

Student's Handbook
1918-19

*STUDENT'S
HANDBOOK*

of the

COLLEGE DEPARTMENT

of

Alfred University

1918-1919

Owing to the unusual conditions, the Y. M. C. A. and Y. W. C. A. deemed it advisable to omit the customary publication of the handbook of student activities and regulations. In its stead this booklet has been prepared to supply every student with the essential information regarding college machinery. We wish to acknowledge the assistance and co-operation of the College Trustees, of the College Faculty and of the various student organizations in aiding the publication of this book.

YOUNG MEN'S CHRISTIAN ASSOCIATION

Officers

President	Vincent Axford
Vice President	John W. Clarke
Secretary	Erington Clarke
Treasurer	Alfred Pollock

Cabinet

Program	Elmer Mapes
Membership	Burdett Crofoot
Social Service	Wayland Burdick
Conference	Adolph Vossler

Meetings are held in the Y. M. C. A. rooms every Sunday evening at 7:15, to which all men are cordially invited. The room is kept open and the college men are welcome to use it for study, reading room or rest whenever they wish.

The Purposes of the Association

The purpose of the Y. M. C. A. is to assist young men to lead clean, strong, manly lives that will be a credit to themselves and help to those around them.

To encourage and maintain all influences which tend to improve the moral atmosphere of college life.

To foster and main standards of college morality.

To provide a place of worship where the men can congregate and receive the peculiar enthusiasm and help which comes from such gatherings.

To help college men to cherish and develop in themselves and others pure desires, noble ambitions and lofty aspirations.

To translate the religion of Jesus Christ into the language of the 20th century.

YOUNG WOMEN'S CHRISTIAN ASSOCIATION

Officers

President	Elizabeth R. Davis '19
Vice President	Ruth F. Randolph '20
Secretary	Winifred Greene '21
Treasurer	Hollice Law '20

Cabinet

Program	Gertrude Wells
Finance	Hollice Law
Missionary	Amy VanHorn
Social	Mary Elizabeth Wilson
Association News	Lois Kuglar
Social Service	Mary Hunting
Conference	Elsie Swallow
Bible Study	Hilda Ward
Membership	Ruth Randolph

Object

To develop high ideals and true Christian womanhood.

To lay a firm moral and spiritual foundation for Christian influences.

To interest those not already interested in Christian work.

To promote a social spirit among the young women of the college.

Membership

The active membership of the Association shall consist of any woman connected with the college. The membership has no denominational limitations. Any woman in the institution may become an associate member by a majority vote of the members present at any meeting.

Association Room

The Association room is on the first floor of Burdick Hall at the right of the building. The room is used not only for the regular prayer and committee meetings, but also as a place of rest and study for any of the girls who wish.

Meetings

The regular prayer meeting is held on Sunday evening at 7:15 in the Association room. These meetings are held informally and the girls talk over in a heart to heart way the spiritual side of college life, thus helping each other with their problems and tending to bring all into closer friendship. The work in the Y. W. C. A. is peculiar to college life and no girl can afford to lose the help which she can give and receive by working in the Association.

Intercollegiate Y. W. C. A.

The Y. W. C. A. is affiliated with the National Y. W. C. A. This gives us the privilege of sending delegates to conferences which are a great source of inspiration to those who attend and through them to the whole association. Because of this affiliation we receive two visits a year from the Field Secretary, Miss Flenniken, who always has many helpful suggestions concerning our work and aims.

FACULTY DIRECTORY

James D. Bennehoff, M. S. (1907)
Professor of Biology and Geology
(Office—Steinheim)

Charles F. Binns, M. Sc. (1900)
Director of New York State School of
Clay Working and Ceramics
(Office—Ceramic Building)

Elsie Binns (1910)
Instructor in Art, New York State School
of Ceramics
(Office—Ceramic Building)

Ford S. Clarke, Ph. B. (1914)
Associate Professor of Philosophy and
Education
(Office—Kanakadca Hall)

Cortez R. Clawson, Litt. B., A. M. (1908)
Librarian
Professor of Library Economy
(Office—Carnegie Library)

Boothe C. Davis, A. M., Ph. D., D. D. (1895)
President
Professor of Historical and Applied Ethics
(Office—Carnegie Library)

Marion L. Fosdick (1915)
Instructor in Drawing and Design
(Office—Ceramic Building)

Mabel I. Hart, A. M. (1909)
William C. and Ida F. Kenyon Associate
Professor of Latin and William B.
Maxson Professor of Greek
(Office—Kenyon Memorial Hall)

Alpheus B. Kenyon, Sc. D. (1874)

Dean

Rhode Island Professor of Mathematics

(Office—Kanakadea Hall)

Arthur E. Main, A. M., D. D. (1901)

Dean of Theological Seminary, Professor
of Doctrinal Theology and Nathan V.

Hull Professor of Pastoral Theology

(Office—Gothic)

Laura Keegan, (1918)

Instructor in Modern Languages

(Office—Kenyon Memorial Hall)

J. Nelson Norwood, A. M., Ph. D. (1910)

Charles Potter Professor of History and
Political Science

(Office—Kanakadea Hall)

Katherine H. Porter, A. M. (1914)

Professor of English

(Office—Kanakadea Hall)

Joseph B. Shaw, Cr. E. (1916)

Professor of Ceramic Engineering

(Office—Ceramic Building)

Paul E. Titsworth, Ph. D. (1909)

Professor of Modern Languages

(Office—Kenyon Memorial Hall)

Waldo A. Titsworth, S. M. (1912)

Registrar

Babcock Professor of Physics and Associ-
ate Professor of Chemistry

(Office—Babcock Hall of Physics)

William C. Whitford, A. M., D. D. (1893)

Professor of Biblical Languages and Lit-
erature

(Office—Gothic)

Minna Cheves Wilkins, A. B. (1917)

Instructor in Philosophy and Education

(Office—Kanakadea Hall)

Ray W. Wingate (1912)

Professor of Vocal Music

(Office—Music Studio, Main St.)

Curtis F. Randolph

Treasurer of the University

(Office—Carnegie Library)

Ruth L. Phillips

Secretary to the President

(Office—Carnegie Library)

Ruth M. Carpenter

Secretary to the Director, New York State

School of Clay Working and Ceramics

(Office—Ceramic Building)

FACULTY RULES

Assembly

On Wednesdays at 10 o'clock there is a general College Assembly before which one of the instructors presents a prepared address. One-half a semester hour credit will be allowed for attendance at Assembly, provided absences do not exceed three for the semester.

Student Advisers

Each student on entering college will be assigned to some member of the Faculty who will act as his advisor until May 1 of the student's sophomore year. At that time the adviser will report to the faculty the student's choice of major and minor. The professor who has charge of the student's major work will then be his adviser.

Registration Rules

Students will register at the Dean's office on the first day of the semester. A fee of two dollars will be charged for late registration.

Failure to return a registration card within a week from its date will also be reckoned as late registration.

Students are expected to register for no more than 17 hours, but if a student has no standing less than B in the preceding semester he may register for 18 hours. Students who have a grade of A in more than half of their work may register for

more than 18 hours upon the approval of the Faculty.

Freshmen who fail to pass in at least half of the work for which they are registered are not eligible for registration the next semester. Sophomores must pass at least two-thirds of their work, and Juniors, Seniors and specials at least three-quarters, to make them eligible for registration the next semester.

Students who elect German or French instead of Greek for entrance to the classical course, are required to take advanced work in college in the language so chosen.

Students desiring to drop a subject for which they have registered must obtain permission of the instructor and report to the Office. If however, a subject is dropped after the first three weeks of a semester it is reckoned as a failure.

Standings

The standings of students are reported to them only by letters, and not by percentages. A signifies 90 per cent and above; B, 80 per cent to 90 per cent; C, 70 per cent to 80 per cent; D, 60 to 70 per cent; E, conditioned failure; F, failure.

D is reckoned as a passing mark; but of the one hundred twenty-eight hours required for graduation ninety hours of the work of each student must have a grade of at least C, and his major work must have an average grade of B.

No credit is given, except by special vote of the Faculty for one semester of any

course which the instructor has designated to be pursued for a full year.

A "condition" or E grade shall be given whenever a student has failed to do work of a passing grade, but has done sufficient work to be able to complete the course without repeating the class work. A condition may be removed any time during the following semester. Upon report from the instructor that the condition has been removed the office will change the grade from E to D.

An *incomplete* (designated by the letters "Inc") shall be given to the student whose work has been of passing grade but who has not completed the full amount of work required, by the end of the semester. An incomplete may be removed during the following semester when the student has satisfactorily completed the required work. In the semester in which the incomplete is being removed the student shall register for the same and shall pay with his tuition an "incomplete fee" of \$1.00 per hour credit to be obtained for the course.

An incomplete or a condition which is not removed during the next following semester of residence in the college shall automatically be changed in the office to a failure (F) grade.

Examinations

Final examinations are held at the close of each term in addition to an occasional written test during the term. Fees will be charged for all examinations

taken by those not regular members of classes, or at other times than those appointed for the class examination.

Seniors whose term standing during the third term is A or not less than B in any subject shall be exempt from final examination in that subject.

Absences and Excuses

Application for excuse for necessary tardiness must be made to the instructor in the course in which the tardy mark is received. Two unexcused tardinesses count as one unexcused absence.

It is expected that no student will be absent from any college class except in cases of necessity. Necessary absences may, however, be allowed under the following regulations:

1. The Dean of the college and two members of the college Faculty, one of whom shall be a woman, shall constitute a committee known as the Committee on Absences, to whom application for excuse must be made.
2. At the end of each week each instructor shall report on the proper blanks to the committee all absences from class with a statement of cause, if known.
3. Applications for excuse must be made by the student in writing upon blanks provided for the purpose and must be presented to the committee within two days after the expiration of the absence. The excuse, if granted, must be presented to

the proper instructor within two days after it is issued.

4. The committee will consider two kinds of applications for excuse: First, ordinarily reasonable excuses, if the number previously granted does not exceed the number of recitation periods per week; second, excuses in excess of this number for serious illness or other exceptional cause only. All excuses are granted with the understanding that any work missed will be made up to the satisfaction of the instructor.

5. At the end of every term the instructor reports the students' scholastic attainment in letters to the office. For unexcused absences in any course the instructor observes the following table:

Recitations per week	Reasonable Excuses Granted	Un-excused absences lowering the grade one letter
1	2	2
2	2	2
3	3	3
4	4	4
5	5	5
Unexcused absences lowering grade two letters		Unexcused absences to flunk
3		4
4		5
6		7
8		9
10		11

6. When the number of unexcused absences in any one course equals the num-

ber of recitations per week, the committee shall notify the delinquent student.

7. Managers of student organizations and athletic teams, previous to their absence from college, must file with the committee a list of the members of the organization or team, with a statement of time the team expects to be absent. Such list is for the information of the committee and is not in lieu of any excuse or application therefor.

Social Regulations

There is a college Committee on Student Life which has advisory supervision of activities in which the interests of the students in general are involved. This committee is guided in its action by the following general regulations concerning:

(A) Committee on Student Life.

1. It shall be the duty of this Committee to supervise student life in dormitories. This shall be understood to include the right to make suggestions at all times to the matron of the Ladies Hall and the housekeeper at Burdick Hall, who shall be under their supervision, as to the administration of their respective houses.

2. The Committee shall have complete supervision over the boarding and rooming places of all college students both within and without the dormitories.

3. The Committee shall have supervision over all student social functions and amusements. Students desiring to promulgate any entertainment, party, class or lyceum affair, dance, etc., (this to include the so-

called vacation dances), shall first make application to the Student Senate as provided in the student constitution. All permissions so granted shall be submitted to this committee for approval.

4. The Committee shall be a regular medium of intercourse between students and Faculty. It shall be its duty and privilege at all times to advise with the Student Senate and make suggestions to them bearing on matters of student conduct and self-government. The Senate is invited to confer with this Committee on any or all matters of student interest.

5. It shall be the duty of the Committee to hold itself in readiness to advise individually with students concerning their social and personal problems. One member of the Committee, a woman, shall act as adviser of women.

(B) Dancing.

1. That there shall be no dancing together of men and women in any University building.

2. That no organization of or connected with the University shall promote a dance.

3. That upon request from parent or guardian a student will be prohibited from dancing.

4. That all dancing shall be subject to the supervision of the Committee on Student Life.

(C) Rooming.

1. A register of proper accommodations for students is maintained and supervised by the Committee on Student Life.

2. Men and women shall not room in

the same building except with approval of the Committee on Student Life.

3. Young ladies shall be expected to engage rooms and board at the Ladies Hall unless they can show cause to the contrary.

4. Young women may not call at Burdick Hall or at any of the men's club houses or meet young men at the houses where they room. Young men and young women are absolutely forbidden to go to each others' rooms for any purpose, except by special permission which may be granted to brothers and sisters.

(D) Chaperonage.

All evening picnics and automobile rides and all evening out of town parties, or groups of two or more, of which men and women together form a part, must be arranged for beforehand with the Committee on Student Life, and provision made for proper chaperonage. This regulation applies to all college students except seniors.

(E) The above social regulations hold for holidays, Christmas, Thanksgiving, and Easter vacations and Commencement Week and also apply to the day before the beginning of any term and after the close of the term.

Library

The Library is open for regular work from 8 A. M. to 12, and from 1:30 to 5 P. M. on week days. It is also open from 3 to 5 P. M. on Saturday and Sunday and from 7:30 to 9 P. M. on Monday, Tuesday, Wednesday and Thursday, at which times neither books nor magazines can be drawn,

as this time is for study and reading only.

For further information in regard to the Library, see "Library Regulations."

College Calendar

The college calendar will be printed in the Fiat Lux.

Constitution of The Students' Association of The College Department of Alfred University

ARTICLE I—NAME

The name of this organization shall be the Students' Association of the College Department of Alfred University.

ARTICLE II—PURPOSE

Realizing that the faculty have supreme authority over all matters connected with student life and yet knowing that they are willing to co-operate with the students to promote the welfare of the school, the students have organized themselves into the Students' Association of Alfred University in order to develop a wise and intelligent self-control, to preserve and regulate beneficial customs and traditions of Alfred, to have charge of and control all college elections and to assume, whenever expedient, the control of student affairs, all subject to the further provision of this constitution.

ARTICLE III—MEMBERSHIP

Section 1. All persons enrolled as students in the College of Liberal Arts and

in the New York State School of Ceramics of Alfred University shall be considered members of this Association.

Section 2. No tax shall be levied for the support of this organization except as may be voted by the Association for any purpose that the Association may deem necessary.

ARTICLE IV—ORGANIZATION

Section 1. The Students' Association shall be headed and represented by a Senate consisting of five members, three from the Senior class and two from the Junior class. There shall be in addition to these one consulting member from each of the lower classes who shall have no vote.

Section 2. The Senate shall have a President, Vice President, Secretary and Treasurer, and such other officers as it may deem necessary. The President, Vice President, and Secretary and Treasurer shall also act as officers of the Students' Association.

ARTICLE V—ELECTIONS

Section 1. On the first Wednesday in May of each year the Junior and Sophomore classes shall meet and nominate candidates for the Student Senate.

Section 2. Each class shall place in nomination twice as many candidates as it is entitled to members on the Senate for the following year, namely, six for the Junior class and four for the Sophomore class. Nominations shall be made by formal ballot. A list of the nominations shall

be placed on the bulletin board immediately after the nominations are made.

Section 3. On the following Wednesday the election shall take place in a meeting of the Student body. This meeting shall be presided over by the President of the Senate. He shall appoint tellers to take and count ballots.

Section 4. Elections for each class shall be held separately. Ballots shall be provided for each with the names of the candidates written thereon. Each student is entitled to vote for as many candidates as there are members to be elected from each class, which is done by marking off the names of those for whom they do not wish to vote.

Section 5. The three candidates in the Junior class and the two in the Sophomore class having the largest number of votes respectively, providing each has a majority of all the votes cast, shall be declared elected.

Section 6. In case the required number of candidates do not receive a majority of all the votes cast, balloting shall continue until an election is made, the lowest being eliminated at each ballot.

Section 7. The Freshman class shall elect its consulting member some convenient time prior to May 25th of each year.

Section 8. The incoming class of the following year shall elect its consulting member some convenient time prior to October 1st.

Section 9. The President shall be elected on the Wednesday following the elec-

tion of the Senators at a joint meeting of the retiring Senate and the newly elected Senate, presided over by the retiring President.

Section 10. The new Senate shall complete its own organization.

ARTICLE VI—ELIGIBILITY

Section 1. The President of the Senate shall be a Senior and he shall have served on the Senate either as a Representative or as a Senator prior to his Senior year, provided individuals so qualified have been elected to positions in the Senate.

Section 2. Members of the Senate shall be eligible for re-election.

Section 3. No member or representative of the Senate shall lose his seat on account of a change in his college ranking.

Section 4. Three consecutive unexcused absences from meetings by any member shall terminate his membership. Excuses shall be presented to the Senate for acceptance or rejection.

Section 5. Any member is liable to impeachment for misconduct in office by a two-thirds vote of the Senate and can be removed from office by a two-thirds vote of the entire Students' Association.

ARTICLE VII—MEETINGS OF THE SENATE

Section 1. The Senate shall hold regular meetings each week at a time set by the Senate at the beginning of each year. All of the regular business must be performed at this time.

Section 2. Special meetings may be called by the President at any time.

Section 3. Three members shall constitute a quorum in these meetings provided both Junior and Senior classes are represented.

ARTICLE VIII—POWERS

Section 1. The President shall preside at all meetings of the Senate, of the Association and at all mass meetings. In his absence the Vice President shall preside.

Section 2. The Secretary and Treasurer shall keep the minutes of all meetings of the Senate, of the Association and of all College Mass Meetings; he shall attend to the correspondence of the Association and perform such other duties as are usually performed by the Secretary of such an organization. He shall also have charge of such funds as are voted by the Association.

Section 3. The Senate shall have authority over all college customs and traditions; it shall organize and conduct all college Mass Meetings; it shall regulate and supervise student activities as stated in the constitution and regulations of student activities; it shall have complete charge of all student elections, except such as are incorporated in the other constitutions; it shall represent the Association in all its relations with the Faculty, Alumni, Trustees and other exterior bodies; it shall be authorized to use discretionary power in all matters requiring immediate action.

Section 4. The Student Senate shall have power to take cognizance of violation

of the Campus Rules and shall be a Court of Last Resort in the interpretation of these rules as provided in the Campus Rules.

Section 5. The Senate shall deal with all cases involving violations of the Honor System as stated in the Honor System Constitution.

Section 6. It shall be the duty of the Senate to condemn any practice which may be deemed not in accord with the true college spirit; to summon to its meetings individuals indulging in such practice or violating Campus Rules, and in case of proven misconduct, to inflict penalties which it shall deem expedient.

Section 7. In all cases its power may extend to public censure of individuals or groups of individuals for misconduct.

ARTICLE IX—MEETINGS

Section 1. All meetings of the Association, called for the purpose of elections and amending and revising the Constitution and By-Laws, shall be called by the President through a notice in the issue of the Flat Lux preceding the meeting. All items to be considered shall be included in the announcement of the meeting.

Section 2. Special meetings may be held at the call of the President.

Section 3. Fifty members of the Association shall constitute a quorum at these meetings.

ARTICLE X—AMENDMENTS

Section 1. This Constitution and By-Laws may be amended at any regular meeting, provided such amendments have

Representatives

Margaret Neuisinger '21.

.....'22.

The Student Senate was organized in the spring of 1906. Some sort of an organization of the student body as a whole was needed to represent it in affairs pertaining to the interests of the students as a body. For this purpose three Seniors and two Juniors are elected each year by the student body. Each of the two under classes chooses one associate member, who acts as its representative in underclass affairs, but who has no vote.

Some of the functions of the Senate are the carrying out of the Campus Rules, regulating class contests, etc., and acting as the representative of the student body in its relations with the faculty.

The efficiency of the Senate as a central organization, depends upon its representing the student body, and to insure this representation, the students must not only make their wishes and sentiments known, but must help support, by act as well as by expression of feeling, the Campus Rules, the Honor System, and whatever other measures are for the best interests of the Alfred students.

been read before the Student body; and published in the Flat Lux one week ahead; and have been passed by a two-thirds vote of those present.

Section 2. The Athletic Association Constitution, the College Womans' Organization Constitution, the Honor System Constitution may be amended as stated in the different Articles under their respective Constitutions.

Section 3. The Campus Rules shall not be amended except during the month of May and only in the manner hereinafter provided.

Section 3a. The Junior and Sophomore classes shall each elect three members from a list of six recommended by the Student Senate and those elected, with a Junior member of the Senate as Chairman, shall act as a committee for the purpose of amending or supplementing these rules. Such measures as they adopt shall become part of said rules when adopted by the association.

Section 4. This Constitution shall go into effect upon its ratification by the Student Body.

STUDENT SENATE

Members

Donald Hagar '19, Pres.

Elizabeth R. Davis '19.

Frank E. Lobaugh '19.

Helen Keiss '20.

John Clarke '20.

CAMPUS RULES

1918 - 1919

ARTICLE I

The Campus Rules shall be incorporated into the By-Laws of the Constitution of the Students' Association of the College Department of Alfred University.

ARTICLE II

1. All Freshmen are required to wear either a green cap with a short visor and a large gold button or a green toque with a short gold tassel, through the period covering the first two terms of the college year, and the Interscholastic Track Meet. Moving-up-Day shall be set by the Freshmen with the approval of the Student Senate.

These caps are to be worn conspicuously upon the head every day in the week including half holidays, the exceptions being from sundown Friday night until Monday morning, vacations, and when the student is out of town. Freshman girls may discard their caps for special evening entertainments with the permission of the Student Senate.

First year Specials shall wear the same cap without the gold button and the same toque without the tassel. All the Campus Rules shall apply to first year Specials as to Freshmen. Any Special who has done work in another College shall not be sub-

ject to these Rules in regard to Freshmen.

2. Freshmen are prohibited from wearing prep. school emblems, and monograms of any athletic association except that of Alfred.

3. Freshmen are prohibited from smoking in public, and all University students including students of N. Y. S. A. and A. H. S. from smoking on the campus, as herein defined: that portion of land within the following boundaries: Kanakadea Creek, Pine Street extended, the fence above the Steinheim and pumping house, and a line which will be a continuation of Ford St., to meet the other two boundaries. In addition to this shall be included the Park, Library Square, the Tennis Court and the Athletic Field. At the beginning of each school year a map of the campus shall be posted in some public place.

4. All freshmen and freshmen specials shall report for duty when called upon by upperclassmen in authority, to assist in all duties pertaining to college activities, such as social functions, Fiat Lux, work on Athletic field, Tennis courts, etc.

5. None but Seniors shall carry canes.

6. Freshmen shall be required to hold open the chapel doors every morning until the student body shall have passed out. This is to take effect as soon as the seating list is arranged. The student body shall pass out according to classes in the following order: Seniors, Juniors, Sophomores, Freshmen, Specials; the whole body standing at once upon the dismissal of

chapel.

7. All freshmen shall show due respect to University Faculty members, and Seniors in such ways as touching the caps, giving preference in entering and leaving buildings, on the Tennis Courts, etc. They shall also, when walking in company with an upperclassman, carry any books or parcels of said upperclassman.

ARTICLE III—CLASS CONTESTS

1. The only conditioned students allowed to take part in these contests are first year students. Upperclassmen shall take only an advisory part except as hereinafter stated.

2. All athletic class contests shall be umpired by upperclassmen in connection with the physical director.

Legitimate contests shall consist of procs. banquets, football, basketball, tennis, inter-class track meet, and baseball.

3. The Freshman class must challenge the Sophomore class in writing to the following contests: football, basketball and baseball.

4. If in any case the Freshmen fail so to challenge in these latter contests, it shall count a victory for the Sophomore class, unless by previous vote of both classes it is decided to omit such contests.

ARTICLE IV—BANQUETS

1. Underclass banquets are to be held during the period between the third Monday in October and the following Wednesday, any time between Monday sun down

at five o'clock and Thursday midnight, except during the period of time between midnight of each day and five o'clock in the morning:

This part shall also apply to any preparation for a banquet by any member or members of the class. There shall be no assembling for a banquet before 5 A. M. of the day on which it is to be held.

2. This contest shall consist of at least four courses for which formal preparation shall be made at least twenty-four hours in advance.

3. Formal preparation shall include filing with the President of the Student Senate a sealed envelope containing the time and place of the banquet. The time and place stated in the first envelope cannot be changed.

4. The distance shall be limited to a direct radius of fifteen miles from Alfred.

5. An Upperclassman chosen by the class shall be present to act as umpire and to report to the Student Senate, which shall award the victory.

6. The class holding the banquet must have three-fourths of its members present. It is to count as a victory for the opposing class only when a majority of its members are present and give their class yell before the banquet is completed.

7. Banquets may be kept secret but notice of the banquets having taken place must be filed with Student Senate as soon as held.

ARTICLE V—PROCS

1. Procs shall be posted only during the week beginning on Monday following the opening of college and ending on Friday of the same week. They must be removed before 6:15 A. M. in order to count as a victory for the Freshmen.

2. No proc shall be posted after the first one is removed or defaced by the Freshmen or after the town clock has struck six.

3. The ringing of the chapel bell before or at 6 A. M. shall be the signal that the first proc has been removed. If the bell is rung by or for the Freshmen before any proc shall have been removed the contest shall be considered a victory for the Sophomores. At 6:15 the chapel bell shall be rung by a Senior member of the Student Senate as a signal that the contest is closed.

In the event of a false proc, the ringing of the bell will mean a cessation of activities for the day, only.

The chapel bell must at all times be accessible to both classes.

4. The procs, which shall not be smaller than one square foot, and not more than ten in number, must be posted on the Campus as defined in Section 7 of Article II. They must be posted in the open, that is, they must not be concealed by any movable object, nor in any building, nor above eight feet from the ground, measurement to be made from the center of the proc.

5. No mechanical method of detention shall be permitted by either class.

ARTICLE VI

1. In the spring of each year after the revision of rules they shall be printed in readiness for distribution at the first College Assembly the following fall.

2. All cases of violation of these Rules are to be referred to the Student Senate for settlement.

3. The Senate shall enforce the Rules and publish all decisions in the Flat Lux.

ARTICLE VII

Any student transacting any financial business for any student organization or in any activity involving students of Alfred College or School of Ceramics, shall be responsible to a faculty member chosen annually by the student body from among a number suggested by the faculty. Such responsibility will be interpreted to mean a strict accounting of methods and finance at whatever time the auditor chooses. Should any officer fail so to do, the auditor shall suggest an action to that body which placed him in office.

ARTICLE VIII

1. All officers of any student organization of Alfred College or School of Ceramics which last throughout the college year shall be classified according to a definite system of credits, the number of credits being in proportion to the demand of each office upon the time of the student.

2. These offices shall be given the following values.....

3. The maximum number of credits or merits any one student may hold shall not exceed the number of.....

THE HONOR SYSTEM

Alfred University

Constitution

ARTICLE I

The Student Body of the College of Liberal Arts and the New York State School of Ceramics at Alfred University create an Honor System under which each student by his attendance pledges himself to be just; to be fair; to be honorable in all matters relative to or pertaining to scholarship in this University.

ARTICLE II

Section 1. The members of the Student Senate shall be a committee to represent the Student Body and deal with all cases involving violation of the Honor System.

ARTICLE III

Section 1. The committee shall have power to summon the accused person and witnesses and conduct a formal investigation. In case of conviction, recommendations shall be made to the convicted of his separation from college and, if such separation is not made, the committee shall then make to the Faculty for consideration the same recommendation with a brief resume of the evidence in the case.

Section 2. The committee may at any time summon a mass meeting for instruction or to support their action in any disputed question, or to report the name and case of any extreme offender.

ARTICLE IV

Section 1. The trial of the accused shall be conducted as follows: Witnesses against the accused shall be examined first and

their testimony taken in full. The accused shall be called separately and allowed to make his statement, presenting his defense. All witnesses and the accused may be questioned by members of the committee. A decision shall be made, rendered according to the evidence.

Section 2. Six (6) out of seven (7) votes shall be necessary for conviction.

Section 3. All evidence possible shall be procured in every case and in no event shall a man be tried the second time for the same offense, except in the light of new and important evidence.

ARTICLE V

Section 1. Each student must, in order to make his or her examination or test valid, sign the following pledge: "I pledge my honor that I have neither given nor received aid in this examination."

ARTICLE VI

Section 1. The Student Senate shall keep and preserve a record of all cases acted upon. In no case shall a member of the Student Senate make mention publicly or privately of any case brought before the committee except through action of the committee as a body.

ARTICLE VII

Section 1. Every student is honor bound to aid in enforcing this Constitution.

ARTICLE VIII

Section 1. This Constitution may be amended by a three-fourths ($\frac{3}{4}$) vote of those present at a mass meeting, notice of which must be given at least one week previous.

ARTICLE IX

Section 1. The committee shall make provision for interpreting the Honor System to the members of the Freshman Class within three weeks after the opening of each school year.

Section 2. Copies of this Constitution shall be posted in recitation rooms, on College bulletin boards, and in the Library.

Section 3. The Constitution shall be published in the Flat Lux three (3) times each year—the first number of the first Semester, the last number before the final examinations of the first Semester and the last number before the final examinations of the second Semester.

COLLEGE WOMEN'S ORGANIZATION

Sigma Alpha Gamma

CONSTITUTION

ARTICLE I

This organization shall be called the College Women's Organization of Alfred University.

ARTICLE II.—MEMBERSHIP

Sec. 1. The membership of the College Women's Organization shall consist of all the women students in the college of Liberal Arts of Alfred University. Membership is not compulsory with those whose parents are residents of Alfred. All members shall have equal power of voting, except that the dormitory women (i. e. those residing in Abigail Allen Hall) may not vote on matters pertaining exclusively to non-dormitory women (i. e. those not residing in Abigail Allen Hall), and that non-dormitory women may not vote on matters pertaining exclusively to dormitory women.

Sec. 2. By the students whose parents are residents of Alfred, it shall be understood that their membership is not desired for social purposes only.

ARTICLE III.—PURPOSE-POWER

The College Women's Organization shall have power to deal with all questions con-

cerning the conduct of its members in their College life, insofar as these are not regulated by the Student Senate, and come within a list of regulations approved by a two-thirds vote of the College Women's Organization, and granted by the Student Life Committee. It shall have power to inflict the penalties to enforce its decisions.

ARTICLE IV.—COUNCIL

Sec. 1. The executive and judicial power of the College Women's Organization shall be vested in a council, composed of the president of the Organization, the president of Abigail Allen Hall, and five other members, two of whom shall be dormitory women, and three non-dormitory women, and from whom a vice president and a secretary and a treasurer shall be elected by said council. The personnel shall include not more than two under-classmen. The women members of the Student Senate, and the president of the Y. W. C. A. shall be ex-officio members of the council.

Sec. 2. A woman from the Freshman class shall be elected by the class as Freshman representative on the council, without the power of voting.

Sec. 3. All business transacted in council meetings shall be kept secret unless otherwise ordered by a two-third vote of council.

ARTICLE V.—LEGISLATIVE COMMITTEES

Sec. 1. The president of Abigail Allen Hall and the two dormitory members shall constitute the legislative committee for said Hall.

Sec. 2. The non-dormitory women shall elect from their three representatives a chairman who shall with the other two members constitute the legislative committee for non-dormitory women.

Sec. 3. Within two weeks after her election the president shall appoint a committee consisting of herself and one member from each class, to formulate plans for next year's programs. The October program of Sigma Alpha Gamma shall include initiation of new members.

ARTICLE VI.—TIME OF ELECTIONS

Sec. 1. The election of the council shall take place the last week in April. At least three weeks prior to the election of the council, the president shall appoint a nominating committee of five members, two of whom shall have been members of the council. The nominating committee shall confer with the president to nominate the members of the council. These nominations shall be posted on the College Bulletin Board at least two weeks prior to the election. After the election of members of the council in April, the new council shall hold joint meetings with the former council until the end of the school year, under the chairmanship of the former president. Both councils shall co-operate and co-ordinate in all the duties of the council, and the new president and council shall assume their duties in September.

Sec. 2. The representative from the Freshman class shall be elected by the class

every two months. No Freshman shall be eligible for representative for more than two months in the year.

Sec. 3. The committee appointed by the president to nominate members of council shall also act as a committee for the revision of rules.

ARTICLE VII.—DUTIES OF OFFICERS

Sec. 1. The president shall be the executive officer of the Organization, and shall call together and preside over all meetings of the Organization and Council.

Sec. 2. The duties of the vice president shall be to assume the duties of the president in the absence, or at the request of the president.

Sec. 3. The duties of the secretary shall be to keep the minutes of all meetings of the organization, and to co-operate with the secretary of the Student Senate to post notices of functions approved by the Student Senate.

Sec. 4. The duties of the treasurer shall be to act as custodian of all funds of the organization, paying bills only by vote of council, and on receipt of an order signed by the President and Secretary of the organization.

Sec. 5. The duties of the non-dormitory legislative committee shall be to meet at least once a month to enforce rules pertaining to non-dormitory women. The duties of the chairman shall be to call meetings of the non-dormitory legislative committee, and to call and preside over such meetings of non-dormitory women as

are necessary for the administration of non-dormitory business. The president of C. W. O. has power to call special meetings of this committee whenever she deems it necessary.

ARTICLE VIII

A quorum of the College Women's Organization shall consist of at least two thirds of its members.

ARTICLE IX

Six members of the council shall constitute a quorum, and no action shall be taken by the council upon the agreement of five voting members.

ARTICLE X

Sec. 1. There shall be a regular monthly meeting of the Organization for the purpose of transacting such business as shall be necessary. These meetings shall be held the last Tuesday of each month. Beside the regular monthly meetings a special shall be called by the president upon receipt of a written request signed by ten members of the Organization.

Sec. 2. The council shall meet regularly once in two weeks for discussion and for the transaction of such business as is necessary.

ARTICLE XI

Each member of the Organization shall be supplied with a copy of the Constitution and Regulations of the College Women's Organization at the beginning of each College year. The Constitution and the Regu-

tations shall be read by the president to the freshman class at its first meeting.

ARTICLE XII

This Constitution may be amended by a two-thirds vote (of a quorum) of the Organization.

REGULATIONS

ARTICLE I

The College Women's Organization heartily believes that normal comradeship between young men and young women, in mutual respect and reverence, in fine self-direction and self-control are essential to the co-operation of social life and activities with the claims of health and scholarship.

The following regulations are an attempt to adapt the members of this organization to the special conditions of the college community. This organization expects its members to be guided by the underlying principles of wholesome social relationships in all situations whether covered by these definite statements or not. Disregard of these principles or violations of the regulations will be considered sufficient grounds for imposing penalties.

ARTICLE II.—CLOSING HOURS

Sec. 1. Seniors shall be at their places of residence by ten P. M. except on Friday, Saturday and Sunday nights when the hour shall be ten-thirty P. M.

Sec. 2. Juniors shall be at their places of residence by nine-thirty P. M. except

Friday, Saturday and Sunday nights when the hour shall be ten-thirty P. M.

Sec. 3. Sophomores shall be at their places of residence by nine-thirty P. M. except Friday and Sunday nights when the hour shall be 10:00 P. M., and Saturday night when the hour shall be 10:30 P. M.

Sec. 4. Freshmen shall be at their places of residence by nine P. M., except Friday and Sunday nights when the hour shall be 10:00 P. M., and Saturday night when the hour shall be 10:30 P. M.

ARTICLE III

Sec. 1. Anything lasting later than the closing hours specified in Sections 1, 2, 3, 4, except those events scheduled on the college calendar or granted by the Student Senate, shall be a Special Permit. A Special Permit shall not last later than eleven thirty P. M. Each member is entitled to six permits a year. Any member whose scholarship does not fall below B in more than one subject may have as many permits as the Council and Student Life Committee deem reasonable. Any Senior whose scholarship does not fall below B in more than one subject may be exempt from this rule. All out of town parties, entertainments, etc., although supervised by the Committee on Student Life, shall be considered Special Permits.

Sec. 2. Women attending functions for which special permits are required shall be at their places of residence at 12:00 P. M.

Sec. 3. Varsity games are not considered special permits, but class contests, except

for classes concerned, are Special Permits.

Sec. 4. Special Permits shall be deposited within three days after the function attended has taken place, in a box provided for that purpose in Abigail Allen Hall.

ARTICLE IV

Sec. 1. Entertaining shall be regulated as follows: Members of the Organization may entertain on Friday and Sunday evenings and on Saturday and Sunday afternoons. Young men will call at other times only as escorts.

Sec. 2. Members of the organization shall not walk with men after eight P. M. beyond the limits of the street lights of the village of Alfred.

ARTICLE V

Sec. 1. Groups of not over eight people attending evening parties, picnics or automobile rides, not lasting later than the closing hours specified in Article II, may be chaperoned by a Senior woman. Parties lasting later than closing hours, shall be referred to the regulations on chaperonage, of the Student Life Committee.

Sec. 2. For parties of this kind, provision is to be made with the council, or the President of the Council, in regard to chaperonage.

Sec. 3. "Not lasting after closing hours" in Sec. 1 of this article shall be interpreted to mean that women shall be at their places of residence at the closing hours specified in Article II.

ARTICLE VI

Any member upon leaving town shall leave, with the person in authority at the place at which she is rooming, information as to where she is going, and her address while out of town.

ARTICLE VII

All members shall be required to attend the meetings of the College Women's Organization.

ARTICLE VIII

Sec. 1. Each member shall be assessed \$1.00 a year. This amount should be paid to the treasurer during the last week of November.

Sec. 2. Provision shall be made to send the President of Sigma Alpha Gamma, and a Junior representative to the annual Inter-collegiate Student Government Convention.

ARTICLE IX

Each member of the College Women's Organization is honor bound to observe and to co-operate in enforcing this system of government.

FIAT LUX

The "Fiat Lux" is the University paper, the medium through which the news, announcements, strivings and attainments of the students are presented. It appears once every three weeks. Each student is entitled to one copy of each issue by virtue of the payment that he makes at the time he pays his tuition bill. The paper is managed by a student whom the whole student body elects by balloting at an appointed time on nominated candidates at the town postoffice. The board of editors is named by the editor-in-chief, who receives his appointment by having served with merit on the board in some previous year, and being elected by the retiring board.

The life of and the interest in the paper depends for the most part on its news value, which is a function of hearty student co-operation. Report to the editors all activities of general interest, hand in suggestions for editorials or articles; if a bit of news from an alumnus is received, make it possible for the subscribing alumni to know of it. "Fiat Lux" can only live up Alfred through the interest and help of all. to its name and give light to all concerning