



AGNES
SCOTT
COLLEGE

STUDENT
HANDBOOK
1987-88

ACADEMIC REGULATIONS

Students are expected to meet all academic responsibilities in accordance with the principles of the Honor System. The Committee on Academic Standards is a standing committee of the faculty which has the responsibility of considering students' requests for exceptions to academic regulations. The Committee on Absences is a subcommittee of the academic standards committee. It is composed of the dean of students (chair) and two faculty members. Decisions of the Committee on Absences may be appealed to the Committee on Academic Standards.

A. Administration of Regulations

The Committee on Absences has authority to administer the regulations governing class attendance and to give excuses as permitted by the regulations. Requests to this committee should be filed on special forms provided in the Office of the Dean of Students.

In a case where repeated absence from class is impairing a student's work, the instructor will report the name of the student in writing to the dean of the College. When a student on academic probation is absent from class twice during a semester without excuse, it is the responsibility of the instructor to file notice of the absence in the Office of the Dean of the College.

After an interview with the student, which constitutes a warning, a report of continued absence may bring academic probation or suspension.

B. Class Attendance

The effectiveness of instruction at Agnes Scott College is directly related to regular class attendance. While attendance at academic sessions is not mandatory, with the exceptions noted in the following paragraph, the responsibility for work missed is entirely that of the individual student.

Attendance at all academic appointments is required of students on academic probation and of freshmen during the fall semester. These students are permitted one cut in each class during the semester.

C. Absence Committee

Students should give academic obligations and opportunities high priority in their lives. It is understandable that at times and for valid reasons, a student may be absent from academic obligations such as tests, papers or performances. If the student feels that there should be no penalty for the absence, she should apply to the Absence Committee for an excuse and for the opportunity to make up the work without penalty at the earliest possible date. If the work is missed for other reasons, appropriate penalties will be given by the Absence Committee. Appeals of decisions of the Absence Committee can be made to the Committee on Academic Standards. A student who wishes to appeal an Absence Committee decision should file her appeal with the Chair of the Committee on Academic Standards by 4:30 p.m. the following Monday.

In general, excuses are accepted for illness, the death of a family member, observance of religious holidays, emergency medical appointments, and college-sponsored trips or performances. Participation in extracurricular educational or cultural events, attendance at weddings, the death of a close friend, or

routine medical appointments *may* be excused. Excuses for overloads that may result from extracurricular events, pleasure trips, and similar activities are not considered legitimate.

Friday afternoon at 3:00 p.m. will be the time for make-ups except at the request of the instructor. This time has been used successfully for lab make-ups for some time and was selected because no classes are regularly scheduled then. The make-ups will be administered by the Office of the Dean of the College in the same manner as final exams.

I. PROCEDURES FOR APPLICATIONS TO ABSENCE COMMITTEE

1. If a student is absent from a required, laboratory, scheduled test or other academic appointment, she or someone designated by her must contact the instructor(s) or the Dean of Students by the beginning of the class period involved. At that time or very soon thereafter, the student should verify when the make-up will be taken.

2. Each student must complete a Request Form asking that the Absence Committee defer papers and/or tests or excuse the student from classes if she does not have voluntary class attendance as soon as practicable. The Request Form is provided in the Office of the Dean of Students. The student should also complete in duplicate the Absence Committee Reply Form. The student's name, the request, and the date(s) on or by which the work is to be completed must be provided (see III,2). It is the responsibility of the student to complete the absence forms; promptness in attending to absence requests is essential for proper notification of instructors and for fairness to other students.

3. If the exam is to be made up at a time other than Friday at 3 p.m., the student should indicate that such arrangements have already been made with the instructor.

II. CRITERIA FOR EXCUSE FROM CLASS WORK

1. It lies with the student to support her reasons for needing the excuse. Requests will fall in three categories: (a) obviously excusable cases, (b) those requiring documentation, (c) obviously inexcusable cases.

(a) In an obvious case of prolonged or debilitating illness, death in the family, or other extreme circumstances confirmed by the Dean of Students, an excuse will be given readily.

(b) In a less obvious case, the student should be prepared to provide support for her situation on her application. She should give details and indicate that contact was made with the Office of the Dean of Students and/or Student Health Services and/or other officials such as her RA at the time of the problem. This is essential to preserve the right of the student to an excused absence with an opportunity to make up the work. Professors are also encouraged to provide information at this point.

(c) In some cases, a student may choose to apply to the Absence Committee knowing that she has a marginal case and to take a penalty rather than the zero which would otherwise be given. (See Section III.)

2. Absence Committee meets on Tuesdays, and students are notified no later than Thursday of the decision made in their cases. The original form is sent to the student and the copy kept on file in the Dean of Students'

**STUDENT
HANDBOOK**
1987-88

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Editor
Kathie White

Editorial Assistants
Adele Clements
Krista Lankford
Karen Schultz

*Many thanks to Lynn Donham, Director of Publications;
Gué Hudson, Dean of Students; and Mollie Merrick,
Associate Dean of Students.*

To Agnes Scott Students:

We welcome you as a member of the Agnes Scott student body! We are here to help you grow and learn both inside and outside the classroom. We will work with you to decide how to finance your college education, to plan activities for you both on and off campus, and provide a good environment in which to live.

This is an exciting time for you as you assume new and challenging responsibilities. Although there are people in every office to help you, you are responsible for planning your academic program, for paying your financial obligations, and for knowing and obeying the county, state, and federal laws. For some of you, this may be the first time to deal with these wide-ranging responsibilities; for others, the challenges are not new, but assume a different form. Remember that you can find help in our offices when you need it.

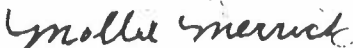
If you have questions about policy or regulations, please go to the Dean of Students' office for help. We hope that this will be a good year for you.

Sincerely,

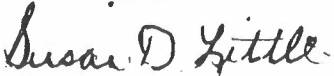
Gué P. Hudson, Dean of Students



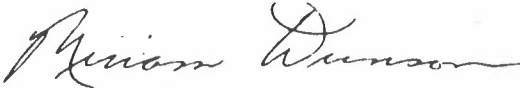
Mollie Merrick, Associate Dean of Students



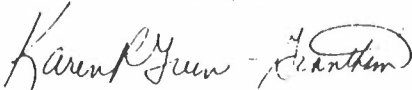
Susan Little, Director of Financial Aid



Miriam Dunson, Chaplain



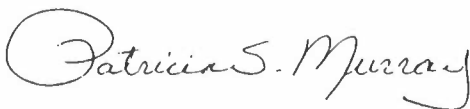
Karen Grantham, Director of Student Activities and Housing



Amy Schmidt, Director of Career Planning and Placement



Pat Murray, Director of Student Health



FOREWARD

To the Class of 1991,

Welcome to ASC! As students there are many opportunities for each and every one of you—activities varying from athletics to the arts and from scholastic achievements to social events. I offer encouragement to you all to become involved and to try new things on and off campus.

On campus there are three primary organizations which form the link between the students and the administration. Through the Representative Council, the Interdormitory Council, and the Honor Court you may voice your concerns and opinions. You can all make a difference by becoming involved.

Rep Council invites all of you to attend our weekly meetings if you have an issue you wish to be discussed or if you just want to know what is going on. Of course, if you are not able to attend, tell any Rep member and she will represent your view.

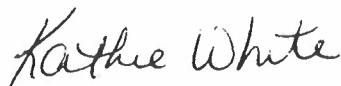
Interdorm hopes to make life in the dorm as enjoyable as possible. The DC's are there to help with any problems you might have.

Also, Honor Court is here to maintain the Honor System so that we may all live in an atmosphere of trust. We are able to enjoy leaving doors unlocked, leaving post office boxes open, and leaving books in the dining hall returning later to find them in the same place. And, of course, we have the privilege of self-scheduled exams. As you can see, by upholding the Honor System, we are able to uphold the cornerstone of Agnes Scott.

These are only a few of the many organizations to which you may belong, not to mention all of the great opportunities in Atlanta. Take advantage of the city and of all the events on campus. With the handbook you can find out about many organizations and if it is not in the handbook, then ask your Big Sister or another upperclassman.

Take advantage of your next four years, become involved and most important—have fun! Good luck!

Sincerely,



Kathie White
1987-88 SGA President

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COLLEGE CALENDAR

1987-88

FALL SEMESTER

AUGUST

24	Monday	Residence halls open for fall semester for new students at 9:00 a.m.; Returning students arrive at 1:00 p.m.
25	Tuesday	Registration for returning students New student testing and advising
26	Wednesday	Registration for new students
27	Thursday	Fall semester classes begin
28	Friday	Opening Convocation

SEPTEMBER

2	Wednesday	Last day to take spring re-exams
4	Friday	Last day to add Fall semester courses
7	Monday	College closed

OCTOBER

19	Monday	Fall break day (no classes)
28	Wednesday	Last day to drop Fall semester courses without receiving WP or WF Last day to elect Fall semester courses on a pass-fail basis

NOVEMBER

9-12	Monday- Thursday	Course changes for Spring semester
24	Tuesday	Deadline for submitting applications for Spring semester Special Study (410) and Credit Internships (450) to the Curriculum Committee
25	Wednesday	Thanksgiving break begins; residence halls close, 10:00 a.m.
29	Sunday	Thanksgiving break ends; residence halls open, 1:00 p.m.

DECEMBER

1	Tuesday	Exam envelopes to be given to instructors
2	Wednesday	Exam envelopes to be given to instructors
10	Thursday	Last day of classes Last day to drop Fall semester courses with WP or WF
11	Friday	Reading day
12	Saturday	Reading day
14	Monday	Fall semester exams begin
18	Friday	Fall semester exams end
19	Saturday	Residence halls close, 10:00 a.m.

SPRING SEMESTER

JANUARY

18	Monday	Residence halls open for Spring semester, 1:00 p.m.
19	Tuesday	Registration
20	Wednesday	Spring semester classes begin
26	Tuesday	Last day to take Fall semester re-exams
28	Thursday	Last day to add Spring semester courses

MARCH

5	Saturday	Spring break begins; residence halls close 10:00 a.m.
13	Sunday	Spring break ends; residence halls open, 1:00 p.m.
30	Wednesday	Last day to drop Spring courses without receiving WP or WF Last day to elect Spring semester courses on a pass-fail basis

APRIL

1	Friday	Easter break begins
3	Sunday	Easter break ends
4	Monday	Course selection week begins
14	Thursday	Course selection materials for 1988-89 due from Freshmen, Juniors, and unclassified students; Deadline for submitting applications for Fall semester Special Study (410) and Credit Internships (450) to the Curriculum Committee
26	Tuesday	Exam envelopes to be given to instructors
27	Wednesday	Exam envelopes to be given to instructors

MAY

5	Thursday	Last day of classes Last day to drop Spring semester courses with WP or WF
6	Friday	Reading day
7	Saturday	Spring semester exams begin
11	Wednesday	Senior exams end
13	Friday	Spring semester ends Baccalaureate
14	Saturday	Commencement Residence halls close, 5:00 p.m.

THE COLLEGE

PURPOSE

In a rapidly changing world of increasing mechanization and complexity, Agnes Scott College continues to put faith in the life of the mind and the spirit and in the liberating power of knowledge.

Agnes Scott was founded for the purpose of "establishing, perpetuating, and conducting a liberal arts college for the higher education of young women under auspices distinctly favorable to the maintenance of the faith and practice of the Christian religion."

As a liberal arts college for undergraduate women, the College's purpose has been elaborated as:

1. to help the student gain a basic acquaintance with each of three broad areas of knowledge—the humanities, natural science and mathematics, and social sciences—and competence in a particular phase of one area;
2. to develop through such study those qualities of mind— analytical, critical, and imaginative—which enable the student to use the treasure of the past and modern contributions to knowledge, to enrich her life and to seek solutions to age-old and new problems;
3. to develop an appreciation for excellence and for creative achievement in all fields;
4. to encourage the student to develop a spiritual commitment and a set of values which give vitality, meaning, and direction to her life;
5. to foster a concern for human worth and needs, physical as well as intellectual and spiritual;
6. to cultivate a sense of responsibility to her society, both within the college community and beyond.

HISTORY

Agnes Scott began with the faith and vision of a small group of Presbyterians in Decatur, Georgia. They organized a Christian school in July 1889, and, under the influence of the Reverend Frank Henry Gaines, minister of the Decatur Presbyterian Church, they decided that the school would primarily educate girls and young women. Founded in that year as the Decatur Female Seminary, the school occupied a rented house and had slightly over \$5,000. There were four teachers and 63 students studying at grammar-school level.

In the spring of 1890, Colonel George Washington Scott, a leading Decatur businessman, gave \$40,000 to provide "a home" for the school. Colonel Scott had earlier provided 40 percent of the initial capital, and his gift to the new school was the largest sum given to education in Georgia up to that time. In recognition of his interest and support, the board of trustees changed the school's name to Agnes Scott Institute in honor of Colonel Scott's mother.

Within 10 years the Institute gained accreditation as a secondary school. In 1906 it was chartered as Agnes Scott College and awarded its first degrees.

In 1907 the Southern Association of Colleges and Schools accredited the College, which became the first college or university in Georgia to receive regional accreditation. In 1920 the College earned the Association of American Universities approval, and in 1926 the United Chapters of Phi Beta Kappa granted it a charter. Agnes Scott is also a charter member of the American Association of University Women and of the Southern University Conference.

Throughout its history, Agnes Scott has sought to maintain the ideals voiced by its founders: ". . . the formation and development of Christian character" and "a high standard of scholarship." The College is proud of its Presbyterian heritage and is a member of the Association of Presbyterian Colleges and Universities related to the Presbyterian Church (U.S.A.). Its board of trustees is a self-perpetuating body. Its academic program firmly adheres to the traditional liberal arts disciplines. Academic and extracurricular opportunities supplement this to meet the changing needs of women in our society.

From modest beginnings, the permanent assets of the College have grown to almost \$95 million, of which some \$50 million is in endowment. From a single house on a small lot, Agnes Scott has expanded to 20 buildings on some 100 acres. Since its founding in 1889, five presidents have served: Frank Henry Gaines (1889-1923), James Ross McCain (1923-1951), Wallace McPherson Alston (1951-1973), Marvin Banks Perry, Jr. (1973-1982), and Ruth Ann Schmidt (1982-present).

THE HONOR SYSTEM

The cornerstone of the entire structure of Agnes Scott life is the Honor System, which is founded upon the support, the mature judgement, and the personal integrity of each student. By entering Agnes Scott, a student voluntarily pledges her support to the regulations and spirit of the community. As a member of this community, she accepts a definite responsibility for herself and for her fellow students which leads to responsible freedom within the structure of the Honor System. The Honor System is an expression of trust in students and in their willingness to uphold the ideals of the community.

Each student is expected to accept her responsibility to protect the Honor System from actions and attitudes which may weaken it. The exercise of this responsibility involves a student reporting her own infringements of the policies and regulations and involves an obligation for her fellow students' relations to the community. The latter obligation may take the form of speaking to the student on behalf of the community or of asking another member of the community to speak to her. It is impossible to reduce this to an unvarying rule of procedure, but the unchanging obligation is to prevent the occurrence or recurrence of detrimental action or attitudes.

Under the Honor System, regulations — both social and academic — are based upon their value to the community and to the individual student. This basis is one which is fundamental, not merely at Agnes Scott but wherever there is a community.

HONOR PLEDGE OF AGNES SCOTT

In choosing Agnes Scott, a student accepts the Honor System as her way of life and formally adopts it by the following pledge:

As a member of the Student Body of Agnes Scott College, I consider myself bound by honor to develop and uphold high standards of honesty and behavior; to strive for full intellectual and moral stature; to realize my social and academic responsibility in the community. To attain these ideals, I do therefore accept this Honor System as my way of life.

STUDENT GOVERNMENT ASSOCIATION

To learn to live honorably and unselfishly in a community and to share in the responsibility of the government is a part of the broader education for which we come to college.

GRANT OF POWER

Each student of Agnes Scott College is a member of the Student Government Association. Student Government Association was founded and given a grant of power from the faculty in 1906. As students assumed increasing responsibility, they were given a larger grant of power by the Board of Trustees in 1923. The student body elects representatives to the Honor Court, Representative Council and Dormitory Councils. Serving as a connecting link between students and the administration, these groups coordinate and direct campus activities.

THE PRIVILEGE OF SELF-GOVERNMENT

Agnes Scott students enjoy a maximum amount of freedom and responsibility in shaping the policies and regulations of the college. Regulations which govern the student life are set up by the students themselves, with the approval of the Administrative Committee. The Student Government president, the president of Honor Court, and the president of Interdormitory Council are full voting members of the Judicial Review Committee in all student-oriented matters. In her commitment to the Honor System, each student agrees to abide by these policies and regulations. Open forums, house meetings, and individual hall meetings provide students with opportunities to voice their opinions.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act of 1974 (commonly called the Buckley Amendment) was designed to protect the privacy of educational records, to establish the rights of students to inspect and review their records, and to provide a means of correcting inaccurate and misleading data where they can be shown to exist. Students are assured of the right to file complaints with the Family Educational Rights and Privacy Act Office of the Department of Health, Education, and Welfare after formal and informal hearings on the campus.

Agnes Scott College complies fully with the terms of this legislation. The complete statement of College policy concerning disclosure of information may be found in the ASC catalog under confidentiality of student records.

GENERAL
INFORMATION

COMMUTING STUDENTS

Commuting students are a vital part of the College community. They share with boarding students the privileges and responsibilities accorded to all students. Commuting students represent Agnes Scott in Atlanta and the vicinity, and they are expected at all times to uphold the ideals and standards of the College.

A. Communication On Campus

Commuting students may be reached in the following ways while they are on campus:

1. By local mail. Commuting students are urged to check their mailboxes regularly. (They are responsible for official notices and information about campus activities which are sent by local mail.)
2. By telephone. For emergency messages, commuting students can be reached through the Office of the Dean of Students.

B. Meals On Campus

Commuting students may pay for meals in the College dining hall when they so desire. Books of meal tickets may be purchased in advance in the Accounting Office.

C. Spending The Night On Campus

When spending the night on campus, a commuting student must register on a guest registration card at the hostess desk of the residence hall in which she is staying. A student must discuss her plans with a member of the dean of students' staff when she wishes to stay on campus for more than two consecutive nights. When spending the night on campus, commuting students must conform to College regulations. They should notify the switchboard of their location.

PARKING CARS

Commuting students who have cars must register these cars in the Department of Public Safety and must observe all parking regulations. Failure to observe these regulations will result in the loss of the privilege of parking on campus.

A. Car Policy for Boarding Students

Students wishing to keep a car on campus either permanently or temporarily must register the car in the Department of Public Safety. Students with permission to keep cars on campus either permanently or temporarily must observe the parking regulations listed below. Failure to observe these regulations will result in a warning. Further disregard of the regulations will result in the loss of the privilege of keeping cars on campus.

B. Parking Regulations

Parking rules and regulations on the campus at Agnes Scott College are designed to achieve maximum use of parking facilities for the convenience of students, faculty, staff, employees, and visitors to the campus. With the cooperation of all motor vehicle operators on campus, it is believed that large

numbers of specific parking restrictions are not needed. It is the responsibility of each individual who operates a vehicle on campus to be familiar with the parking regulations. If there is any question about these regulations, contact the Department of Public Safety (Ext. 355). Specific instructions and regulations are as follows:

1. Distinctive parking permits MUST be displayed on the right rear bumper of each vehicle which is routinely parked on the campus. Temporary permits are available for vehicles kept on campus for limited periods of time. All permits, permanent and temporary, will be issued by the Department of Public Safety (Ext. 355). There is no charge for this service. The registered holder is responsible for all violations attached to the vehicle.
2. Parking is not authorized adjacent to yellow curbs or spaces designated for specific individuals, visitors, loading zones, limited time parking zones, fire lanes, handicapped parking or tow-away zones. Loading zones and service areas are for service and vendor delivery vehicles. The Department of Public Safety will attempt to contact the vehicle owner prior to towing.
3. Any vehicle violating parking regulations or blocking a street, thoroughway or parked on a sidewalk will be towed.
4. The right to close any parking area for College purposes is reserved by the College. Advance notification will be given when practical.
5. Tickets will be placed on cars that are in violation of specifically-stated regulations. A first ticket is considered a warning. Subsequent tickets will carry a \$7.00 fine.
6. Failure to pay fines within 30 days may result in the individual's car being restricted from the campus. This latter step may incur towing and accompanying charges. Repeated abuse of these regulations, with no evidence of cooperation from the vehicle owner, will likely result in towing of the automobile.
7. Fines are collected in the Accounting Office during normal business hours. The ticket should be presented to the Accounting Office with payment. It will be stamped and returned to the vehicle owner as proof of payment.

Tickets may be appealed before a Parking Appeals Committee. Persons wishing to appeal must make a request for a hearing within five days of receipt of ticket. The request should be sent to the public safety director. The appellant will be informed of the time and place of the Parking Appeals Committee meeting. Every effort should be made to be present at the Parking Appeals Committee meeting in order for the reason for appealing the ticket to be considered. If unable to attend the meeting, a letter stating the reasons for appeal should be addressed to the Parking Appeals Committee and given to the public safety director prior to the time of the meeting. The letter will be presented to the committee at its next meeting. If the ticket is upheld, the fine is due and payable within five days of the committee meeting.

PUBLIC SAFETY

A. Emergency Number

If a student has an emergency on or off campus, she should call 371-6400 (Ext. 400). This number should be used *only* for emergency situations. All other questions concerning the Department of Public Safety should be directed to 371-6355 or 356.

B. "Operation Identification" Service

A student may contact the Department of Public Safety to have her personal property (except jewelry) engraved with her social security number. An itemized copy of the numbers and corresponding property will be kept on file in the security office. A copy will be given to the student. Call extension 355 or 356. An officer will come to the student's room to engrave the designated items. (Bicycles are included).

C. Escort Service

Students may call ext. 355 or 356 for an escort to or from cars or buildings on campus. Students may contact the Department of Public Safety (in the "Annex" of Rebekah) or call the switchboard operator to request an escort.

D. Emergency Transport

Officers will take students to or from DeKalb General Hospital. Students should call ext. 400, 355 or 356.

Officers will transport students to a doctor's office if arrangements are made in coordination with the Student Health Center. Students should call ext. 355 or 356.

Note: The campus police will, after dark, transport students to and from the Decatur Marta Station. The officers, however, encourage the students to use their discretion in the utilization of this service.

E. Students with questions are encouraged to call ext. 355 or 356.

BUILDINGS AND EQUIPMENT

A. Alumnae House

The Anna Young Alumnae House, 133 South Candler Street, is owned by the College and operated by the Alumnae Association as the guest house of the College. Students, faculty and alumnae may reserve rooms in the Alumnae House for campus visitors at the following rates:

Persons per room	Shared Bath	Private Bath
1 person	\$15.00	\$20.00
2 persons	18.00	\$30.00
3 persons	24.00	—

Plus 4% sales tax/Check out time 11 a.m.

Reservations should be made as early as possible with the house manager. Unless cancellation is received 24 hours before arrival time, one day's rental will be charged.

B. Student Activities Areas

The Evans Terrace Center is an activities area for all members of the Agnes Scott community and their guests. It is used for campus parties, discussions, and relaxation. The "E.T.C." has a snack bar, card and game tables, a piano, and a wide-screen T.V.

The Walters "Wreck Room" is an additional area set aside for other types of activities. It has a ping pong table, pool table, jukebox and video games.

C. Dana Fine Arts Building

The Dana Fine Arts Building houses the departments of philosophy, art and theatre. The Winter Theatre is primarily for the use of the theatre department; however, other activities may be scheduled there if it is not in use. In order to reserve the theatre or other area of Dana, a written request must be submitted to the Committee on the Use of Dana. Application forms are available in the Career Planning and Placement Office.

D. Administrative And Classroom Buildings

Students will not be allowed in the following classroom buildings after closing hours unless a faculty member is present or prior approval is given through the Office of the Dean of Students:

1. Buttrick, Campbell
 - 7:30 a.m.-10 p.m. (Monday - Thursday)
 - 7:30 a.m.-9 p.m. (Friday)
 - 8:30 a.m.-9 p.m. (Saturday and Sunday)
2. Presser
 - 7:30 a.m.-11 p.m. (Monday - Friday)
 - 8:30 a.m.-11 p.m. (Saturday and Sunday)
3. Dana Fine Arts Building
 - 8 a.m.-11 p.m. (Monday - Friday)
 - 8 a.m.-5 p.m. (Saturday)
 - 2 p.m.-5 p.m. (Sunday)
4. Gymnasium
 - 7:30 a.m.-11 p.m. (Monday - Friday)
 - 8:30 a.m.-11 p.m. (Saturday and Sunday)
5. Agnes Scott Hall (Main)
 - 8:30 a.m.-12 midnight (Monday - Friday)
 - 9 a.m.-12 midnight (Saturday and Sunday)

E. Equipment

Any requests for the use of campus buildings for activities other than scheduled classes must be made in the Office of the Dean of Students. For a description of other buildings on campus, see the catalog. Forms for requesting College equipment (microphones, punch bowls, etc.) must be filed in the Career Planning and Placement Office at least 48 hours in advance.

F. Weather Policy

If Agnes Scott College is to be closed in bad weather, WGST 920 AM and WSB-TV Channel 2 will be notified. Listen to your radio or TV for announcements.

If the College is not closed, use the following guidelines to secure additional information or to report absences:

1. Resident students. A notice will be posted on the bulletin board in Buttrick lobby with up-to-the-minute reports of classes which are cancelled. Please check this bulletin board. **Do not call the College switchboard operator; do not call the Office of the Dean of the College.**
2. Commuting students. If you need information about the cancellation of specific classes because of the absence of the professor, call the Office of the Dean of the College.
3. Staff. Contact your immediate supervisor if you are unable to come to work.

Policy on Absences During Severe Weather

If the College is officially closed during severe weather and all classes are cancelled, make-up classes will be held on the first available Saturday following the closing.

If the College is officially open during severe weather and a faculty member determines travel is unsafe from his/her home, make-up classes may be held on a designated make-up Saturday. The faculty member is responsible for notifying the dean of the College if make-up classes are to be held. The dean will post lists of such make-up classes for the information of the students.

If there is a delayed opening or an early closing because of severe weather, a make-up period for classes will be designated on the first available Saturday. A faculty member has the option of scheduling classes during this designated period or of having students make up missed work some other way. The Dean of the College should be notified if plans are made to hold classes.

COMMUNITY SERVICES

A. Religious Life

The Chaplain's office sponsors various religious activities including Christian worship services and discussions on important current issues. The Chaplain is available for personal counseling and spiritual direction. The Christian Association sponsors large group fellowship meetings, small group Bible studies, prayer breakfasts, and community services. During spring semester, the Chaplain's office together with the Christian Association sponsor Community Focus which features a guest speaker. A retreat is held during the spring semester. Students also participate throughout the year in their own church fellowship groups.

B. Community Hours

Community hours are held Monday, Wednesday, and Friday at 10:25 a.m. throughout the year. There are seven special community hours at which attendance is mandatory: Opening Convocation, Honors Day, Founders Day, SGA Election speeches, Mortar Board, Phi Beta Kappa, and Awards Day.

C. Language Lab

The Language Lab is equipped with four-track cassette recorders in individual carrels. Use of these recorders will be demonstrated to language classes in the

fall (or on request - contact the Media Resource Center). Cassette study tapes are shelved in the lab according to subject: French, music, etc. After each use, tapes should be returned to the appropriate place on the shelf and should never be removed from the lab. Students may request the duplication of tapes (48 hours in advance) by providing their own cassette tape and by filling out a request form.

D. Media Resource Center

The Media Resource Center encourages students to make use of audio-visual aids in classroom presentations. Students may make their own recordings and/or visuals or may request that they be made by the media center. Equipment and/or production requests should be made well in advance of anticipated use. Equipment will be checked out only after the student shows ability in its operation. Contact the media center for further information.

E. Counseling

Academic counseling is centered in the Office of the Dean of the College. General counseling of students, particularly in relation to extracurricular activities, non-academic, personal, and social matters is available in the Office of the Dean of Students. See the section on the Health Center for information about psychological and gynecological counseling service.

F. Career Planning and Placement

The Career Planning and Placement Office offers a four-year program for students which encompasses the following goals: an expanded awareness of career and lifestyle options, the ability to make informed career decisions, and the development of job search strategies. Beginning during freshman orientation, the office helps students attain these goals by providing individual counseling and testing in the form of interest inventories and self-assessment aids including "SIGI Plus," the Self-Directed Search, and the Myers Briggs Type Indicator. The office provides workshops on career fields and decision-making, as well as job-search workshops on such topics as skills assessment, resume writing, and interviewing techniques. An alumnae advisory network provides access to advisors and role models. A number of prospective employers and graduate schools send recruiters to the campus each year. Permanent, summer, and part-time job referrals are provided upon request.

A major component of the career planning program is experiential learning. The office sponsors three off-campus programs. Through the Shadow Program, students spend an afternoon, a day, or longer during the academic year talking with and observing Atlanta-area sponsors working in career fields of interest to the students. The extern program gives students a chance to perform some aspect of the job when they spend a concentrated five-day period during a school vacation working with sponsors and their colleagues. The expanding intern program provides summer and term-time placements that give students on-the-job experience in such fields as business, social service, journalism, and the arts (to name a few).

A career library contains a myriad of valuable resources including books and pamphlets about traditional and nontraditional careers, lifestyles, and the status of women in the work world. Information concerning occupational

outlook and opportunities with specific employers is available. To help the job seeker, company literature and annual reports are also maintained in the Career Library.

G. Campus Employment

Students on financial aid who have accepted the work opportunity for the following academic year will receive a work preference form in the spring to be completed and returned to the Office of Financial Aid. The information on this form will be used in matching on-campus placement needs and the students' skills and preferences. The employment assignments will be in students' mail boxes when they come to school in August.

After the first week of fall semester, any student jobs remaining on campus will be open to non-aid students. Students with special skills and experience may be approached first to fill particular needs. A lottery will be held for remaining positions. A notice concerning the lottery can be found on the official bulletin board in Buttrick Hall and the Weekly Calendar.

H. Health Center

The student health services of the College are the responsibility of the dean of students. The student health services are under the direction of a certified nurse practitioner. Consultants are provided in internal medicine, psychiatry and gynecology.

The health center is open Monday through Friday from 8:30 a.m. until 4:30 p.m. for the purposes of evaluating health problems, caring for and treating minor health problems, referring certain problems to the medical director (internist) or other specialists, such as dentists and dermatologists, and for providing health information and education.

The residence fee charged for all boarding students includes the initial evaluation and/or treatment of all health problems. Fees are charged for special services such as complete physicals, laboratory tests, and prescription medicines.

Psychological counseling services are available by appointment only. No charge will be made for the first evaluation session/appointment. Initial appointments may be scheduled by calling the student health center or the dean of students. Students will be seen in the physician's private office located off campus.

Students are encouraged to visit the nurse practitioner for evaluation and possible treatment of minor gynecological problems and also when general or specific female health information is desired. Special gynecological services are offered one day each week by the consulting gynecologist. Services are available by appointment only which may be scheduled by calling the student health center. There is no fee for the visit(s), but a fee is charged for laboratory tests, such as the Pap test. Prescriptions for medication may be filled at a pharmacy of choice, and this expense is borne by the student.

Nonresident students may be treated for life-threatening emergencies at the health center.

Special health education and screening programs are offered throughout the year. Current reference materials on a variety of health topics are located

in the health center. Most of the books and pamphlets are available on a loan basis. Students may use these materials to increase their knowledge about positive health practices, thereby promoting responsible living for a happier, healthier life.

I. Laundry

Coin-operated washers and dryers are conveniently located in or near all residence halls.

J. Check Cashing

A check cashing service is provided by the Accounting Office on the first floor of Buttrick Hall. Students may cash checks upon presentation of their identification cards.

K. College Minibuses

Two fifteen-passenger minibuses are available for College use. The permitted uses of the minibuses are listed below in priority sequence.

1. Field trips sponsored and supervised by academic departments.
2. Trips sponsored by faculty-staff organizations or administrative departments.

Reservations for use of a minibus may be made with the administrative assistant in the Office of Business and Finance. The following information must be provided to complete reservations:

1. Name and department or sponsoring organization
2. Name of vehicle driver
3. Date and time of departure and return
4. Purpose of travel

All operators of the college minibus must be faculty or staff members and have valid driver's licenses. The operator and/or sponsoring organization will be responsible for parking fees, toll charges, and fines for parking or traffic violations.

Keys to the vehicle will be kept in the Office of Business and Finance, and users will pick up and return the keys unless other arrangements have been made.

L. Campus Shop Bookstore

The Campus Shop Bookstore is on the first floor of Walters Hall, next to the Post Office and is open from 8:30 a.m. to 4:30 p.m., Monday through Friday. The Campus Shop Bookstore offers:

Agnes Scott Sportswear	Agnes Scott Giftware
Photo Processing	Paperback Books
Office and School Supplies	Art Supplies
Sale Books	Book Bags
Study Aids	Residence Hall Room Accessories
Posters	Snack Foods
Health and Beauty Aids	and much more...
Greeting Cards	

The Campus Shop Bookstore also sells and buys back used books to help students stretch their college dollars.

M. Post Office

The campus post office is a substation of the Decatur post office and is located on the lower floor of Walters Hall adjacent to the Campus Shop Bookstore. It functions as a regular post office. Office hours are from 8:30 a.m. to 12:30 p.m. and 1:30 p.m. to 4 p.m., Monday through Friday.

Each resident and commuting student is assigned a post office box when she first comes to Agnes Scott and keeps that box number as long as she is a student here.

N. Loiterers, Canvassers, and Salesmen

Loiterers, canvassers, and salesmen are not allowed on the campus. Students are to report any unauthorized person immediately to the Office of the Dean of Students and to the Department of Public Safety.

A student may represent a product or firm with permission of the dean of students. Students may post notices to advertise, but no telephone or door-to-door solicitation will be permitted.

O. Bulletin Boards

There is an official bulletin board in the lobby of Buttrick Hall. Students are responsible for knowing information posted.

P. Out-of-Town Tours by Student Groups

Student groups planning out-of-town tours for the purpose of performing for the public or representing the College in any way must clear their plans in advance with the dean of students, stating itinerary, financial arrangements, transportation, and other pertinent information.

TRADITIONS

During her four years at Agnes Scott, each student becomes aware of the vital part which traditions play in enriching college life and in bringing a sense of continuity to an ever-changing college population. Some of the more important and meaningful Agnes Scott traditions are the following:

HONORS DAY - Recognition for high academic achievement of the past year is given to sophomores, juniors, and seniors on Honors Day during the early fall.

BLACK CAT - In the traditional Black Cat celebration early in the fall, the campus community contributes its talent in drama, song, and artistic endeavor to produce a celebration honoring the freshman class.

INVESTITURE WEEKEND - Senior rights and privileges are officially recognized on this day in the fall at a capping ceremony in Gaines Chapel. On Sunday there is a community church service held in Presser.

COMMUNITY FOCUS - A focus on community concern is observed during which an outstanding speaker lectures and discusses informally with the students.

SOPHOMORE PARENTS WEEKEND - Parents of sophomores are invited during spring semester to visit their daughters. Special activities are planned to introduce them to campus life.

FOUNDER'S DAY - The birthday of George Washington Scott, founder of the College, is observed in late February.

JUNIOR JAUNT - The junior class sponsors activities in which the entire campus community participates to raise money or to become involved in a community problem.

MORTAR BOARD TAPPING - A candlelight ceremony is held each spring during which rising seniors are tapped for this national honorary organization on the basis of their scholarship, leadership, and service.

CAPPING - At the end of the year, the seniors present their caps and gowns to the juniors in a ceremony recognizing the rising senior class.

COMMENCEMENT - The annual graduation exercises in May mark the end of the senior's year at Agnes Scott.

ACADEMIC
REGULATIONS
AND
POLICIES

office. If a student needs to know the decision earlier, she may call the office of the Dean of Students on Wednesday.

3. When a third paper or exam is assigned for the same day, the student should notify the instructor and arrange to have the test given according to the make-up procedures in Section III.

III. MAKING UP WORK

1. Make-up exams will be taken on the Friday afternoon at 3 p.m. The student should verify with the instructor that the exam is being sent to the Office of the Dean of Students and when. The exams are to be picked up in the Dean's Office between 3 and 3:15 p.m., taken in a designated place and returned there at the end of the allotted period of time. Students who have missed multiple academic appointments should submit a schedule of make-ups after consultation with her professors. The Dean's Office may in such instances be designated to administer the exam earlier on Friday afternoons.

2. If a student is aware that she will miss a test prior to the test date, she must apply beforehand to the Absence Committee for permission to take the test on the previous Friday. If the instructor prefers, the test date will be made up in accordance with regulations stated above.

3. The instructor will receive notice on Thursday that the excuse has been given and the exam can be made up, along with the penalty, if any. At that time the exam should be given in a sealed envelope to the Office of the Dean of the College marked with the student's name and the time allotted. The instructor may then pick up the exam after Friday at 4:30.

4. When the exam requires the oversight of the instructor, for example art or music, the exam will be given in the 3 p.m. Friday time period in a place designated by the instructor.

5. If instructors so choose, for example for the timely return of exams to other students, they may require exams to be taken at another time. In this case the student should notify the Absence Committee at the same time that the excuse is requested, including when the make-up will be taken or has been taken. The instructor may then grade the exam, but no grade should be recorded until permission has been received from the Absence Committee. If no permission is received, a grade of 0 will be recorded for the test.

6. Laboratories are also to be made up on Friday afternoons at a time arranged with the instructor, or, if possible, the student should make arrangements to attend another section of the same laboratory during the week of the absence. If both a laboratory and an exam are to be made up in the same week, the Absence Committee will notify the lab instructor and the make-up lab will be scheduled earlier in the day. (See Section III.1.) Because of the nature of materials involved or a teamwork approach, some laboratories cannot be made up. In such cases, and if the absence is excused, the student should work with her instructor to obtain information about the laboratory work, date, etc., to permit an understanding of the work that was missed.

7. If a student requests an extension on a due date for a paper, the paper is to be turned in to the Absence Committee through the Office of the Dean of Students. The paper will be forwarded to the professor as soon as a decision is made about the student's request. The paper will be marked, before being sent to the faculty member, with the results of the decision by the Committee.

8. Absence Committee decisions cover work during the course of the semester. Regulations concerning examinations, projects and papers in lieu of the exams will be handled by the Dean of the College.

IV. PENALTIES

1. When the applicant has clearly made every effort to do the work on time but has been prevented by truly overwhelming circumstances, no penalty will be given.

2. When the applicant appears to have less serious problems, the Absence Committee will notify the instructor that a penalty is to be assessed and what that penalty should be. The total penalty will be no less than one whole letter grade for a test and no less than one-third of a letter grade per day for a paper. The Absence Committee may also give the instructor a range for the penalty so the proportion of the grade vis-a-vis the work of the term can be taken into account.

3. If the excuse appears to be frivolous or fraudulent, a grade of zero will be assessed. Fraudulent excuses will also be reported to Honor Court.

D. Tests

Tests are announced at least a week in advance. Attendance at these tests is mandatory. If a student, because of unavoidable circumstances, cannot take a test at the appropriate time, permission to take the test at another time may be granted by the Committee on Absences or, in the case of illness, by the dean of students.

No student is required to take more than two tests on one day provided she notifies the instructor at the time the third test is announced.

Time allotted for test periods should be equal for all students. So that no student will be given an unfair advantage over another, tests should be taken up by the instructor or turned in by the student no later than 10 minutes past the end of the class period in which the test is given.

Take-home tests are to be administered with care and consistency. All take-home tests are to be given to students in sealed envelopes and returned as specified. No tests or written material are to be placed in faculty or student mailboxes. The take-home test (which excludes openbook exercises) is to be taken within the time limit set by the instructor and ordinarily is not to exceed two hours. It should be taken in one uninterrupted time period. The instructor must indicate the number of days (not to exceed seven) that the student will have to take the test. Students should be reminded not to discuss the test during the test period.

Each student must indicate by the term "pledged" and her signature that she has neither given nor received aid on the test.

E. Written Work

The grade on any late written work is automatically reduced by one-third of a letter grade for each day the paper is late (including Saturday and Sunday). When papers are late because of a prolonged illness, an excuse may be provided by the dean of students.

All written work of the semester must be completed by 9 a.m. on the day immediately following the last day of classes of the semester unless an extension is granted by the Committee on Absences.

F. Announcement of Grades

No student shall be notified of any grade until she has finished all of her examinations. Grades are mailed to students at home during the Christmas holiday and in the summer. If a student is not making normal progress toward the degree or if the student is on academic probation, parents are notified directly. Parents may always request that grades be sent to them by notifying the registrar.

G. Academic Standing

Students may obtain their class ranks, grade point average, and number of hours completed by filling out request forms in the Office of the Registrar. This information is usually available within three days after the request is filed.

H. Plagiarism

According to the Webster's Ninth New Collegiate Dictionary (1983), to plagiarize is "to steal and pass off the ideas and words of another as one's own, to use a created production without crediting the source, to commit literary theft: [to] present as new or original an idea or product derived from an existing source."

It is not just forgetting to put quotations around borrowed phrases. Plagiarism includes taking an author's ideas and rephrasing them in one's own words, without acknowledging the sources of those ideas.

Plagiarism is contrary to the academic purposes of Agnes Scott. In her work, each student is to develop techniques of independent thought; research using another's work as one's own defeats the development of these techniques. In addition, under federal and state laws, plagiarism is illegal and punishable by either fine or imprisonment or both. Thus, plagiarism is a serious violation of the standard of our academic community and of governmental law.

The possible penalties for plagiarism, a violation of academic regulations, range from warning file to probation or suspension. All penalties are listed in the judiciary section of this handbook.

PREPARATION OF PAPERS

The principles of the Honor System as applied to the preparation of papers are intended both to allow the student the necessary freedom in preparing her papers and to respect her desire to set forth in her work her own ideas. The principles are interpreted to mean:

- (1) a student may freely discuss ideas with others, since discussion is a valuable stimulation to independent thought; but a student must organize the material and express her ideas in the paper without help from others; and,
- (2) that in the use of sources a student should observe the recognized conventions of acknowledging by appropriate documentation the ideas, phrases, and sentences borrowed from the sources used; and,
- (3) that it is the responsibility of the individual instructor to define the nature and purpose of each paper assigned and to clarify to what extent and in what manner sources (e.g., texts, writings of critics and scholars, comments of fellow students, ideas gleaned from visiting lecturers, etc.) may be appropriately used.

Each member of the freshman class will be asked to purchase the 1984 Modern Language Association Handbook for Writers of Research Papers (MLA Handbook). This handbook will be available for all freshman English students, including English 101 and 102 students. The faculty advises students not to sell these books at the end of the freshman year, but rather to keep them for reference during the entirety of their college careers. It is important for students to consult with faculty in other departments to learn about methods of documentation which may be required for disciplines other than English.

A. Quotations

Quotations should correspond exactly with the original in wording, spelling, and interior punctuation. To assure the reader that the quotation is accurate although the spelling or logic might otherwise lead him to doubt it, the interpolation "sic" is used and is enclosed in square brackets. If the quotation is less than three lines of prose or less than two lines of poetry, quotation marks should be used and the quotation incorporated in the text (in the case of poetry indicate line division thus:/). For such a quotation run on as part of the text, first use double quotation marks; for quotations within quotations, use single marks. If quotations are longer, the quoted material should begin on a new line, be given a wider margin than the text, be singlespaced if typewritten, and not enclosed in quotation marks. The line of text following a quotation should be indented only if it begins a new paragraph. For ellipses within a quoted sentence use three spaced periods; for ellipses at the conclusion of a complete sentence, use three spaced periods and the sentence period. Interpolation of your own comment and explanation in quoted matter is permissible if enclosed in brackets, not parentheses.

B. Scientific Notation

In the departments of the natural and social sciences, a special form of scientific notation is used more frequently than the form described above. Students should consult their professors to find out the form of documentation preferred by that department before writing a paper.

McCain Library

McCain Library is the information center of Agnes Scott College. The library provides print and nonprint information sources to stimulate learning and growth in an academic environment. Approximately 169,000 books and bound periodicals are available in open stacks so that borrowers may select books directly from the shelves.

A. Reader's Service

1. Circulation. All books from the book stacks which circulate out of the library must be signed for by the borrower at the circulation desk. The loan period for regular books is two weeks. To renew books on loan, the books should be brought to the library for redating. Books may be renewed unless another reader has requested the book. Books may not be transferred from one person to another unless they are first returned to the circulation desk.

When books are turned in to the library, they should be returned to the circulation desk. If the library is closed, they may be left in the book depository near the front doors. When regular books are not returned on the date due, a fine of 10 cents per book per day overdue is charged.

2. Browsing Section. Near the circulation desk is the browsing collection containing recently published books of interest to the Agnes Scott College community. Browsing collection books circulate to everyone in the College for a one loan period. No renewals are allowed, but a book may be checked out for a second time after it has been returned to the library for 24 hours. Fines are charged for overdue browsing books as previously described for regular books.

3. Reserve Books. Books are placed on reserve at the request of faculty members. Reserve books are shelved at the circulation desk on the main floor. An orange or a blue card is placed in the back of each book. Reserve books are for use within the library so that the greatest number of students will have access to them. Reserve books should be returned to the circulation desk immediately after one is finished with them.

Boarding students may take reserve books out of the library at 9:30 p.m. on Sundays through Fridays and at 3 p.m. on Saturdays. The books must be signed out at the circulation desk after these respective times. These books are due back one-half hour after the library opens the following day. They should be returned to the circulation desk.

Commuting students may take reserve books with orange cards out of the library at 2 p.m. Mondays through Fridays and at any time on Saturdays and Sundays. These books are due back at 9:30 the following morning. They should be returned to the circulation desk. Books with orange cards checked out on Friday are not due until 9:30 a.m. Monday.

Commuting students may check out books with blue cards. The regulations are the same as those for boarding students. That is, they may be signed out at 9:30 p.m. Sunday through Friday (3 p.m. on Saturday) and are due back the next day one-half hour after the library is opened.

4. Reserve Book Fines. When reserve books are not properly checked out for overnight use or are not returned when due, the fine is 25 cents per hour or partial hour.

B. Call Numbers

973.2

MP84p

The call number is a device found on the upper left hand corner of the catalog card to enable the borrower to locate a book on the shelves in the library. The 973.2 in this call number is the Dewey Decimal classification number. The MP84p is a notation for the author and title of the book.

PR2638

.C4

This call number is an example of a call number using the Library of Congress Classification System. Since June 1974, all new books added to the library have been classified according to the Library of the Congress Classification System. All books in the reference room are classified according to the Library of Congress System.

Folio

CD4958

.N56

The word "folio" over a Library of Congress call number indicates the book is oversized and is shelved in a special section, stack level 7.

Be sure to use the card catalog if you are searching for books on a specific subject in order to locate books the library owns which may be classified in the Library of Congress or Dewey Classification Systems.

1. Special Systems. References are distinguished by "Ref" as a part of the call number. This means the book is shelved in the reference room. Browsing collection books have unique call numbers: "F" for fiction books and "N-F" for non-fiction books. Catalog cards for microcards have "Med" for the call number.

2. Reference Services. The reference function of a college library is to interpret library materials to the college community. Librarians are available to work with students, faculties, and staff in their search for information by helping them locate materials, explaining reference books, and answering any questions concerning the library and its services. The reference room in McCain Library is located in the wing immediately to the left of the circulation desk. Reference books may not be taken out of the library. Examples of reference books are dictionaries, encyclopedias, atlases, indexes, and yearbooks.

3. Lost Books. A book believed to be lost should be reported immediately when due so that it may be renewed once. Lost books are charged at the full list price or the estimated cost of replacement if out of print, plus the amount of the accumulated fine. When a book is paid for and later found and returned to the library, the amount which was paid less the accumulated fine is refunded. Library materials which are mutilated, defaced with underscoring or marginal notes, or damaged through misuse or carelessness are charged for at the same rate as lost books.

4. Music Listening Room. An extensive record collection is maintained in the music listening room on the ground floor. A separate card catalog for recordings is located in the music listening room. Composer, title, and subject cards are combined in this card catalog. The call numbers refer to special arrangements of the recordings: M:Music; SP:Spoken Records; FM:Folk Music; and AN:Anthology.

Recordings circulate to students and faculty for two weeks. Fines are charged on overdue records similar to those fines charged on overdue regular books. Three turntables are available for listening purposes in the music listening room. A cassette player is also available for listening to cassettes.

5. Periodicals. McCain Library receives approximately 780 different periodicals and newspapers. Current issues of many of the periodicals are displayed on the browsing shelves in the periodicals area on the ground floor. Current science periodicals are shelved in the appropriate science library in Campbell Hall. Back issues of most titles that have been recently received are shelved alphabetically in the periodicals area. Bound periodical volumes and microfilm holdings of periodicals are also shelved in adjoining areas on the ground floor. Periodicals and newspapers are not circulated out of the library.

Periodical indexes are the key to considerable information available in periodicals. The indexes are shelved on tables down the middle of the reference room on the main floor. Examples of the indexes include Reader's Guide to Periodical Literature, Social Sciences Index, Humanities Index, Art Index, Education Index, and Index to Little Magazines. Also on the main floor is the periodicals spindle which lists the holdings of all periodicals in the McCain Library.

6. Science Libraries. Three separate science libraries are maintained in Campbell Hall. Primarily, books classified in the QC's are shelved in the physics library, books classified in the WD's are shelved in the chemistry library, and books classified in the QH's, OL's, OM's, QP's and QR's are shelved in the biology library.

7. Special Collections. McCain Library contains special collections on Robert Frost, translations of Margaret Mitchell's *Gone with the Wind*, the Walter Brownlow Posey collection of materials on the frontier religion. Also, the archives room with holdings of student, faculty, and alumnae publications is available for special purposes.

8. Food. Please do not bring any food or drink into the library.

9. Closing Procedure. Ten minutes before the building is locked, students are expected to gather up books and personal belongings and vacate the building. A library staff member walks through the library turning off lights at this time. In order to facilitate the closing of the building, please check out and renew all books 10 minutes before the library is locked.

10. Student Opinion. The librarian welcomes opinions and ideas from students on how library services may be improved. The Library Committee is also an appropriate group where general policy matters which affect students may be discussed. Students may submit book titles to the librarian for consideration as addition to the book collection.

11. Library Committee. Three students, appointed by the president of Student Government Association, serve on this committee as voting members, along with six faculty members who represent major divisions of the curriculum. The librarian is an ex officio member of the committee.

This liaison advisory committee interprets the problems and policies of the library to the campus community and makes suggestions to the librarian for the improvement of the library. Advice is limited to matters of general policy and ways of best serving the activities of the College. The committee also approves the annual allocation of book funds to the academic departments

and considers requests for use of special funds. The chair of the committee is responsible for reporting to the faculty, and the student members to the student body.

UNIVERSITY CENTER IN GEORGIA

Agnes Scott College
Atlanta College of Art
Atlanta University Center
Columbia Theological Seminary
Emory University
The Georgia Institute of Technology

Georgia State University
Kennesaw College
Oglethorpe University
Southern Tech
University of Georgia

A. Interlibrary Use Policy

The University Center libraries cooperative program permits the use of the library of any member institution by members of the faculty, research staff, and student body of other member institutions for the purpose of supplementing the resources of their own. The policy does not permit the use of another library for study purposes or merely for convenience.

An interlibrary loan of materials from libraries not in the University Center may be arranged, but receiving such material is much slower.

B. Interlibrary Use Procedure

An interlibrary use card may be issued by an authorized librarian of a member institution to faculty, research staff, and students in good standing. The person issuing the card will ascertain that there is a demonstrated need which cannot be met in his library. Whenever possible, all bibliographical and reference work should be done by the student in her own library before being sent to another. Also, whenever practical, it should be ascertained that the books desired are among the holdings of the library to which she is being sent. A card shall be issued for use in one library only.

When a faculty member or student has a justifiable reason for borrowing books from more than one institution, he or she may be given a card for each library. A student card shall be issued for a limited time. A faculty card shall expire at the end of the time needed for a particular study but not later than the end of the academic year.

When charging out book materials from another library, a student must show her student ID card and a faculty member his or her faculty ID card in addition to the library use card. If an institution does not issue ID cards to its faculty, then the faculty borrower must present sufficient identification. Each library reserves the right to establish its own rules and regulations governing the use and circulation of materials and may limit the number of volumes or restrict the use of certain materials whenever necessary.

Each borrower shall be responsible for learning and observing the rules and regulations of the library she uses. Any abuses of interlibrary use privileges shall be reported to the librarian at the borrower's institution for appropriate action, including revocation of interlibrary use privilege from the offending person.

Faculty and College Committees

Faculty Committees

Committee on Academic Standards
Admissions Committee
Committee on Campus Development and Use
Committee on Committees
Committee on Compensation
Curriculum Committee
Executive Committee of the Faculty
Committee on the Future of the College
Committee on Independent Study
Committee on Professional Development
Teacher Education Committee
Committee on Technical Facilities
Grievance Committee

College Committees

Judicial Review Committee
College Events Committee
Financial Aid Committee
Library Committee



THE JUDICIAL
BODIES

I. HONOR COURT

Honor Court is the judicial body of the Student Government Association whose purpose is to uphold and regulate the Honor Code. The court also serves to enforce the Honor System and has jurisdiction in matters injurious to the interests of the College.

Members are elected by the student body and consist of the following: a senior president, a senior vice president, a junior secretary-treasurer, and a board consisting of two members from each class- with one freshman elected in the fall- and two Return-To-College students (RTC's), each holding one position on the court.

HONOR COURT OATH OF OFFICE

"As a member (or as an officer) of the Honor Court of Agnes Scott College, I do solemnly swear, being ever mindful of the responsibility vested in me by the College, that I will strive in all my work to keep free of personal prejudice; that I will always hold before me the ideals of the Honor Court and of Agnes Scott, and will endeavor continually to bring them to full realization."

A. Jurisdiction

All students are expected to meet all responsibilities in accordance with the principles of the Honor System.

1. Academic Jurisdiction

Honor Court has jurisdiction over all violations of the Honor System of an academic nature, including (but not limited to):

Cheating

Plagiarism

Lying in Official Matters

Here are some general guidelines for academic regulations (for complete regulations see ACADEMIC REGULATIONS, on reserve in the library):

a. *Pledge.* On any graded homework, paper, quiz, test, or exam, each student must write the word "pledged" and sign her name to signify that she has neither given nor received aid on the assignment.

b. *Take-home tests.* Take-home tests are a special privilege for Agnes Scott students, and they should be administered and taken with care and consistency. All take-home tests are to be given and returned in a sealed envelope, taken in the time limit set by the instructor (ordinarily not to exceed two hours), and taken in one uninterrupted sitting. Each student should pledge her test. No test material should be placed in campus mailboxes. The instructor must indicate the number of days (not to exceed seven) that the student will have to take the test.

c. *Talking about tests.* To insure that no student receives an unfair advantage on a make-up test or on a self-scheduled exam, no student should discuss a graded assignment, quiz, test, or exam until the professor gives permission to do so. If she or he should make no comment one way or the other, one should

assume one cannot discuss it. A student may not say how much time it took to take the test.

d. *Examinations.* Agnes Scott students have the privilege of self-scheduled examinations. Students may take any examination they choose at any of the designated times within the week specified for semester examinations. The success of this procedure depends on the student's responsibility to the Honor System and on her knowledge of the exam regulations. Living in the Agnes Scott community, a student is on her honor not to ask for or give any information before or after she has taken an examination. This rule is in effect throughout the entire examination period and applies to all examinations, **INCLUDING SCHEDULED EXAMS.** There are several important regulations that apply to the examination period:

- i. Exams are not to be taken in any place other than rooms announced for a particular period. Students must be thoughtful in leaving and entering the examination room throughout the examination period.
- ii. There should be no books or notes in any rooms other than those designated for open book examinations. No eating, drinking, or talking is allowed in examination rooms. The use of recording devices, tape players, or radios (i.e. "boxes" or "Walkmans") is prohibited in examination rooms.
- iii. All examinations must be taken in intact blue books. Students must be sure to sign the HONOR PLEDGE and to place the copy of the exam questions, the blue book, and all used scratch paper in the brown envelope. One must seal the exam envelope before leaving the examination room, and return it to the designated room in Buttrick. All examinations should be completed at 11:30 a.m. or 4:30 p.m. Students are allowed 15 minutes after the bell to return examinations to the designated room in Buttrick. If an exam is turned in at a time later than indicated, the grade on the exam will
- iv. If a paper is given in lieu of an examination, faculty members should have these papers turned in to the Office of the Dean of the College for the sake of convenience and security. Such papers are due at the end of the last exam period. No tests or take-home examinations are to be given during the examination period. This excludes projects and examinations requiring special equipment and localities.
- v. Any questions or problems about procedures arising during an exam period should be referred immediately to the Office of the Dean of the College.

A student must complete a separate envelope and attached card for each course in which she has a self-scheduled examination. Exam envelopes with attached cards may be purchased in the Campus Shop Bookstore. She must fill out the envelope and attached card without removing the card. The exam envelope should be given to the course professor on the specified date prior to the examination period.

For self-scheduled examinations, envelopes will be distributed in Room G-25 of Buttrick Hall, 20 minutes before the scheduled time of the beginning of examinations (8:40 a.m. and 1:40 p.m.). Envelopes containing examina-

tions will be divided alphabetically by the student's last name and will be placed on tables and distributed by members of the faculty. If a student is late in picking up the examination, she will not be allowed extra time. A student may not study or talk after she has picked up her exam envelope. No books, blue books or notes are to be taken into Buttrick.

If a boarding student becomes ill while taking an exam, she must go the health center immediately if she wishes to retake the exam without penalty. She should notify a faculty member on duty of her illness and leave with him or her the partially-completed exam. A commuting student should notify the faculty member of her illness, leave with him or her the partially-completed exam and go the the Office of the Dean of the College immediately.

Students who have duties to perform under the financial aid program will be expected to meet these responsibilities during the examination period. Students will be notified by their immediate supervisors at least two weeks in advance of the examination period of their work obligations during that time. They must accommodate this obligation in their exam schedules.

Examinations in classes where there are more than 40 students must be taken before specified dates which will be announced and posted. Students are responsible for reading the bulletin boards and for taking these examinations at the appropriate times.

A few examinations are specially scheduled and must be taken at a particular time and in a particular place. A list of these courses and the dates of examinations will be posted in Buttrick lobby and in the mailroom. Do not prepare an envelope for these courses. A student will be excused from a scheduled exam only if she is in the health center or if she has the permission of the dean of the College.

If a student should find that she has failed to comply with any of these regulations, she should report this at once to the dean of the College or to a member of the Honor Court. At all times, the student must consider her obligation to the Honor System and have consideration for her fellow students.

e. *Preparation of Papers.* The principles of the Honor System are intended to allow the student the necessary freedom in preparing her papers and to respect her desire to set forth in her work her own ideas. The principles are interpreted to mean:

- i. that a student may freely discuss ideas with others, but a student must organize the material and express her ideas in the paper without help from others.
- ii. that no rewriting or editing of a student's work by another is allowed. Thus, a student may not ask another person for help with wording, punctuation, or other grammatical techniques. Only help with typographical errors is permissible. Only 'obvious' typographical errors may be corrected. For example, the successive repetition of a word or the scrambling of letters may be corrected as illustrated by the following sentence: Hte boyboy went the the store may be corrected to The boy went to the store. Correction of excessive or deficient punctuation is not permitted.

- iii. that a student should acknowledge by appropriate documentation the ideas, phrases, and sentences borrowed from the sources used.
- iv. that it is the responsibility of the individual instructor to define the nature and purpose of each paper assigned and to clarify to what extent and in what manner sources (e.g., texts, comments of fellow students) may be used. Each student is urged to ask the instructor what limits are placed on the use of sources for each assignment.

f. *Plagiarism*. According to the Webster's Ninth New Collegiate Dictionary (1983), to plagiarize is "to steal and pass off the ideas or words of another as one's own, to use a created production without crediting the source, to commit literary theft: [to] present as new or original an idea or product derived from an existing source." It is not just forgetting to put quotation marks around borrowed phrases. Plagiarism includes using another's ideas, putting them in your own words, and not following proper documentation procedures. Plagiarism is contrary to the academic purposes of Agnes Scott.

The above statements are a general guide to the preparation of papers. Additional guidelines may be found in the most recent edition of the Modern Language Association Handbook for Writing Research Papers (the MLA Handbook). An instructor may ask or allow a student to prepare her paper differently. **EACH STUDENT SHOULD BE SURE SHE UNDERSTANDS THE ASSIGNMENT OF HER INSTRUCTOR BEFORE PROCEEDING WITH THE COMPOSITION OF HER PAPER.**

2. Other Jurisdiction

Honor Court has jurisdiction over other violations, including (but not limited to):

Violations of the Drug Policy

Stealing (i.e., library books, property of others, etc.)

Here are some general guidelines for some of the regulations concerning the above violations (for complete regulations see SOCIAL REGULATIONS AND POLICIES):

a. *Illegal Drugs*. Agnes Scott upholds and requires each student to uphold the laws concerning illegal drugs. The possession or transfer (including gifts) of marijuana, heroin, cocaine, LSD and any other controlled substance is illegal under the federal laws and the laws of the state of Georgia.

b. *Alcoholic Beverages*. Agnes Scott adheres to the laws concerning the consumption of alcoholic beverages and requires each student to adhere to these laws. The legal age for purchasing and consuming alcoholic beverages is 21. It is against the law in Georgia either to sell or furnish alcoholic beverages to anyone under legal age. It is illegal to appear in an intoxicated condition or to evidence boisterous or vulgar behavior on any public street, or any public place, in any private residence, other than one's own, or on any mode of transportation. It is unlawful to drink alcoholic beverages in automobiles parked or moving on the streets, highways, or alleys of Decatur. (See Social Regulations and Policies: Alcohol Policy.)

c. *Lending Identification Cards*. Using another person's or lending one's own identification for the purpose of obtaining alcohol is a violation of the Georgia state law.

B. Due Process

1. The president of Honor Court investigates each case thoroughly before charging a student and bringing her before the court. Such an investigation may include meetings of the president with others connected with the case; e.g., appropriate dean, professors, witnesses, etc.
2. Two members of Honor Court (usually the president and one other member) must be present when discussing the case with students involved and/or questioning them.
3. After conducting an investigation which indicates a student's probable violation of the regulations of the College, the president of Honor Court and/or other members of the court designated to do so will present that student with a written copy of the charges against her.
4. The student charged with an offense will be told by the Honor Court representative that she has at most 48 hours to prepare for an appearance before the Honor Court. The student may, if she wishes, waive the time element and request an early hearing before Honor court.
5. The student has the right to be present at the Honor Court hearing of her case.
6. She may submit a prepared statement to be read at the meeting of the Court.
7. The student who has been accused has the privilege of bringing to the Honor Court a witness who may contribute pertinent information to the case. She is also within her rights to know the source of the accusation.
8. Honor Court must have a quorum of eight members to vote:
 - a. When the penalty of probation is recommended, there shall be no more than two negatives or three abstentions or combination of one negative and two abstentions.
 - b. When the penalty of suspension or expulsion is recommended, there shall be no more than one negative or two abstentions.
 - c. All other decisions will be by majority vote.
9. Any alleged violations of the Honor System arising during vacation period or at any other times when the Honor Court cannot be called shall be dealt with by the president of the Student Government Association and the president of the Honor Court, in cooperation with the Judicial Review Committee when necessary.
10. Honor Court shall impose penalties subject to the following procedures:
 - a. When the penalty of disciplinary probation for violation of social regulations is administered by the Honor Court, it shall be the duty of the president to inform the Judicial Review Committee.
 - b. When the penalty of suspension, dismissal, or disciplinary probation for violation of academic regulations is recommended, the decision shall be submitted to the Judicial Review Committee for approval.

C. Penalties

The Honor Court judges offenses and gives penalties. In flagrant cases the decision of Honor Court is subject to review and approval by the Judicial Review Committee. Possible penalties for violations are:

1. Restriction Of Privileges

a. *Restricted Key Privilege.* Under this penalty, a student may not be off campus after 12 midnight on a week night and 2 a.m. on weekends. This penalty will last for a period of four days.

b. *Restricted Campus.* Under this penalty, a student may not leave campus for a determined number of days. Students should expect to be placed on Restricted Campus upon first violation of the Agnes Scott alcohol policy.

c. *Exam Privilege.* For violation of exam procedure a student may lose the right to take exams when she pleases, but instead be required to schedule them with the Office of the Dean of the College and then adhere to this schedule.

Honor Court reserves the right to give the following penalties in addition to those above:

2. Plagiarism Workshop

In the case of a plagiarism violation, Honor Court reserves the right to require the student to participate in a plagiarism workshop directed by a professor.

3. Warning File

With this penalty, a student's name may be placed on an active warning file. The length of the active warning file period is determined by Honor Court. If the student violates the Honor System during this active period, her previous case may be referred to as evidence for the necessity of more serious action. Following the duration of the active period, her record may be reviewed at Honor Court's discretion. Students will be notified when their names are placed on Warning File.

Students should expect to be placed on Warning File upon second violation of the Agnes Scott alcohol policy.

4. Probation

With this penalty notification automatically goes to the student from the president of Honor Court and to the parents from the president of the College or the Judicial Review Committee. If the student violates the Honor System during the active period of her probation, her previous case may be reviewed as evidence for the necessity of more serious action.

a. *Disciplinary Probation For Violation Of Academic Regulations.* Given for serious violation of academic regulations, this penalty is recommended to the Judicial Review Committee by the Honor Court for approval and enforcement.

b. *Disciplinary Probation For Violation Of Social Regulations.* Given for serious violation of social regulations, this penalty may include any restrictions on activities and extracurricular engagements which the case warrants.

5. Suspension And Dismissal

For a major violation of academic or social nature, Honor Court may recommend suspension or dismissal. Suspension is made with a stipulated time of return when the student is automatically reinstated in good standing if she so desires. Dismissal is made without a time length for return, and readmission occurs only after the student has applied to the College again. In cases of suspension or dismissal, the Honor Court must recommend this penalty to the Judicial Review Committee for final approval.

6. Other Penalties

In cases where Honor Court feels that none of the above penalties is appropriate, other disciplinary action may be taken. All such penalties are subject to review by Judicial Review Committee.

D. Method of Appeal

1. In the event the Honor Court determines that a student is guilty of the charge that has been brought against her, the student must be informed of her right to appeal the decision.

2. A student may appeal a decision of any judiciary body only once and only to the next higher court. The decision to appeal or not must be made in writing to the presiding officer of the court whose decision is being appealed within 48 hours after being informed of the court's decision. The student must file a statement of intention to appeal also with the appropriate appeal body within three days after her case has been decided.

3. In appealing a case from the Honor Court, the student has two possible channels of appeal which she may choose to follow:

a. She may appeal to the student body, which will be called to judge her case. A majority of two-thirds of the students voting shall be required to censure or revoke a decision of an organization of the association. In order that a decision of an organization be censured or revoked, the issue must be posted one week before the vote.

b. She may appeal her case to the Judicial Review Committee.

4. If the student appeals to the Judicial Review Committee, this committee shall within seven days review all facts and circumstances relative to the case at hand. This would involve hearing from the president of Honor Court and/or other designated representatives of that body who would bring the charges clearly to the attention of the committee. The person or persons who originally brought the charge may be asked to appear before the committee. The student who has been found in violation shall also appear. She may bring an adviser or advisers who have been chosen to help with the presentation of the case and any witness who may wish to present information pertinent to the case in her behalf.

5. A careful digest of the salient facts of the hearings and the final deposition of the case shall be preserved in the minutes of the Judicial Review Committee.

6. If the student does not seek an appeal, the Judicial Review Committee will act on recommendations of Honor Court. The president of Honor Court will present the case. The student has the right to appear before the committee to answer questions of its members and to speak her case. The judgment of the Judicial Review Committee is final.

II. THE JUDICIAL REVIEW COMMITTEE

The Judicial Review Committee of the College is given the responsibility of:

1. Reviewing and approving recommendations of Representative Council which affect the powers and philosophy of student government, or which pertain to major regulations concerning student welfare;
2. Acting upon recommendations of Honor Court;
3. Imposing the penalty of administrative probation in situations involving a student's failure to meet the standards and expectations of the College community; or, requiring the withdrawal of any student whose presence is thought to be injurious to the interests of the College community;
4. Assuming original jurisdiction in student-initiated disciplinary actions in which the committee feels that justice has not been served;
5. Imposing the penalties of dismissal and suspension.

MEMBERS OF THE JUDICIAL REVIEW COMMITTEE

The President of the College (Chair)

The Dean of the College

The Dean of Students

The Registrar

Four members of the faculty

President of the SGA

President of the Honor Court

President of the Interdormitory Council

(*Student Government Constitution, Article VI.*)

E. Student Status

All permanent records at Agnes Scott College and all transcripts issued by the College shall carry a statement of the student's graduation or a statement of the status of the student at the time of last attendance. Student status may be designated as (a) good standing (b) probation (c) suspension or (d) dismissal.

(a) *Good standing* signifies that the student is eligible to continue or to return; it signifies that the student is on neither academic nor disciplinary probation.

(b) *Probation* is a middle status between good standing and suspension or dismissal. Probation covers a stated trial period during which time it is determined whether the student is returned to good standing or is dismissed or suspended at the end of or during the probation period for failure to meet the requirements. Probation shall be noted as either academic or disciplinary.

(c) *Suspension* is an involuntary separation of the student from the College; it implies and states a time limit when return will be possible. Suspension shall be noted as either academic or disciplinary.

(d) *Dismissal* is an involuntary separation of the student from the College; it may or may not be permanent but does not project a definite time of eligibility to return. Dismissal shall be noted as either academic or disciplinary.

The statements and definitions noted above are according to guidelines prepared by the National Center for Educational Statistics and the American

Association of Collegiate Registrars and Admissions Officers for the U.S. Department of Health, Education, and Welfare.

Academic probation at Agnes Scott College is imposed by the Committee on Academic Standards on a student whose work is below minimum standards.

Disciplinary probation may be imposed by Interdormitory Council or by Honor Court for serious violations of social regulations. Disciplinary probations are also given for serious violations of academic regulations in which case the probation is imposed by the Judicial Review Committee upon the recommendation by Honor Court.

Suspensions at Agnes Scott College are imposed by the Judicial Review Committee. In the case of disciplinary suspension, the action is usually taken after a recommendation from the Honor Court. The terms of a suspension include a definite time limit and a definite date after which return to college will be possible.

Dismissal is imposed by the Judicial Review Committee. In the case of disciplinary dismissal, this action is normally taken after a recommendation from Honor Court.

F. Administrative Dismissal

A student whose conduct indicates that she is not in sympathy with the ideals and standards of the College or who is not mature enough for its programs may be asked to withdraw. In such cases the judgment of the administrative officers is sufficient, and it is not necessary that specific reasons be given.

The College maintains the right to enter a student's room for the purpose of maintenance, fire, safety, and upholding College regulations and policies.

III. INTERDORMITORY AND DORM COUNCILS

A. Jurisdiction

Interdormitory Council has both executive and judicial powers. As an executive body, its function is to coordinate and consolidate activities of the residential units, serving as a liaison between the residence halls and the dean's staff.

Interdormitory Council in its judicial capacity constitutes the court of appellate jurisdiction in referrals and appeals from the Dormitory Councils.

Dormitory Council has both executive and judicial powers. As an executive body, Dormitory Council decides such policies as are necessary for the smooth functioning of the residential units. As a judicial body, Dormitory Council has primary jurisdiction in matters directly concerning residence hall life.

B. Penalties

1. Oral and Written Warnings
2. Infraction System. Under our Honor System Interdormitory Council would like to consider each breach an individual case; but for the sake of expediency, it is necessary to set up some automatic penalties. The system of minor penalties is in the section regarding general regulations.
3. Restricted Key Privilege. Under this penalty a student may not leave campus after 12 (midnight). This penalty will be subject to the discretion of the Dormitory Council.

4. Restricted Campus. Under this penalty, a student may neither leave campus nor have parietal privileges for a determined number of days. A standard campus consists of four days and three nights - extending from 8 a.m. Saturday to 8 p.m. Tuesday or from 8 a.m. Wednesday to 8 p.m. Saturday. Other details of restrictions are up to discretion of the individual judicial bodies.

Individual Dormitory Councils are allowed to give the above penalties. (Oral and written warnings, infractions, restricted key privilege, and restricted campus). Any case constituting a more serious penalty may be referred to Interdormitory Council, which may give the following penalties in addition to the above:

5. Warning File

6. Disciplinary Probation For Violation Of Social Regulations

Explanation of the above penalties may be found under Honor Court Penalties. Any further jurisdiction on a case is referred to Honor Court. The president of Interdormitory Council will notify the involved student of her penalty.

C. Judicial Process

1. Most cases are heard by the individual Dormitory Councils. Dormitory Council has primary jurisdiction in cases involving the alcoholic beverage policy, the smoking policy, parietals, and general residence hall regulations. Dormitory Council reserves the right to refer a case to the Interdormitory Council if they do not feel justified in handling it.

2. A student may appeal an automatic penalty as listed in the section regarding general residence hall regulations to Dormitory Council. She should notify her residence hall president of her intention to appeal within 48 hours after the penalty has been given.

3. A student may appeal a decision made by Dormitory Council to the Interdormitory Council. She should notify her residence hall president of her intention to appeal within 48 hours after her case has been decided.

4. In an appeal of a Dormitory Council decision to the Interdormitory Council, the student should file a written statement of her intention to appeal to the president of Interdormitory Council within three days after her case is appealed.

5. In a case where Interdormitory Council has primary jurisdiction, the president of Interdormitory Council investigates the case with the help of the vice president or another Interdormitory Council member. The president then presents the case to the Interdormitory Council. A nonmember of Interdormitory Council, such as a witness, may present the case; however, she may not remain at the meeting after her presentation.

6. The student charged with an offense may appear before Interdormitory Council to answer questions if she wishes. Arrangements to do so should be made with the Interdormitory president.

7. The case is heard at the following meeting unless less than two days has elapsed to prepare the case or extenuating circumstances necessitate postponement. Then, the case is postponed by the Interdormitory president.

8. Interdormitory Council must have a quorum of ten members to impose a penalty. Only Interdormitory Council members and judicial members of Inter-

dormitory Council shall hear the case. A simple majority vote is sufficient to impose all penalties except disciplinary probation.

9. A two-thirds majority vote of the Interdormitory Council members hearing the case is required to impose disciplinary probation.

10. The Interdormitory Council vice president shall present precedent cases for the purpose of suggestion only. A penalty is considered for the individual case and not necessarily imposed according to precedent.

11. The Interdormitory Council president has no vote except in the event of a tie.

12. A student may appeal a decision of the Interdormitory Council to Honor Court, but the student should notify the president of Interdormitory Council of her intention to appeal within 48 hours after her case has been decided.

13. The student should file a written statement of her intention to appeal to the president of Honor Court within three days after her case has been decided.

D. Residence Hall Search Procedures

Residence hall searches are conducted by Honor Court and the dean of students, if there are severe concerns about problems in a residence hall. It is done with great reluctance, and every effort is made to insure the privacy of students. An entire residence hall or a single hall may be searched using the following guidelines.

A residence hall search may be initiated in four ways:

1. Students may petition Honor Court or the dean of students that residence halls be searched.

2. Two members of Honor Court, one of whom is the president, request to the dean of students that a residence hall be searched.

3. The president of Interdormitory Council and the president of the residence hall send a request to Honor Court or to the dean of students that a search be conducted.

4. The dean of students decides in consultation with the president of Honor Court or of Interdormitory Council that a search should be conducted.

A residence hall search may be conducted only with the approval of the dean of students.

The president of Honor Court or Interdormitory Council will assemble the residents in a designated area and announce that a search is being conducted. The procedures will be read and the residents will stay assembled in the designated area until the search is completed. The president of Honor Court will inform the residents of the article(s) or substances being sought and later announce the success or failure of the search. Each resident will be taken to her room as it is being searched, and she will return to the designated area after the search is completed.

The search is conducted by the members of Honor Court, the president of Interdormitory Council, the president of the residence hall and the Dormitory Council members. Each room is searched by two members of this group, one of whom must be a member of Honor Court. If at all possible, one of the residents of the room will be present at the time the room is being searched. If a resident can not be found, the dean of students or her designated representative will be present while the room is searched. The dormitory president

and the dean of students or her designated representative will be present during the entire search procedure.

If unauthorized items other than those being sought are found in the course of the search, it will not be treated as a case unless the student later voluntarily admits to a violation of the Honor System. She will be requested by a member of Honor Court to remove any unauthorized items from the campus.



SOCIAL
REGULATIONS
AND POLICIES

In accordance with Agnes Scott's desire to encourage and recognize individual maturity and responsibility, only those social regulations which are necessary for the smooth functioning of the College and the well-being of the students are delineated. It is expected that in all cases students will conduct themselves with propriety and exercise good judgment so that their behavior will bring credit both upon themselves and upon the College. The social regulations which follow are designed to enhance those aspects of the Agnes Scott atmosphere which are considered essential.

In addition to the specific standards set forth and beyond the areas they govern, it is assumed that students will follow the dictates of common sense and will exhibit a healthy respect for their own safety.

ALCOHOL POLICY

Alcoholic beverages are permitted on the Agnes Scott campus, in compliance with Georgia and Decatur laws. These laws are as follows:

A. Georgia

1. The legal age for purchasing and possessing alcoholic beverages is 20 until September 30, 1986. After September 30, 1986 the legal age is 21. It is against the law to either sell or furnish alcoholic beverages to anyone under the legal age.
2. It is illegal to appear in an intoxicated condition or to evidence boisterous or vulgar behavior on any public street or in any public place, in any private residence other than one's own, or in any mode of transportation. Bottles of alcohol with broken seals cannot be kept in cars.
3. It is illegal to misrepresent age in any manner for the purpose of obtaining alcohol.

B. Decatur

It is unlawful to drink alcoholic beverages in automobiles parked or moving on the streets, highways, or alleys of the city.

C. Agnes Scott

Alcohol is restricted to campus-wide social functions held in designated areas as coordinated and evaluated by the College Activities Board, and as approved by the Dean of Students, and to designated areas of the residence halls.

Designated areas for alcohol are:

- a. Residence hall rooms: consumption, preparation, and storage.
- b. Hall kitchens: consumption, preparation and storage.

When transporting alcoholic beverages to the designated parts of the residence halls, students must carry them in a bag or similar covering, unless transporting them between dorm rooms or from the kitchen to dorm rooms.

Hall and lobby parties involving the consumption of alcoholic beverages are prohibited.

Alcohol and alcoholic beverages must be covered when they are transported outside of residence halls.

Agnes Scott defines drunk on campus as evidencing vulgar or boisterous behavior which is disruptive to the Campus Community. Agnes Scott's alcohol policy applies to students who are drinking on campus underage or drunk on

campus regardless of age, and to students of legal drinking age who sell or furnish alcohol on campus to students not of legal drinking age.

PENALTIES ARE AS FOLLOWS:

1. First offense, to be handled by Interdormitory Council:
RESTRICTED CAMPUS.
 - with parietals if the student turns herself in.
 - without parietals if she is turned in by another student
2. Second offense, to be handled by Honor Court upon referral by the Interdorm President: **WARNING FILE.**
3. Third offense, to be handled by Honor Court upon referral by the Interdorm President: **SOCIAL PROBATION OR MORE SERIOUS PUNISHMENT.**

All violations of the alcohol policy are to be reported directly to an Interdorm member, who will refer it to the Interdorm President.

As is the practice with any particularly serious or flagrant violation of the policy, the Interdorm President reserves the right to refer any such case involving this policy to a higher court than the one stipulated above.

STUDENTS MAY NOT DRINK ALCOHOLIC BEVERAGES IN ANY PART OF THE RESIDENCE HALLS EXCEPT IN THE DESIGNATED AREAS, OR IN ANY AREA OF THE GROUNDS EXCEPT DESIGNATED AREAS AT CAMPUS-WIDE FUNCTIONS.

Student Government funds may be used for the purchase of alcoholic beverages at any function held on or off campus and sponsored by the College or any organization within the College in accordance with the following guidelines:

1. In order to facilitate efficient processing, alcohol requisition forms will be available from the president of the College Activities Board upon completion of an activity approval form. Requisition forms must be submitted no later than one week prior to the date of the function. At the beginning of each semester, organizations are advised to submit a proposed agenda of events which will require alcohol.
2. Completed alcohol requisition forms will be submitted to the Dean of Students.
3. Upon establishment of the organization's itemized budget, the SGA treasurer will ensure that only a reasonable portion of the money allotted for refreshments at campus-wide functions will be for alcohol.
4. It will be understood that the Agnes Scott alcohol policy and honor system will be enforced at all functions where alcohol is served.

Only a student 21 years old may serve the alcoholic beverage, and a non-alcoholic beverage must also be served at the function. Alcoholic beverages which may be served at campus-wide functions are beer, wine, and spiked punch.

The student is responsible for exemplifying a high standard of conduct so that her behavior will not be detrimental to herself, to her fellow students, or to the College. Students are similarly responsible for insuring that guests are aware of the expected standard of conduct.

RESIDENCE HALL POLICY

Each residence hall has a dormitory president and a dormitory council. There is also a senior resident or resident assistant who is a member of the dean of student's staff in each hall and who is available for conferences and consultation. In case of an emergency, the senior resident or the dormitory president should be notified immediately. The following regulations have been established to insure thoughtful living in the residence halls. Each student is responsible for promoting a spirit of consideration.

A. Key Policy

At the beginning of the year, students are issued keys to respective residence halls. All halls (with the exception of Main) are locked until 6 p.m. The lobbies are open with a hostess on duty from 6 p.m. until 12 midnight (1 p.m. to 12 midnight on Sundays). At all other times, guests may call for students from phones located inside the lobby doors. Students are not to let **ANYONE** in the residence hall except other students or their personal guests. Agnes Scott workmen must be accompanied by a student, maid, senior resident, or resident assistant. If there are questions, call the Department of Public Safety. If a student loses her key, she should report it **IMMEDIATELY** to her senior resident or resident assistant who will then report it to public safety and the dean of student's office. Lost keys will be replaced for a \$50.00 fee. There is a \$5.00 replacement fee for lost room and/or closet keys.

If a student returns to campus after the residence hall closes and does not have her key, she should go to the Department of Public Safety. An officer will then let her into her hall.

Hopkins residence hall, which houses only upperclassmen, is kept locked at all hours of the day. Although lobby hours are consistent with those elsewhere on campus, males must always be accompanied by a student because there is no hostess. There is no senior resident in Hopkins.

B. Electrical Appliances

1. **NO CHANGES OR ADDITIONS** may be made in the wiring or electrical fixtures in any room without approval of the College electrician. Care should be taken not to overload the existing circuits.
2. **NO EXTENSIONS** may be used from the hall plugs to the rooms.
3. **ELECTRICAL APPLIANCES**, such as hot plates and irons, are to be used only in the places especially equipped and designated for their use in each residence hall. Electrical appliances are not to be used in students' rooms.

C. Fire Drills

Fire drills are conducted throughout the year by the Interdormitory Council.

1. FIRE DRILL PROCEDURE is as follows:

- a. Close all windows, turn on lights, and raise shades.
- b. Put on coat and shoes and carry a wet washcloth.
- c. Close door when leaving room.
- d. Get fire buddy and go to designated area as quickly as possible. Students in the building who do not respond will receive a penalty.

2. RINGING THE FIRE ALARMS in the residence halls except in case of actual fire is a serious offense.

D. General Residence Hall Regulations

1. Quiet Hours

Students are expected to show consideration at all times for those studying or sleeping in the residences and are expected to be reasonably quiet in the halls. Quiet hours are to be observed by all students Sunday through Thursday from 7 p.m. to 7 a.m. During this time, radios and televisions should not be heard outside of a student's room. There will be a half-hour break on the halls from 10:30 p.m. to 11 p.m. Although quiet hours are not enforced on weekend nights, they will be enforced from 12 midnight to 10 a.m. Saturday and Sunday mornings.

The policies regarding quiet hours will be consistent and uniform throughout the campus.

Each student is responsible for maintaining quiet hours on her hall, but the Dormitory Council member has ultimate authority on the hall. If a student is disturbing others around her, she will receive two warnings before an infraction is given. The first warning may be given by another student after she informs a Dormitory Council member of her intentions. The second warning comes from a Dormitory Council member. If the disturbance continues, the student will receive one infraction. If the same student, after receiving one infraction, must be warned again within two days she will receive only one warning before an infraction is issued. Persistent noise problems will become a Dormitory Council case.

2. Hostess Duty

Each student within a residence hall is responsible for taking hostess duty for one or two shifts Friday or Saturday night of every semester. The dormitory secretary will post a hostess duty schedule at the beginning of each semester. If a student misses her hostess duty she will receive a standard Restricted Campus, be given an additional hostess duty, and be expected to pay the student that replaced her the minimum wage. If the additional hostess duty is missed, more stringent action will be taken. Seniors in a freshman residence hall are exempted from hostess duty. Dormitory council members are also exempted as they may be required to replace students who fail to take their hostess duty if no other substitute is found.

3. Mandatory Residence Hall/Hall Meetings

Entire residence hall and hall meetings will be scheduled throughout the semester as deemed necessary by Interdormitory Council or by the Dormitory Councils. Each student is expected to attend. If a student misses a mandatory

residence hall or hall meeting without excuse, she will receive two infractions. If, for some reason, a student must miss a residence meeting, she may be excused by the dormitory president before the meeting. If a student must miss a hall meeting, she may be excused by a hall dorm councilor.

4. Violations of the alcoholic beverage policy, parietals, and the smoking policy will result in automatic Dormitory Council cases.

As explained above, infractions may be given for violations of the general residence hall regulations. When a student has accumulated three infractions, she automatically receives a standard Restricted Campus.

E. Guests

Guests of fall semester freshmen must be in by residence hall closing. A guest of an upperclassman or spring semester freshman may obtain a guest I.D. card. If she wishes to return after residence hall closing hour and wishes to be let in by a security officer. Guest sign-out cards and guest I.D.s may be obtained from the senior resident or resident assistant.

1. Any guest who wishes to stay on campus more than two nights must receive permission from the senior resident, resident assistant or any other member of the dean of students staff.

2. Students who have prospective students as guests are asked to consult the admissions office in advance.

3. Meals for guests may be bought in the dining hall.

4. Except during parietal hours, men may visit only in the lobbies or parlors of the residence halls during the afternoon and evening until closing hour. The only time men may be present within the living area is in the event of helping a student move in (or out), carrying heavy trunks, etc. If such a situation arises after classes have started, special permission must be obtained from the senior resident, resident assistant, or dormitory president and the hostess on duty should be notified that a male is in the living area.

F. Lobby Hours for Males

Male guests are allowed in the lobbies:

Monday – Thursday: 12 noon to 12 midnight.

Friday: 12 noon to 2 a.m.

Saturday: 9 a.m. to 2 a.m.

Sunday: 9 a.m. to 12 midnight.

They must be escorted when the doors are locked.

G. Local Telephones

1. Agnes Scott has a switchboard system through which calls may come into campus between 8 a.m. and 12 midnight.

2. Calls may be made out at any time.

3. All rooms are provided with a private telephone.

H. Parietals

Men are allowed to visit students' rooms during the following times:

Thursday and Friday: 6 p.m. to 12 midnight.

Saturday: 12 noon to 12 midnight.

Sunday: 12 noon to 6 p.m.

1. A student must sign her guest in and accompany him to and from the lobby. No male may come to a room unescorted; he must call for a student from the lobby.
2. Males must use the men's restroom in the lobby.
3. Male guests must abide by our policies with regard to alcohol, drugs, fire drills, quiet hours, etc. It is the responsibility of the student to inform her guests of these policies.
4. Violation of any of these rules will result in a Dormitory Council case.

I. Pets

Students are not allowed to keep any pets except fish in the residence halls.

J. Sign Out

Regulations concerning signing in and out are for the safety of the students. Students are encouraged to leave information as to their whereabouts and must sign out and in under the certain conditions specified below. Fall semester freshmen must sign out, return to their residence hall and sign in by 12 midnight Sunday through Thursday. Although there are no hours on Friday and Saturday, they must nevertheless sign out. Permission for exceptions to this procedure must be requested in advance through the senior resident, resident assistant, or president of the residence hall.

1. Fall Semester Freshmen

- a. will have curfew hours until 12 midnight Sunday through Thursday and no hours on Friday and Saturday nights. The Thursday night of Black Cat will also have no hours.
- b. must sign out every night on their sign out card at the hostess desk if planning to be out after 7 p.m. stating date, destination, and expected time of return: leave keys in envelope with sign-out card. They are to keep their keys Friday and Saturday nights.
- c. must return to their hall by 12 midnight Sunday through Thursday nights. A ten-minute grace period will be given for the semester.
- d. must sign in, at which time they may pick up their keys.
- e. must sign out on their sign-out cards at the hostess desk when spending the night away from their own residence and supply the required information. Sunday through Thursday they must leave their keys.
- f. must sign out on their cards at the hostess desk for Thanksgiving and Christmas vacations, turn in keys, sign in on return, and pick up keys.

2. Upperclassmen and Spring Semester Freshmen

- a. are **STRONGLY URGED** to leave information which would be helpful in locating them in an emergency situation if they remain off campus or do not return to their respective residence by residence hall closing hour.
 - b. must sign out on their cards at the hostess desk for Thanksgiving, Christmas, spring and summer vacations and sign in on their return and pick up their keys.
3. If a student assumes the responsibility for signing another student out when sign out is required under the conditions cited above, the student assuming such responsibility will be held accountable if she fails to do so.
 4. Violations of the sign-out procedure shall generally be handled by Dormitory

Council. However since cases of falsification of sign out, carelessness in keeping doors locked after closing hours, and misuse of keys by students involve lying and jeopardizing the safety or property of others, Interdormitory Council shall assume primary jurisdiction in these areas.

DRUG POLICY

Any student known to possess, or to have used marijuana or other controlled substances on the campus will be subject to probation, suspension, or dismissal, the terms of which will be set by the Honor Court. A subsequent offense will be grounds for suspension or dismissal.

Any student engaged in the transfer and/or sale of controlled substances on the campus by any means whatsoever will be subject to suspension or dismissal. The transfer and/or sale on campus includes, but is not binding to, the transfer of money or gift or the contacting of individuals for the purpose of obtaining controlled substances.

As is the case with all judicial recommendations of suspension or dismissal, the penalties are automatically reviewed by the Judicial Review Committee whose final approval is necessary, and who may contact civil authorities.

The possession, sale, or transfer (including gifts) of marijuana, heroin, cocaine, LSD, or any other controlled substance is illegal under both Federal laws and the laws of the state of Georgia. Penalties for illegal possession or sale, or transfer may involve imprisonment and/or a fine. In addition, the unauthorized use of certain amphetamines, barbiturates, and tranquilizers is severely punishable by law.

In accordance with Agnes Scott's commitment to excellence, the possession and use of controlled substances is prohibited on campus.

SMOKING POLICY

Students who smoke are expected to exercise good judgment and consideration for others.

Areas in which smoking is NOT permitted:

1. Hallways of all residence halls
2. ANY elevators in ANY campus buildings
3. Buttrick Hall (except in faculty and staff offices upon invitation).
4. Dana Fine Arts Building (except in designated areas).
5. Campbell Hall (except in designated areas).
6. Presser Hall (except in lobby during a performance intermission).
7. The library
8. The gymnasium
9. Fourth floor Main
10. Fourth floor Inman
11. Third floor Hopkins

ORGANIZATIONS
AND
PUBLICATIONS

ADMINISTRATION OF STUDENT GOVERNMENT, ORGANIZATIONS AND PUBLICATIONS

Student organizations and publications are supported in part by a fee of \$90 per student which, at the request of the students, is included under the general College expense. The student government treasurer draws up a budget for the Student Government Association with these fees. Application for charges must be presented in written form to the student government treasurer. The boards which receive allotments are:

Arts Council
Athletic Association
Aurora
Chimo
Circle K
College Activities Board
College Bowl
Debate Team
Film Series
Honor Court
Mortar Board

Orientation Council
The Profile
Representative Council
Returning Students Organization
The Silhouette
Social Council
Spirit Committee
Student Development Fund
Students for Black Awareness
Students Working for Awareness

The *Profile*, *Silhouette*, and Orientation Council are given accounts separate from the Agnes Scott College student treasury.

REGULATIONS CONCERNING PARTICIPATION IN ACTIVITIES

1. A student on academic probation may not hold any elected or appointed office; she may not participate in any performing group; she may not participate in intercollegiate athletics.
2. It is the responsibility of the student in charge of an activity to be sure that students are eligible to participate in that activity.

REPRESENTATIVE COUNCIL

Representative Council is the governing body of the Student Government Association. The president, vice president, secretary, and treasurer are elected by the student body. Four representatives from the senior, junior, and sophomore classes and from the freshman class are elected by their respective classes. In addition to the representatives from each class, one member is elected from each residence hall, two members enrolled in the Return-to-College program are elected, and there is an Honor Court representative who is an advisory member in a non-voting capacity. The purpose of this body is to represent the students to the administration and to be aware of student concerns and needs.

President . . . Kathie White
Vice President . . . Adele Clements
Senior representatives:
Sarah Copenhaver
Beth Leonard
Shelly Trabue
Lynn Wilson
Junior representatives:
Mini Abraham
Kate Baird
Thao Tu
Karen Wisely
Sophomore representatives:
Karen Anderson
Julia Davidson
Elizabeth Ivie
Megan Wallace

Secretary . . . Sharon Hargraves
Treasurer . . . Carolyn Weaver
Freshman representatives:
Sally Mairs (until freshman reps
elected in the fall)
Dorm representatives:
to be elected in the fall
RTC representatives:
Diane Dornbush
Phyllis Heaton
Honor Court representatives:
Shelby Threlkel
Aimee Peoples

STUDENT MEMBERS OF FACULTY COMMITTEES

Three students, one each from the sophomore, junior, and senior classes will be invited to sit as nonvoting student representatives on each of the following faculty committees: Academic Standards Committee, Curriculum Committee, and Second Century Committee.* These student representatives shall participate in committee deliberations except when the committee chair determines that a meeting, or a portion of a meeting, will deal with matters inappropriate for student participation.

The term of service of student representatives shall normally begin in the sophomore year and continue through the senior year. Student representatives to these committees shall be selected by the Student Government Association. In the event that a student representative resigns before the completion of her three-year term, the Student Government Association shall select a student from the same class to serve the remainder of the term.

At its March 7, 1986 meeting, the faculty approved students as permanent, nonvoting members of faculty committees.

**The Second Century Committee consists only of one senior and one junior representative.*

STUDENT MEMBERS OF COLLEGE COMMITTEES

The College committees are those in which the students appointed to them have the ability to vote and voice the concerns and suggestions of the student body. Students are either appointed due to their elected positions or must petition to Representative Council for the student College committee posi-

tions. The committees do not all have the same number of student representatives. The Committees are the Judicial Review Committee, College Events Committee, Catalyst Committee, Independent Study Committee, and Library Committee.

HONOR COURT

President . . . Krista Lankford
Vice President . . . Elizabeth Adams
Secretary/Treasurer . . . Kimberly Baker

Senior members:
Stephanie Barkholz
Ellen Jones

Junior members:
Aimee Peoples
Shelby Threlkel

Sophomore members:

Gretchen Bruner
Beth Casey

Freshman member:
to be elected in the fall

RTC members:
Karen Kaskin
Betsi Wilson

INTERDORMITORY COUNCIL

President . . . Christy Noland
Vice President . . . Monica Pina
Secretary . . . Lorie Moore
Main . . . Jessica Edwards

Rebekah . . . Anne Leacock
Inman . . . Caroline Lewis
Walters . . . Dawn Goforth
Hopkins . . . Dolly Purvis

DORMITORY COUNCIL

Main:
President . . . Jesseca Edwards
Secretary . . . Cindy Franks
Dormitory Councilors:
Julie DeLeon
Marjo Dobbs
Mandy Roberts

Walters:
President . . . Dawn Goforth
Secretary . . . Carol Gibbs
Dormitory Councilors:
Leigh Echols
Amy Lovell
Nica Poser
Teresa Ramirez
Jennifer Stottle
Lauri White

Rebekah:

President . . . Anne Leacock
Secretary . . . Meredith Sammons
Dormitory Councilors:
Mary Ann Athens
Laura Beverly
Karen Schultz
Claire Shippey

Hopkins:

President . . . Dolly Purvis
Secretary . . . Allison Adams
Dormitory Councilor:
Tricia Trombley

Inman:

President . . . Caroline Lewis
Secretary . . . Felicia Wheeler
Dormitory Councilors:
Jenny Brand
Kimberly Cadora
Louisa Parker

ARTS COUNCIL

Arts Council is responsible for providing a liaison for the arts at Agnes Scott. Its purpose is to establish communication between the fine and performing arts groups on campus, to promote on-campus arts events, and to promote Agnes Scott arts events in the Atlanta area. Its officers are elected by the campus at large. Each class representative is chosen by petition to the president. The fine and performing arts groups on campus each select their own representative. Arts Council president is Lilly Cannon.

Other members of the council include representatives from the senior, junior, sophomore and freshman classes. Each organization on campus that involves the fine or performing arts also has a representative. These organizations are: *Aurora*, Art Club, Blackfriars, Dolphin Club, Glee Club, Joyful Noise, London Fog, *Profile*, and Studio Dance Theatre.

ATHLETIC ASSOCIATION

President . . . Eloise Lindsay Vice President . . . Jeanne Booth
Secretary/Treasurer . . . Adele Clements

COLLEGE ACTIVITIES BOARD

The College Activities Board coordinates campus activities, guides campus organizations through a self-evaluation process, and provides a forum for helping with problems organizations may encounter. The board works closely with the committee on campus events to ensure that the calendar offers a variety of activities, that it is not overcrowded, and that the activities make viable contributions to the high quality of life at Agnes Scott. The board president is also a member of the committee. The board works to foster cooperation among all the campus organizations in order to promote a diversity of activities and projects while avoiding duplication of efforts and a cluttered calendar. The president of the College Activities Board is Gina Greely.

Along with class representatives are representatives from the following organizations: Arts Council, Athletic Association, *Aurora*, Chimo, Christian

Association, College Bowl, Film Series, Honor Court, Interdorm, Mortar-Board, Orientation Council, *Profile*, *Silhouette*, Representative Council, Social Council, Spirit Committee, Students for Black Awareness, and Students Working for Awareness.

CHRISTIAN ASSOCIATION

President . . . Beth Land
Vice President . . . Dolly Purvis
Secretary . . . Cherie Arnette
Treasurer . . . Shirley Hollingsworth
Discipleship Coordinator . . . Anna Rawls
Large Group Coordinator . . . Kimberly Cadora
Off Campus Services Coordinator . . . Amy Goodloe
On Campus Services Coordinator . . . Jennifer Stottle
Socia/Orientation Coordinator . . . Laura Beverly
Advisor . . . Miriam Dunson, College Chaplain

NEWMAN CLUB

President . . . Julie DeLeon

ORIENTATION COUNCIL

President . . . Sally Mairs
Vice President . . . Beverly Garcia
Secretary . . . Pam Clemmons
Treasurer . . . Jill Barkholz
Academic Coordinator . . . Alisa Duffey
Social Coordinator . . . Michelle McGinnis
International Student Coordinator . . . Zeynip Yalim
Transfer Student Coordinator . . . Lea Williams
Rush Coordinator . . . Stephanie Barkholz
Minority Student Coordinator . . . Felicia Williams
RTC Student Coordinator . . . Kris Jones

Advisor . . . Mollie Merrick

SOCIAL COUNCIL

President . . . Amy Gottsche
Vice President . . . Michelle McGinnis
Secretary . . . Eleanor Dill
Treasurer . . . Vee Kimbrell
Senior representatives:
Camille Burton
Melissa Duffes
Beverly Garcia
Sally Mairs
Liz Pleasant

Sophomore representatives:

Jennifer Boyd
Michelle Cook
Emily DeMaria
Jennifer Holloway
Aliesh O'Neill

Freshman representatives:
to be elected in the fall

Junior representatives:

Kate Baird Jill Jordan Louisa Parker
Ann Broadus Molly McCray

SPIRIT COMMITTEE

President . . . Mitrina Mogelnicki
Members-at-large to remain a secret!

STUDENTS WORKING FOR AWARENESS

Students Working for Awareness (SWA) works to increase the student body's awareness of issues and ideas which affect them both on-campus and off-campus. Past projects include debates on political issues, a women's health symposium, Crime Prevention Week, and various workshops. The group's focus depends mainly on student interest and makes available a wide variety of activities.

A nonpartisan organization, SWA is open to all students with interests ranging from politics to community service.

President . . . Caroline Sigman

HONORARY ORGANIZATIONS

CHARLES A. DANA SCHOLARS

The Dana Scholars group was organized during 1970 - 1971 as a result of the establishment of the Charles A. Dana Scholarship Program in 1970 by the trustees of the Charles A. Dana Foundation of Greenwich, Connecticut. Financial need, academic promise, and leadership skills are factors in the selection of students who may participate in this program.

MORTAR BOARD

President . . . Beth Leonard
Vice President . . . Lynn Wilson
Secretary . . . Lori Tinsley
Treasurer . . . Mahrukh Mavalvala
Historian . . . Phyllis Heaton

Elections Board . . . Elizabeth Adams, Kathie White

Other Members:	Julie Kalendek	Betsi Wilson
Linda Florence	Dana Keller	Advisers:
Amy Gottsche	Beth Land	Dr. Linda Hubert
Pat Grant	Krista Lankford	Dr. Katherine Kennedy
Claire Guitton	Monica Pina	Dr. Richard David Parry
Julie Hartline	Caroline Sigman	
Angela Howard	Princeanna Walker	

Mortar Board is a national senior honorary society composed of over 150 chapters. The Agnes Scott HOASC chapter was organized in 1931. The purposes of Mortar Board are "to provide for cooperation among (the Mortar Board) societies, to support the ideals of the university, to advance the spirit

of scholarship, to recognize and encourage leadership, and to provide the opportunity for a meaningful exchange of ideas as individuals and as a group." Members are elected from the junior class on the basis of three ideals - service, scholarship, and leadership. Membership in Mortar Board is an honor that carries responsibilities to these ideals - ideals which are realized through participation in Black Cat, freshman elections, and other campus-oriented activities throughout the year.

PHI BETA KAPPA

Phi Beta Kappa, America's most prestigious scholastic organization, was founded in 1776. Agnes Scott's chapter, the Beta of Georgia, dates from 1926. Phi Beta Kappa encourages and recognizes outstanding scholarly achievement of undergraduate and graduate students in the liberal arts.

Election to membership is based on a number of criteria, including grade point ratio. A limited number of seniors are considered each year for membership. The electors of the chapter are the Agnes Scott faculty and staff members who are Phi Beta Kappa members.

PHI SIGMA TAU

Phi Sigma Tau was incorporated as a national honor society in philosophy in 1955. The Agnes Scott chapter, the Gamma of Georgia, was reactivated in September of 1982. The purposes of the society are "to serve as a means of awarding distinction to students having high scholarship and personal interest in philosophy, to promote student interest in research and advanced study in this field, to provide opportunities for the publication of student research papers of merit, to encourage a professional spirit and friendship among those who have displayed marked ability in this field, and to popularize interest in philosophy among the general collegiate public."

PUBLICATIONS

AURORA

The *Aurora*, a creative arts magazine of student expression, is published twice a year to bring to the campus creative work of high quality. Deadlines are announced for submitting work, and material may be submitted in the following categories: poetry, short stories, informal essays, one-act plays, photographs, graphics, and sketches or drawings. All students are eligible to submit work. The 1987-88 editor for the *Aurora* is Julie Kalendek, and the senior editors are Linda Florence and Karen King.

PROFILE

The Agnes Scott *Profile* is published biweekly throughout the academic year, with the exception of exam and inactivity weeks, by students of Agnes Scott College. The views expressed in the editorial section are those of the author and do not necessarily express the views of the student body, faculty, or administration. All students are eligible and are encouraged to join the staff. The 1987-88 Editor is Julie Hartline.

CIRCLE K

The Agnes Scott Circle K Club was chartered in 1981, and membership is open to all students. Circle K is a collegiate service organization associated with Kiwanis and Key Club, and its main purpose is to provide service to the community through various projects. The purpose of the club is also to provide its members with opportunities for leadership and fellowship on both the state and international levels.

President . . . Hong Tran

Vice President . . . Amy Lovell

Secretary . . . Shelby Threlkel

Treasurer . . . Laura Perry

Advisor . . . Dr. Cathy Scott

COLLEGE BOWL

College Bowl is often described as advanced, intercollegiate "trivial pursuit". The team travels to various colleges and universities throughout the Southeast to compete. College Bowl is fun, exciting, and a definitely challenging means of testing your knowledge.

Captain . . . Angie Howard

COLLEGE YOUNG DEMOCRATS

The Agnes Scott Young Democrats is a student organization which seeks to inform and involve students in local, state, and national politics through biweekly meetings, conventions on the state, regional, and national levels, campaigns, and community projects.

COLLEGE REPUBLICANS ORGANIZATION

The Agnes Scott College Republicans Organization offers students a chance to become involved in politics and to learn the techniques of political organization and campaigning in the Atlanta metro area, thus providing an opportunity for political experience and training outside of the classroom. ASC Republicans are famous for their socializing, never missing an opportunity for a base with many other area clubs. Each student can decide how much she wants to be involved; all are invited to join. We think that the College republicans can make your experience at Agnes Scott richer and more rewarding.

DIXIE DARLINGS

The Dixie Darlings are a group of fun-loving, Southeastern-style cloggers. The officers elected in 1985/86 continue to serve through the 1986/87 school year.

Captain . . . Jill Smith

Secretary-Treasurer . . . Lynn Wilson

DOLPHIN CLUB

Dolphin Club was organized in 1935 for the purpose of encouraging and developing the art of synchronized swimming. Each year the club presents a water show during the spring semester. Tryouts for membership are held in the fall and spring semesters. **President:** Shelly Trabue

FILM SERIES

The purpose of the Film Series of Agnes Scott is to broaden and enrich a student's interest in films. The Film Series promotes movies for a cultural and educational purpose as well as to entertain the campus community.

President . . . Carol Ashmore

Vice President . . . Caroline Sigman

Secretary/Treasurer . . . Mini Abraham

GLEE CLUB

The Glee Club, composed of 30 to 50 members, gives several concerts throughout the year. Two of these are the traditional campus fall and spring concerts. Occasionally a concert is given jointly with a men's choral group. In addition to performing for the area churches and clubs, the Glee Club has toured Europe and Russia, and continues to plan varied concert tours. Membership is open to all students by audition.

LONDON FOG

London Fog is a vocal ensemble organized for the performance of jazz and quasi-jazz arrangements. They perform several times during the year and auditions are open to all qualified students.

STUDIO DANCE THEATER

Studio Dance Theater is a performing group interested in acquiring a broad understanding of the art through the study of the following dance elements: ballet, modern, and jazz. Special emphasis is placed on creative studies and principles of composition. Admission is by group audition. A dance concert is given once a year for children, and a formal concert is presented in the spring. Performances are also given in the Atlanta community throughout the year.

President . . . Beth Land

Vice President Publicity . . . Gina Greely

Vice President Costumes . . . Holly Parker

Secretary/Treasurer . . . Sharon Wallace

Arts Council Representative . . . Andri Akins

Faculty Advisor . . . Marilyn Darling

STUDENTS FOR BLACK AWARENESS

Officers elected in the 1987/88 school year:

President . . . Tanya Savage

Vice President . . . Felicia Williams

Secretary . . . Carol Ashmore

Treasurer . . . Angie Howard

Publicity Chair . . . Dara Davis

Historian and Parliamentarian . . . Peggy Harper

GERMAN CLUB

The German Club is an organization open to all students interested in the German language and culture. A steering committee is responsible for planning its various activities. Kaffeeklatschen with the German assistant provide for chatting and singing in German, skits, brief talks on topics of culture, slides, etc. The club helps plan the annual trip to the "Alpine" village of Helen, Georgia, as well as a "Faschingsparty." A weekly noon German table in the dining hall is also an important aspect of the club's activities.

LA TABLE RONDE - FRENCH CLUB

The purpose of the French Club, "La Table Ronde", is to stimulate interest in the language, the literature, and the culture of France. The meetings give the members an opportunity to converse in French and to participate in plays, music programs, readings, talks, and discussions. All French students are invited.

EL CLUB ESPANOL - SPANISH CLUB

The Spanish Club offers students an opportunity to converse in Spanish and to increase their knowledge of Spanish-speaking countries through special programs and joint activities with other Latin American clubs and the Casa Iberoamericana in Atlanta. Membership is open to all students interested in the Spanish language and the Spanish culture. An additional opportunity is the daily Spanish Dining Table and the "tertulia."

CONSTITUTIONS

CONSTITUTION OF STUDENT GOVERNMENT ASSOCIATION AGNES SCOTT COLLEGE

ARTICLE I

Name

This organization shall be called the Student Government Association of Agnes Scott College.

ARTICLE II

The Association

SECTION 1 All the students of Agnes Scott College shall be members of the association.

SECTION 2 While the association shall delegate its power to the organizations enumerated below, it shall retain the right to review and revoke the decisions of these organizations.

SECTION 3 Action by the Association

A. The association may be called into session by a petition of 50 student signatures or by the president of the Student Government Association.

B. For the transaction of business or the resumption of its legislative, executive or judicial authority, a quorum shall consist of one-fourth of all matriculated students.

C. Business shall be transacted by a simple majority. A majority of two-thirds of the students voting shall be required to censure or revoke a decision of an organization of the association. In order that a decision of an organization be censured or revoked, a petition must be presented to the president within 72 hours following the decision. The issue must then be posted one week before the vote.

ARTICLE III

Officers of the Association - Duties and Powers

SECTION 1 President

A. To call and preside over all the meetings of the association.

B. To call and preside over all the meetings of Representative Council.

C. To serve as a coordinator of fall retreat of Representative Council.

D. To preside over student elections.

E. To serve as a member of Judicial Review Committee.

F. To serve as a coordinator of the Committees of the Representative Council.

G. To appoint a parliamentarian for meetings of Representative Council.

H. To serve as a liaison between the student body and the administration.

SECTION 2 Vice President

- A. To assume the duties of the president in her absence, upon her resignation, or at her request.
- B. To serve as vice president of the Representative Council.
- C. To serve as a coordinator of the fall retreat.
- D. To serve as a coordinator of the Committees of the Representative Council.
- E. To serve as a member of the Orientation Advisory Committee.
- F. To serve as a member of the College Activities Board.
- G. To serve as Chair of Food Committee.
- H. To serve as a member of the Student Development Fund Committee.
- I. To serve as Chair of Petitions Board.

SECTION 3 Secretary

- A. To keep minutes of the meetings of the association.
- B. To serve as secretary of Representative Council.
- C. To serve as coordinator of the Committees of the Representative Council.
- D. To serve as a member of Petitions Board.

SECTION 4 Treasurer

- A. To prepare the student body budget in consultation with the treasurers and business managers of campus organizations receiving funds from the student treasury.
- B. To present, in conjunction with the treasurer of the organization in question, any request for funds exceeding the original allotment.
- C. Sole responsibility for student treasury's financial holdings. Able to invest any portion of the student treasury into readily accessible account upon approval of Representative Council as stipulated in Article V, Section 1 a.
- D. To serve as a coordinator of the Committee of the Representative Council.
- E. To serve as Chair of Budget Committee.
- F. To serve as Chair of the Student Development Fund Committee.
- G. To have the books audited at the end of each Fall semester.
- H. To present to the executive board a monthly report of all SGA assets.
- I. To present to the executive board a monthly report for budgeted and expended amounts for each SGA organization.

ARTICLE IV

Organizations of the Association

SECTION 1 Representative Council. The legislative and executive authority of the association shall be vested in the Representative Council.

SECTION 2 Honor Court. The highest judicial authority of the association shall be vested in the Honor Court.

SECTION 3 Interdormitory Council. The Interdormitory Council shall have the responsibility of coordinating the activities of the residential units and shall have judicial powers as specified.

SECTION 4 Dormitory Councils. The Dormitory Councils shall have the responsibility of implementing all policies within the individual residence units. They shall have the responsibility of maintenance of the facilities for students living in those units. They shall have judicial powers as specified.

SECTION 5 College Activities Board. The College Activities Board shall have the responsibility of encouraging, coordinating, evaluating, and publicizing activities of interest to the students.

SECTION 6 Orientation Council. The Orientation Council shall have the responsibility of providing an informative program of introduction to life at Agnes Scott including academic and nonacademic aspects to enable all new students to launch their college careers successfully.

ARTICLE V

Representative Council

SECTION 1 Duties and Powers of the Representative Council

A. Legislation

1. The legislative power shall be initially vested in the Representative Council and finally vested in the student body, which may call a meeting and revoke a decision as stipulated in Article II, Section 3 of this Constitution.
2. Measures may be proposed by any member of the student body.
3. All proposed measures must be passed by a majority vote of the Representative Council.
4. All recommendations for changes in social regulations and changes in policy affecting student life must be approved by the Judicial Review Committee. All rep council (RCs) which must be presented to the Judicial Review Committee require a two-thirds vote of Representative Council.

B. Executives

1. The executive power in all matters in accordance with the powers of the association shall be vested in the Representative Council.
2. The Representative Council shall be liaison between the administration and student body.

SECTION 2 Membership

- A. President of the Association
- B. Vice President of the Association
- C. Secretary of the Association
- D. Treasurer of the Association
- E. Two RTC's
- F. President of Orientation Council (spring and fall semester)
- G. Four senior representatives
- H. Four junior representatives
- I. Four sophomore representatives
- J. Two freshmen representatives
- K. Residential representatives, one to be elected from each residence hall in the fall (see Article XIV, Section 4)
- L. Representation of the *Profile* (Advisory member in a non-voting capacity).
- M. One member of Honor Court (Advisory member in a non-voting capacity) to be filled by rotating members.

SECTION 3 Meetings

- A. Representative Council shall ordinarily meet every week.
- B. If a council member, except for an advisory member, has more than one unexcused absence in any given semester, the position will be declared vacant

until filled by petition to the executive board of SGA.

C. Representative Council will decide a policy on the acceptance of absentee votes in the council by the third meeting after spring election.

- a. Academic dishonesty
 - b. Stealing
 - c. Lying
 - d. Violation of the drug policy
- B. Areas of appellate jurisdiction

1. Referrals from the Dormitory or Interdormitory Council.
 2. Appeals by students of decisions made by the Interdormitory Council.
- C. Honor Court shall impose penalties subject to the following procedures:
1. When the penalty of disciplinary probation for violation of social regulations is administered by the Honor Court, it shall be the duty of the president to inform the Judicial Review Committee.

Article VI

The Honor Court

SECTION 1 Officers - Duties and Powers

A. President of Honor Court

1. To serve as president of Honor Court and to preside over its meetings.
2. To assemble material and to work with individual cases over which the Honor Court has primary jurisdiction.
3. To serve as a member of the Judicial Review Committee.
4. To serve as a liaison between Honor Court and the administration.

B. Vice President of Honor Court

1. To act as vice president of Honor Court and to assume the duties of the president in her absence, at her resignation, or at her request.
2. To assemble material for cases and to work with individual cases involving referrals or appeals.
3. To coordinate the Honor Court committees.
4. To serve as an advisory member of Orientation Council.
5. To serve as a member of the College Activities Board.

C. Secretary-Treasurer of Honor Court

1. To keep all Honor Court records and to send such notification of penalties as the Honor Court directs.
2. To plan the budget.
3. To record all expenses.
4. To serve as secretary-treasurer of the Honor Court.

SECTION 2 Quorum

- A. A quorum shall consist of eight members of the Honor Court.
- B. When the penalty of probation is recommended, there shall be no more than two negatives or three abstentions or a combination of one negative or two abstentions.
- C. When the penalty of suspension or expulsion is recommended, there shall be no more than one negative or two abstentions.

SECTION 3 Duties and Powers

A. Areas of primary jurisdiction

1. In matters injurious to the interests of the College, including, but not limited to the following:

2. When the penalty of suspension, dismissal, or disciplinary probation for violation of academic regulations is recommended, the decision shall be submitted to the Judicial Review Committee for approval.

SECTION 4 Membership

- A. President of Honor Court
- B. Vice President of Honor Court
- C. Secretary-Treasurer of Honor Court
- D. Two senior members of Honor Court
- E. Two junior members of Honor Court
- F. Two sophomore members of Honor Court
- G. One freshman member of Honor Court
- H. Two Return-To-College (RTC) Members of Honor Court, each having one vote.

SECTION 5 Meetings

- A. The Honor Court shall meet as necessary.
- B. If an Honor Court member has more than one unexcused absence from meetings and/or other Honor Court functions in a given semester, the position will be declared vacant until filled by petition to president of SGA.

ARTICLE VII

Interdormitory Council

SECTION 1 Officers - Duties and Powers

- A. President of Interdormitory Council
 - 1. To serve as president of Interdormitory Council and to preside over its meetings.
 - 2. To present referrals from the Interdormitory Council to the Honor Court.
 - 3. To assemble material for cases and to work with individual cases.
 - 4. To serve as a liaison between the Interdormitory Council and the Administration.
 - 5. To serve as a member of the Judicial Review Committee.
- B. Vice President of Interdormitory Council
 - 1. To serve as vice president of the Interdormitory Council and to assume the duties of the president of Interdormitory Council in her absence, upon her request, or at her resignation.
 - 2. To serve as an advisory member of Orientation Council.
 - 3. To serve as a member of the College Activities Board.
 - 4. To serve as fire marshall and coordinate fire drills with the Department of Public Safety.
 - 5. To serve as treasurer of Interdormitory Council.
- C. Secretary of Interdormitory Council
 - 1. To serve as secretary of the Interdormitory Council.
 - 2. To keep the minutes of the meetings of the council.
 - 3. To keep all judicial records of the Interdormitory Council and to send such notification of penalties as the Interdormitory Council directs.
 - 4. To coordinate and oversee the duties of the dormitory secretaries.

SECTION 2 Duties and Powers of the Interdormitory Council

A. Executive Powers

1. To coordinate and consolidate the activities of the residential units.
2. To establish uniform regulations for the residence units within the framework of College regulations.
3. To serve as the forum for the discussion of problems within the residential units and to maintain communication with the dean of students' staff, the supervisor of dormitories, and the business office.

B. Judicial Powers

1. To maintain uniform regulations for the residential units.
2. To constitute the court of primary jurisdiction in matters jeopardizing the safety or property of others, including:
 - a. Carelessness in keeping doors locked after residence hall closing hours.
 - b. Propping of hall doors after closing hours.
 - c. Misuse of keys.
 - d. Violation of Alcoholic Beverage Policy at campus-wide functions.
3. To constitute the courts of appellate jurisdiction in the following cases.
 - a. Referrals from dormitory councils.
 - b. Appeals by students of decisions by dormitory councils.
4. Interdormitory Council will have the power to impose the following penalties:
 - a. Infraction System
 - b. Restricted Campus
 - c. Restricted Key Privilege
 - d. Warning File
 - e. Disciplinary Probation for violation of social regulations (social probation)
5. Interdormitory Council shall impose penalties subject to the following procedures:
 - a. When acting in a judicial capacity, a quorum shall consist of 10 persons.
 - b. When the penalty of social probation is recommended, there shall be no more than two negatives or three abstentions or a combination of one negative and two abstentions.
 - c. When the penalty of social probation is imposed, the president shall inform the Judicial Review Committee.
 - d. When the penalty of suspension or expulsion is recommended, the case shall be referred to the Honor Court.
6. As is the practice with any particularly serious or flagrant violations of any policy, Interdormitory Council reserves the right to refer any such cases to the Honor Court.

SECTION 3 Membership

- A. President of Interdormitory Council
- B. Vice President of Interdormitory Council
- C. Secretary of Interdormitory Council
- D. Presidents of the Dormitory Council
- E. Two junior representatives from the dormitory councils serving in a judicial capacity.
- F. Two sophomore representatives from the dormitory councils serving in a judicial capacity.

G. Two freshman representatives from the dormitory councils serving in a judicial capacity.

SECTION 4 Meetings

A. The Interdormitory Council shall meet each week when necessary.

B. The Interdormitory Council shall meet jointly with all dorm councils once each month.

C. After elections, the newly elected Interdormitory Council will act jointly on executive matters. Only the outgoing Interdormitory Council will perform the judiciary duties of the board. The newly elected president and vice president will preside over both boards with the outgoing president, vice president and secretary acting in an advisory capacity.

ARTICLE VIII

Dormitory Councils

SECTION 1 Members of the Dormitory Council - Duties and Powers

A. President of the Dormitory Council

1. To serve as president of the Dormitory Council and to preside over its meetings.

2. To present referrals from the Dormitory Council to the Interdormitory Council or to Honor Court.

3. To assemble material for cases/to work with individual cases.

4. To serve as a liaison between the Interdormitory Council and the Dormitory Council.

5. To call and conduct house meetings.

6. To serve as a member of the Interdormitory Council.

7. To coordinate meetings with the senior resident or resident assistant on a regular basis.

B. Secretary

1. To serve as secretary of the Dormitory Council.

2. To keep all judicial records of the Dormitory Council and to send such notification of penalties as the Dormitory Council directs.

3. To draw up and post hostess duty schedules at the onset of the semester.

C. All members of Dormitory Councils

1. To serve as student advisers.

2. To serve as a liaison between students and members of the dean's staff.

3. To coordinate the activities of the residential units.

SECTION 2 Duties and Powers of the Dormitory Council

A. Executive Powers

1. To decide such policies as are necessary for the functioning of the residential units.

B. Judicial Powers

1. To constitute the court of primary jurisdiction in the following matters:

a. Alcoholic Beverage Policy

b. Smoking Policy

c. Parietals

d. General residence hall regulations

1. Hostess duty

2. Quiet hours

2. To constitute the court of appellate jurisdiction in cases involving appeals of automatic penalties.

3. Dormitory Council will have the power to impose the following penalties:

- a. Infractions
- b. Restricted Campus
- c. Restricted Key Privilege

4. To have the power to impose penalties for all misconduct and for all violations of the regulations in matters entrusted to it by the Student Government Association subject to the following rules of procedure:

a. When the penalty of warning file or social probation is recommended by the Dormitory Council, the case shall be referred to the Interdormitory Council.

b. When the penalty of suspension or expulsion is recommended by the Dormitory Council, the case shall be referred to the Honor Court.

5. The individual Dormitory Councils reserve the right to refer a case involving a frequent or flagrant violation or a case involving a more serious penalty.

SECTION 3 Organization and Membership

A. There shall be one Dormitory Council for each residence hall.

B. A Dormitory Council shall consist of:

1. President of Dormitory Council
2. Secretary of Dormitory Council

3. Additional Dormitory Council members, the number of which shall vary according to the residential unit as follows:

- a. Hopkins - 1
- b. Inman - 3
- c. Main - 3
- d. Rebekah - 4
- e. Walters - 6
- f. Winship - 6

4. One freshman serving in a judicial capacity in each building where freshmen reside will be elected during the fall semester.

C. Candidates for Dormitory Council will run for a position in a specific residence. A minimum of one Dormitory Council member will be placed on each hall, and each will be assigned a room according to regular room drawing procedures.

D. There will be no class stipulation on Dormitory Council members during spring elections, excluding the officers. The president of each residence hall will be either a junior or senior whereas the secretary will be either a sophomore, junior or senior.

E. From the total membership of the Dormitory Councils, five judicial representatives to the Interdormitory Council shall be elected. The judicial representatives shall serve as members of the Interdormitory Council when the Interdormitory Council is functioning in its judicial capacity.

SECTION 4 Meetings

- A. Each Dormitory Council shall meet each week when necessary.
- B. Each Dormitory Council shall meet jointly with Interdormitory Council once a month.
- C. More than two absences (if not excused by the Interdorm Board) per semester from Interdorm meetings and functions will result in dismissal from position on Interdormitory Council.

ARTICLE IX

College Activities Board

SECTION 1 Officers - Duties and Powers

A. President

1. To serve as President of the College Activities Board.
2. To call and preside over meetings of the College Activities Board.
3. To coordinate the committees of the College Activities Board.

B. Secretary-Treasurer

1. To serve as secretary-treasurer of the College Activities Board.
2. To keep minutes of the meetings of the College Activities Board.
3. To serve as treasurer and to take charge of all financial matters.

SECTION 2 Membership

Core Group

- A. President of the College Activities Board elected in the spring.
- B. Secretary-Treasurer of the College Activities Board elected in the spring.
- C. Four members-at-large.
 1. One senior class representative by petition in the spring.
 2. One junior class representative by petition in the spring.
 3. One sophomore class representative by petition in the spring.
 4. One freshman class representative by petition in the fall.

Other Members

- A. Vice President of Arts Council
- B. Vice President of Athletic Association
- C. Vice President of Students for Black Awareness
- D. Chimo President
- E. Vice President of Christian Association
- F. Representative from College Bowl
- G. Representative from Film Series
- H. Vice President of Honor Court
- I. Vice President of Interdormitory Council
- J. Student Representative of College Events Committee
- K. Vice President of Mortar Board
- L. Vice President of Orientation Council
- M. One representative of the *Profile*
- N. One representative of the *Silhouette*
- O. Vice President of Student Government Association
- P. Vice President of Social Council
- Q. President of Spirit Committee
- R. Vice President of Students Working for Awareness

- S. Vice President of each class
- T. Advisor . . . Student Activities Director

SECTION 3 Duties and Powers

- A. To actively support and provide a means for the expression of the interests of students.
- B. To coordinate and evaluate all activities on campus.
- C. To guide annual self-evaluation of student organizations on campus in regard to the effectiveness of their functions and fulfillment of their responsibilities.
- D. To decide upon requests for alcoholic beverages for student functions.

ARTICLE X *Publications Staff*

SECTION 1 Membership-at-large

- A. *Aurora* - volunteer in the spring to the editor to serve for the spring and fall semesters. Freshmen volunteer in the fall.
- B. *Profile* - volunteer to the editor-in-chief at any meeting.
- C. *Silhouette* - volunteer in the spring to the editor-in-chief for the following year's book. Freshmen may volunteer in the fall.

SECTION 2 Nominations and Elections

A. *Aurora*

1. Editor-in-chief to petition to the president of the Student Government Association in the spring. The outgoing staff members will elect the new editor from those who submit a petition.
2. Editor-in-chief shall appoint an assistant editor, an art editor and a layout editor.

B. *Profile*

1. Editor-in-chief
 - a. Nominations for the future editor-in-chief shall be submitted to the current editor-in-chief (See B2). The current editor-in-chief will present the nominations to the Student Government Association with her recommendations. Nominees must be a rising junior or senior and must have served on the staff or have the recommendation of the editor-in-chief.
 - b. The nominees will be invited to speak before Representative Council concerning their candidacy for editor-in-chief of the *Profile*. Representative Council will then elect the new editor-in-chief.
2. The new editor-in-chief will appoint the following associates: associate editor, news editor, feature editor, arts and entertainment editor, sports editor, photography editor, business manager, advertising manager, and circulation manager.

C. *Silhouette*

1. Editor-in-Chief
 - a. Nominations for the future editor-in-chief shall be submitted to the current editor-in-chief. The current editor-in-chief will present the nominations to the Representative Council with her recommendations. Nominees must be a rising junior or senior and must have served on the staff or have the recommendation of the current editor-in-chief.

b. The nominees will be invited to speak before the Representative Council concerning their candidacy for editor-in-chief of the *Silhouette*. Representative Council will then elect the new editor-in-chief.

2. All other positions to be chosen by the new editor-in-chief.

Article XI Orientation Council

SECTION 1 Membership

A. A president elected by the association in the spring.

B. A member(s) of the dean of students' staff

C. Members appointed as stipulated in Section 2

SECTION 2 Duties and Powers

A. President of Orientation Council

1. To appoint officers of Orientation Council

a. Vice President

b. Secretary

c. Treasurer

2. To appoint board members of Orientation Council

a. Academic Coordinator

b. Rush Coordinator

c. Social and Publicity Coordinator

d. Return-to-College Student Coordinator

e. Transfer Coordinator

f. Coordinator of Minority Students

g. Coordinator of International Students

3. To call and preside over all meetings of Orientation Council.

4. To serve as president of Orientation Council.

5. To call and preside over the fall semester meetings of the freshman class.

6. To serve as an adviser to the freshman class.

7. To assign to new students Big Sisters.

8. To serve as a member of Representative Council during the spring and fall semesters.

B. The Council

1. To select Big Sisters

2. To coordinate the calendar of orientation activities with the Orientation Advisor Committee which includes:

a. Vice President of SGA

b. Vice President of Honor Court

c. Vice President of Interdormitory Council

d. Vice President of Athletic Association

e. Vice President of Social Council

f. Vice President of Christian Association

g. Representative of the *Profile*

h. Representative of Mortar Board

i. Vice President of Arts Council

j. Class vice presidents

k. Commuting Students

l. President of SBA

m. President of Chimo

- n. President of the Spirit Committee
- o. Representative of the Students for Black Awareness
- 3. To publish the Newcomers Newspaper
- 4. To publish the calendar of orientation activities
- 5. To publish the ABC's of ASC

SECTION 3 Terms of Office

The activities of the council shall begin as soon as the president and the council have been selected in the spring. The term of office of the council shall expire upon the selection of a new council the following spring.

Article XII

Spring Elections

SECTION 1 Nominations

A. An Elections Board composed of nine senior members including the chair and the at-large members who must petition to the Petitions Board during the fall semester.

- 1. Chair
- 2. Two appointed members of Mortar Board
- 3. Two appointed members of Representative Council
- 4. Four members at large

B. Duties of the Elections Board

1. The Elections Board shall be responsible for all publicity concerning elections.

2. The Elections Board shall post the list of offices to be filled.

3. The Elections Board shall be responsible for receiving petitions for all offices to be filled.

4. The Elections Board shall be responsible for verifying the eligibility of all candidates.

5. The Elections Board shall be responsible for receiving all preference cards.

6. The Elections Board shall be responsible for posting the final ballot.

7. The Elections Board shall be responsible for notifying those students who must make speeches.

8. The Elections Board shall be responsible for making sure the Elections Publication is published.

C. Procedure

1. Any student wishing to become a candidate for a Student Government Association office or for any office to be elected by her class, may nominate herself on a given day at a time to be determined by Representative Council.

2. A student may not nominate herself for more than three offices.

3. A preliminary ballot will be posted by the Elections Board on the day after nominations.

4. Students may scratch or add their names for one week following the posting of the preliminary ballot. Submit all of the above to the Elections Board.

5. The Elections Board will send preference cards to those students appearing on the ballot more than once. The student must rank the offices according to her preference and return the card by the date specified by the Representative Council. If she fails to do so, then her name will be removed from the ballot.

6. A candidate running unopposed for an office will be asked to withdraw her candidacy for all other positions if the unopposed position is her first preference.

7. The names of the candidates for each office will be posted alphabetically on a final ballot. There will be no reference as to how a person's name appeared on the ballot.

8. The final ballot must be posted at least one week before the student body votes.

9. Speeches will be required of the candidates for president of the Student Government Association, president of Honor Court, and president of Interdormitory Council during a convocation preceding elections.

10. Speeches will be required of the candidates for president of the College Activities Board, president of Christian Association, president of Athletic Association, president of Social Council, president of Arts Council, president of Orientation Council, chair of Spirit Committee, and president of Students Working for Awareness at a time and place to be determined by the Elections Board.

11. Participation in a debate of the candidates for the offices of president of the student Government Association, president of Honor Court and president of Interdormitory Council will be held at the discretion of the Elections Board. A Debate Committee composed of the present SGA president, Honor Court president, Interdormitory Council president, and three juniors to be selected by the above mentioned officers will be responsible for selecting the debate questions, publicizing the debate, and conducting the debate.

12. An elections article for the *Profile* will be required of those running for president of Student Government Association, president of Honor Court, and president of Interdormitory Council.

SECTION 2 Eligibility

A. An individual may concurrently serve as only one of the following unless she is doing so to represent her board.

1. Member of Representative Council
2. Member of Honor Court
3. Member of Interdormitory Council
4. Officer of Dormitory Council
5. Officer of the College Activities Board
6. Member of RSO Steering Committee
7. Officer of Orientation Council
8. Officer of Christian Association
9. Officer of Athletic Association
10. Officer of Social Council
11. Officer of Arts Council
12. Officer of Students Working for Awareness
13. Officer of her class
14. Editor of the *Aurora*, *Silhouette*, and *Profile*

B. Junior Year Abroad students may not serve in any of the positions listed in Article XII, Section 2-A during the fall semester subsequent to the Junior Year Abroad, nor can they be elected the spring prior to the Junior Year Abroad.

C. Students who will be attending other institutions during the fall semester

may not be elected to any positions listed in Article XII, Section 2-A during the spring semester prior to their program.

D. The registrar will notify the Elections Board of all candidates who become academically ineligible to hold elected offices.

SECTION 3 Elections

A. The election of the editors of *Profile* and *Silhouette* will be held at the last meeting of Representative Council before spring elections. The candidates for editors of the *Profile* and *Silhouette* may make speeches to the Representative Council. Representative Council will then vote by secret ballot.

B. All other elections shall be held prior to the spring break.

C. Elections shall be by the student body with the following exceptions:

1. Class Representatives to Representative Council shall be elected by their respective classes.

2. Class officers shall be elected by their respective classes.

3. The editors of the *Profile* and *Silhouette* shall be elected by the Representative Council of the Association.

D. All officers shall be elected to serve for one year.

E. If a person elected to serve in an elected position is forced to resign from that position, the candidate for that office who had the next highest number of votes will fill the position if the number of votes is deemed sufficient by the incoming president of SGA, president of Mortar Board, and the dean of students.

SECTION 4 Petition for Appointed Offices and Committees and unfilled Elected Offices

A. Elected petitions must include the following information:

1. name
2. desired office
3. class

B. "Selected" petitions are petitions for appointed offices, unfilled elected offices, and College and faculty committees. These petitions may be made in the period specified by the particular organization or the Petitions Board.

"Selected" petitions must include the following information:

1. name, class and desired office
2. qualifications
3. statement of interest
4. other commitments such as extracurricular activities, jobs, etc.

C. Procedure for appointment from "selected" petitions

1. Petitions for appointed offices and committees and unfilled elected offices will be opened for a period of time no shorter than one week as determined by the Petitions Board.

2. Petitions for unfilled elected offices shall be reviewed and selected by the SGA Vice President and the highest ranking officer of the organization involved.

3. Petitions for appointed offices shall be reviewed and selected by a committee appointed by the executive board of the organization involved. Such a committee should include two Mortar Board members.

4. Petitions for faculty and College committees shall be reviewed by a petitions board composed of the SGA vice president, SGA secretary, one

member of Representative Council from each class, and one Representative Council dorm representative. The board will choose the three best petitions for Academic Standards, Curriculum Committee, and Second Century Committee and will present these to the Representative Council for final selection. Positions for Academic Standards Committee and Curriculum Committee are for three years to be filled by rising sophomores. The position on Second Century Committee is for two years to be filled by a rising junior. Positions on Catalyst Committee, College Events Committee, Independent Studies Committee and Library Committee are for one year.

E. If a petition position becomes vacant, it will be filled again by petition. If deemed necessary by the president of SGA and the president of the organization involved, a petition position may be filled by appointment of the president of SGA.

Article XIII

Fall Elections

SECTION 1 Eligibility

The rules of eligibility set forth for spring semester elections shall hold for the fall semester.

SECTION 2 Nominations for Freshman Elections

A. Popular Nominations

At a class meeting set by the Elections Board and Orientation Council, the freshmen shall make nominations for their class officers and representatives to student government offices.

B. Petitions

1. Petitions from candidates seeking class or Student Government offices shall be submitted to the Elections Board during the week of popular nominations.

2. See Article XII, section 4.

C. Procedure

1. Two lists will be posted: one containing all nominations before scratching and the final list containing the nominations as they shall appear on the ballot.

2. Candidates may petition to the Elections Board within two days after the posting of the final ballot if they wish to have their names removed from the final ballot. After this period, candidates will not be able to withdraw from races or decline elected offices unless unforeseen circumstances arise deemed justifiable by the dean of students and the Student Government president.

3. A student's name may appear on the ballot no more than three times.

4. A candidate running unopposed for an office will be asked to withdraw her candidacy for all other positions for unopposed position.

5. The Elections Board is to send notes to all persons nominated. Persons will be asked to decline or accept their nominations, listing them in order of preference. If a person fails to do so by the deadline set by the Elections Board, her name will automatically be removed from the ballot.

SECTION 3 Freshman Elections

A. The time for elections shall be set by Elections Board and Orientation Council.

B. Elections shall be conducted according to by-laws of the Agnes Scott

Student Government Association, Article I. Section 3-6.

C. All officers shall be elected to serve until the following spring elections.

D. Article XII. Section 3.D shall be upheld.

SECTION 4 Nominations and Elections for Dormitory Representatives of Representative Council

A. Each residence hall shall elect its dormitory representative in a meeting of hall residents at the time to be determined by the Representative Council.

B. Fall semester freshman are not eligible to be dormitory representatives. Students holding elected positions are also ineligible.

C. All dormitory representatives shall serve throughout the school year unless they are elected to another position in spring elections. In this case the hall residents shall elect another representative.

Article XIV

Amendments

SECTION 1 The Constitution may be amended by a two-thirds vote of the members of the Representative Council at a meeting of the association.

SECTION 2 The amendment must be posted at least one week before action is taken on it, and it must be posted in written form during that time.

SECTION 3 All amendments extending the power of the Student Government Association shall be submitted to the Judicial Review Committee for ratification before being presented to the student body.

By-Laws of the Agnes Scott Student Government Association

Article I

Elections

SECTION 1 The following officers shall be elected by the student body during the spring semester.

A. Senior Officers

1. President of Student Government Association
2. President of Honor Court
3. President of Interdormitory Council
4. President of the College Activities Board
5. President of Christian Association
6. President of Athletic Association
7. President of Social Council
8. Vice President of Student Government Association
9. Vice President of Honor Court
10. Vice President of Interdormitory Council
11. Vice President of Athletic Association
12. Vice President of Social Council
13. President of Arts Council
14. President of Orientation Council
15. Vice President of Arts Council

B. Junior Officers

1. Secretary of Student Government Association
2. Treasurer of Student Government Association
3. Secretary-Treasurer of the Honor Court
4. Secretary of Interdormitory Council
5. Secretary-Treasurer of the College Activities Board
6. Secretary of Christian Association
7. Treasurer of Christian Association
8. Secretary-Treasurer of Athletic Association
9. Secretary of Social Council
10. Treasurer of Social Council
11. Secretary of Arts Council
12. Treasurer of Arts Council

C. Junior or Senior Officers

1. Spirit Committee chair
2. Dormitory presidents
3. President of Students Working for Awareness
4. Vice President of Christian Association

D. Sophomore, junior or senior officers

1. Dormitory secretaries
2. Secretary of Students Working for Awareness
3. Dormitory Council members
4. Treasurer of Students Working for Awareness

E. Sophomore or junior officers

1. Vice President of Students Working for Awareness

F. RTC Officers

1. Designated members of Representative Council
2. Designated members of Honor Court

SECTION 2 The following officers shall be elected by the rising senior, junior and sophomore classes respectively.

- A. Designated members of the Representative Council
- B. Class Officers
- C. Designated members of Honor Court

SECTION 3 The following positions shall be elected by the freshman class during the fall semester.

- A. Freshman class Black Cat positions
- B. Freshman class president
- C. Freshman member of the Honor Court
- D. Freshman members of the Representative Council
- E. Freshman member of College Activities Board
- F. Freshman members of Athletic Association
- G. Freshman members of Social Council
- H. Freshman members of Arts Council
- I. Freshman class Vice President
- J. Freshman class secretary-treasurer

SECTION 4 All officers shall be elected by a plurality vote.

SECTION 5 Ballots shall be counted by Mortar Board.

SECTION 6 In the event that no candidate petitions for or is popularly nominated for a Student Government office designated by this Constitution, the vacancy shall be filled by appointment by the incoming president of the Student Government Association.

Article II

Specifications for Handbook

SECTION 1 Editor of the Handbook - Duties and Powers

- A. It is recommended that the Handbook editor serve on the Handbook Committee at least one year prior to becoming editor.
- B. The Handbook editor shall serve in an advisory capacity on the Handbook Committee the year following her term of office.
- C. The Handbook editor is directly responsible to the dean of students and to the director of publications for matters concerning the funding and executing of the Handbook.

SECTION 2 Appointment of the Handbook Editor

- A. The position of Student Handbook editor shall be filled by petition to the president of SGA. Petitions shall be filled in the fall semester preceding the compilation of the Student Handbook during the spring semester. In the event that no such petition is filed, the editor shall be appointed by the SGA President.

SECTION 3 The Handbook Committee

- A. The Student Handbook Committee shall be comprised of one member of Representative Council, one member of the Honor Court, one member of Interdormitory Council and other members appointed by the Handbook editor.

SECTION 4 Funding

- A. The Handbook will be funded by the publications office, and all requests for funding should be made to that office as needed.

Article III

Procedure for Impeaching Officers of Student Government

SECTION 1

- A. Grounds for impeachment of an officer of a student organization shall include failure to uphold the purpose of the organization and failure to fulfill the responsibilities and duties of the officer as described in the constitution.
- B. A recommendation for the impeachment of an officer shall be brought to Representative Council by the representative of the organization involved.
- C. A two-thirds vote of Representative Council shall be necessary to recommend the impeachment of the officer.
- D. A recommendation for the impeachment of an officer must be approved by the Judicial Review Committee.

Article IV

Procedure for Establishing and Suspending Student Organizations

SECTION 1 Procedure for Establishing Student Organizations

- A. The College Activities Board shall investigate the validity of establishing the new organization and shall give a vote of approval or disapproval.
- B. The written constitution of the proposed organization must be approved by a two-thirds vote of Representative Council.
- C. The Constitution must then be approved by the Judicial Review Committee.

SECTION 2 Procedures for Suspending Campus Organizations

- A. The College Activities Board shall vote to recommend the suspension of an organization. This vote shall be known to Representative Council and to the Judicial Review Committee.
- B. Representative Council shall send a recommendation that includes a written constitution to Judicial Review Committee which shall meet to discuss the suspension of the organization. They shall vote to recommend or not to recommend the suspension of the organization. The outcome of the vote shall be known to Representative Council who will use it in its final determination.
- C. A two-thirds vote of Representative Council shall be necessary for the suspension of an organization.
- D. This procedure shall be in effect for a two-year trial basis.

Article V

Procedure for Changing the Name of a Publication

The procedure for changing the name of a publication is as follows:

- A. The editor of the publication shall appeal to Representative Council for permission to consider a change in the name of the publication.
- B. A poll or sampling of student opinion on suggested names shall be taken.
- C. Representative Council shall choose two and not more than four of the suggested names.
- D. These names shall be presented to the Judicial Review Committee for approval.
- E. The student body shall vote in a student meeting upon the approved names; the name receiving a majority of the votes cast shall be the proposed new name which shall be posted for one week.
- F. The student body shall vote upon the proposed new name, a two-thirds vote of the members present being necessary for adoption of the new name in place of the existing one.

Article VI

Procedure for Extraordinary Circumstances

All Student Government Association business arising during vacation periods or at other times when the Representative Council or the Honor Court cannot be called shall be dealt with by the president of the Student Government Association and the president of the Honor Court, in cooperation with the Judicial Review Committee, when necessary.

Article VII

Amendments

SECTION 1 The by-laws may be amended by a two-thirds vote of the members present at a meeting of the association called for that purpose at least one week in advance.

SECTION 2 The amendment must be proposed at least one week before action is to be taken on it, and it must be posted in written form during that time.

SECTION 3 All amendments extending the power of the Student Government Association shall be submitted to the Judicial Review Committee for ratification before being presented to the student body.

Article VIII

Procedure for Appeals

A student may appeal a decision of any judiciary body once only to the next higher court. The decision to appeal or not must be made in writing to the presiding officer of the court whose decision is being appealed within forty-eight hours after being informed of the court's decision. The student must file a statement of intention to appeal also with the appropriate appeal body within three days after her case has been decided.

Article IX

SGA Review

Official retreat meetings for all SGA boards who desire them will be held before the opening of school at a time and place to be determined by the individual boards in cooperation with the SGA President and the dean of students.

CONSTITUTION OF THE ARTS COUNCIL

Article I

Name

The name of this organization shall be The Arts Council of Agnes Scott College.

Article II

Purpose

The purpose of this organization shall be to unify all fine arts groups on campus and encourage creative participation in the arts both on and off campus.

Article III

Membership

The membership shall be composed of the following persons:

1. Editor of the *Aurora*
2. Representative of Art Club
3. Representative of Blackfriars
4. Representative of Studio Dance Theatre
5. Representative of Glee Club
6. Representative of London Fog
7. Representative of *Profile*
8. One representative from each of the rising sophomore, junior, and senior classes to be selected from petitions made to the chairperson immediately after student body elections.
9. One representative from the freshman class to be elected during freshman class elections in the fall semester.

Article IV

Executive Board

SECTION 1 The Executive Board shall consist of the President, the Vice President, Secretary, and Treasurer.

SECTION 2 Elections

The President shall be elected by the student body. A slate of rising senior nominees shall be presented by popular nominations and petitions.

The Vice-president shall be a rising senior chosen in like manner.

The Secretary shall be a rising junior chosen in like manner.

The Treasurer shall be a rising junior chosen in like manner.

SECTION 3 Meetings

The Arts Council shall meet on alternate weeks (on a set day specified at the beginning of each semester) unless otherwise specified by the chair.

The Executive Board (and class representatives if so specified) shall meet each week on a day specified at the beginning of each semester.

If a member has more than one unexcused absence in any given semester, the position will be declared vacant until filled at the discretion of the chair.

Article V *Duties*

SECTION 1 President

It shall be the duty of the President:

- A. To call and preside over all meetings of the Arts Council and the Executive Board.
- B. To serve as a liaison:
 - among all arts groups represented on the Council.
 - between the Council and faculty, administration, and entire campus community.
 - between the arts groups of Agnes Scott as a whole and the wider Atlanta metro area.
- C. To appoint all committee heads.
- D. To submit a detailed report (verbal and/or written) to the incoming President.

SECTION 2 Vice President

- A. To perform all duties of the President in her absence.
- B. To act as advisor to all committee heads appointed by the President.
- C. To be a member of the College Activities Board.
- D. To submit a detailed report (verbal and/or written) to the incoming Vice President.

SECTION 3 Secretary

It shall be the duty of the secretary:

- A. To keep a record of all proceedings of Arts Council.
- B. To conduct all regular correspondence pertaining to Arts Council.
- C. To post notices of all meetings.
- D. To chair the publicity committee.
- E. To submit a detailed report (verbal and/or written) to the incoming secretary.

SECTION 4 Treasurer

It shall be the duty of the treasurer:

- A. To take charge of the Arts Council and to keep a record of all transactions.
- B. To be a member of the student government budget committee.
- C. To submit a detailed report (verbal and/or written) to the incoming treasurer.

CONSTITUTION OF THE ATHLETIC ASSOCIATION

Article I *Name*

The name of this organization shall be Agnes Scott Athletic Association.

Article II *Purpose*

The purpose of this Association shall be to promote interest in athletic and recreational activities among the students, as a means of creating spirit, encouraging good sportsmanship, and developing physical fitness.

Article III

Membership

SECTION 1 General Membership

All students of Agnes Scott College are members of the Association.

The athletic board shall consist of the officers, managers of sports, two freshman representatives and such other managers and representatives as the Executive Board shall deem necessary to perform the activities, responsibilities, and services of the Athletic Board.

SECTION 2 Executive Board

The Executive Board shall consist of the officers and faculty adviser, who is to be chosen from the physical education department.

Article IV

Duties

SECTION 1 President

It shall be the duty of the president:

- A. To preside at and call all meetings of the association, the Athletic Board, and the Executive Board
- B. To be a member ex officio of all committees
- C. To appoint all committees
- D. To submit a detailed report of all Athletic Board activities to the incoming President.

SECTION 2 Vice President

It shall be the duty of the vice president:

- A. To perform all duties of the president in the absence of that officer from the chair.
- B. To act as adviser to committees appointed by the president.
- C. To be a member of Orientation Committee
- D. To submit a report to the incoming vice president
- E. To serve as spirit coordinator
- F. To be a member of the College Activities Board.

SECTION 3 Secretary-Treasurer

It shall be the duty of the secretary-treasurer:

- A. To keep a record of all proceedings of the athletic board.
- B. To conduct all regular correspondence pertaining to the association
- C. To send out notices of all called meetings
- D. To take charge of the funds of the association, and to record her report in the record.
- E. To pay out money belonging to the association.
- F. To be a member of the Student Government Budget Committee.
- G. To submit a report including a detailed record of the previous budget to the incoming secretary-treasurer

SECTION 4 Executive Board

It shall be the duty of the Executive Board:

A. In general

- (1) To authorize new sports
- (2) To make recommendations and suggestions regarding all affairs pertaining to the interest of the association
- (3) To approve all class managers
- (4) To perform other duties as are provided for by the constitution
- (5) To attend regular weekly meetings

B. Specific duties of individual members shall be listed in the president's handbook

C. Each member shall keep an inclusive record of her duties and activities to be given to her successor

D. Each member shall be responsible for her own publicity

SECTION 5 Sports Manager

It shall be the duty of the sports manager to:

A. Work with the faculty adviser in organizing, scheduling, and submitting detailed plans for her particular sport to the Athletic Board. All scheduled events must be checked through the dean's office and the physical education department before they can be put into effect.

B. Submit a written report to the Athletic Board president consisting of recommendations and nominations for the future manager of her sport.

SECTION 6 Publicity Chair

It shall be the duty of the publicity chair to promote all activities sponsored by the Athletic Association.

Article V

Elections

SECTION 1 Officers

A. Only a senior is eligible to be elected president.

B. A junior is eligible to be elected vice president.

C. All officers shall be elected according to the rules for election found in Article XII of Student Government Association constitution.

SECTION 2 Other members of the Board

All other members of the board shall be appointed to the Executive Board (after recommendation made by each appointed member has been considered).

SECTION 3 Vacancies

Vacancies in any office shall be filled by a special election or appointment.

Article VI

Meetings

SECTION 1 The Athletic Board

A. The Board shall meet each week unless deemed necessary by the president with the approval of the board.

B. Additional meetings may be called by the president at any time.

C. Absence because of illness is excused.

D. More than two unexcused absences shall result in automatic dismissal from the board.

SECTION 2 The Executive Board

- A. The board shall meet at the call of the president.
- B. The board shall meet in the spring to appoint new Athletic Board members.
- C. Absence because of illness is excused.

Article VII

Amendments

The constitution may be amended by a two-thirds vote of the membership of the association present at the student meeting held for that purpose. The proposed amendments shall be posted at least two weeks before voted upon at the student meeting.

Article VIII

SECTION 1 This constitution shall take effect and be in force on and after September 17, 1928.

SECTION 2 Constitution revised May 9, 1929.

SECTION 3 Constitution revised May 14, 1937.

SECTION 4 Constitution revised May 14, 1945.

SECTION 5 Constitution revised May 21, 1953.

SECTION 6 Constitution revised May 29, 1958.

SECTION 7 Constitution revised October, 1960.

SECTION 8 Constitution revised May, 1961.

SECTION 9 Constitution revised February, 1969.

By-Laws

Article I

SECTION 1 Each sport shall be governed by its own rules and regulations and by such inter-sport regulations as shall be enacted by the Athletic Board and advisers.

Article II

Seasons

There shall be seasons of sports.

Article III

Awards

SECTION 1 Appropriate awards shall be presented to the champions of the individual and team sport.

CONSTITUTION AND BY-LAWS OF THE BLACKFRIARS OF AGNES SCOTT COLLEGE

ARTICLE I

Name

The name of this organization shall be the Blackfriars of Agens Scott College.

ARTICLE II

Aims

SECTION 1. The purpose of this organization shall be to promote lasting interest in the theatre and to provide opportunities for experience in dramatic art.

Seciton 2. Through the organization's activities, Blackfriars shall support the aims and ideals of Agnes Scott College.

ARTICLE III

Membership

SECTION 1. The organization shall be composed of those people who have satisfactorily met and maintained membership requirements.

SECTION 2. There shall be three classes of student members:

A. Apprentices

1. Achieve apprentice status by attending a meeting and declaring their desire to become members;
2. Will have a voice in discussion but not vote;
3. Must be working toward membership status;
4. Become members by working 40 hours during one semester, except freshman and first semester transfers who may attain membership by contributing 25 hours during the fall semester.

B. Active Members

1. Must have fulfilled apprentice requirements;
2. Have voting privileges;
3. Must have accumulated 40 hours in the last semester of residence to maintain active status, recording hours on timesheets, which must have been turned in to the Vice President by the first day of final exams.

C. Inactive members

1. Are members who have previously been active;
2. Have the privilege of attending meetings, but will not have the voting rights;
3. May remain inactive for two consecutive semesters only before forfeiting membership;
4. May regain active status by working 40 hours in a given semester.

SECTION 3 Reinstatement

If membership has been forfeited, a student may be reinstated by fulfilling active membership requirements.

SECTION 4 Non-student members

A. Theatre faculty, ex-officio with voting privileges.

B. Honorary members; Blackfriars alumnae (if they so desire) and persons elected by the organization shall be honorary members.

ARTICLE IV

Pledge

Each member shall take the following pledge at the initiation ceremony and shall strive thereafter to keep it:

"I hereby promise steadfastly to uphold the principle of this organization and to do all in my power _____ the interests and to further the aims of the Blackfriars of Agnes Scott College."

ARTICLE V

Executive Board

SECTION 1. The Executive Board shall consist of the President, Vice President, Secretary, Treasurer, and the faculty of the Theatre Department.

SECTION 2. **Function:** This board approves committee chairs and acts on questions of membership and general policy.

SECTION 3. **Eligibility:** An officer must maintain active membership status during each semester of her tenure. Any officer who has not worked 40 hours during a given semester will be required to resign. If an officer must resign, a replacement will be elected. An officer may add 25 hours to her regular production hours for work done in the interests of the organization by virtue of her office.

ARTICLE VI

Duties of Officers

SECTION 1. President

It shall be the duty of the President to call and preside over all meetings, to call meetings of the Executive Board and Production Staff when necessary, to be responsible for all special programs at regular meeting, and to appoint special committees.

SECTION 2. Vice President

A. It shall be the duty of the Vice President to preside at all meetings and to handle all business in the absence of the President, to determine and record membership status, and to promote membership.

B. Production Coordinator: The Vice President shall serve as Production Coordinator in acting as a liaison among the members of the Production Staff, in helping to set and maintain production schedules, including meetings of the production staff, and in coordinating details of production. The Production Coordinator shall also submit a written report detailing the hours worked by Blackfriars on the productions in a semester.

SECTION 3. Secretary

It shall be the duty of the Secretary to record the minutes of both the Executive Board and Blackfriars meetings, to take attendance, to conduct all general

correspondence of the organization, to send notices of admission to all new members, to send notices of meeting to all members, and to notify members of inactive status.

SECTION 4. Treasurer

It shall be the duty of the Treasurer to take charge of the funds of the organization, keeping detailed accounts of all receipts and expenditures; to make a report of financial standing of the organization at every meeting; and maintain the financial books in proper order for auditing. The Treasurer shall also submit a written report for expenditures on each production for which admission is charged.

SECTION 5. Historian

It shall be the duty of the Historian to keep an accurate record of the activities of the organization. The Historian shall keep an up to date scrapbook including newspaper articles, programs, and other pertinent memorabilia. She shall also be responsible for keeping a photographic record of the year, including candid shots as well as production photos.

SECTION 6. Publicity Chairs

Two Publicity Chairs shall be elected. It shall be the duties of these chairs to oversee all publicity for the organization. This job shall include both on- and off-campus publicity. Such tasks include producing and distributing a flyer announcing the upcoming production of posters, and other tasks deemed necessary to fully publicize the organization's activities.

SECTION 7. Arts Council Representative

It shall be the duty of the Arts Council Representative to act as a liaison between the organization and Arts Council. In doing so, she shall attend Arts Council meetings and functions and report activities of the Council relevant to the organization.

ARTICLE VII

Production and Steering Committee

SECTION 1. The Production Staff Steering Committee shall consist of the following appointed personnel: Assistant to the Director, Stage Manager, Scenery Chair, Costume Chair, Property Chair, Lighting Chair, Program Chair, Box Office Chair, House Manager, Director, Technical Director, Business Director, and Designers. The Production Staff shall be headed by the Vice President in her capacity as Production Coordinator.

SECTION 2. The function of the Production Staff Steering Committee is to coordinate all plans for the production.

SECTION 3. Certain technical positions for the fall production are prohibited to first semester freshmen. Such positions include Stage Manager, Assistant to the Director, Scenery Chair, Costume Chair, Properties Chair, and other positions so designated by the Technical Director for a particular show due to overly taxing responsibilities.

ARTICLE VIII

Duties of Production Staff Steering Committee

SECTION 1. Assistant to the Director

It shall be the duty of the Assistant to the Director to prompt during rehearsals

and to prepare the production book; to set the stage for rehearsals; and to carry out any instructions from the Director. See also Section 16.

SECTION 2. Stage Manager

It shall be the duty of the Stage Manager to direct backstage activity of cast and technical committees during dress rehearsals and performances, and to leave all backstage areas in order under the supervision of the Technical Director at the end of the production.

SECTION 3. Scenery Chair

It shall be the duty of the Scenery Chair to be in charge of construction, painting, and mounting scenery for the production, and to leave the stage, scene shop and scenery storage areas in order under the supervision of the Technical Director at the end of the production.

SECTION 4. Lighting Chair

It shall be the duty of the Lighting Chair to be in charge of the hanging and running of lights for each performance, and to leave all equipment and the light booth in order under the supervision of the Technical Director at the end of the production.

SECTION 5. Costume Chair

It shall be the duty of the Costume Chair to be responsible for the buying, borrowing, or building of costumes for the production; to be responsible for the safekeeping, cleaning and return of all costumes; to have charge of the costume shop in Dana during current production, and to leave it in order under the supervision of the Technical Director at the end of the production. See also Section 16.

SECTION 6. Sound Chair

It shall be the duty of the Sound Chair to supervise the planning and execution of sound effects for each performance and to leave all the equipment in order under the supervision of the Technical Director at the end of the production. See also SECTION 16.

SECTION 7. Property Chair

It shall be the duty of the Property Chair to have charge of the property room in Dana; to provide and care for the properties for the play; to return all borrowed properties; and to leave the properties and all properties storage areas in order under the supervision of the Technical Director at the end of the production. See also Section 16.

SECTION 8. Make-Up Chair

It shall be the duty of the Make-Up Chair to be in charge of the make-up materials; to supervise the make-up for each performance; and to leave the dressing rooms and the Green Room in order under the supervision of the Technical Director at the end of the production. See also Section 16.

SECTION 9. Publicity Co-Chairs

It shall be the duty of the Publicity Co-Chairs to advertise as widely and as attractively as possible the organization and its public performances. See also Section 16.

SECTION 10. Program Chair

It shall be the duty of the Program Chair to provide printed programs for each play. See also Section 16.

Section 11. Box Office Chair

It shall be the duty of the Box Office Chair to coordinate the running of the box office. See also Section 16.

SECTION 12. House Manager

It shall be the duty of the House Manager to supervise the seating of the audience, to direct the timing of the intermissions, to provide ushers for each performance, to supervise the concession stand, and to be responsible for any lobby displays. See also Section 16.

SECTION 13. Director

A member of the Theatre faculty or a designaged student enrolled in Theatre 410 or 490 shall serve as director of the production.

SECTION 14. Technical Director

A member of the Theatre faculty or a designated student shall direct all technical aspects of the play.

SECTION 15. Business Director

A member of the Theatre faculty shall supervise and coordinate the business aspects of the production.

SECTION 16. A written report for the production book of each play shall be required of the Treasurer, Stage Manager, and each Committee Chair. The production book shall be compiled by the Assistant to the Director.

ARTICLE IX

Elections and Appointments

SECTION 1. Nominations

For the election of officers, nominations will initially be taken from the floor. A committee of seniors appointed by the President and in consultation with the faculty members may prepare a slate of candidates which will be presented following nominations from the floor.

SECTION 2. Elections

Elections shall be held in the spring semester, following the major student government elections.

SECTION 3. The following positions shall be elected offices: President, Vice President, Secretary, Treasurer, Historian, two Publicity Officers, and an Arts Council Representative. The President and Vice President shall be elected from the rising junior or senior class. Those nominated for President and Vice President must have been active members for at least two semesters; those nominated for other offices must have been active for at least one semester.

SECTION 4. The Executive Board shall appoint all committees for each production; chairs will be subject to unlimited reappointment.

SECTION 5. Any member who wishes to be considered for appointment to a particular chair shall so inform the production coordinator through a petition before the announced appointment meeting of the Executive Board.

SECTION 6. Officers may be appointed as Chairs of committees.

ARTICLE X

Quorum

Two-thirds of the active membership shall constitute a quorum. A quorum

must be present in order to vote on elections, upcoming production season, constitutional changes, and important policy questions.

ARTICLE XI

Amendments

A proposed amendment may be put forth before the organization at any regular meeting. Amendments must be ratified at the next meeting by a three-fourths vote of a quorum of the organization.

ARTICLE XII

Productions

SECTION 1. Play Reading Committee shall consist of the members of the Theatre faculty and a volunteer group of students. Said committee shall be chaired by a previous member of Play Reading Committee. This committee shall organize itself and begin work in the middle of the fall semester. The committee members will present six plays to the organization and organization members shall read the plays. At the next meeting the plays will be voted on by active members and the Theatre faculty who have read them.

SECTION 2. Auditions for each production shall be open to any member of the student body and any man in the community. A Casting Committee shall select the cast from those who audition on the basis of their suitability to the particular roles. The Casting Committee shall consist of the Director, other Theatre faculty, and a minimum of four students. All members of the Casting Committee other than the Director shall serve in a disinterested, advisory capacity. The Director shall have the final choice concerning the casting. All discussions and considerations of the Casting Committee shall be confidential. Violations of these principles of the Casting Committee constitute violations of the Honor Code of Agnes Scott College.

SECTION 3. Rehearsal Attendance

If cast in production, a member shall attend all rehearsals as specified by the Director. If unable to attend, she shall present a valid excuse to the Director before rehearsal. A valid excuse is one that would excuse her from classes or one that would be agreeable to the Director. Violations of this policy are handled by the Director.

SECTION 4. Play Cycle

During a given four years, four of the eight major productions shall be selected from the following theatrical categories: classical, 17th and 18th century, modern continental European, 20th century American, experimental, and musical theatre.

BY-LAWS

SECTION 1. The organization shall provide books for the Secretary and Treasurer. These officers shall turn them over to the succeeding officers in good order.

SECTION 2. The funds of the organization shall be used to meet expenses of the organization, to finance special projects, productions and workshops, and to provide refreshments for special occasions.

SECTION 3. Copies of the plays purchased shall be retained by the organization unless purchased by the actor. Users shall be responsible for taking care of and returning scripts to the assistant to the Director at the close of the production. They shall be placed in the Blackfriars' Green Room.

SECTION 4. Fees shall be charged for the use of all Blackfriars' property. The rates shall be set by the Technical Director and monies collected by the Treasurer before the end of each academic semester. Costume rentals shall be handled by the costume mistress according to procedures established by the Technical Director. Costumes shall be rented only to campus organizations. Exceptions to this policy shall be made with the approval of the Technical Director.

SECTION 5. There shall be a Blackfriars meeting every two weeks except when such a meeting would fall during the week of production. Extra meetings deemed necessary by the Executive Board may be called.

SECTION 6. COMPLIMENTARY TICKETS

A. Cast members, the Assistant to the Director, and student designers of any given production may purchase tickets at the price of two for one up to the total of four tickets for performance of that given production. If any of the individuals mentioned above wish to purchase "two for one" tickets in two price ranges, they must purchase the tickets in the higher price range. Thus, for example, an individual wishing to purchase one student ticket, and one adult ticket may purchase both for the price of one adult ticket.

B. The stage manager for a given production, and members of Blackfriars who have worked fifty hours beyond the requirements of laboratories and membership on a given production may purchase two tickets for the price of one. The count of fifty hours will take into account projection hours for Tech Week and performance dates.

C. A total of eight (8) seats per performance will be set aside for the use of the faculty, music director, and any other production personnel who come from outside Blackfriars or the Theatre department. If all or any number of these eight seats are not claimed one half hour before performance, they may be released for sale to the public.

D. The President of Agnes Scott College and the Dean of the College will be offered two complimentary tickets for each production.

E. In order to promote its productions among members of the Agnes Scott Community, Blackfriars will select certain groups of campus faculty, administration, staff, and associations and give them the opportunity to purchase two tickets for the price of one. This would be limited to one "two for" per person and the rule of the higher priced ticket would prevail. (See A.)

F. Members of the Blackfriars who have knowledge of major contributions made by individuals or groups outside the organization may apply to the Executive Board for complimentary tickets, discount tickets or program credit for those individuals or groups who have helped Blackfriars on the production.

SECTION 7. In addition to work on Blackfriars—sponsored productions, members may earn hours through serving on the Play Reading Committee, on other committees, and in the promotion of the organization.

CONSTITUTION OF CHIMO OF AGNES SCOTT COLLEGE

Article I

Name

The name of this organization shall be Chimo of Agnes Scott College.

Article II

Purpose

The purpose of Chimo shall be:

I. To stimulate the interaction of American and foreign students and Agnes Scott College professors.

A. To promote intercultural exchange on this and other campuses.

B. To plan activities that would facilitate social contact between American and foreign students.

II. To provide orientation to American college life for foreign students.

Article III

Membership

The membership is open to the following persons:

I. Agnes Scott foreign students and professors.

II. American students with intercultural interests.

Article IV

Organization

I. Executive Board

A. Officers shall be a president, a vice president, a secretary, a treasurer, a social chair, an historian, and a publicity officer.

II. Elections

A. The executive board shall be elected by the membership of Chimo in the first two weeks after student elections in the spring semester. There shall be foreign students as well as American students on the executive board.

B. There shall be no more than two people from the same country on the executive board unless an emergency arises.

III. Meetings

A. Chimo shall meet on a weekly basis unless otherwise specified by the president.

Article V

Duties

I. President

It shall be the duty of the president:

A. To preside at and call all meetings of Chimo and the executive board.

B. To appoint all committees.

C. To submit a detailed report to the incoming president.

D. To represent Chimo at the Board of Student Activities meetings.

II. Vice President

1. To preside over the meetings in the absence of the president.
2. To oversee the appointed committees.
3. To take over all duties in case the president is not able to perform her duties.

III. Secretary

It shall be the duty of the secretary:

- A. To keep a record of all proceedings of Chimo.
- B. To conduct all regular correspondence pertaining to Chimo.
- C. To post notices of all meetings.

IV. Treasurer

It shall be the duty of the Treasurer:

- A. To be responsible for Chimo's money.
- B. To submit a complete budget report to the incoming treasurer.

V. Social Chair

It shall be the duty of the Social Chair:

- A. To organize all social activities on and off campus.
- B. To submit a detailed report to the incoming social chair.

VI. Historian

It shall be the duty of the historian:

- A. To update the activities of Chimo from year to year.

VII. Publicity Officers

1. Shall be in charge of publicity on and off campus of all Chimo sponsored events.
2. To appoint a committee to assist with the publicity.

Article VI

Amendments

The constitution may be amended by a two-thirds vote of the membership of Chimo present at a meeting held for that purpose. The proposed amendments shall be posted at least two weeks before voted upon at the meeting.

Article VII

Enacting Clause

- I. This constitution shall take effect and be in force on and after September, 1970.
- II. Constitution revised May 6, 1975.
- III. Constitution revised May 6, 1976.
- IV. Constitution revised May 21, 1976.

CONSTITUTION OF THE CHRISTIAN ASSOCIATION OF AGNES SCOTT COLLEGE

ARTICLE I

Name

This association shall be called the Christian Association of Agnes Scott College.

ARTICLE II

Purpose

The Agnes Scott Christian Association, believing that the Christian faith is vital to a full and meaningful life, strives through its program of worship, study, and action to know God through His Son Jesus Christ and to deepen the commitment of its members.

ARTICLE III

Membership

The Christian Association program is planned for the entire student body.

ARTICLE IV

Funding

The College community is given the opportunity to pledge and to contribute financial support to the association. The budget will be financed through these contributions and special fund raising projects.

ARTICLE V

Organization

SECTION 1 President

- a. To call and preside over all Christian Association meetings.
- b. To lead the cabinet in being aware of and in seeking to meet the spiritual needs of the students.
- c. To act as a liaison between the Christian Association and the Representative Council of the Student Government.

SECTION 2 Vice President

- a. To be ready at all times to assume the president's duties and to assist the president as needed.
- b. To serve as a member of the College Activities Board.

SECTION 3 Secretary

- a. To keep and post accurate and informative minutes of all Christian Association meetings.
- b. To be responsible for all Christian Association correspondence.

SECTION 4 Treasurer

- a. To organize and lead the Christian Association pledge drive during the fall semester.

- b. To collect and keep records of pledge payments.
- c. To set up a yearly budget and present it to the cabinet for approval.
- d. To pay all Christian Association bills and to keep an accurate record of all transactions.

SECTION 5 Faculty Adviser

- a. To keep abreast of Christian Association activities and give prayerful counsel to the cabinet.

ARTICLE VI

Advisory Committee

The purpose of the advisory committee is to plan with the officers the Christian Association program utilizing the students' ideas and support. Committee members will be responsible for the following areas and shall appoint ad hoc committees to implement the program.

SECTION 1 Service Off Campus

The carrying out of the gospel's call to service in the community and the world, by such means as supporting missionaries, providing leadership for children's groups, and serving the elderly community.

SECTION 2 Service On Campus

Carrying out the gospel's call to service among students, administration, and faculty through such means as publicity, the bookshelf, and book tables.

SECTION 3 Group Worship

Organize worship programs on campus such as Community Focus, chapels, and the Christian Association meetings.

ARTICLE VII

Elections

The officers shall be elected according to the rules for election found in Article XIII of the Student Government Constitution.

ARTICLE VIII

Meetings

SECTION 1 The officers shall meet in the spring to appoint advisory committee members and shall have regular prayer/share meetings throughout the year.

SECTION 2 The Christian Association shall meet alternate weeks from cabinet meetings for a program and fellowship. These meetings will also be held to inform those present of the Christian Association program and to afford members opportunities for involvement.

ARTICLE IX

Amendments

Proposed amendments must be read at an association meeting and posted at least two weeks before action is to be taken, and must be carried by a two-thirds majority vote of the members present.

CONSTITUTION OF THE SOCIAL COUNCIL

ARTICLE I

Name

The name of this organization shall be the Social Council of Agnes Scott College.

ARTICLE II

Purpose

The purpose of this organization shall be to coordinate the social events of Agnes Scott and to provide for the social needs of the campus by promoting recreation and social development.

ARTICLE III

Organization

SECTION 1 General Membership

All students of Agnes Scott College shall be members.

SECTION 2 Social Board

The Social Board shall consist of four officers elected by the student body with a minimum of two members and a maximum of five members appointed from each respective class with the exception of the freshman class, which will elect two representatives in the fall. These appointments shall be made by the newly-elected Executive Board on the basis of petitions and other considerations.

SECTION 3 Executive Board

The Executive Board shall consist of the president, vice president, secretary, treasurer, and the adviser, who is appointed for a two-year term by the entire Social Council Board.

ARTICLE IV

Elections

The officers shall be elected according to the rules for elections in Article XII of the Student Government constitution.

ARTICLE V

Meetings

SECTION 1 Time

The Social Council Board and the adviser shall meet regularly at least twice a month and at any additional times deemed necessary by the president.

SECTION 2 Attendance

All members are expected to attend the meetings unless excused by one member of the Executive Board.

ARTICLE VI

Duties

SECTION 1 Officer's Duties

A. President

It shall be the duty of the president:

- a. To preside at and call all meetings of Social Council Board and the Executive Board.
- b. To appoint all committees.
- c. To submit a detailed report to the incoming president.

B. Vice President

It shall be the duty of the vice president:

- a. To perform all duties of the president in her absence.
- b. To be a member of the Agnes Scott Orientation Committee.
- c. To be a chair at the orientation activities for Social Council.
- d. To be chair of the dance committee.
- e. To submit a detailed report to the incoming vice president.

C. Secretary

It shall be the duty of the secretary:

- a. To keep a record of all proceedings of the Social Council Board.
- b. To conduct all regular correspondence pertaining to Social Council.
- c. To post notices of all meetings.
- d. To submit a detailed report to the incoming secretary.

D. Treasurer

It shall be the duty of the treasurer:

- a. To take charge of the funds of Social Council and to record her report in the record.
- b. To pay out money belonging to Social Council only on order of the president.
- c. To submit a complete budget report to the incoming treasurer.
- d. To serve as a member of the budget committee.

SECTION 2 Chairs shall be appointed over the following committees:

A. Publicity

The duties of this committee shall be to make known to the campus-at-large and neighboring colleges and universities the various activities and projects of Social Council.

B. Rush

The duties of this committee shall be to establish and/or coordinate all social functions with other collegiate institutions during the period termed "rush," in conjunction with Orientation Council.

ARTICLE VII

Amendments

SECTION 1 An amendment to the constitution must be proposed at a Social Council Board meeting at least one week before action is taken on it.

SECTION 2 An amendment which the board wishes to propose to the council must be posted at least one week before action is taken on it by the council.

SECTION 3 The constitution may be amended by a two-thirds vote of the council present at a student meeting.

CONSTITUTION OF THE STUDENTS FOR BLACK AWARENESS

ARTICLE I

Name

The name of this organization shall be Students for Black Awareness.

ARTICLE II

Purpose

The purpose of this organization shall be:

SECTION 1 To bring an awareness to the campus community of the contributions of blacks to American society.

SECTION 2 To assist in the guidance and orientation of new black students on campus.

SECTION 3 To provide continual guidance to the members of the organization.

SECTION 4 To improve the relationship between blacks and other students.

SECTION 5 To provide a voice for the blacks at Agnes Scott.

ARTICLE III

Membership

SECTION 1 Students

Membership is open to all Agnes Scott students.

SECTION 2 Non-Student Members

Membership is open to:

a. Agnes Scott faculty

b. Others (Honorary Members, such as Agnes Scott alumnae and persons selected by the club).

ARTICLE IV

Organization

SECTION 1 President

It shall be the duty of the president to:

- A. Call and preside over meetings of the organization.
- B. See that all elections are announced and held as prescribed by the constitution.
- C. Appoint all committees.
- D. Submit a detailed report to the incoming president.

SECTION 2 Vice President

A. In the event of the president's absence, serve as chair at all meetings normally chaired by the president. Succeed the president in the event of the president's extended absence or removal from office.

- C. Act as adviser to all committees appointed by the president.
- D. Prepare all necessary duties as prescribed by the president.
- E. Submit a detailed report to the incoming vice president.

SECTION 3 Secretary-Treasurer

It shall be the duty of the secretary-treasurer to:

- A. Keep a record of the proceedings of all SBA meetings.
- B. Conduct all regular correspondence pertaining to the organization.
- C. Send out all notices of all called meetings.

ARTICLE V

Elections

SECTION 1 Officers

- A. Any rising sophomore or other upperclassman is eligible to be elected president.
- B. All officers must be elected by a majority vote with at least half of all members in good standing present.

SECTION 2 Adviser

The adviser shall be chosen by the membership.

SECTION 3 Elections shall take place during the first week of spring semester.

ARTICLE VI

SECTION 1 SBA shall meet biweekly unless otherwise deemed necessary by the president.

SECTION 2 Additional meetings may be called by the president with the approval of the Executive Board.

SECTION 3 Qualifications for membership as a voting member in good standing in SBA shall be a student's attendance at least four meetings per semester.

ARTICLE VII

Amendments

SECTION 1 The constitution shall be amended by a two-thirds majority vote of members in good standing.

SECTION 2 An amendment which the Executive Board wishes to take action on must be submitted to the members at least one week before action is taken on it by the council.

SECTION 3 The Constitution shall take effect on September 1, 1970.

SECTION 4 Constitution revised February 22, 1981.

SECTION 5 Constitution revised February 27, 1985.

CONSTITUTION OF STUDENTS WORKING FOR AWARENESS OF AGNES SCOTT COLLEGE

ARTICLE I

The name of the organization shall be Students Working for Awareness of Agnes Scott College.

ARTICLE II

Purposes and Objectives

SECTION 1 The purpose of Students Working for Awareness of Agnes Scott College shall be to identify and evaluate student concerns in important national, state, community, and campus issues and to encourage student involvement in projects relating to these issues.

SECTION 2 Students Working for Awareness of Agnes Scott College shall undertake to fulfill its purpose by maintaining a resource center on the campus, by providing forums for discussion of the issues outlined in Article II, Section 1, and by sponsoring projects which will serve and educate the campus community.

ARTICLE III

Membership

SECTION 1 Membership is open to all students interested in participating in meetings and projects.

SECTION 2 Members shall constitute those who attend meetings regularly and actively support the purposes and objectives of the organization as they are delineated in Article II.

SECTION 3 Members who miss more than two meetings in one semester will be subject to losing their member status for that semester, pending a majority vote in favor of such action. Membership will automatically be restored in the following semester, providing that the student requests reinstatement into the organization.

SECTION 4 To encourage freshman participation in the organization, the president of Students Working for Awareness shall ask the freshman class to elect during the fall semester two freshmen members. These students shall be considered full members of Students Working for Awareness provided that

they fulfill the requirements of membership outlined in Article III, Section 2. They shall help the organization to extend its freshman membership and to keep freshmen informed of Students Working for Awareness' service and projects.

ARTICLE IV

Executive Board

Students Working for Awareness of Agnes Scott College shall be governed by an Executive Board which shall consist of the following:

- A. The president, who shall be a rising junior or senior.
- B. The vice president, who shall be a rising sophomore or junior.
- C. The secretary, who shall be a rising sophomore, junior, or senior.
- D. The treasurer, who shall be a rising sophomore, junior, or senior.

ARTICLE V

Duties and Powers of the Executive Board

SECTION 1 The president shall:

- A. Call and preside over all meetings.
- B. Create all nominations, appoint members to such committees and delegate other responsibilities to members.
- C. Initiate and oversee all projects and activities of Students Working for Awareness of Agnes Scott College.
- D. Serve as an ad hoc member of all committees.
- E. Hold major responsibility for all projects of Students Working for Awareness of Agnes Scott College.

SECTION 2 The vice president shall:

- A. Preside over meetings in the absence of the president.
- B. Work closely with the president to organize and oversee all projects and activities.
- C. Maintain a scrapbook of the organization's activities throughout the year.
- D. Be responsible for obtaining the semester reports from the secretary and treasurer and including these in the scrapbook.

SECTION 3 The secretary shall:

- A. Keep the minutes of meetings of the organization.
- B. Inform all members of meetings by placing meeting announcements in their campus boxes.
- C. Aid the president in sending out organization correspondence and notes of appreciation and in planning organization projects and activities.
- D. At the end of each semester, submit minutes of that semester to the vice president for inclusion in the yearly scrapbook.

SECTION 4 The treasurer shall:

- A. Keep detailed records of organization expenses and payments.
- B. Submit all check requests and pay all organization bills.
- C. Deliver a semester financial report to the organization.
- D. Work with the president to plan projects and to insure that budgetary limitations are not exceeded.

ARTICLE VI

All members of the Executive Board shall be elected according to the rules and regulations for elections found in Article XIV of the Student Government Association constitution.

ARTICLE VII

This constitution may be amended with a two-thirds vote of members, provided that a quorum is present, and a majority vote of a quorum of the Student Government Association or of its Representative Council.

ARTICLE VIII

Two-thirds of the membership shall constitute a quorum.

ARTICLE IX

This Constitution shall take effect immediately upon ratification.

CONSTITUTION OF THE RETURNING STUDENTS ORGANIZATION OF AGNES SCOTT COLLEGE

ARTICLE I

Name

This organization shall be called the Returning Students Organization

ARTICLE II

Statement of Purpose

The purpose of this organization will be to assimilate and integrate the member into the campus community through involvement, thereby enriching both the individual RTC and the college as a whole.

ARTICLE III

The Organization

All students enrolled in the Return to College Program of Agnes Scott College will be members of the organization.

ARTICLE IV

Steering Committee

Section 1.

- A. The Steering Committee shall consist of five elected members.
- B. The members of the Steering Committee will rotate the duties of chairing, presiding keeping minutes, and handling funds.
- C. The Steering Committee will be responsible for forming its standing committees and for coordinating the activities of those committees.
- D. The Steering Committee will call and preside over meetings.
- E. The Steering Committee will post and/or otherwise disseminate information.
- F. The Steering Committee will serve as a liaison between the RSO members and the administration.

ARTICLE V

Elections

Section 1. Membership on this committee will be open to any RSO member who has completed at least two semesters of work at Agnes Scott College.

Section 2. Nominations will be conducted according to SGA election procedures.

Section 3. The out-going Steering Committee will serve as ex-officio members of the newly-elected Steering Committee for a period not to exceed one month after Spring Elections.

Section 4. A member of the Steering Committee may be impeached by a majority vote of the organization.

ARTICLE VI

Standing Committees

Section I.A. All standing committees will answer to the Steering Committee.

B. All standing committees will submit a budget to the Steering Committee for approval during the first week of each semester.

C. All standing committee chairpersons will meet with the Steering Committee at least once before executing any activity.

Section 2.

A. Campus Enrichment

1. This committee will be responsible for the RSO contribution to the intellectual, cultural, and/or educational enrichment of the whole campus.

2. This committee will plan at least one program each semester.

3. Funds for this committee will be obtained in accordance with SGA policy.

B. Social

1. This committee will be responsible for planning social events for the organization.

2. This committee will plan at least one activity a semester.

3. Funds for this committee will be obtained from the Steering Committee.

C. Fund Raising

1. This committee will be responsible for all money-making projects; the proceeds of which shall be used for the Miriam Drucker Award, for the operating expenses of the organization, and for all other RSO functions.

2. The acting treasurer of the Steering Committee will attend Fund Raising meetings.

D. Women Networking at Agnes Scott (WNAS)

1. This committee will be responsible for integrating the RSO members into campus life.

2. This committee will be responsible for developing at least one program per semester that is of special interest to RSO members.

3. This committee will be funded by the Steering Committee.

Section 3. Eligibility

A. Any RSO member is eligible to serve on a standing committee.

B. Standing committee membership will be on a voluntary basis.

Section 4 Procedure

- A. All standing committee will be organized at the second RSO scheduled meeting of the spring semester.
- B. The members of the standing committees will elect their own chairpersons.

ARTICLE VII

Meetings

Section 1.

The organization may be called into session by the Steering Committee.

Section 2.

- A. The Steering Committee will schedule at least two meetings each semester. Notice of meetings will be posted at least two weeks in advanced.
- B. A scheduled meeting may be held on consecutive days in order to accommodate all RSO members (i.e., Monday-Tuesday, Wednesday-Thursday, etc.)
- C. The quorum will be determined by those present at both sessions.
- D. Roll will be taken at each session, and no RSO member will be counted twice.

Section 3.

For the transaction of business, a quorum will consist of those RSO members present.

Section 4.

- A. Business will be transacted by majority vote.
- B. Provisions will be made for vote by proxy, and those names will be added to the roll.

ARTICLE VIII

Amendments

Section 1.

The Constitution may be amended by a majority vote of those present at a meeting of the organization which has been called, at least one week in advance, for that purpose.

Section 2.

Any RSO member may propose an amendment for consideration by the body.

CONSTITUTION OF CIRCLE K

ARTICLE I

Name

Section I.

The name of this organization shall be the Circle K Club of Agnes Scott College. It shall be sponsored by the Kiwanis Club of Decatur and shall be a member club of Circle K International and the Metro District therein.

ARTICLE II

Objects

Section I.

The objects of this club shall be:

To provide the opportunity for the leadership development in service;

To serve on the campus and in the community;

To cooperate with the administrative officers of the educational institution of which this organization is a part;

To encourage participation in group activities;

To promote good fellowship and high scholarship;

To develop aggressive citizenship and the spirit of service for the improvement of all human relationships;

To develop, by precept and example, a more intelligent, aggressive, and serviceable citizenship;

To provide through Circle K Clubs a practical means to form enduring friendships, to render altruistic service, and to build better communities.

ARTICLE III

Name and Emblem

Section 1.

Each member in good standing with this club shall be entitled to wear the official emblem and insignia of Circle K International.

Section 2.

The name, emblem, and insignia of Circle K International shall be used for only such purposes as shall be authorized by the Circle K International Board of Officers, subject to the approval of the International Administrator. In no case shall they be used as a trade name or trademark, nor in any way or purpose that demeans or impugns the name of Circle K or Kiwanis.

ARTICLE IV

Membership and Classification

Section 1.

A. Any student of good character and of satisfactory scholastic standing, who is officially enrolled in Agnes Scott, may be selected to active membership in this club. Active membership in this club shall extend over the fiscal year (October 1 through September 30). Further requirements for membership, not inconsistent with the Constitution and Bylaws of Circle K International, may be adopted by a majority vote of the membership of this club.

B. Membership to this club shall be contingent on the fulfillment of the requirements specified on a membership application. The details of these requirements are to be drafted by the incoming officers of each fiscal year.

c. In no instance shall this club place a "maximum" limit on its membership, or have any special requirements for membership based on race, nationality, sex, or religion.

D. An active member of this club shall pay annual membership dues and shall be entitled to all privileges of this club. Members shall consistently participate in the activities of this club.

ARTICLE V *Officers*

Section 1.

The officers of this club shall be a President, one Vice President, and either a Secretary/Treasurer or a Secretary and a Treasurer. Additional officers may be elected to the board when requested by the club and approved by the Georgia District Board of Officers. All officers shall be active members in good standing with this club.

Section 2.

Elections of officers shall be held at a regular scheduled meeting at least two weeks prior to the District Convention. Newly elected officers shall assume their office on the same day that the district officers do. They shall serve for one year or until their successors are duly elected and installed. The outgoing President and Secretary (or Secretary/Treasurer) of this club shall promptly certify to the Secretary (or Secretary/Treasurer) of the Georgia District and to the International Administrator the names and addresses and telephone numbers for the newly elected officers.

Section 3.

The President shall be the executive officer of this club and shall preside over all meetings of the club and the Board of Officers. She shall appoint members, with Board of Officers approval, and be an ex-officio member of all standing and special committees. She shall present the views of the club to the district and perform a like function for the district in relation to the club. As the official representative of her club, she shall promote the growth of Circle K on her campus and within her community. She shall cooperate fully with her sponsoring Kiwanis Club and promote K-Family relations. She shall act as one of the delegates of the club to the District Convention, and it shall be her responsibility to have this club represented at both District and International Conventions by two voting delegates. The outgoing President, in conjunction with the Kiwanis and Faculty Advisors, shall make provision for the training of the new Board of Officers prior to their installation. She shall perform such other duties as usually pertain to the office of the President.

B. The Vice President, in the absence of the president, shall preside at all meetings of this club and of the Board of Officers. She shall be directly responsible to the President for all committee activities, and shall chair the Steering Committee which shall be composed of all committee chairmen. She shall also perform such other duties as usually pertain to the office, or as may be assigned her by the President or the Board of Officers.

C. The Secretary/Treasurer, (or Secretary and Treasurer), shall keep the records of the club and its Board of Officers; shall collect all dues and fees of this club and shall disburse all monies as directed by the Board of Officers; shall publish a club bulletin; shall submit such reports as may be required by the Georgia District or Circle K International; shall perform such other duties as usually pertain to the office, or as may be assigned by the President or the Board of Officers.

Section 4.

In the event of a vacancy of the office of the President, the Vice President shall succeed to the office. In the event of a vacancy in any other office, a

majority vote of the active members of this club present and voting at the next regularly scheduled meeting shall elect a member in good standing to serve for the remainder of the unexpired term.

Section 5.

An officer may be removed from office by two-thirds vote of the entire active membership of this club. The club shall consider the dismissal of an officer only after they have held a hearing to determine whether just cause for dismissal exists, and have afforded the officer in question the opportunity to respond. In the event any officer should be removed from office, she shall be so notified in writing by the Secretary (or Secretary/Treasurer).

Section 6.

No elected officer may hold a District office or an International office in addition to her club office.

ARTICLE VI
Board of Officers

Section 1.

The Board of Officers of this club shall consist of the elected officers, the faculty advisor, and the Kiwanis advisor. The faculty advisor and the Kiwanis advisor shall be non-voting, ex-officio members of the Board of Officers.

Section 2.

The faculty advisor shall be a member of the administrative or academic staff of Agnes Scott College. He/She shall be selected in consultation with the appropriate school officials, and approved by a majority vote of the entire active membership of this club present and voting at a meeting designated by the Board of Officers for this purpose. He/She shall serve as a liaison between the club and the school administration and help to gain approval for club activities with the proper authorities when necessary. He/She shall participate as much as possible in club activities.

Section 3.

The Kiwanis advisor shall be the Chairman of the Circle K Committee of the sponsoring Kiwanis Club. He shall advise and counsel the club and be responsible to the Kiwanis Club for all activities of this club. He shall participate as much as possible in club activities and encourage other Kiwanians to do the same.

Section 4.

The duties of the Board of Officers shall be to manage the business and to determine the policies of this club; to determine the nature and content of service activities in conjunction with the input received from the active club membership; to plan and pursue membership recruitment and development; to maintain an operating budget and oversee disbursement of funds; to counsel all committees; and to perform such other duties as deemed necessary by the club, not inconsistent with the Constitution and Bylaws of Circle K International.

ARTICLE VII
Discipline

Section 1.

The Board of Officers shall periodically assess the personal involvement and meeting attendance of each active member. Any active member who, without

excuse, shall fail to meet the standards of attendance and participation set forth by the Board of Officers shall, using procedures as prescribed in Article V, Section 5 of the Bylaws, be removed from active membership of this club.

ARTICLE VIII

Meetings

Section 1.

During the school year, this club shall hold one meeting every week at such time and place as shall be determined by the Board of Officers. This club may hold such other meetings as the Board of Officers or the membership desires. In the event that unusual conditions prevent weekly meetings, the club may hold a minimum of two meetings per month.

ARTICLE IX

Committees

Section 1.

Standing committees of this club shall include the following:

A. Membership Development and Education: This committee shall devise effective methods of recruiting and educating members to provide the necessary manpower for an effective program of service. The committee shall consider all proposals for membership and shall submit its recommendations to the Board of Officers.

B. K-Family Relations: This committee shall work with other committees in preparing inter-club activities with Kiwanis and Key Club, and shall see that the membership of this Circle K Club and its sponsoring Kiwanis Club are cognizant of all areas of each organization thereof.

C. Projects: The committee shall plan projects and activities promoting and supporting the International theme and major emphasis programs as well as the major emphasis programs of the Georgia District during their administrative year.

D. Public Relations: This committee shall be responsible for informing the campus and local communities of the club's activities and goals through the use of articles, photographs, local and campus newspapers, radio, television, and through meetings with the administration of this school.

E. Social: This committee shall plan activities which will promote friendship and strengthen friendships within the club and throughout the entire K-Family.

Section 2.

The President shall be empowered to appoint assistants, individuals, or special committees to help her with the administrative operation of this club. All appointments shall be approved by the Board of Officers in consultation with the Faculty Advisor and/or the Kiwanis Advisor. She shall clearly define the responsibilities of these appointments, and their terms shall expire at the end of the administrative year, or at such time during the year when the President determines that their responsibilities have been fulfilled.

ARTICLE X

Revenue

Section 1.

Each active member shall pay to this club annual dues of \$2.00. The amount

of these dues shall be determined by a two-thirds vote of the entire active membership of this club present and voting at a regularly scheduled meeting.

Section 2.

This club shall pay to the Georgia District for each active member annual dues of \$7.00, due on October 1 of each year and payable no later than thirty days thereafter. In no case shall the district dues exceed ten dollars per annum per active member.

Section 3.

This club shall pay to Circle K International for every active member an annual dues of \$8.00, due not later than thirty days after October 1.

Section 4.

In addition to the annual dues, this club shall submit the required membership forms to the Georgia District and to Circle K International. This club shall also submit updated forms and the appropriate dues for each additional member that joins during the fiscal year.

ARTICLE XI

Amendments

Section 1.

These bylaws should be reviewed annually to maintain consistency with the Georgia District Bylaws and the Constitution and Bylaws of Circle K International. Amendment procedure requires a two-thirds vote at any regular meeting of the club, providing that any written notice of any proposed amendments must be distributed to the active membership at least two weeks prior to the meeting at which the proposals are to be considered. All such amendments must be consistent with the Bylaws of the Georgia District and the Constitution and Bylaws of Circle K International, and shall become effective only upon their approval by the Georgia District Board of Officers and the Circle K International Board of Trustees.

CONSTITUTION OF THE AGNES SCOTT DEBATE SOCIETY

ARTICLE I

Name

The name of this organization shall be the Agnes Scott College Debate Society.

ARTICLE II

Purpose

The purpose of the Agnes Scott College Debate Society is to help the student learn and practice the skills of cross examination debate in order that she might be able to participate in Cross Examination Debate Association (CEDA) tournaments.

ARTICLE III

Membership

Section 1.

Membership is open to all students who are willing to participate in at least one tournament per semester.

Section 2.

All members have full voting rights for all matters voted upon by the society.

Section 3.

Associate membership is open to all students who are intending to become members. Associate members must attend all meetings and workshops required by the president. Excuses for absences will be granted by the secretary. Guidelines for excuses will be decided by current president, secretary, and treasurer.

ARTICLE IV

Organization

Section 1. President

The duty of the president is to preside over meetings and to act in a coaching capacity.

Section 2. Secretary

The duty of the secretary is to call roll and keep minutes at all Debate meetings.

Section 3. Treasurer

The duty of the treasurer is to collect and keep records of all funds and to organize fund-raising activities.

ARTICLE V

Elections

Section 1.

A. Nominations will be taken from the floor of full members.

B. Only those who have been full members for three semesters will be eligible for office.

Section 2.

Elections shall be held in the spring semester, following the major student government elections.

Section 3.

The President, Secretary, and Treasurer shall be those elected.

Section 4.

Elections may only be held when a quorum of two-thirds of the members is present.

ARTICLE VI

Meetings

Meetings are to be held weekly at a time which will be decided by the members at the beginning of the semester.

ARTICLE VII

Amendments

A proposed amendment to the constitution may be put forth before the society at a regular meeting. Amendments must be ratified at the next meeting by the two thirds vote of a quorum of the society.

PETITION GUIDELINES

Petitions exist in two forms: "elected" and "selected" as outlined by Article XII, Section 4 of the Student Handbook. Elected petitions are made during popular nominations to be placed on the final ballot. This form should include name, class, and desired office. Selected petitions for appointed offices, unfilled elected offices, college committees, and faculty committees may be made during the week following elections unless otherwise specified by a particular organization. This form should also include qualifications, statement of interest, and commitments on and off campus.

HOURS TO REMEMBER

ACCOUNTING OFFICE

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

BANKING HOURS

10:30 a.m.-12:00 noon (Mon.-Fri.)

1:30 p.m.-3:00 p.m. (Fri.)

CAMPUS SHOP BOOKSTORE

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

CAREER PLANNING

AND PLACEMENT OFFICE

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

CUSTODIAL SERVICES

DEPARTMENT

7:00 a.m.-3:30 p.m. (Mon.-Fri.)

FINANCIAL AID

8:30 a.m.-12:39 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

STUDENT HEALTH CENTER

8:30 a.m.-4:30 p.m. (Mon.-Fri.)

OFFICE OF ADMISSIONS

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

9:00 a.m.-12:00 p.m. (Sat.)

OFFICE OF THE DEAN OF STUDENTS

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

OFFICE OF THE DEAN OF THE COLLEGE

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

OFFICE OF THE PRESIDENT

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

OFFICE OF THE REGISTRAR

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 p.m.-4:30 p.m. (Mon.-Fri.)

POST OFFICE WINDOW

8:30 a.m.-12:30 p.m. (Mon.-Fri.)

1:30 pm-4:30 pm (Mon.-Fri.)

All offices closed on Sundays

DINING HALL

Weekdays

Breakfast

7:30 a.m.-9 a.m.

Continental

Breakfast

9 a.m.-9:30 a.m.

Lunch

11:30 a.m.-1:45 p.m.

Dinner

5 p.m.-6:30 p.m.

5 p.m.-6 p.m. (Fri.)

Saturday and Sunday

8:15 a.m.-9 a.m.

9 a.m.-9:30 a.m.

12 p.m.-1 p.m. (Sat.)

12 p.m.-1:30 p.m. (Sun.)

5 p.m.-6 p.m.

EVANS TERRACE CENTER

open 24 hours

LIBRARY

8 a.m.-10:30 p.m. (Mon.-Thurs.)

8 a.m.-6 p.m. (Fri.)

9 a.m.-6 p.m. (Sat.)

1 p.m.-10:30 p.m.

SNACKBAR

9:30 a.m.-10:30 p.m. (Mon.-Sat.)

2 p.m.-10:30 p.m. (Sun.)

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AGNES
SCOTT
COLLEGE

STUDENT
HANDBOOK
1987-88