Hollins Handbook (1956)

Hollins College

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Hollins
Handbook

HOLLINS COLLEGE
VIRGINIA

1956-1957
Hollins Handbook

HOLLINS COLLEGE
VIRGINIA

1956-1957

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COLLEGE CALENDAR
1956-1957

FIRST SEMESTER
September 17, Monday .... New students arrive by 8:00 p.m.*
September 18-19 ........ Special Examinations
September 19, Wednesday Old students arrive by 10:00 p.m.*
September 20, Thursday .. Formal Opening of the College
October (date to be ann.) .. Tinker Day
November 28, Wednesday Thanksgiving Recess begins, noon
December 3, Monday .... Thanksgiving Recess Ends
(Students return in time for first class)
December 14, Friday ..... Christmas Vacation begins after last class.
January 3, Thursday ...... Christmas Vacation Ends
(Students return in time for first class)
January 21, Monday ...... Registration for Second Semester
January 22-31 ............. Mid-Year Examinations

SECOND SEMESTER
February 4, Monday .... Second Semester Begins
February 21, Thursday .... Founder's Day
March 29, Friday ......... Spring Vacation Begins at Noon
April 9, Tuesday ......... Spring Vacation Ends
(Students return in time for first class)
May 20-29 .................. Final Examinations
June 1-2 ..................... One Hundred and Fifteenth Commencement

*Rooms will be ready for occupancy after 9:00 A. M.
It is with deep pride and pleasure that we, the present members of the Hollins student body, welcome you, the transfer students and members of the class of 1960, to Hollins College. We are anxiously anticipating the arrival of new faces on our campus because we believe you are coming with the ideas, minds, and enthusiasm that Hollins wants, searches for, and cherishes.

In choosing Hollins, you not only have demonstrated that you wish to educate yourself but also that you have agreed to live in our community. This book tells you how we live at Hollins; it is a source of information and standards that you will find invaluable.

We believe you will find that college years are an incomparable experience because they offer the opportunity to contribute and receive the finest things available. We will give you the best that we have, and we hope for your best in return.

We are waiting for you with great expectations, high hopes, and sincere delight.

Sincerely,

BAYLIES HEARON, President
Student Government Association

In choosing to come to Hollins you have chosen a new and wonderful way of life. If you have never lived under an Honor System before, you have a grand new experience waiting for you. If you have had the privilege, you will soon learn to love the special strength of the Hollins system.

Because you are an individual who wishes to grow in maturity and sense of individual responsibility, you have chosen Hollins. Because we know you will uphold our way of life, Hollins has chosen you.

Sincerely,
GINA HANSCOM,
Chairman, Honor Court

Anticipating college life we most frequently dream of a stimulating atmosphere where our search for knowledge will become purposeful and exciting. Breaking into this vision—quite often—are scenes of Dance Weekend, picnics, Lexington, and the like.

Less often visualized, however, is a basic desire for spiritual development—for closer relationship with God and an increased nearness to others. We of the Christian Council want to be sensitive to these spiritual needs and to indicate to you specific avenues which lead toward enrichment, that growth of the spirit as well as the mind may mark our college days.

Sincerely,
CAROLINE SKIPPER,
Chairman Christian Council
## I.-STUDENT GOVERNMENT

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A. STUDENT GOVERNMENT ASSOCIATION

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 among 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.

B. OFFICERS OF THE STUDENT GOVERNMENT ASSOCIATION FOR 1956-1957

EXECUTIVE COUNCIL

President ....................... Baylies Hearon
Vice-President .................... Sydna Rustin
Secretary ......................... Eleanor Oppenheimer
Treasurer ......................... Betsy Speer
Sophomore Representative ......... Nelle Carter
Freshman Representatives ........ To Be Elected
House President of West ........ Alice Burroughs
House President of Main .......... Gordon Wilkinson
House President of East .......... Betty White Heindl
House President of the New Dormitory Robin Carter
House President of Turner Hall ... Cappy Saxe
Chairman of Christian Council ... Caroline Skipper
Chairman of Campus Activities ... Sugar Allison
Chairman of Athletic Association .. Justine Bailey
N. S. A. Co-ordinator ............. Pat McKenna

HONOR COURT

Chairman ......................... Gina Hanscom

Senior Representatives           
   { Louly Fowler
   { Tinsley Orr

Junior Representatives          
   { Betty Cotten
   { Sybil Norment

Sophomore Representatives        
   { Val Jackson
   { Mimsy Wood

Freshman Representatives         
   To Be Elected
C. CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION

(As Revised, 1956)

"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 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 cancelled. 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 Roberts’ 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 seven faculty members and seventeen students. Of the faculty representation two shall be ex-officio members: the Associate Dean and the Assistant to the Dean. 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, two Sophomore and two Freshmen members elected by their respective classes.

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 Associate Dean and the Assistant to the Dean shall have one vote between 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 As-
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 Roberts’ 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 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, two Assistant Chief Marshals from the Rising Junior 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, the Chairman of the Christian Council, the Chairman of the Campus Activities Committee, and the House Presidents of East, Main, Turner, West and the New Dormitory.

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 the 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 Roberts' Rules of Order, Revised.

ARTICLE VI

Section 1.—The Judiciary Branch of the Student Government Association shall be divided into two sections: the Honor Court and the House Board.

Section 2.—a. The Honor Court shall be the higher court, and shall deal with the more serious violations of the Honor System.

b. The Honor Court shall have jurisdiction over the following:
   1. Breaches of academic honesty
   2. Lying
   3. Stealing
   4. Serious social violations

c. The Honor Court shall have the authority to impose appropriate penalties for violations of the above. The Court also has the power to suspend or expel a student with the approval of the President of the College. It shall be the duty of this department to grant and observe the privilege of Association members to demand a hearing before the Court, and to consider all cases brought to it by the Association members. The Honor Court shall also consider cases referred to it by the House Board.

d. 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 by Article IX.
e. The Officers of the Honor Court shall be a Chairman, a Vice Chairman, and a Secretary.

f. The duties of the officers shall be as follows:

1. The Chairman shall call and preside over meetings of the Court; be responsible for the presentation of all cases to the Court; and announce decisions on cases to the Association if the Court so desires.

2. The Vice-Chairman shall be a Senior representative to Honor Court and shall perform the duties of the Chairman in the absence or at the request of the Chairman. The Vice-Chairman shall be Secretary to House Board.

3. The Secretary shall be the other Senior Representative to Honor Court. She shall keep a record of all cases and file all cases considered by the Court together with the decisions made. The Vice-Chairman and Secretary shall alternate their jobs after the Christmas vacation of each year.

g. Regular meetings shall be held weekly except when cancelled by the Chairman. Additional meetings shall be held when called by the Chairman. All members of the Court shall vote unless disqualified.

1. Six members shall constitute a quorum, until Freshman representatives are elected, after which seven members shall constitute a quorum.

h. The procedure of Honor Court in considering cases shall be as follows:

1. Rule violations shall be reported by the offender to the class representative or to the Chairman.

2. Two members, the Chairman and the class representative, shall meet with the offender to discuss the rule, the reasons for its existence, the degree of seriousness of the offense, and the implications of the violation for the girl as well as for the whole student body.

3. The Chairman and the class representative will then bring the case back to Honor Court for further consideration.

4. The offender may either meet with the Honor Court and consider her case, or may rely on the Chairman and her class representative to present the case.

5. If necessary, the case shall be conducted in a session open to the offenders. Both sides of the case must be given a hearing. Witnesses may be called by either side.

6. The decision shall be rendered by the Court by a simple majority vote, except in cases of suspension or expulsion where a three-fourths majority of the Court is required.

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

8. No case shall be discussed by members of the Court outside the meetings until after the decision 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 Honor Court.

These cases include:

1. Smoking (with the exception that any serious violation of this rule shall be referred to Honor Court)

2. Pink and blue slips and Dean's slips

3. Chapel, convocations, and Student Government

4. Daily registration

5. Dorm regulations

6. Rules while in Lexington, Charlottesville, and Blacksburg

b. Members of the Board shall be the House Presidents of Turner Hall, Main, West, East, the New Dormitory, the student houses of Sandusky and Senior House, a Senior representative from Honor Court, and an elected chairman of the group.
The officers of the House Board shall be a Chairman elected from the Student Body, by the Student Body, and a Secretary who shall be the Senior Representative from Honor Court.

The Chairman shall preside over meetings of the Board, represent the Board on the Joint Legislative Committee, and will represent the Board to the students and to the Administration.

The Secretary shall record and file all cases of the House Board and shall act as a correlator between House Board and Honor Court.

c. Regular meetings shall be held weekly except when cancelled by the Chairman. Additional meetings shall be held when called by the Chairman. All members of the Board shall vote, unless disqualified. Seven members shall constitute a quorum.

d. The procedure for House Board shall be:

1. The offender shall report her violation to her House President.

2. The girl who violated the rule and the President of the House shall meet together to decide on a penalty or a reminder.

3. The President of the House shall have the right to bring any case before the entire House Board which she feels is too serious to be decided without further consideration.

4. The offender shall have the right to appear before House Board to present her case before or after the decision has been made.

5. Any House Board case may be referred or appealed to Honor Court.

THE HONOR PLEDGE

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 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 nonconformity.

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.

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 Christian Council, one to the Campus Activities Committee, and one to the Athletic Association. Freshmen shall have two representatives each to Joint Legislative Committee and Executive Council.

The Sophomores 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 Roberts' 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 Assistants. 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 and Senior House, 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 the student members of the particular branch of government concerned, the Student Body, and a class.

Executive Council shall make one nomination for: President, Vice President, Secretary, and Treasurer of Student Government; House Presidents of East, West, Main, Turner, and New Dormitories; one Freshman representative to Executive Council, one Sophomore representative to Executive Council; Chairman of Campus Activities Committee.

Honor Court shall make one nomination for Chairman of Honor Court; Senior, Junior, Sophomore, and Freshman representatives to Honor Court.

Joint Legislative Committee (student members) shall make one nomination for Senior, Junior, Sophomore, and Freshman representatives to Joint Legislative Committee.

The Student Body by secret ballot shall nominate two candidates for: President, Vice President, Secretary, and Treasurer of the Association; Chairman of Honor Court; Chairman of the Christian Council; House Presidents of East, West, Main, Turner, and New Dormitories; Chairman of Campus Activities Committee; President of Athletic Association; Freshman, Sophomore, Junior, and Senior representatives to Honor Court; Freshman and Sophomore representatives to Executive Council; Freshman and Sophomore representatives to Joint Legislative Committee.

The Student Body by secret ballot shall nominate one candidate for Junior and Senior representatives to Joint Legislative Committee.

Each class respectively shall nominate one candidate for its representative to Honor Court, Executive Council, and Joint Legislative Committee.

In voting for the Freshman representatives to Honor Court, Executive Council, and Joint Legislative Committee, the votes of the Sophomores, Juniors, and Seniors will count one-half but the Freshman votes will count one whole vote.

Twelve hours before the election a list shall be published giving the names of the above nominees.

b. Candidates for other organization offices shall be nominated one by the board of the organization which they serve and two by secret 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 the Athletic Association named 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 named by a nominating committee and two by popular ballot. Each class shall nominate two candidates for one class representative to the Christian Council, the Campus Activities Committee, 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.

Twelve 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 and Turner, and the Senior representative to the Joint Legislative Committee shall be elected from the rising Senior Class; the House Presidents of Main, West, East, 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 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 twelve 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 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 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 eighth 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 Associa-
tion, 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 Associate Dean 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

D. POINT SYSTEM FOR RECORDED STUDENT OFFICES

(As Revised, 1956)

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.

1. 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></th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>7</td>
<td>2</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 7-10 points, an average of 1.5 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.

2. Permanent Offices with Classifications
   a. Student Government Association

   (1) President ..................................10
   (2) Vice President ............................7
   (3) Secretary .................................7
   (4) Treasurer .................................7
   (5) House Presidents ..........................7
   (6) Class Representatives to Exec. Council 5
   (7) Student Service Committee Chairman ...5
   (8) Funds Committee Chairman ............ 3
   (9) Building Funds Committee Chairman ...3
   (10) Fire Captain .............................3
   (11) Auditor .................................3
b. Honor Court
(1) Chairman ........................................ 10
(2) Class Representatives ....................... 5

c. Joint Legislative Committee
(1) Chairman .......................................... 7
(2) Secretary .......................................... 5
(3) Class Representatives ....................... 3

(d) Classes
(1) Senior President ................................. 7
    Vice-President .................................... 5
    Secretary .......................................... 3
    Treasurer .......................................... 3
    Song Leader ........................................ 5
(2) Junior President ................................. 10
    Vice-President .................................... 5
    Secretary .......................................... 2
    Treasurer .......................................... 2
    Song Leader ........................................ 2
(3) Sophomore President ............................ 7
    Vice-President .................................... 5
    Secretary .......................................... 2
    Treasurer .......................................... 2
    Song Leader ........................................ 2
(4) Freshman President ............................. 7
    Vice-President .................................... 3
    Secretary .......................................... 2
    Treasurer .......................................... 2
    Song Leader ........................................ 2
    Chairman of Freshman Follies .................. 5
    Chairman of Freshman Paper ................... 3

e. Christian Council
(1) Chairman .......................................... 10
(2) Vice-Chairman ..................................... 5
(3) Secretary-Treasurer ............................. 5
(4) Class Representatives ....................... 2
(5) Study Chairman .................................... 5
(6) Chapel Discussion Leader ...................... 3
(7) Worship Chairman ............................... 5
(8) Activities Chairman ......................... 10
(9) Hollins Elementary School Chairman
    Lunches (Co-Chairman) each .................. 5
    Crafts ............................................... 5
    Games ............................................... 3
    Music ............................................... 3
(10) Mercy House Chairman ....................... 3
(11) Detention Home Chairman ................... 3
(12) Publicity Chairman ............................ 3
(13) Veterans Hospital Chairman .................. 3

f. Campus Activities Committee
(1) Chairman .......................................... 10
(2) Vice-Chairman ..................................... 5
(3) Class Representatives ....................... 2
(4) Dormitory Representatives ................... 2

(g) Athletic Association
(1) Chairman .......................................... 7
(2) Vice-Chairman ..................................... 3
(3) Secretary-Treasurer ............................. 3
(4) Class Representatives ....................... 2
(5) Chairman of Sports
    President of Archery Club ..................... 2
    Chairman of Basketball ....................... 2
    President of Golf Club ....................... 2
    Chairman of Hockey ......................... 2
    President of Swimming Club .................. 2
    President of Tennis Club ..................... 2
    President of Riding Club ..................... 2
    Chairman of Lacrosse ........................... 2
    Chairman of Recreational Sports ............. 2
(6) Publicity Chairman ............................. 2

(h) Hollins Columns
(1) Editor-in-Chief .................................... 10
(2) News Editor ....................................... 7
(3) Rewrite Editor .................................... 5
(4) Feature Editors ................................... 5
(5) Make-Up Editors .................................. 5
(6) Business Manager ................................. 5
(7) Art Editor ......................................... 2
(8) Distribution ....................................... 2
(9) Circulation ........................................ 3
(10) Exchange Editor .................................. 2
3. 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.

4. 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.
E. BUDGET FOR 1956-1957

Compulsory dues are paid on Pay Day in accordance with the following budget scheme for 1956-1957.

<table>
<thead>
<tr>
<th>Association/Program</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Government Association</td>
<td>$800.00</td>
</tr>
<tr>
<td>Campus Activities Committee</td>
<td>$550.00</td>
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<tr>
<td>Christian Council</td>
<td>$1,606.00</td>
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<td>Athletic Association</td>
<td>$622.00</td>
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<tr>
<td>Music Association</td>
<td>$100.00</td>
</tr>
<tr>
<td>Dramatic Association</td>
<td>$550.00</td>
</tr>
<tr>
<td>Spinster</td>
<td>$5,956.00</td>
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<tr>
<td>Hollins Columns</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Cargoes</td>
<td>$900.00</td>
</tr>
<tr>
<td>Handbooks</td>
<td>$650.00</td>
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<tr>
<td>Orchesis</td>
<td>$125.00</td>
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<tr>
<td>Photography Club</td>
<td>$15.00</td>
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<tr>
<td>Philosophy Club</td>
<td>$5.00</td>
</tr>
<tr>
<td>Foreign Student Scholarship</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Senior Class</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

Total $15,829.00

Per Capita

- Student Budget Fee: $29.00
- Day Student Fee: $14.50
- Hollins Abroad Fee: $14.50

II. - FACULTY AND ACADEMIC RULINGS

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   2. Faculty Advising

B. Academic Standards and Grades ......................... 35
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   3. General Regulations

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   1. Close of Registration in Classes
   2. Procedure for Adding and Dropping Courses
A. MATRICULATION

1. Opening Week

All new students are required to be at the college on Monday evening, September 17. They report first to Main Building to meet Miss Moseley and to receive room assignments and preliminary information about the opening week.

Before matriculation each student must secure a receipt from the Business Office showing that the payments required on entrance have been made.

Through group discussions with representatives of the Student Government Association the new students are introduced to the ideals and regulations governing college residence. During the opening week, all new students take language placement tests, have medical and physical examinations, and are given some instructions 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.

2. Faculty Advising

Each new student is assigned to a faculty advisor who meets with his advisee not only at the opening of the college when the advisors help with the selection of courses, but also frequently throughout the year in social as well as official capacities. The advising system is thus one of the ways in which Hollins faculty maintain close personal relationships with the students.

3. All old students must be on campus and signed in by Wednesday, September 19, at 10:00 p.m.

4. The final day for completing matriculation is Thursday, September 20.

B. ACADEMIC STANDARDS AND GRADES

1. 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.
2. Grading System

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.

3. General Regulations

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 students through the Registrar’s Office and not by individual instructors.

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.

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.

C. RESPONSIBILITY FOR ACADEMIC WORK AND CLASS ATTENDANCE

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.
D. REGULATIONS GOVERNING CLASS ATTENDANCE

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.

1. Committee on Absences

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.

2. Regulations Affecting Students of All Classes

a. For the following reasons a student may take as many absences as are deemed necessary:

(1) 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.)

(2) Serious illness or death of a member of the student's family.

(3) College business, subject to the regulation concerning scholastic requirements for leaving campus.

(4) Organized field trips. These absences may not exceed one absence from each course in a semester.

b. 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.

c. If a student absents herself without adequate excuse from laboratory work, she incurs a grade of F on the work missed.

d. 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. Otherwise students may not attend any section of their class other than their own; 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.

e. 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.

f. 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 2a, are listed as follows:

One day before and after Thanksgiving Vacation, Christmas Vacation, and Spring Vacation, also the first day of the second semester.

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.
g. All students are expected to be present on campus and to participate in the celebration of Founder's Day.

3. Regulations Affecting Students in the Various Classes
   a. Honor students, Seniors, and Juniors assume responsibility for regulating their own attendance at classes except on the occasions listed in Section 2-f. Exceptions to this regulation are stated on pages 44 and 45.
   b. Sophomores:
      (1) 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 2-f. Exceptions to this average may not be absent for more than eight class periods a semester.
      (2) Sophomores who do not attain this average may not be absent for more than eight class periods a semester.
   c. Freshmen:
      (1) Freshmen may not be absent for more than six class periods in the first semester.
      (2) 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 2-f. Freshmen who do not attain this average may not be absent for more than eight periods during the second semester.
      (3) 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.
   d. 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.

E. CHANGES IN COURSES OF STUDY
1. Close of Registration in Classes
   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.

2. Procedure for Adding and Dropping Courses
   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 the first month of each semester automatically receives a grade of F. Only in extreme cases, where the health of the student is involved, is the grade of F waived.

F. EXAMINATIONS AND ANNOUNCED WRITTENS
1. Final Examinations
   Examinations (limited to three hours in each course) are held at the end of each semester.
2. 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 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.
3. Examination Regulations
   a. Students are required to pledge each examination to the effect that they have neither given nor received help on it.
   b. There will be no mutilation of blue books; i.e., pages are not to be torn out or inserted.
   c. Students are requested not to leave examinations unless absolutely necessary. Coming and going in the examination rooms is disturbing.
   d. There will be no talking after the examinations have been passed out.
   e. Chewing gum or food of any kind is not to be taken into the examination room.
   f. No books or extra papers are to be taken into the examination buildings except with the permission of the professor concerned.
g. The academic buildings, Presser, Pleasant 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.

h. The social rooms of East, West, Main, the New Dormitory, Turner Hall and the two houses may be used for smoking from 7:00 p.m. to 11:00 p.m. Monday through Thursday, midnight Friday and Sunday, and 1:00 a.m. Saturday, for recreation only, and not for study.

i. 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.

j. 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.

4. Announced Written
   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.

G. CLASSIFICATION OF STUDENTS
1. Requirements for Entering Each Class
   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.

2. Probation
   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 mid-season 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.

3. 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.
H. 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.

I. PHYSICAL EDUCATION REGULATIONS

1. General Regulations

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

2. Special Regulations

a. 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, but the student is held accountable for the work missed.

b. Excused Absences

(1) 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.)

(2) Students restricted to the infirmary must file excuse within one week following discharge from the infirmary or the absence will stand as unexcused.

(3) Students excused by the Registrar or the Dean must file excuse in the gymnasium.

c. Make-up Work

Each student is held accountable for work missed. Students with excused absences must work out plan of make-up with the instructor. In case of graded practical work or sports knowledge tests, the privilege of make-up is extended only to students with excused absences. Unexcused absences may not be made up. A grade of F is given on the graded work missed.

d. Physical Education Class Plan

The year's program of Physical Education is divided into two semesters or three divisions depending on the activities elected.

e. Dropping Courses

Semester and division courses in Physical Education may be dropped within four weeks of the beginning date of the class.

f. Competency Tests

Competency tests are given in Physical Education the first Tuesday and Wednesday of each semester. Applications may be made at Registration.
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   Hours
   Main Social Office
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   2. State Laws and Insurance
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   4. Administrative Rules

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   Off Campus

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   1. Riding in Cars
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   3. Overnight Absences
   4. Flying

A. SOCIAL OFFICE
   The Social Office, center of residence and social life, is
under the direction of Miss Maddrey, the Assistant to the
Dean, and Miss Moseley, the Associate Dean.
   Hours
      a. Main Social Office
         Monday-Thursday—9:00 a.m.-11:00 p.m.
         Friday—9:00 a.m.-12 Midnight
         Saturday—9:00 a.m.-1:00 a.m.
         Sunday—9:00 a.m.-12 Midnight
      b. West Dormitory and New Dormitory
         Monday-Thursday—7:30 p.m.-9:00 p.m.
         Friday—7:00 p.m.-12 Midnight
         Saturday—12 Noon-1:00 a.m.
         Sunday—2:00 p.m.-12 Midnight

B. SOCIAL ROOMS—KELLER—SNACK BAR—FIREPLACE
   1. Social Rooms and Keller
      See Smoking Regulations, Page 52.
      Students may use Keller and the other social rooms until
      11:00 P. M. Monday through Thursday, midnight Friday and
      Sunday, and 1:00 A. M. Saturday. Parties should be registered
      in advance.
      Musical instruments and juke-box may be played in Ke­
      ller 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.
   2. Snack Bar Hours:
      Monday through Friday: 9:30 a.m.-9:30 p.m.
      Sunday: 10:00 a.m.-12 Noon
               7:00 p.m.-9:30 p.m.
3. Fireplace

The fireplace may be used until dark. Groups of six or more persons may use it until 11:00 p.m.

C. SMOKING

1. 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:
   a. Keller, West study smoker, Turner Hall smoker, the New Dormitory smoker, Turner Hall Snack Bar, and social rooms of Sandusky and Senior House from 7:00 A.M. until closing hours which are Monday through Thursday until 11:00 p.m., Friday and Sunday until 12:00 Midnight, and Saturday until 1:00 a.m.
   b. East social room, from 9:00 p.m. until closing hours stated above.
   c. All social rooms with the exception of the Green Drawing Room until closing hours:
      (1) With guests and dates in accordance with social room regulations.
      (2) At parties and authorized meetings in the social rooms with special permission from the house president, the head of the building or the Social Office.
   d. Library smokers
   e. Left and right wings and porch of dining room during meals

2. With the exceptions listed below, students may not smoke in the academic buildings or in the Little Theatre:
   a. Faculty offices when faculty member is present
   b. Green room of the Little Theatre from 8:00 a.m. to 11:00 p.m. with specific permission from instructors. This room may not be used as a student smoker or lounge at any time.
   c. Lobby of the Fine Arts Extension under conditions specified at the beginning of each session.

3. There may be no smoking on front campus (front campus should include the Beale Memorial Garden and the front quadrangle extending to the stream beyond the library and also extending to faculty row with the exception of the backyards of Rose Hill and Sandusky.)

4. Students may smoke on back campus at all times. The boundaries of back campus include the fireplace, the hockey fields, and tennis courts.

5. Students may smoke off campus at their own discretion. There is no smoking on the city (Red) buses.

D. DRINKING

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

1. 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.

2. 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.

E. DATES AND GUESTS

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

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

2. Every student must sign a Daily Registration slip within a half hour after her date's arrival whether she leaves campus or not.
3. Students may entertain guests and dates on campus or in Roanoke until the following hours:

a. ALL STUDENTS may date on Saturday until 1:00 A. M., and on Sundays until midnight.

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

c. 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.

4. Special Hours:

a. Underclassmen may entertain dates from over 150 miles Monday through Thursday until 11:00 P. M. or Friday until midnight with special permission from the Social Office.

b. All students remaining on campus during Thanksgiving have 1:00 A. M. permission every night except Sunday when they must be in at midnight.

5. Students may use their discretion in choosing where to go with dates, with the following exceptions:

a. In Roanoke and vicinity, students may stay in and/or attend parties in hotels and motels only when chaperoned.

b. In Lexington, Charlottesville, Blacksburg, and Natural Bridge, students may stay in motels and may attend parties in hotels or motels only when chaperoned.

c. Loch Haven: the use of Loch Haven is limited to the lake, the large pavilion, and the big cabin at the lakeside.

6. 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.

F. ABSENCE FROM CAMPUS

1. General Information

   Students wishing to remain off campus after prescribed hours must obtain permission from the Social Office.

   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 Social Office.

      (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, first semester Freshmen must be signed in by 7:00 P. M. unless special permission has been obtained. Failure to use the Daily Registration Slip properly will be dealt with by House Board.

2. Overnight Absences

   Each overnight absence including holiday periods must be registered in the Social Office during regular office hours.

   a. Overnight Registration

      (1) Permission

      Permission from parents or guardians must be secured to cover all overnight absences from campus.
(2) Registration

Complete plans and arrangements for chaperonage must be registered on a Dean's Slip 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 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.

b. Nights Allowed

(1) Students who are academically members of the Junior or Senior Class 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, i.e., until October 11, 1956.
(4) The nights during the weekend between semesters are not counted as overnights.
(5) Until a student has completed all of her examinations, each overnight absence shall count as one of her allotted nights.

G. DRIVING REGULATIONS

1. Permission 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.

Students, provided that blanket or special permission is granted by parents or guardians, may drive the cars of dates or friends.

Students may drive their parent's car when parents are visiting them and staying in the vicinity.

2. 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.

3. Cars at College:

Seniors with class standing may keep cars on campus subject to the following regulations:

a. Credentials of ownership and license must be registered in the Social Office each time a car is kept on campus.
b. A senior may allow other students to drive her car provided her parents permission to do so is on file in the Social Office, and provided her car is properly insured.
c. The parking space back of the Little Theatre must be used.

4. Administrative Rules

The Social Office reserves the right to restrict the driving and riding privilege when weather conditions are doubtful.

H. WALKING REGULATIONS

Off Campus

No fewer than three students or a student and her date may walk in the area around Carvin's Cove and the dam. After dark no student may walk in this area.
No fewer than four people may walk in the area around Tinker Mountain. After dark no student may walk in this area.

Students with dates may walk to Howard Johnson's after dark. It is recommended that students carry flashlights when so doing.

I. PERMISSION FROM PARENTS AND GUARDIANS

Permission may be standing or specific.

1. Riding in Cars
2. Driving Cars
3. Overnight Absences
4. Flying

Permissions for non-commercial flights must be specific.

IV. - GENERAL INFORMATION

A. Dormitory Regulations .................................. 59
   1. Residences
      a. Rooms
      b. Room Assignments
      c. Guests
      d. Closing Hours for Residences
      e. Social Rooms
      f. Christmas and Spring Vacation
   2. Maintenance of Quiet
      a. Quiet Hour Schedule
      b. Typewriters and Radios
      c. Signs
      d. Electrical Attachments
      e. Laundry Racks

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STUDENT GOVERNMENT REGULATIONS

Upon entrance at Hollins, it is understood that a student represents the College at all times.

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."

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.

A. DORMITORY REGULATIONS

1. 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 to create a rich social life.

WEST BUILDING

Head Resident ...................... Mrs. Frances Wright Caroe'
House President .................. Alice Burroughs

MAIN BUILDING

Head Resident ..................... Miss Sarah Jane Dillon
House President .................. Gordon Wilkinson

EAST BUILDING

Head Resident ..................... Miss Mary Louise Maddrey
House President .................. Betty White Heindl

TURNER HALL

Head Resident ..................... Mrs. Irene S. Seguin
House President .................. Cappy Saxe

THE NEW DORMITORY

Head Resident ..................... Miss Carolyn Moseley
House President .................. Robin Carter

SANDUSKY

Head Resident ..................... Miss Paula R. Levine
House President .................. Mimi Nice

SENIOR HOUSE

House President .................... Margaret Taylor
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 or House Board. 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. Rooms

All rooms shall be kept neat throughout the day. In case of continuous untidiness, the matter will be brought up for consideration and remedy by House Board.

Every student must have a room or closet key for which a deposit of 50 cents is required. The deposit will be refunded at the end of the session when the key is returned.

b. Room Assignments

All four classes live in each of the student residences with the exception of Senior House (all seniors) and Sandusky (sophomores and juniors).

Selection of rooms by upperclassmen is done in the Spring. Seniors have first choice; juniors, second; sophomores, third. The order of choice within the class is determined by the number which is drawn by each student. After definite room assignments have been made, changes can be allowed only under exceptional circumstances.

Freshmen and transfer students are placed during the summer and are notified of their assignments, both room and roommate, UPON THEIR ARRIVAL AT COLLEGE.

Changes in rooming during the year for all classes are allowed at the end of the first six weeks and at the end of the first semester ONLY. All requests must be made to and approved by the Associate Dean.

c. Guests

Students entertaining guests overnight in the dormitories must register each guest before arrival with her House President.

Guests of college age may be entertained in the dormitories with the understanding that they comply with dormitory regulations. Payment for lodging must be made at the time the guest is registered.

Charges: 50 cents per night; breakfast, 60 cents; lunch and Sunday night supper, 90 cents; dinner, $1.50; Sunday dinner, $1.50. Students sign for guests at meals with the head waiter and are billed at the end of the semester.

d. 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 a.m. 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.

e. Social Rooms

Social rooms may be reserved for parties and meetings. Reservation books are provided in the kitchen of each dormitory. Pajamas are not to be worn in the Social Rooms at any time.

During the examination period, the social rooms of all student residences may be used for smoking from 7:00 p.m. to 11:00 p.m. Monday through Thursday, midnight Friday and Sunday, and 1:00 a.m. Saturday, for recreation only and not for study.

f. Christmas and Spring Vacations

When the holiday begins at noon, the student residences should be vacated by 9 P.M. on that same day. When the holiday begins after last class, the student residences should be vacated by noon on the following day.
Following the vacations, the student residences will be open to students beginning at 8 A.M. on the morning prior to the day classes reconvene.

Following the vacations, students returning the night before classes start must sign in by 12 midnight. The student residences will be closed between midnight and 6 A.M., so that all other students must make their plans to arrive on the campus between 6 A.M. and the hour their classes start.

2. Maintenance of Quiet
   a. Quiet Hour Schedule
      Quiet hour begins:
      - at 7:00 P.M. Monday through Friday
      - at 8:00 A.M. on Saturday
      During examinations:
      - All day and all night except from 4:30 p.m. to 7:30 p.m.
      This schedule begins the day before examinations.
      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).
   b. 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.
   c. Signs
      There must be absolute respect for "Study," "Busy," and "Sleeping" signs at all times. However, they may be broken for phone calls.
   d. Electrical Attachments
      No electrical attachments are to be used in the dormitory rooms. Irons, hairdryers, etc., must be used in the bathrooms, and percolators in the kitchenettes provided for that purpose in all student residences. Sunlamps may be used only in the Infirmary under the supervision of the Infirmary staff.
   e. Laundry Racks
      Laundry racks are to be used in the rooms, not in the bathrooms or halls, with the exception of the New Dormitory and Turner Hall where laundry rooms are provided.

B. CAMPUS REGULATIONS
1. Dining Room
   Guests: See Page 61.
   Hours: To Be Announced.
2. 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.
3. Required College Functions
   **Week Night Chapel:** Permission for absence must be secured from the Social Office.
   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.

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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.

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. 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.

D. FIRE REGULATIONS

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

There shall be a system of fire drills under the direction of the Fire Captain. Fire drills shall be supervised by the Fire Captain, one captain in each building, and assistants on each floor.

E. OFFICES AND HOURS

Alumnae Office: 8:30 A. M. to 5:00 P. M.—Mon-Fri.
8:30 A. M. to 12:00 P. M.—Sat.

Assistant to the Dean: 9:00 A. M. to 12:00 P. M.—Mon.-Sat.
1:00 P. M. to 5:00 P. M.—Mon.-Fri.

Associate Dean: 9:00 A. M. to 12:00 P. M.—Mon.-Sat.
1:00 P. M. to 5:00 P. M.—Mon.-Fri.

Bank: 8:30 A. M. to 12:10 P. M.—Mon-Sat.
1:00-1:30 P. M.—Mon.-Fri.

Book Shop: 8:30 A. M. to 12:00 Noon; 1:00 P. M. to 3:00 P. M. Mon.-Fri., 8:45 A. M. to 12:00 Noon—Sat.
Minimum charge—$1.00

Business Office: The business office renders a number of services including aid with transportation problems and maintenance problems. Trunk checks are turned in here and arrangements made for the delivery of trunks.

Hours: 8:30 A. M. to 12:00 P. M.—Mon.-Sat.
1:00 P. M. to 5:00 P. M.—Mon.-Fri.

Dean: 9:00 A. M. to 12:00 noon Mon.-Sat., Afternoon hours by appointment.

Hollins College Post Office: Hours—window:
Mon.-Sat., 10:00 a.m.-12 Noon.
Mon.-Fri., 1:30 p.m.-3:30 p.m.

Mail: Mon.-Fri. 6:45 A. M.; 8:30 A. M.; 3:30 P. M.
Sat. 6:45 A. M.; 8:30 A. M.; 12 Noon
Sun. and holidays: mail collected at 3:00 P. M. from box.
Infirmary: See Page 67.

Publicity Office: 9:00 A. M. to 3:00 P. M.—Mon.-Fri.

Registrar: 9:00 A. M. to 12 noon. Afternoons by appointment.

Switchboard: 8:00 A. M. to 11:00 P. M. daily.

F. FISHBURN LIBRARY

The Library, which contains over 56,000 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 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 to avoid misplacement, books must never be returned to the shelves except by members of the Library staff.

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.

Library Hours:

<table>
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<tr>
<th>Day</th>
<th>Mon.-Fri.</th>
<th>Sat.</th>
<th>Sun.</th>
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<tbody>
<tr>
<td>Time</td>
<td>8:30 A. M. to 5:30 P. M.</td>
<td>8:30 A. M. to 5:30 P. M.</td>
<td>2:30 P. M. to 5:30 P. M.</td>
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<td>7:00 P. M. to 10:00 P. M.</td>
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<td>8:30 P. M. to 10:00 P. M.</td>
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G. 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.

Other physicians, dentists, 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.

Emergencies are handled at any time. Except in case of emergency, students are expected to make visits to the Infirmary to see doctor or nurses during the regular office hours, which are held daily.

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.

Any student needing medical attention after 8:30 P. M. must report to her Head Resident or House President who will call the Infirmary and make the necessary arrangements. Under no circumstances is a student to go alone to the Infirmary after 8:30 P. M.

A complete list of Infirmary rules, including a schedule of office hours, will be posted in each dormitory, and every student is expected to acquaint herself promptly with these rules.
H. MISCELLANEOUS

1. Beauty Shop

As well as shampoos and permanents, students can purchase necessities here such as soap, kleenex, etc.; nearly everything in the way of cosmetics; and also canned food, cheeses, and candy. Alterations on clothing are available.

Hours: 9:00 A. M. to 5:00 P. M.—Mon.-Fri.
9:00 A. M. to 12:00 P. M.—Sat.

2. Service Requests

Maintenance service requests (for picture hanging, building repairs, trunk storage, etc.) are to be written down on special slips outside of the post office.

3. Taxi Service

Orders for taxis should be placed at the switchboard which closes at 11:00 P. M.

I. "HOLLINS ABROAD"

"Hollins Abroad" is an integral phase of Hollins College education. It is available to students of the Sophomore Class and extends from the mid-point of this year to the mid-point of the Junior year and includes the summer vacation. It is, therefore, an adventure in both study and travel, as well as an adventure in living in a foreign land.

Residence in a French family not only will attune the student's ear to French spoken a la Parisienne but especially will directly confront her with a way of life and points of view far different from her own and those of her American classmates.

Study at the Sorbonne where the nature of the curriculum differs radically from that of all American colleges and universities, will inculcate an entirely new attitude toward education and intellectual discipline; and, further, the need to acquire at least a modicum of French as a working tool will demand the cultivation of an aptitude which Americans all too frequently let lie dormant.

Travel on an itinerary whose basis is an extensive survey of cultural, political and social history—both ancient and contemporary—will provide an incalculable personal richness for the final semesters of advanced study at Hollins and for any subsequent studies or experiences in later life.

Any Sophomore at Hollins College who has a good prior record of study and who enjoys normal, good health may make application for "Hollins Abroad."

Hollins College is recognized for its integrated curriculum and its intimate guidance-factors which no large college or university can guarantee. In "Hollins Abroad" these are assured by the presence at all times of at least two members of the Hollins College Faculty. There is also a panel of student officers working with the student group and the faculty.

During the Fall semester a pro-seminar of two hours a week is given for those girls who plan to go on "Hollins Abroad." The aim of these meetings is to prepare the student as fully as possible so that she will be able to get the most out of her experience. The pro-seminar will be conducted by various members of the Faculty and directed by the Visiting Faculty Member who accompanies the group to Europe.

J. TRADITIONS

Tinker Day

The free day occurs sometime in October,—no one ever knows when.

The entire College community climbs Tinker Mountain for a picnic lunch, singing, and a wonderful time.

Freshman Plays

The Freshman class performs for the College in several one-act plays sometime during the month of November.

Christmas

The Sunday before Christmas vacation:

Golden Rule Dinner—The students have sandwiches for lunch and the money saved is given to a charity.

Miss Maddrey entertains the students at her Christmas tea.

Following the tea, Miss Blair reads a Christmas story in the Drawing Room.

The White Gift Service is in the evening at which time the Choir presents a program of special Christmas music.

A Christmas party is given for the colored children of the neighborhood sometime during the week before vacation.

Christmas dinner is served by candlelight the night before Christmas vacation.
Exam Teas During Mid-Term Exams
   Miss Maddrey entertains every afternoon after exams.

Odd-Even Hockey Game and Red-Blue Basketball Game
   These games climax the hockey and basketball seasons.

Founder's Day
   This day is observed in remembrance of Charles Lewis Cocke, founder of Hollins. Outstanding speakers are invited to the campus.

Senior Recitals
   In the late spring each Senior Applied Music Major gives her recital in the Little Theatre.

May Day
   An early morning mock celebration takes place on front quadrangle followed in the afternoon by the crowning of the Queen by her attendants. The Queen is a Senior and all four classes are represented in her court.

Graduation
   Class night is the occasion when the Seniors are introduced formally on the old Library steps. The Daisy Chain is presented to the Senior Class by its sister class.

Interclass Seranading
   Intercal singing occurs on occasional nights throughout the school year.

K. CAMPUS ORGANIZATIONS
1. Class Officers
   President ................................ Senior
   Vice-President ......... Peggy Clarkson
   Secretary ..................... Trudy Mason
   Treasurer ..................... Jane Frost
   President ....................... Wyndham Robertson
   Vice-President .......... Nancy Nash
   Secretary ...................... Nancy E. Smith
   Treasurer ..................... Mary Bern Wolfe
   President ................. Mary Riddle
   Vice-President .......... Linda Laskey
   Secretary ...................... Totsie Fowler
   Treasurer ..................... Ann Harrington

2. Student Marshals—1956-1957
   Chief Marshal ................. Trudy Mason
   Assistant Chief Marshals .... Marnie Cook
                                 Jennie Fowlkes

3. Group Leaders
   These students are chosen by Executive Council to introduce the Freshmen and Transfers to Hollins. Each leader acts as general helper and adviser to four or five new students.

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

   ATHLETIC BOARD
   President ................. Justine Bailey
   Vice-President .................. Nancy E. Smith
   Secretary ................ Anne Gerhardt
   Treasurer ................ Jennie Fowlkes
   Publicity Director ........ Ann Penn
   Senior Representative .... Ginger Hall
   Junior Representative ...... Ann Penn
   Sophomore Representative .. Jane Walsh
   Freshman Representative ... To Be Elected
   President of Monogram Club .. Nancy E. Smith
   President of Archery Club ... Elise Robinson
   President of Golf Club .... Liz Richardson
   President of Swimming Club .. Ginger Hall
   President of Tennis Club ... Mary Cheek
   President of Riding Club .... Ann Penn
   Chairman of Basketball ...... Linda Brame
   Chairman of Hockey .......... Gail Savage
   Chairman of Recreational Sports ... M. A. Prugh
   Chairman of LaCrosse .... Nancy E. Smith
5. Campus Activities

The Campus Activities Committee is responsible for coordinating all social activities on the Hollins campus. Its functions include the Freshman dance, Fall Fashion Show, pre-vacation parties and all weekend activities on the campus. The aim of the Campus Activities Committee is to offer various types of recreation (and amusement) which would be of interest to the entire student body. The officers of the Campus Activities Committee are: Chairman, Vice-Chairman, representatives from the Freshman, Sophomore, and Junior classes and a representative from each dormitory, who also acts as the social chairman for that dormitory.

Chairman: Sugar Allison

6. Christian Council

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 is concerned with the cultivation of worship life among the students; the Study chairman guides the intellectual expression of faith, such as a study discussion; and the Projects Chairman plans and sponsors programs of service on the campus and in the community.

Chairman: Caroline Skipper

7. The Cotillion

In the Fall of 1955 Cotillion held its first big Dance Weekend. This was so successful that it shows promise of becoming an annual affair. Other smaller dances are given throughout the year. Membership is gained by invitation and is open to second semester Freshmen and all Sophomores, Juniors, and Seniors.

President: Anne Theobald.

8. Freya

Freya exists both as an ideal and as an honorary organization. It chooses for 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. 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: Judy Justice

9. The Hollins Dramatic Association

The Hollins Dramatic Association presents three or four plays each year. Its purpose is to stimulate interest in the art of acting and in backstage work, and to sponsor the dramatic convocations which come to the Little Theater. Membership in the Association is based upon the number of hours earned in acting or in backstage work. All students are eligible to take part in the plays, though the heads of the backstage committees are usually elected from the Association members.

President: Lynn Case

a. Ye Merrie Masquers

Ye Merrie Masquers is the honorary dramatic organization on campus. Each year a few new members from the Dramatic Association who have revealed their dedication to the life of footlights and grease paint are invited to join and are presented with the highly coveted Masquer's Key.

b. 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. The projects of the Club include an annual Christmas program, participation in the May Day celebration, dramatic plays at Hollins, Art Forum at Woman's College of the University of North Carolina, Greensboro, North Carolina, and public performances for various organizations.

President: Carol Wallace
10. Hollins Music Association

The aim of the Music Association is to strengthen and further all musical undertakings of the college. It supports all artist, faculty, and student performances on the campus, and the two annual concert series in Roanoke. In addition, the Association sponsors projects which supplement the more formal program of the Music Department. Membership includes music majors, electives of applied music, and members of the Chapel Choir and Choral Club.

**President:** Charlean Eanes

a. Hollins Chapel Choir

The membership of this organization is limited to about forty. New members are accepted by examination only. The choir sings at all Sunday night chapel services, including special music during the Christmas season and occasional programs off campus.

**President:** Judy Justice

b. Hollins Choral Club

Any student with a fair voice, who will meet the strict requirements of rehearsal, is eligible. Membership is limited to about fifty and is selected by competition. The best literature in the field of secular music, both accompanied and A Cappella, is performed to give the student a practical and intellectual understanding of choral music through the medium of participation. A formal concert in the spring climaxes the year's activities which include occasional chapel services and performances off campus.

**President:** Beverly Britt

11. 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 interest in world relationships. The club also interests itself in national developments affecting the international scene. Its membership is open to the entire student body.

**President:** Margie Foshay

12. Philosophy Club

The purpose of the Philosophy Club is to afford an opportunity for all 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 are discussed and compared in an informal atmosphere.

**President:** Baba Conway

13. 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.

14. Publications

a. The Spinster

"The Spinster" is the annual publication of the student body.

**Editor:** Lillian Triplett

b. 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.

**Editor-in-chief:** Mary Woodrum Jones

c. Cargoes

"Cargoes," the student magazine published twice yearly, attempts to bring the best creative work of the Hollins students to the attention of the campus. At present the aim of the Cargoes staff is to publish a magazine which will appeal in some way to everyone's taste. Therefore the
staff is interested in reading any kind of creative writing which is submitted—be it witty, tragic or philosophical. Staff members are selected on the basis of their literary talent, previous contributions to "Cargoes" and their ability to work hard.

Co-Editors: Lynn Case, Margie Foshay

d. 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.

President: Robin Carter

L. ALMA MATER

THE GREEN AND THE GOLD

(Word. by Phoebe Hunter, 1909. Music by Almah McConihay, 1911)

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.

M. HOLLINS COLLEGE ALUMNAE ASSOCIATION

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

Executive Secretary
To Be Announced

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, device 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 Bulletin Alumnae Fund Solicitations