight illness must be reported to the nurse in order that the college may know that students are receiving proper care and that other students are protected from possible danger.

A student ill enough to be in bed is not allowed to remain in her residence hall, but is required to enter the Infirmary where she can be carefully supervised.
CAMPUS ORGANIZATIONS

CLASS OFFICERS

SENIOR
President .............................................. Staige Davis
Vice President ........................................ Martha McCrary
Secretary .............................................. Elizabeth Rivers
Treasurer .............................................. Ann Arthur

JUNIOR
President .............................................. Fay Poole
Vice President ........................................ Lillian Trippletti
Secretary .............................................. Nancy Smith
Treasurer .............................................. Julia Smith

SOPHOMORE
President ............................................... Elizabeth White Heindl
Vice President ........................................ Stuart Lewis
Secretary ............................................... Nancy Collins
Treasurer ............................................... Barbara Kilday

STUDENT MARSHALS 1955-1956
Chief Marshal .......................................... Betty Jane Saunders
Assistant Chief Marshal .............................. Trudy Mason

Juniors
Ann Chesley ........................................ Virginia Morriss
Mary Faison .......................................... Tinsley Orr
Linda Fiery ........................................... Judith Stoddard
Louly Fowler ......................................... Margaret Taylor
Jean Horst ............................................ Lillian Trippletti
Judith Jones .......................................... Carol Wallace

Sophomores
Maria Butler ........................................ Sally Handy
Mary Cook ............................................ Barbara Jenkins
Kay Dismore .......................................... Charlotte Marston
Jennie Fowlkes ....................................... Olivia Smith
Nancy Franklin ...................................... Natalie Stewart
Nancy Gilmore ....................................... Gene Wall

PI EPSILON MU

The college honor society, organized by the members of the faculty who are members of Phi Beta Kappa and Sigma Xi, recognizes and encourages sound scholarship in the liberal arts by electing student members from the junior and senior classes. To be eligible for membership a student must have a cumulative scholastic average somewhat higher than that required for graduation with honor.

FREYA

Freya exists both as an ideal and as an honorary organization. It chooses to membership those girls who seem most nearly to embody the ideals for which Freya stands. Membership in Freya is not an end in itself, but a challenge and a conferring of higher responsibilities on students who seem to be fulfilling, as far as any of us can, the really unattainable ideals of Hollins. Freya was founded in 1903 by a group of Hollins girls who felt the need of some organization which should embody the high ideals by which they sought to live; that by union under the bond of common purpose, they might set these ideals as a standard of life of the noblest minded of Hollins girls; and in living day by day
the principles which they acknowledged, might exert an influence for good, touching and uplifting all who came to live at Hollins. It still retains as a heritage from the past the legend of the Norse goddess. Freya, who was lovely with the beauty which comes from a beautiful heart—hers was the spirit of truth, honor and, above all, love.

Chairman for 1955-1956 .................... stage Davis

CHRISTIAN COUNCIL
OFFICERS FOR 1955-1956

Chairman .................................. Jean Stephens
Vice Chairman ............................. Barbara Keefer
Secretary and Treasurer ................. Elizabeth Vann
Worship Chairman ........................ Julie Fenwick
Study Chairman ........................... Kitty Jackson
Projects Chairman ........................ Jane Frost

PURPOSE

As the religious organization on the campus, the Christian Council of Hollins has as its aim to help each girl realize a full and creative life, through a growing knowledge of God, and through unselfish service to others.

Faith expresses itself in worship, thought, and action. Therefore, respectively, the Worship chairman will be con-
cerned with the cultivation of the life of worship among the students; the Study chairman will guide the intellectual expression of faith, such as a Study discussion; and the Projects chairman will plan and project programs of practical service on the campus and in the community.

Membership is automatic and at the beginning of the school year students select the committee on which they wish to serve.

HOLLINS DRAMATIC ASSOCIATION
OFFICERS FOR 1955-1956

President .................................. Phyllis Shoemaker
Vice-President ............................. Carol Wallace
Secretary .................................. Anna Hurt
Treasurer .................................. Harriet Smith

The Hollins Dramatic Association, of which all students are members, presents three plays a year. The fall and spring plays are given in the “Little Theater,” and the Commencement play is either in the Theater or the “Forest of Arden.”

Any student, with the permission of the Dean, may take part in one play a semester. This same qualification applies to back-stage committee work.

The Dramatic Board selects the plays, holds “try-outs,” and appoints, for each play, the chairman and members of the backstage committees. The four alternate members attend meetings and assist the Board in its work on productions.
YE MERRIE MASQUERS
Custis Archer, Rebecca Davenport, Sarah Turner

Ye Merrie Masquers is the honorary dramatic organization on campus. Any girl who has earned sixteen points in the specified fields is asked to join and is presented with the key. Her points must be earned in acting and backstage work; play writing and membership on Dramatic Board also give credit.

As an active organization Ye Merrie Masquers reads plays for the Dramatic Board and presents the annual Christmas pageant.

ORCHESIS

The purpose of Orchesis, the college dance organization, is to stimulate interest in the art of the dance, to increase proficiency and to sponsor art programs. Membership is based upon demonstration of skill and interest. One of the major projects of the club is the yearly presentation of a program of dance in the spring. Other projects include an annual Christmas program, participation in the May Day celebration, dramatic plays at Hollins, Arts' Forum at Woman's College of the University of North Carolina, Greensboro, North Carolina, and public performances for organizations. A Dance Interest group provides an opportunity for students who are interested, but who are technically less proficient, to participate in dance and in the program for the year.

President ........................................ Harriet Smith

(90)

ATHLETIC ASSOCIATION
1955-1956

The purpose of this Association shall be:
1. To encourage all the members to participate in some form of athletic activity.
2. To develop skill and good form in all sports.
3. To maintain a high standard of sportsmanship in all activities sponsored by the Association.

ATHLETIC BOARD

1. Permanent Members
President ........................................ CAROL CURTIS
Vice-President ................................... SUGAR ALLISON
Secretary ........................................ ANNE THEOBALD
Treasurer ......................................... VIRGINIA BICKEL
Publicity Director ............................... IRENE LECHTHALER
Senior Representative .......................... PENELope Dana
Junior Representative ........................... VIRGINIA HALL
Sophomore Representative ...................... NANCY SMITH
Freshman Representative ....................... TO BE ELECTED
President of Monogram Club .................... MARCIA SMYTHE
President of Archery Club ...................... LYNN CASE
President of Golf Club ........................... VIRGINIA CADY
President of Swimming Club .................... ELEANOR O'BRIEN
President of Tennis Club ....................... SUGAR ALLISON
President of Riding Club ....................... ANNE GERHARDT

(91)
Every student of Hollins College shall automatically become a member of this Association.

III. Sports
a. The following sports are offered at least during one season throughout the year:

- Archery
- Badminton
- Softball
- Basketball
- Golf
- Hockey
- Lacrosse
- Riding
- Swimming
- Tennis

b. Participation in sports:
A student may go out for any number of sports during a season.

Exception: A Freshman may go out for only two sports during the first season. Riding is not included in this limitation.

c. Athletic clubs belonging to the Association:
1. Archery
2. Golf
3. Riding
4. Swimming
5. Tennis

IV. The Monogram Club is the honorary organization on campus which recognizes achievement in athletics.
forty. New members are accepted by examination only. The experience the choir offers to a student is both practical and cultural. The choir sings at all chapel services, including special music during the Christmas season and occasional programs off campus.

President .......................................... Virginia Cady

HOLLINS CHORAL CLUB

The membership of this organization is limited to about fifty and admission is gained by examination. Three and four-part choral works, a cappella, and accompanied selections are studied.

President ........................................... Elizabeth Vann

INTERNATIONAL RELATIONS CLUB

Founded in the belief that through study of international affairs individuals may more effectively comprehend the problems of enduring peace, the International Relations Club seeks to stimulate and guide student interest in world relationships. Recognizing that in a world of ever-shrinking girth many domestic policies of the individual nations may have profound international repercussions, the club also interests itself in national developments affecting the international scene.

Through bi-monthly discussions, the maintenance of a special news room devoted to current newspapers and magazines, and cooperation with the Student Government in presenting student news forums, the club endeavors to maintain awareness of international affairs at a high level. Its membership is open to the entire student body.

OFFICERS FOR 1955-1956

President ........................................ Anne Matheson
Program Chairman .............................. Nancy Nash
PHILOSOPHY CLUB

The purpose of the Philosophy Club is to afford an opportunity for the students to hear and discuss the ideas of several philosophers from many parts of the Country. There are also student meetings besides those with the visiting lecturers, in which various aspects of all academic fields, including the Humanities, Social Sciences, Natural Sciences, and Mathematics, are discussed and compared in an informal atmosphere.

President ........................................... ANN THOMPSON
Program Chairman ............................. MARY MARSHALL

PUBLICATIONS

The Spinster

The Spinster is the annual publication of the student body.

STAFF 1955-1956
Editor ................................. JOAN THOMPSON
Assistant Editor ............................ LILLIAN TRIPLETT
Business Manager ........................... MARTHA ARTZ
Advertising Manager ........................ JILL WILLIAMSON
Photography Editor ........................ GORDON WILKINSON
Art Editor ................................. ROBIN McCONNELL
Copy Editor ............................... CATHERINE DEMPSEY

Cargoes

Cargoes is the campus literary magazine, published by the students two times each year. It includes stories, poems, essays, and book reviews, and is a valuable record of student thought.

STAFF 1955-1956
Editor-in-Chief ............................... MARTHA LIVDAHL
ANN ARTHUR .................................... VIRGINIA HANSCOM
LYNN CASE ..................................... MOLLY LAIRD
ELIZABETH CROZER ............................ WYNDHAM ROBERTSON
REBECCA DAVENPORT ......................... PHYLLIS SHOEMAKER
CATHERINE DEMPSEY .......................... ANN THOMPSON
MARY WHARTON ..............................
Hollins Columns

Hollins Columns is the college newspaper, published weekly by a staff composed entirely of students. Participation is based on interest as well as on ability. The purpose of the paper is the publication of news of interest to the student body and the expression of constructive criticism and campus opinion. Cooperation with Student Government and other campus organizations is particularly emphasized.

STAFF 1955-1956

Editor-in-Chief .................. MARY WOODRUM JONES
News Editor .......................... TID SAUNDERS
Feature Editor ..................... MARTHA LIVDAHL
Rewrite Editor ..................... MARY LOUISE STEPHENS
Make-up Editor .................... To Be Appointed
Art Editor ........................... LOUISE HIDEN
Exchange Editor ................... ROBIN CARTER
Business Manager .................. MARGARET CLARKSON
Distribution Manager ............. CAROL WALLACE
Circulation Manager .............. LOIS NAZARRO

HOLLINS ADVERTISING BOARD

The Hollins Advertising Board is composed of the Business Managers and Assistant Business Managers of Car-goes, Spinster and Hollins Columns plus a chairman selected by the outgoing board. All advertising is done through the college annual, and the proceeds are divided, together with the budget fees, among the various campus organizations to aid in the expense of each.

GRAPHEON

Grapheon's purpose is to recognize substantial contribution to the literary life of the campus, to foster keener interest in creative writing, and to provide a nucleus for the appreciation of literary excellence.
HOLLINS COLLEGE
ALUMNAE ASSOCIATION

President
Mrs. James Izard
(Margaret Bolling, '18)
836 Wildwood Road
Roanoke, Virginia

Executive Secretary
Shirley Henn, '41
Hollins College, Va.

PURPOSES
The purposes for which the Association is formed are to aid, strengthen and expand in every proper and appropriate way, Hollins College and its work, and to develop, strengthen and utilize the bonds of interest, sympathy and affection existing between the College and its alumnae and among the alumnae themselves. In order to achieve these ends the Association shall have all the powers possessed by similar corporations existing under the laws of the State of Virginia, including the power to acquire, purchase, receive, hold, sell and convey property, real and personal; to receive, take and hold donations by way of grant, conveyance, devise and bequest and all powers necessary for purchasing or constructing a building, or buildings, on or near the campus of Hollins College for the maintenance of an Alumnae Hall and suitable offices.

ANNUAL MEETING
The Saturday previous to Commencement

PUBLICATIONS
Hollins Alumnae Magazine Alumnae Fund Solicitations Alumnae Fund Report

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ALUMNAE CLUBS

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<td>Mrs. G. H. Parker (Mary Powell Branch, '52) 1550 Farnell Court, Decatur, Ga.</td>
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<tr>
<td>Baltimore, Md.</td>
<td>Mrs. Francis Fowlkes (Cornelia Reed, '24) 1006 Winding Way</td>
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<td>Boston, Mass.</td>
<td>To Be Announced</td>
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<tr>
<td>Charleston, W. Va.</td>
<td>Mrs. Lee M. Kenna (Betty Phillips, '46) 114 Ashby Ave., Fort Hill</td>
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<tr>
<td>Charlotte, N. C.</td>
<td>Mrs. J. L. Jessup (Mary Helen Gammon, '49) 1701 Queens Rd., W. 1919 Thomson Road</td>
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<tr>
<td>Chattanooga, Tenn.</td>
<td>Joy Wright, '51 116 Hilldale Drive</td>
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<tr>
<td>Chicago, Ill.</td>
<td>Mrs. V. J. Barnett (Elizabeth Simmons, '31) 538 Meadow Road, Winnetka, Ill.</td>
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<tr>
<td>Cincinnati, Ohio</td>
<td>Mrs. Benjamin N. Cee (Lorraine Scrivenor, '51) 1521 Sutton</td>
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<td>Connecticut Club</td>
<td>Mrs. James English, Jr. (Jane Plumb, '35) Uncas Road, Guilford, Conn.</td>
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<td>Dallas, Texas</td>
<td>Mrs. Lee V. Williams, Jr. (Mary Anne Sammons '51) 3532 Marquette</td>
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<td>Danville, Va.</td>
<td>Mrs. Perry W. Miles, Jr. (Betty Hart, '39) 120 Virginia Avenue</td>
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<tr>
<td>Mrs. Ewen P. Barnett (Lois Pruitt, '34) 404 Hawthorne Drive</td>
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<tr>
<td>Gastonia, N. C.</td>
<td>Mrs. James B. Garland (Betsy Matthews, '48) 1005 Edgewood Circle</td>
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<td>Greensboro, N. C.</td>
<td>Mrs. J. C. Fox, Jr. (Ann Robinson, '52) 921 Hill Street</td>
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<td>Houston, Texas</td>
<td>Mrs. Charles W. Detjen (Barbara Knight, '54) 5915 Community Drive</td>
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<td>Huntington, W. Va.</td>
<td>Mrs. Willard B. Cheills (Marjorie Ann Swann, '42) 112 Edison Drive</td>
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<td>Indiana Club</td>
<td>Mrs. C. C. Hibbard, (Dorothy Lewis, '35) 5362 North Illinois Street, Indianapolis, Indiana</td>
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DATE HOUSE REGULATIONS

The Date House, operated by the student body, is intended for recreation for students and their dates. All rules of campus behavior apply to this house. Students are responsible for the general maintenance of the Date House. The privilege of its use depends upon adherence to the following regulations:

1. No drinking.
2. The house is to be used only by students and men dates; groups of unescorted students may not use it.
3. Any number of couples may use the house.
4. The Date House is open every day until half an hour before the regular campus closing hours.
5. The key may be gotten in Main Social Office. The girl who takes the key and the one who returns it must sign for it in the Social Office.
6. Members of the Date House Committee reserve the right to “spot-check” the house during the day and evening.
7. All girls using the Date House must sign the guest register there.
8. The kitchen and dining room may be reserved in Main Social Office.
9. The last couple leaving the house must empty all ashtrays into the pail on the back porch, turn out the lights, lock all windows and doors, and return the key to Main Social Office.
I.

O fair maiden Spring, what hue will you bring
To our cause from your own sunny sheen?
You have brought for your part the hue nearest your heart
And spread Hollins' hillsides with green.
And you, frosty Fall, the most brilliant of all,
What color for us do you hold?
You have laid your fair hand with its touch on our land,
And set our trees flaming with gold.

II.

The Green and the Gold, we have loved it of old,
And to it we will ever be true.
For the memory will last of the days that are past,
And linger, dear Hollins, with you.
For life, when we're young, is a song that is sung,
And must pass as a tale that is told,
But honor and praise, to the end of our days,
We will render the Green and the Gold.

III.

And still at the thought of the good she has wrought,
Each heart must with gratitude thrill—
So to Hollins we'll sing till the mountainsides ring.
Our jewel of woodland and hill.
There are true, loyal friends that our college life lends,
And treasures of life manifold,
And may kind fortune bless with eternal success
Our Hollins, the Green and the Gold.

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HOLLINS COLLEGE

Student Hiking Map

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5 PERSONS
1 PERSON