9-1-1975

Freshman Student Handbook 1975-76

Framingham State University

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CALENDAR — 1975-76

First Semester

Sept.  3 Orientation of Entering Students
       Advising of All Students
       Registration Changes
       Student Teaching Orientation
       Upperclass Dormitory Arrivals

       4 Classes and Student Teaching Begin

       10 LAST DAY for Adding Quarter Course

       17 LAST DAY for Adding Semester Course
       LAST DAY for Dropping Qtr. Crs. with “W”

Oct.  1 LAST DAY for Dropping Sem. Crs. with “W”
       LAST DAY to Make Up and Incomplete

       13 Columbus Day (No Classes)

       24 End of First Quarter

       27 Classes Resume

Nov.  11 Veterans’ Day (No Classes)

       26 Thanksgiving Recess (After Classes)

Dec.  5 FINAL DAY for W/D from Crs. W/O “E”

       15 Final Examinations Begin

       22 *Final Examinations End
       End of Second Quarter

Jan.  6 LAST DAY to Make Up an “N” Grade

*Students are expected to vacate their rooms on the day of their last final examination.

THE RAM
STUDENT HANDBOOK

Editor-in-Chief
BARBARA DONOVAN ’76

Editors
KATHY CHAMPAGNE ’76
PAT KEEGAN ’78
GAYLE SHATTUCK ’77

Published by
STUDENT GOVERNMENT ASSOCIATION
FRAMINGHAM STATE COLLEGE
Framingham, Massachusetts
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THE HISTORY OF FRAMINGHAM

Over 130 years ago the Massachusetts public schools were faced with the fact that their teachers were poorly qualified for their profession because of ignorance of methods and subject matter. Consequently, the children attending public schools were acquiring an education far below the standard of private schools. To remedy this situation, a group of men believing that society must offer equal opportunity for development to all its children formed the Massachusetts Board of Education in 1837 with Horace Mann as secretary. The Board of Education’s purpose was to establish public normal schools for teacher training. The munificent gift of Edmund Dwight made possible the founding of three such schools. Lexington, the site of the first school, opened in 1839 with Cyrus Peirce as principal. In 1844, the school was moved to West Newton, and then to its present site in Framingham in 1853.

During the nineteenth century Framingham State Normal School greatly influenced the development of normal schools for Negroes and Indians in the south. Ellen Hyde, class of 1875, taught at Hampton Normal Institute in Virginia for thirty years. Booker T. Washington, founder of Tuskegee Institute in Alabama, frequently visited Framingham. Here, he was inspired to establish the Normal School Section of Tuskegee with the help of his wife, Olivia Davidson, Framingham class of 1881.

Until 1898 the school prepared teachers for the elementary grades only, but during that year the Mary Hemenway School of Domestic Science in Boston was annexed. In 1920 the Vocational Department was added by the Federal Board of Vocational Education.

In 1932, the Massachusetts Legislature extended to the normal school the privilege of granting B.S. degrees upon completion of a prescribed four-year course, thus making all Massachusetts normal schools State Teachers Colleges. In 1960 the Legislature authorized granting of the B.A. degree and our school officially became known as the State College
at Framingham. In the fall of 1962 Framingham welcomed the first group of students in Liberal Arts. In the fall of 1964 men were admitted as commuters to all departments except home economics.

The enrollment for this year will be approximately 3150 students.

New College Center

BUILDINGS AND LANDMARKS

The Entrance to the College Grounds

The Henry Whittemore Memorial Gate, at the entrance to the Campus, was given by the Classes of 1917, 1918, and 1919, and named for Mr. Whittemore, Principal of the Framingham Normal School from 1898 to 1917.

Dwight Hall, the administration and classroom building, is named for Edmund Dwight of Boston, who by his munificent gift made it possible for Horace Mann to start the State Normal Schools in Massachusetts.

May Hall, named for Miss Abbie W. May, who was chairman of the board of visitors in the 1880's, was the main classroom and administration building prior to the opening of Dwight Hall. It was opened in September, 1889, and dedicated in June, 1890. The first floor was used then primarily as a practice school. In 1898 the Mary Hemenway Household Art Department was added to this building. In September 1962 when Hemenway Hall opened, the History and English departments moved to May Hall.

Hemenway Hall, named for Mary Hemenway who was in large measure responsible for the present Department of Home Economics at Framingham, was opened in September, 1962. Other departments now located in this building include the sciences and mathematics, and art.

Henry Whittemore Library opened its doors to Framingham students during the 1969-70 academic year. It presently houses 100,000 volumes, 750 serials and receives eight daily newspapers. In addition to excellent library facilities, the library also accommodates Music, Language and Instructional Media Departments. Hours: Monday-Friday: 8:00 A.M.-11:00 P.M.; Saturday: 9:00 A.M.-5:00 P.M.; Sunday: 1:00 P.M.-11:00 P.M.

Peirce Hall, named after Cyrus J. Peirce the first principal of the first State Normal School in America, accommodates one hundred and ten women of all classes. Here also is the residence dining room.

Horace Mann Hall, named for Horace Mann, educator and father of the normal school movement in our country, was built in 1920 to replace old Normal Hall which had burned. All classes are represented in this women's house.

Crocker Hall, a women's resident named after Miss Lucretia Crocker, an outstanding teacher and the first woman to be appointed supervisor of the Boston schools, was built in 1886 to be used as a residence. On Christmas of the following year
the hall was partially destroyed by fire. It was later repaired, enlarged and remodeled, and the new Crocker opened to the Junior Home Management Group on March 4, 1940. With the opening of Foster Home Management Center, Crocker Hall was totally a Women's Residence. In 1973 it was used for administrative offices.

Martin F. O'Connor Hall, built in 1959 and named in honor of the president who served from 1936-1961, is a combined student union and residence for 210 women. O'Connor Hall also houses a commuter cafeteria, snack bar, game room, lounges, TV room, study hall, and guest rooms. The Student Government Association offices and the publications suite are located in this hall.

Dorothy Larned Hall, a six-floor women's residence, named in honor of Dorothy Larned, Dean of Women from 1944-61, was opened in September 1968. In September 1973 it was used for co-ed housing.

James D. Linsley Hall, named in memory of James D. Linsley, History department, 1967-1970, was opened during the 1971-72 academic year and accommodates 150 men.

Foster Home Management Center, named in honor of Stuart C. Foster, for many years Chairman of the Chemistry Department and closely associated with the Home Economics Department, offers apartment style living accommodations for those women students involved in the Home Management Practicum. A maximum of twenty-four students living in the several apartments may be involved in any eight week period.

Ecumenical Center on Maynard Road, formerly the Seventh Day Adventist Church, opened as the College Ecumenical Center and Lecture Hall in December of 1970.

The Corinne Hall Towers, a four-house residence complex, accommodates women students in thirty-two suites of thirteen students per suite. It is named in honor of Corinne Hall, a former Home Economics teacher at Framingham State College. The residence opened in September 1973.

The Home Economics and Science Addition, an addition to Hemenway Hall which includes science, psychology and home economics labs. An added feature is a planetarium.

The College Center, the focal point for leisure time activity, assembly, and friendship. You'll find places to eat, relax, play, exercise, have fun and participate in numerous co-curricular activities and programs... and much, much more!

**COLLEGE HYMN**

*Dear Framingham, thy children around thee gather:*

*Our vows of love to thee we pledge anew.*

*Unfailing font of hope and joy forever,*

*We shall proclaim our homage to you.*

*Through countless years to all a fostering mother.*

*Thy bounteous blessing poured on age and youth:*

*Our suppliant prayer till time our chain shall sever*

*Will ever be, "Live to the Truth."*

*Words by MARTIN F. O'CONNOR*

*Tune: "Finlandia"*
OUR CREED

We believe—in the Framingham State College and in its motto “Live to the Truth.”

We believe—in a spirit of loyalty to our teachers, classmates, and friends;
in a spirit of cooperation and sportsmanship in the classroom, on the athletic field, and in all other activities.

We believe—in courtesy at all times, and a consideration for rights and privileges of others;
in true and generous comradeship and mutual helpfulness that insure the well-being and advancement of the individual and the group.

We believe—in a high standard of scholarship, intellectual integrity, and thoroughness in all our undertakings;
in making diligent search through our contacts with people and books after the best that life has to offer.

We believe—that an honest and consistent devotion to these ideals will so develop us as to give us “the good life” and sustain and build traditions for our college.

WELCOME TO ENTERING STUDENTS

It is a genuine pleasure for me to welcome you to Framingham as a member of the Class of 1979. It is good to know that you have been admitted to the college, and I hope that you in turn will find satisfaction as having selected Framingham as your Alma Mater.

The years ahead will hold great significance for you and all of us here are committed to helping you achieve intellectual curiosity, personal growth, and moral fibre during your stay here on the Hill. You will have the opportunity for the responsible acceptance of the freedoms as well as the obligations which are yours as a Framingham student. I hope too that you will give of your own energies in seeking the advancement of the common good of the college. All of us—administration, faculty, students—stand ready to work cooperatively with you in making the best of the advantages offered to you. It is my hope that you will achieve that degree of success and satisfaction which in the last analysis must be dependent on you yourselves. I wish you well in the achievement of your goals, and it is my confident hope that your years at Framingham will be productive and rewarding ones.

I look forward to getting to know you personally as you join us here on the Hill.

DR. JUSTIN McCARTHY
President
GAIL E. COSGROVE  
*Executive Vice-President*

Under the direction of the President, the Executive Vice-President is responsible for the total operation and coordination of the college community. The Executive Vice-President also acts in place of the President during the President's absence from campus.

VINCENT J. MARA  
*Academic Dean*

The Academic Dean is the chief academic officer of the college responsible for all scholastic matters including curriculum, faculty, and student academic affairs. The maintenance of the academic excellence of the college is the main concern of this office. I welcome questions, comments, and suggestions relative to any academic area from any Framingham student.

DENNIS C. GOLDEN  
*Dean of Students*

The Office of Student Services is dedicated to helping students achieve vitality and true human excellence. Therefore staff members make continual efforts to help students achieve full self-actualization. We look forward to working with you.

On behalf of the more than 10,000 members of the Framingham State College Alumni Association, I am happy to welcome the Class of 1979 as the most recent members of the College community.

The Alumni Association keeps its members regularly informed of campus changes and improvements and of alumni news through the quarterly publication, the *Echo*. Addresses of members who are scattered throughout the world are kept current in the Alumni Office.

Alumni House is headquarters for the Association at 42 Adams Road (to the rear of O'Connor Hall). This facility, as well as the entire operation of the Alumni Association, is maintained independently. Operational expenses are covered by funds raised through our Annual Giving Campaign.

Contribution of alumni have made possible the Ellen Hyde and Martin F. O'Connor Scholarship Funds available to all students. The facilities of Alumni House are also available to academically affiliated student groups upon request.

We at Alumni House hope that you as members of the present student body and prospective alumni, will feel free to pay us a visit.

MARILYN FOLEY  
(Mrs. Richard K. Foley)  
*Director of Alumni Affairs*
To the Class of 1979:

I would like to take this opportunity to welcome you on the behalf of the Student Government Association to FSC.

You are entering a totally new environment from a variety of diverse backgrounds that will have a tremendous impact on your personal growth. Yet, I sincerely hope that your four years here, as members of the Class of 1979 will be valuable to you, not only as students, but more importantly as individuals.

You will develop many close and lasting friendships. Hopefully your later memories of Framingham will be fond ones. The level of pride you achieve will depend on your willingness as a class to make changes, and as individuals to work and create change. Together we will make those changes productive and meaningful.

I sincerely hope that you are aware of the heavy responsibility placed upon you, not only as students, but as a member of a College Society. I hope that the experiences you face are helpful not only to discover yourself, but also to discover the full potential of your fellow students who sincerely care.

Good luck to you in achieving your goals and all of us in Student Government are looking forward to meeting you and helping if we can. Welcome to Framingham State College!

Sincerely,

JIM STEELE
President of SGA
STUDENT GOVERNMENT ASSOCIATION

EXECUTIVE OFFICERS

President ....................... James Steele
Vice-President ................... Donna Bourassa
Recording Secretary .......... Jean Erickson
State College Coordinator ........ Jack Curran
Treasurer ....................... Linda Briggs
All College Treasurer ........ Sue Piecewicz
Judiciary Board, Chief Justice ...... Tim Cerulo
Honor Council Chairman ......... Joan Caulfield
Student Union Board Chairperson .... Fred Daley
Student Union Board Vice-Chairperson .... Ray Larrabee
S.G.A. Advisor 1974-1975 ........ Dr. Rosenbaum
S.G.A. Advisor 1975-76

THE STUDENT SENATE

Class of 1976 Class of 1977 Class of 1978
Kevin Burke Paula Gilcrest Pat Keegan
Anne Gattineri Robert Jalbert Lillian Kurker
Beverly Smith Marianne Johnston Donna LaVita
Kathy Wenyon Kerry O'Connor Rosemary O'Brien
Pat Woods Leslie Peters Kevin Powers
Cindy Zaremba Gayle Shattuck James Williams

SENATORS-AT-LARGE FOR '75-'76

Daniel L. Ahearn
Kathy Coffey
Michelle Connolly
John Cullen
William Dill
Debbie Dion
Claire Driscoll
Toby Juffie
Ray Larrabee
Fred Lowenstein
Karen MacKenzie
Lisa Mara
Danny J. Marr
Gayle McElney
Anna Mendes
Jane Mitchell
Cindy Nolan
Maureen Rogan
JoAnn Rubino
Martha Tully

Student Government Association
Framingham State College
Framingham, Massachusetts

CONSTITUTION

We, the students of Framingham State College, Framingham, Massachusetts, in our desire to further the interests of our college and to assume our responsibilities as its student body, hereby organize an Association for self-government.

ARTICLE I—Name

The name of the Association shall be the Student Government Association of Framingham State College.

ARTICLE II—Purpose

The purpose of this Association shall be to encourage responsibility and cooperation in democratic self-government; to form an official body for expressing the judgments of the students and directing the activities and matters of general student interest; to promote full understanding and cooperation among the students, the faculty, and the administration in order to further the welfare of the college.

ARTICLE III—Membership

The membership of this Association shall consist of all undergraduate students (full and part-time) at Framingham State College.

ARTICLE IV—Structure

The Student Government Association shall be divided into three branches: executive, legislative, and judicial.

ARTICLE V—Executive Branch

Section 1. Membership
The members of the Executive Branch who shall be called the Executive Council shall include:
a. President
b. Vice-President
c. Recording Secretary
d. State College Coordinator
e. Treasurer
f. All College Treasurer

Section 2. Election
All members of the Council shall be elected in the spring.

Section 3. Duties of the Executive Council

a. The President shall:
   (1) call and preside over all meetings of the Association, the Executive Board, and the Student Senate.
   (2) vote in the Student Senate in case of a tie.
   (3) represent the Association on all public occasions.
   (4) have the power to formulate new committees and appoint the chairman.
   (5) appoint student members to the Athletic Council of Framingham State College.
   (6) appoint student members to the Scholarship Committee of Framingham State College Council.
   (7) be a member of or appoint a designated permanent representative to the Board of Trustees of the Massachusetts state colleges.
   (8) be a member of the executive board of the United Student Governments of the Massachusetts state colleges.
   (9) appoint student members to the Student Affairs Staff Committee upon request of the Dean of Students.
   (10) present the activity fee and athletic fee to the student body at an all-college assembly.

b. The Vice-President shall:
   (1) assume the duties of the President in his absence or in the event of his inability to perform his duties as President.
   (2) serve at the President's discretion as an ex-officio member of any committee of the Student Senate.
   (3) assist the President at the President's discretion.

c. The Recording Secretary shall:
   (1) keep the minutes of the Student Senate and the Executive Board.
   (2) distribute to the Student Senate members the agenda as drawn up by the Executive Board at least four days prior to the Senate meeting.
   (3) maintain attendance records for all Student Senate meetings.
   (4) maintain an active file of all measures passed by the Executive Board and the Student Senate.
   (5) keep a journal of the Student Senate proceedings and publish said journal.
   (6) record minutes of every all-college assembly to be published and posted.

d. The Treasurer shall:
   (1) be responsible for the funds of the Association.
(2) make all disbursements approved by the President.

(3) make a report of the financial conditions of the treasury whenever requested to do so by the Executive Board or the Student Senate.

(4) can at his/her discretion appoint an Assistant Treasurer to assist him/her.

e. The State College Coordinator shall:

(1) be responsible for presenting the views of other state colleges whenever he deems necessary.

(2) keep an active file of all activities on other state college campuses.

(3) keep other state colleges informed of pertinent activities of the Association.

f. All College Treasurer

(1) to transact all business in respect to all class and club treasurers.

(2) to keep records of all transactions involving monies collected from the student activity fee as well as class and club accounts.

(3) shall be appointed by the S.G.A. president with the approval of the Executive Council.

Section 4. In the event that any office, other than that of the President, becomes vacant, a general election shall be held and a new officer elected.

Section 5. Recall of the Executive Council

a. The Student Senate shall have the power to recall any member of the Executive Council. A petition signed by the majority of those eligible to elect the officer and approval of two thirds of the total membership of the Student Senate shall be necessary for such recall.

b. Any member of the Executive Council who misses more than three meetings of the Executive Board, without the expressed approval of the Student Government President, shall be considered recalled from his office and a new officer elected.

ARTICLE VI—Legislative Branch

Section 1. Membership

a. Members of the Legislative Branch who shall be called Senators shall include:

(1) 6 Senators from each of the undergraduate classes.

(2) 20 Senators-at-large.

b. The Presidents of the undergraduate classes shall be non-voting ex-officio members of the Student Senate.

Section 2. Election of Senators

a. The Senators from each undergraduate division shall be elected for the following academic year at the same time that class officers are elected.

b. Senators at large shall be elected for the following academic year by April 30, as scheduled by the Student Government Association Election Committee.

Section 3. Senate Procedures

a. There may be a meeting of the Student Senate each week of the school year.

b. The President of the Association shall serve as President of the Senate and shall be the only member of the Executive Council to have a vote in the Senate. He shall vote only in the event that the Senate is equally divided.

c. Special meetings of the Student Senate may be called at the discretion of the President of the Student Government Association. The time, place, and business to be taken up at these meetings shall be posted on the SGA bulletin board and on the main bulletin board in Peirce Hall at least one day prior to the meeting. No meeting shall be considered valid unless this procedure is followed.
d. Separate meetings of the Student Senate and of the Faculty Advisors may be held at either's discretion.

e. For the transaction of all official business in the Student Senate, two-thirds membership shall constitute a quorum.

f. All Student Senate meetings shall be open to the public.

g. The President of the Senate may appoint a standing parliamentarian prior to the first meeting of the Senate.

h. Senate meetings shall be conducted according to Robert's Rules of Order.

i. All business necessitating a motion shall be submitted to the Recording Secretary of the Senate at the Executive Board meeting at which the agenda for the next Senate meeting is determined.

j. The Senate may determine the rules of its proceedings and with concurrence of two-thirds of the Senators present expel anyone judged guilty of disorderly behavior so as to obstruct Senate proceedings.

k. Any bill tabled by the Student Government Association Senate at a Senate meeting that has not been removed from the table after 6 school weeks following its original table shall be considered defeated unless otherwise extended by the Student Government Association Senate.

Section 4. Powers of the Senate

a. All legislative powers herein granted shall be vested in a Student Senate which shall promote the welfare of the Student body.

b. The Student Senate shall approve, under the provisions of law, the distribution of all funds originating from the Student Activity Fee as recommended by the Student Faculty Budget Committee and may make such appropriations from the general reserve as it deems in the best interest of the student body. The request for the appropriations must come from a member of the Student Senate or one student, representing the organization or club requesting the appropriation.

c. The SGA Senate may, if it is found that an existing organization does not continue to fulfill its purpose, revoke its constitution by two-thirds vote of the Senate.

Section 5. Duties of the Senate

a. Senators shall attend all meetings of the Student Senate and may not miss more than three scheduled meetings per year without the expressed permission of the Student Government Association President or Vice-President.

b. Senators shall submit their class schedule cards to the Secretary of the Student Government Association during the first week of each semester. Senators will be assigned and must attend not less than one scheduled office hour per week and may not miss more than three assigned hours per year without the express permission of the Student Government Association President or Vice-President. Student Teachers may be excused from office hours.

c. Each Senator must serve on at least one of the Student Government Association Committees.

Section 6. Recall of the Legislative Branch

a. Any Senator may be recalled by a petition signed by the majority of the group eligible to elect him. Such petition shall be presented to the President of the Student Senate for further action. A two-thirds vote of the entire membership of the Senate shall be necessary to recall a Senator.

b. Any Senator missing more than three Student Senate meetings without the expressed permission of the President of the Senate shall be considered recalled and a new Senator elected if the recall occurs in the first semester; if the recall occurs during the second semester the President shall appoint a new Senator with the approval of the Executive Board.

c. Any Senator serving as a member of the executive board may be recalled from the executive board with two-thirds consent of the entire membership of the Senate.
Section 7. Recall of Major Officers

a. Any Major Office Holder may be recalled by a petition signed by the majority of the group eligible to elect him. Such petition shall be presented to the President of the Student Senate for further action. A two-thirds vote of the entire membership of the Student Senate shall be necessary to recall a Major Office Holder.

Section 8. Every bill which shall have passed the Student Senate shall, before it becomes official, be presented to the President of the Student Government Association: if he approves, he shall sign it; if not, he shall return it with his objections to the Senate who shall enter the objections at large in the minutes and proceed to reconsider the bill. If, after reconsideration, the bill is approved by two-thirds of the Senate, it shall become official. If any bill shall not be returned to the Student Senate by its next official meeting after being presented to the President, the same shall become official as if the President had signed it.

Section 9. The Executive Board of the Senate

a. There shall be an Executive Board of the Student Senate whose members shall be the Executive Council and one member from each class elected from the Student Senate.

b. The President of the Senate shall be the presiding chairman of the Executive Board.

c. The Executive Board must have a meeting called by the President of the Senate at least once a month.

d. When matters arise that warrant immediate action and the Student Senate cannot be assembled, the Executive Board shall be empowered to vote in behalf of the Student Senate.

e. One-half plus one of the voting membership of the Executive Board shall constitute a quorum.

f. The Executive Board shall prepare a budget for the following academic year, subject to approval by the majority of the Student Senate, prior to the first meeting of the Student-Faculty Budget Committee.

g. If any member of the Executive Board is not present at a meeting, he shall forfeit his vote.

h. The other duties of the Executive Board shall be:

(1) to elect annually the chairmen and co-chairmen of the standing committees unless otherwise specified in the statutes.

(2) to approve selections of members of committees unless otherwise specified in the statutes.

(3) to appoint replacements on the advice of the chairmen of standing committees when vacancies appear on said committees.

(4) to maintain a check on the financial workings of the standing committees and to replace by appointment any chairman failing to comply with the duties of his office.

(5) to review annually the necessity for each standing committee.

ARTICLE VII—SOCIAL JUDICIAL SYSTEM

The Judicial Branch of the Student Government Association will include a social judicial system and an academic system. The need for two separate judiciaries is the result of intelligent reasoning that social infractions receive social justice and that academic infractions receive academic justice and that the scope of each division is broad enough to warrant two separate judicial systems.
Section I. The Social Judicial System of the Student Government Association was established in accordance with the concept of “due process.” “Fair play” will be guaranteed to every student under this system. Any student accused of violating a regulation shall have the right to appear before a two-thirds quorum of a duly constituted judicial body. All the judicial bodies shall adhere to the basic fundamentals of “due process.”

Section II. The following procedural guidelines are established for the direction of all bodies conducting formal hearings in disciplinary matters. Decisions on all cases on the docket must be rendered before the June graduation exercises of the academic year in which the infraction occurred.

A. Pre-trial:

1. The student shall be notified in writing by the Chairman or his representative of the judicial body that he is accused of violating a regulation and must appear at a pre-trial hearing at a time specified by the Chairman or his representative. At this pre-trial hearing the student shall be informed of the alleged violation and apprised of the courses of action he may choose. He shall also be advised of appeal procedures. The pre-trial hearing shall be conducted by a student member of the College Judicial Board. Any student who is found guilty and punished shall have the punishment annulled if the pre-trial is not held.

2. The student shall be notified that he has one of three courses of action:
   a. the student may admit the alleged violation and request in writing that the Dean of Students or his duly appointed representative may take whatever action seems appropriate;
   b. the student may admit the alleged violation and request in writing that a quorum of the appropriate judicial body render a judgment in the case;
   c. the student may deny the alleged violation in writing and request that the Dean of Students or his duly appointed representative refer the case to the appropriate judicial body. The student has two academic days to present his request to the appropriate person or board. The appropriate person or board has a maximum of two academic weeks in which to schedule and hear the case. If the student does not do (a) or (b) he must automatically do (c).

3. At least forty-eight hours prior to the hearing, the student shall be entitled to the following:
   a. written notification of the time and place of the hearing;
   b. written statement of the charges of sufficient particularity to enable the student to prepare his defense. The specific violation shall be listed in the statement of charge.

B. Trial:

1. The student shall be entitled to appear in person and to present his defense to the judicial body and may call witnesses in his behalf.

2. The student shall be entitled to be accompanied by counsel of his choice. Counsel shall be a member of the administration, the faculty, or the student body of Framingham State College. Counsel should be aware that substantive and procedural rulings are made by the Chief Justice in consultation with the Board. Any counsel which is disruptive to the proceedings may be dismissed from the hearing whereupon the student will be asked to obtain new counsel.

3. The student or his counsel shall be entitled to ask questions relative to the case to the judicial body.

4. The student shall be entitled to refuse to answer questions.

5. The student shall be entitled to an expeditious hearing of his case.
6. The accuser has the right to attend the hearing and verbally present his side of the case. He must appear if requested by the judicial body or the accused student.

7. At the direction of the Chairman, any member of the Board may ask questions of those appearing to testify at the trial.

8. Upon completion of testimony, the Board will go into executive session to determine guilt or innocence.

9. A majority vote of the Board is necessary to establish a verdict.

10. In the event of a guilty verdict, it is the responsibility of the Chief Justice to propose a sentence to the Board. For the sentence to be binding, a majority of the Board must vote their support of the Chief Justice’s decision.

11. A written copy of the Judicial Board’s decision will be sent to the student and to the Office of the Dean of Students.

C. Post-trial:

1. The student shall be notified of his rights to appeal the decision of the judicial body by the Chairman or his representative. Should the student appeal, any action assessed by the judicial body shall be held in suspension until acted upon by a higher body. The only exception to this will be if 3/4 of the Board feels that the security of a member or members of the College Community is in question; in that case, the Board can enact their decision immediately while the appeal is still pending.

2. The student shall be entitled to refer his appeal only to the next highest court.

3. Any student wishing to appeal a disciplinary action or the decision of a judicial body should present his request in writing to the Chairman or Chief Justice of the Appeal Board, or the Chief Justice or advisor of the College Judicial Board within 48 hours of the action being appealed.

4. The letter requesting a hearing should state the basis or reasons for the appeal.

5. The Chairman or Chief Justice of the higher board shall notify the Chairman or Chief Justice of the lower board that the decision is being appealed and request the records of the case.

6. The appropriate board has a maximum of two academic weeks in which to schedule and hear the case.

Section III. The guidelines herein above stated shall be implemented by the following judicial bodies:

A. Appellate Board

1. Composition:

a. Three students appointed by the Student Senate at the first official meeting of the academic year from nominations submitted by the All College Student Judiciary. Members of the Appellate Board may not be current members of the ACSJ. One sophomore, junior and senior shall be appointed for a one year term and may be reappointed for up to three consecutive terms.

b. Two members of the faculty appointed to the Appellate Board according to the method employed for establishing the membership of the faculty standing committee as set forth in the College Council Constitution. Faculty members shall serve for a period of two years. Initially one faculty member shall be appointed for two years and one for one year. Subsequently, one new faculty member shall be appointed each year for a two year period. The faculty members may not hold a position on the Appellate Board for two consecutive terms.

c. The Chairman of the Appellate Board shall be elected by a two-thirds vote of the Appellate Board from a list of nominations of faculty, administrators or students compiled by the Chief Justice and the Associate Chief Justice of the All College Student Judiciary. The Chairman must meet the following requirements: 1. he must have experience and/or knowledge in the area of social governing bodies;
2. he must have an interest in the Appellate Board;
3. he may not be the current Advisor of the ACSJ.

The Chairman shall serve for a one year period and may serve up to three consecutive years. He shall preside over all cases and shall be non-voting except in the case of a tie.

d. The Court Secretary shall be a member of the Appellate Board and shall be a rotating position among the members of the Appellate Board (excluding the Chairman) in alphabetical order. He shall keep concise and accurate minutes of the court proceedings, the decisions, and shall maintain these records for not less than a five year period in the Dean of Students' office. He shall notify the student or student group of the ruling on his appeal. Any records that are older than five years shall be destroyed. These records are confidential and may be seen by the Dean of Students in the case of an emergency, by current members of the Appellate Board, and by the Student Services Deans with the permission of the Chairman of the Appellate Board. A cross-reference correlating number with the student's or student group's name shall be kept by the Dean of Students. A student may ask for an interpretation of the records by the Student Services Deans on his or her case only.

2. Jurisdiction:

a. The Appellate Board shall consider all appeals from students or student groups who object to the rulings of the All College Student Judiciary and may if they deem necessary schedule a new hearing.

b. The Appellate Board shall consider referrals from the All College Student Judiciary should the ACSJ waive jurisdiction. The Appellate Board may refuse to hear such a case and refer the case back to the ACSJ for a decision.

c. The Appellate Board may not hear the case of a student appealing the decision of an administrator if the student has elected to have the administrator hear and decide on his case. An appeal of a decision by an administrator shall be presented by the student or student group in writing to the administrator in the next highest position up to and including the office of the President, indicating the reasons for appealing the decision.

3. Procedures:

a. The student or student group may submit an appeal, which must be in writing to the Chairman of the Appellate Board in conjunction with Article VII, Section II, C3.

b. The Appellate Board shall request all the court records of the case being appealed.

c. The Appellate Board shall formulate its decision based upon the official court records of the ACSJ and the appealing student's written statement. If, however, the Appellate Board decides that the appeal is of such magnitude that it warrants a new hearing, it shall conduct such a hearing based upon the guidelines as established in Article VII, Section I and II.

d. After reviewing an appeal, in accordance with the procedures set forth in the above sections, the Appellate Board may decide as follows:

1. deny the appeal, in which case the original decision shall be abided by.

2. rule in favor of the appeal in which case the original jurisdiction or decision may be waived, completely lessened, or altered in connection with the time the decision shall be carried out.
B. All College Student Judiciary (Judicial Board):

1. Composition

a. Chief Justice, who shall preside over all cases, except when due to illness or other necessary absences from campus, when the Associate Chief Justice shall preside. The Chief Justice shall be a junior or senior elected by the entire student body in the spring of the year preceding the term of office. He or she shall have had one year’s active participation in the All College Student Judiciary as a member and shall be a non-voting member except in the case of a tie.

b. Associate Chief Justice, shall be elected from within the All College Student Judiciary at the first meeting of the Judicial Board to act as Chief Justice in his or her absence. He shall assume the duties and responsibilities of the Chief Justice, including being a non-voting member except in the case of a tie.

c. Eight (8) members of the ACSJ (excluding the Chief Justice), two (2) seniors; two (2) juniors; two (2) sophomores; two (2) freshmen, all to be elected from their respective classes in the spring of the year preceding the term of office. Freshmen will be elected at the first class elections held during the term. The Chief Justice, Associate Chief Justice and advisor should review those nominated for the board to insure that all members are in good academic and social standing. All three must agree if a student is to be removed from ballot. A member may not miss more than three meetings without the permission of the Chief Justice. Cases will be heard before a quorum of the Board.

d. There will be one alternate from each class in event of a member disqualifying himself/herself from a case or resignation or sickness.

e. Court Secretary, shall be either a permanent member of the ACSJ elected at the first meeting of the year or the Board may vote to have each member act as secretary on a rotating basis at each meeting. The Secretary shall keep concise and accurate minutes of the court proceedings, the decisions, and shall maintain those records for not less than a five year period in the Dean of Students’ office. Any records that are older than five years shall be destroyed. These records are confidential and may be seen by the Dean of Students in the case of an emergency, by members of the Appellate Board, in the case of an appeal; current members of the ACSJ and the Student Services Deans with the permission of the Chief Justice and the Associate Chief Justice. Records shall be kept on file by number. A cross-reference correlating number with the student’s or student group’s name shall be kept by the Dean of Students. A student may ask for an interpretation of the records by the Student Services Deans on his or her case only.

f. The Advisor, of the ACSJ shall be elected by a two-thirds vote of the All College Student Judiciary from a list of eligible administrators or faculty members compiled by the Chief Justice and the Associate Chief Justice. The Advisor must meet the following requirements:

1. he must have experience and/or knowledge in the area of social governing bodies;

2. he must have an interest in the ACSJ.

The advisor shall serve for one year and may serve up to three consecutive years. The advisor should attend all meetings when possible to advise and guide the students but may not vote or overrule a decision.

2. Jurisdiction: The All College Student Judiciary shall have original jurisdiction in the following areas:
a. Alleged violations of regulations under the jurisdiction of living units if the student or student group violating the regulation is not a member of the living unit in which the alleged violation occurred.

b. Alleged violations of other regulations when such cases are referred to the All College Student Judiciary by the Community Concern Board.

c. Alleged violations involving resident and commuter students together.

d. The constitutionality of an action taken by the chief officers of the Student Government Association.

e. The constitutionality of an action taken by a student organization, authorized by Student Senate.

f. The constitutional conflicts between any campus organization, and governing groups.

g. Alleged violation of regulations specific to an organization authorized by the Student Senate.

h. Appeals from lower judiciaries. The ACSJ shall consider referrals from the Community Concern Boards and shall follow the guidelines for appeals as set forth in the Social Judiciary Statutes.

i. Referrals: The ACSJ may waive jurisdiction and refer a case to a higher judicial body or refuse to hear a case and refer it to the Community Concern Board in the appropriate residence hall.

3. Procedures:

a. The All College Student Judiciary shall be governed by the procedures outlined in Article VII Section 1 and 11.

b. After hearing a case, the All College Student Judiciary may decide as follows:

1. Not Guilty: no violation has been proven.

2. Guilty: A violation of a regulation has been proven. In this case the ACSJ may select from the following penalties:

   a. Warning Restriction: a restriction indicating that further violations of regulations shall result in more severe disciplinary action. This restriction shall be imposed for a specified period of time and the student shall be automatically removed from restriction when the imposed period expires.

   b. Disciplinary Probation: a probation indicating that further violation may result in suspension. In addition, the Judiciary may withdraw any or all of the following privileges:

      1) pertaining to residence living unit.
      2) the holding of an office in a campus organization.
      3) the representation of the College at any inter-collegiate or intra-collegiate events.
      4) attendance at certain college functions
      5) Suspension: The student shall be recommended to the college administration for suspension for a definite or indefinite period of time.

      6) The All College Student Judiciary may take any appropriate action deemed necessary by the members.

      7) If deemed necessary and appropriate the ACSJ may notify parents or guardians of the convicted student of any action taken.

e. If a student or student group is heard by the All College Student Judiciary and is not satisfied
with the decision or feels that he did not have a fair
trial he may appeal the decision to the Appellate
Board.

C. Residence Hall Judiciaries (Community Concern Board):

1. Composition

   a. Each residence shall establish a Community Concern Board.

   b. All Community Concern Boards shall be elected by
      academic class one from class (4) and three (3) mem-
      bers at large for a total of seven except in the case
      of any residence hall with a student population less
      than 125 where only three at large members shall be
      elected. No CCB member can hold any other resi-
      dence hall position.

   c. Members shall be elected within the first three aca-
      demic weeks of the fall semester and shall meet for
      a training session on the first Tuesday of October to
      become acquainted with the procedures for referrals
      and the rationale for existing rules.

   d. The House Director will serve as advisor to the CCB.
      He/She may not vote and can not overrule a decision
      by the Board.

   e. During the academic year, a vacancy will be filled
      by the CCB nominating and electing a new member.

   f. A CCB member may be removed by a 2/3 vote of
      his/her board for violation of a College and/or resi-
      dence hall policy. Appeal is available to the All
      College Judicial Board.

2. Jurisdiction

   a. The CCB shall work with the students accused of
      violating a rule or regulation established by the resi-
      dence hall to bring them to an understanding and a
      willingness to comply with the rule.

b. Residence Hall Community Concern Boards shall
   work with cases of students accused of violating
   regulations as set forth by the Resident Student
   Advisory Board. A CCB may hear cases only of resi-
   dents in their own resident hall.

c. The Community Concern Board will also work with
   students in cooperating and understanding the exist-
   ing rules and regulations as outlined in the College
   Handbook, The Ram, and the College Catalog and
   any new rules or regulations which may be passed
   by the Board of Trustees or the College Adminis-
   tration.

d. The Community Concern Board will refer all issues
   that are unresolvable or persons with repeated of-
   fenses to the All College Student Judiciary. The
   Chairman of the CCB shall in writing refer the case
to the Chief Justice of the ACSJ with any and all
pertinent details of the case.

3. The All College Student Judiciary will organize and
   manage a training program for all Community Concern
Board members the first Tuesday of October to ac-
quaint the members with the procedures for referrals
and the rationale for existing rules. This training session
will be coordinated with the Chairperson of the Resi-
dent Student Advisory Board. The Chief Justice of the
ACSJ will call additional meetings during the academic
year is deemed necessary or if desired by members of
the CCB.

4. Procedures

   a. A resident student violating a residence hall rule or
      regulation shall be referred in writing to the Chair-
      man of the CCB by any student or staff member.

   b. A student may be referred to the All College Student
      Judiciary after having been warned a maximum of
      three times for the same offense or at the discretion
      of the CCB.
c. A majority of the CCB must be present for a meeting to take place.

d. When a student appears before the board, the CCB shall take one of the following actions:
   1. no action by the board
   2. warning issued by the board to the student
   3. the student is put on House probation with notification to ACJB of the action
   4. refer the case to the College Judicial Board
   5. refer the case to the ACJB with a specific recommendation for expulsion from residence.

e. Once a student is given 24 hours notification of a violation along with the meeting time of the CCB, the student must appear before the board. If the student fails to appear before the board without notifying the Chairman or advisor to the board, the CCB may schedule another meeting or refer the case directly to the ACJB.

f. Accurate and confidential records shall be kept by the Chairman of the CCB of all meetings with students accused of violating regulations. These records shall be available to the current members of the CCB and in the case of a referral to the All College Student Judiciary or to the Appropriate Student Services Dean.

All material not pertinent to cases referred to ACJB shall be destroyed.

ARTICLE VIII
THE HONOR COUNCIL

The students of the Framingham State College believe that the major purpose of education is to develop character. Since honesty and a sense of responsibility are traits of good character, we seek to further their growth by maintaining an Honor System with an Honor Council. This system aims to develop principles of honorable conduct and increase intellectual integrity in all academic work. With this goal in view we pledge ourselves to the support of the constitution of the honor system. According to the regulations of the honor system, each student is placed on his honor in all work designated as honor work.

The Honor Council reviews all cases of reported dishonesty and infractions of the rules.

The chairman of the Honor Council is elected by the student body and is a member of the SGA Council. In addition to the chairman, the Honor Council comprises the following members (elected according to the procedure explained in the Constitution): one Elementary major representative from each of the four classes, one Home Economics major representative from each of the four classes, one Liberal Arts major representative from each of the four classes, and two representatives from the faculty.

Since the success of the Honor System depends entirely upon the co-operation of all taking part in it, students are urged to help by taking a vital interest in its progress.

We are confident that the students of Framingham State College will uphold this privilege of self-government.
HONOR COUNCIL STATUTES

Foreword “LIVE TO THE TRUTH”

We, the students of Framingham State College, desire to prove we can meet the test of this our challenging motto. We believe that the main purpose of education is to develop character. Since honesty and a sense of responsibility are traits of good character, we seek to further their growth by establishing an Honor System and Honor Council. This system aims to develop the principles of honorable conduct and to increase intellectual integrity in all academic work. It is our belief that pride in the establishment of honesty in our professional relationships will also increase our consciousness of the rights of others and will thus develop improved social behavior within our college community. With these goals in view we pledge ourselves to the support of the Honor System.

I Application

Section I. The Honor System shall apply to every member of the Student body at Framingham State College.

Section II. The faculty shall co-operate by observing the rules of the Honor System and by reporting to the council infractions of rules.

II Honor

Dishonesty shall be defined as either giving or receiving aid, comparing answers or attempting to do so, during an examination, test, or quiz. In all assigned work such as a theme, term paper, or book report it shall be dishonest to hand in another’s work as one’s own. In those instances where sources are consulted, proper acknowledgment must be given. It must further be understood that students are to refrain from discussing examination questions in the presence of students who have not yet taken the examination.

It is permissible to engage in co-operative study. In the matter of work books or study questions, if the instructor does not at any time wish students to engage in co-operative study or consult other sources, he must specifically say so.

Since it is recognized that uncertainty may arise in these points of co-operative study, study questions, work books, or late examination, it is the obligation of both student and faculty to clarify the status of all work assigned and all late tests given.

III Honor Council

Section I. Organization

A. The Honor Council shall consist of the Chairman, elected by the student body; one Elementary representative from each of the four classes; one Home Economics representative from each of the four classes; one Liberal Arts representative from each of the four classes; and two faculty members.

B. The eligibility of a member of the student body to serve as a member of the Honor Council shall be determined by the Student Government Association, in the same manner as eligibility is determined for any other office in college and shall be further checked with the faculty members of the Honor Council. Only those students who have served for at least one year shall be eligible for chairmanship for the Honor Council.

C. The representatives shall be elected in the spring of the year before they are to serve:

1. The members of the incoming senior, junior, and sophomore classes shall make nominations for the position.
2. The students receiving the most votes in each of the categories shall be considered elected to the Honor Council.
3. The freshman representatives shall be elected at the first official class meeting.

D. There shall be two representatives of the faculty on the Honor Council, one member to be elected by the faculty in the spring of each year to serve for two years.

E. The chairman-elect of the Honor Council, who, if not already a member, shall become a non-voting member of the Council immediately after election.
F. Other faculty members and students may be invited in for further advice and information as the faculty advisors and chairman deem necessary. They shall not be entitled to vote.

G. The secretary shall be elected by members of the Council.

H. In case of the absence of the Chairman, the Council shall elect a temporary Vice-Chairman to preside over the meeting.

I. Each member of the Council shall have one vote. A two-thirds vote shall be necessary on all matters brought before the Council.

J. A quorum shall consist of 50% (fifty per cent) of the Council.

K. Parliamentary procedures shall be followed at all meetings.

Section 2. Term of Office

A. A class representative to the Council shall hold the position for one school year.

B. Re-election is permissible.

Section 3. The duties of the Honor Council shall be as follows:

A. To have charge of all matters pertaining to the Honor System.

B. To interpret the Honor System to the student body.

C. To adjudicate and recommend punishment in any case of dishonesty which may come to its attention within the limits of the Honor System.

IV

Duties of the Officers

Section 1.

A. The chairman shall call meetings and preside over them.

B. He shall, at the beginning of the school year, call together the members of the Council and instruct them as to their duties.

C. He shall call to the attention of all members of the year their obligations under the Honor System and shall see that each member of the student body, and each faculty member, has a copy of the Honor System.

D. He (the chairman) shall supervise the issuance of literature to prospective students, fully informing them of the function of the Honor System on campus.

E. The Council together with the Dean of Students or his duly appointed representative shall explain fully the Honor System to all freshmen and other new students.

F. Only those members who have been present at all of the meetings on any given case shall vote.

Section 2.

A. The Secretary shall keep full and complete records of all meetings. Such records are to be checked with one faculty member immediately following each meeting.

B. In the event that a student is summoned before the Honor Council to answer a charge of infractions, an additional secretary shall be appointed pro-tem by the Chairman to take notes of the proceedings.

C. The Secretary shall take charge of the statements referred to in V, Section 4.

D. All case records shall be kept on file for a year after graduation. These records shall be made available only to the Council and the faculty committee who review the cases.

E. It shall be the duty of the faculty advisors to assist the Secretary in obtaining full records of all transactions.

Section 3.

A. It will be the duty of all elected representatives to attend meetings unless they are not regularly on campus for classes.
B. If a representative misses three meetings in a semester, the Council may vote to eliminate that member from the Council. In the event that this should occur, a replacement will be sought from that division of the particular class.

V
Regulations

Section 1.

A. In order that all possible misunderstandings may be avoided, all students and faculty members must know and enforce the regulations below.

B. The following regulations are necessary to maintain a proper atmosphere during the taking of examinations and quizzes. A student must understand that infraction of a rule could mean that his name might be reported to the Council. (See Section 2A following.) Since it is absolutely necessary to avoid all appearances of concealed papers or suspicious communications, the students must conduct themselves as follows:

1. Students are to bring to the examination nothing but what the instructor specifies as permissible. Ordinarily this would include only writing materials, and loose paper handkerchiefs. If pocketbooks, glass cases and wraps are brought into the room, the instructor is to designate where they are to be put.

2. Avoid all suspicious actions such as seemingly to look at another's paper, and any unnecessary talking; necessary talking shall be spoken out loud for all to hear.

3. Students desiring clarification of examination questions must leave the room to consult the instructor.

4. A student finding it necessary for any reason to leave the room is to report directly to the instructor.

5. A student may leave the examination early. It is recommended that he put on his paper the hour of leaving.

6. A student who has turned in his examination must leave the room at once and is not to return until the examination has been terminated unless he reports to the instructor first and has his permission.

7. A student after leaving the examination room is to engage in no communication with anyone within hearing of students remaining in the examination room.

8. Examination papers once handed in must be left untouched and unread by other students taking the examination.

C. The faculty shall:

1. At the first meeting of each course, the instructor shall remind students in writing that all course work must conform to the Honor Code. Also, the instructor must clarify in writing any procedural matters which may be confusing to students in complying with the Honor Code. Particular emphasis should be given to what is and is not permitted with respect to cooperative study.

2. During hour tests and final examinations the instructor must make provisions for adequate spacing between students whenever possible.

3. Before the instructor leaves, he shall designate in writing at the beginning of the examination:
   a. where he may be found during the period;
   b. where the exam papers are to be turned in.

Section 2.

A. It is the duty of every student and faculty member either to report in writing to the Council any instances of dishonesty or violation of regulations, or to approach the student concerned and to suggest that he report himself. In the latter case, the student or faculty member will check with the Council to make certain that the student has reported himself.

B. It is the duty of every student and faculty member to report to the Council any knowledge of rumors concerning possible infractions of rules.

Section 3.

A. The members of the Council shall maintain the utmost secrecy concerning the names of students reported or students reporting and all details of Council meetings.

B. All students involved, those reporting and those reported, are required to maintain the same secrecy.
C. The faculty committee appointed by the President of the College to review a case is required to maintain the same secrecy.

Section 4.
Acceptance of admission to Framingham State College shall imply agreement with the provisions of the Honor System.

VI.
Procedure

Section 1.
The student or faculty member reporting must use a prepared form, one of which will be found at the end of Article VIII. Additional forms are to be found in an envelope attached to the Student Co-operative bulletin board, first floor, Dwight Hall. The report must be sent immediately to the Chairman of the Council. It is requested that faculty members and students provide, if available, the proof necessary to support their charges.

Section 2.
A. Upon receipt of a report of alleged dishonesty or of alleged violation of rules in accordance with V, the Chairman and Secretary shall report to the Council on said interview. If a student reports himself it is not necessary to have a preliminary interview.

B. The defendant shall be called before the Council. The student or faculty member reporting may be asked to meet with the Council separately.

C. The Council after all interviews are completed shall take definite action by vote.

Section 3.
A. If it is the vote of the Council that the student has been guilty of dishonesty and if the student applies for an appeal, the Appellate and Review Board shall review the case. The Appellate and Review Board shall consist of three faculty members and two students. One faculty member shall be the Chairman and vote in case of a tie. The President of the College shall appoint the faculty members and the SGA Executive Board shall appoint the students subject to the approval of the President of the College. The students shall be recommended by the Honor Council. The board members shall serve the remainder of the academic year in which they are appointed. If the vote of the Council’s decision is not appealed, or if the Council’s decision is upheld by the Appellate and Review Board, the student shall face one or more of the following punishments, as determined by the Council:

1. The student shall receive a WF for that course.
2. The student shall receive an E for that course and not be allowed to withdraw from that course.
3. The student shall be suspended from the college without probation.

B. In the event that the faculty committee does not uphold the decision of the Honor Council, the faculty committee shall state to the Council its reasons for disagreeing, and ask the Honor Council to review the case.

C. In the extreme event that the Honor Council maintains its original decision, the Appellate and Review Board shall meet with the Honor Council to openly discuss the feasibility of agreement. The final decision shall come from the joint vote of these two groups. The Honor Council Chairman shall preside over the meeting.

D. Students found guilty of dishonesty will have to satisfy the conditions set by the instructor in whose course the trouble occurred to justify the awarding of a final grade for the course.

E. In the extreme event that a student is found guilty (VI, Section 3A) a second time by the Council, such repetition of guilt being upheld by the Appellate Board, recommendation for expulsion will follow.

F. It is clearly understood that final decision in all cases involving suspension or expulsion rests with the President of the College.

Section 4.
A. If it is the vote of the Council that a student has violated a regulation (Article V), the student shall be notified in writing of this effect. A warning shall be issued that a
subsequent conviction for an infraction of a rule of the Honor System during his college course shall call for disciplinary action.

B. If it is the vote of the Council that a student has violated more than one regulation at one time, it shall call for disciplinary action. Such action will be left to the discretion of the Council.

VII
Amendments

Article VIII may be amended by majority vote of the student body and faculty. Any student or faculty member may propose to the Honor Council at any time an amendment for consideration. Such a proposal shall be given due consideration by the Council, and if the Council votes in favor of the proposal, it shall be presented to the Student Government and the faculty for a vote. If the Council does not vote in favor of the proposed amendment, it must be submitted to the student body and faculty for a vote, provided that a petition signed by ten per cent of the student body or faculty so requests.

VIII
Interpretations for the Student

Since the success of the Honor System depends entirely upon the cooperation of all taking part in it, students are urged to help by assuming a vital interest in its progress. May it be the aim of each member of the student body to instill in the minds of the incoming students the tradition of honesty and the principles of honor which exists in all contacts among students and among students and faculty. With such whole-hearted acceptance of the aims and purposes of the Honor System by each participant, violations of our system will be rare and intolerable, and the judicial functions of the Council will be reduced to a minimum.

Forms for Reporting Violations of Rules

to the Honor Council

Your cooperation in reporting infractions immediately is most urgently requested. A delay of even a day or two may hamper the Council in carrying out their judicial functions.

Under the Honor System I am bound to report this infraction:

DATE INFRACTION OCCURRED.

HOUR OF CLASS COURSE No.

Signed.

Class.

Division.

Date.

Be sure your information includes the name or names of students involved and give as specific an account as possible of what you observed.

ADDENDUM: HONOR CODE

In order to assist students and teachers in determining use of source material, the information below was prepared for the Council by the English Department. Any student unsure of the use of source material should consult the appropriate professor.

Proper Acknowledgment of Sources

What to acknowledge and why. Obviously in many of your written assignments much of what you write is not the result of your own experience or thinking. When any part of your paper is derived from a specific source such as a book, an article, or a lecture, you must, for the sake of courtesy and honesty, acknowledge your indebtedness to your source. Acknowledgment is required for both direct quotations and passages that have been paraphrased. (For facts of common knowledge, such as the date of the Declaration of Independence, or for widely known ideas, such as "Thou shalt not kill," no source need be given.)

Besides courtesy and honesty, there are two other reasons for this procedure: first, you give weight to what you write
when you support it with the opinions of experts; second, you dispel the unpleasant suspicion that you have been unable to treat a subject yourself without misappropriating another’s work.

*How to acknowledge.* Methods for acknowledgment differ. In formal papers there will not be many occasions when footnotes are necessary; usually it will be enough to acknowledge the author or the author and title in the text. In longer source papers footnotes and a bibliography will be needed. A bibliography alone is seldom sufficient: it shows only from what sources you have derived material; it cannot indicate the nature or the extent of your use of this material.

*Paraphrasing.* When the general idea, rather than the exact wording, of your source is important, it is best to paraphrase. This will help keep a unified style of writing—your style of writing—throughout the paper. You must acknowledge your source whether quoting or paraphrasing, but when you paraphrase, the language is your own—that is, the vocabulary (insofar as possible) and the sentence patterns must be different from those of your source. You demonstrate that you have assimilated the borrowed idea when you can express it smoothly in your own style.

To illustrate proper and improper paraphrasing, here is a passage from the *MLA Style Sheet, Second Edition* (New York: Modern Language Association of America, 1970), followed by two versions of the ideas expressed in the passage:

**Original:**

*Readability* is a prime consideration of scholarly writing. American scholarship over the past quarter century has moved away from fact gathering for its own sake and a system of annotation virtually independent of the text. Prose is more pleasant to read if it does not require one to jump constantly to the foot of the page or to the back of the book. Every effort should be made to make the annotation unobtrusive, and to consolidate footnote references. Yet, scholarship will continue to differ from the personal essay in that its facts and inferences are fully documented. Successful scholarly writing achieves that most difficult feat of blending maximum interest and readability with maximum accuracy and evidence. (p. 3)

**Improper paraphrase:** Readability, in the opinion of many scholars today, is a primary consideration of scholarly writing. American scholarship for the past twenty-five years has moved away from fact gathering and a system of annotation almost independent from the text.

(All that has been changed here are a few insignificant words: “twenty-five” for “quarter century,” for example. Basically, vocabulary and sentence structure are the same.

**Proper paraphrase:** Scholarly writing ought to put clarity first. Over the past twenty-five years scholars have given up “fact gathering” and have stopped using lengthy footnotes that have pratically nothing to do with the text.

(This may not be better than the original, but at least it states the idea in the writer’s own style and vocabulary, except for the indicated direct quotation.)

If a significant phrase has been borrowed word for word—even a phrase two words long—it must be treated as a direct quotation.

Further information, including details about form of footnotes and bibliography for papers in English courses, may be found in *The Source Paper: Form and Style*, prepared by the FSC English Department. For accepted format in other disciplines, please consult your instructors.
ARTICLE IX

Faculty-Student Committees

1. Student Affairs Committee—The purpose of the committee shall be to formulate and suggest policies for meeting financial, emotional, and social needs of the students, and to deliberate on and establish policies on all important aspects of student life. The committee shall be comprised of the Dean of Students, Assistant Dean of Students/College Center, the Director of Housing, three faculty members serving three-year terms, and six student members elected by the student body. All members shall have equal voting power.

2. Scholarship Committee—The purposes of the committee shall be to establish academic policies, to advise and adjudicate on individual scholastic problems, and to act as a board of appeal on academic matters for students and faculty. The committee shall be comprised of the Academic Dean, the Dean of Students, three faculty members serving three-year terms, and three students (one senior, one junior, one full-time graduate student) to be chosen by the Student Government Association. All committee members shall have equal voting power.

3. Athletic Council—The purposes of the committee shall be to distribute all athletic fee monies. The committee shall be composed of three faculty members and three students. The President of the college shall appoint the faculty members and the Student Government Association shall choose the student members. All committee members shall have equal voting power.

4. Student Activity Fee Committee—The purpose of the committee shall be to give general administration and supervision to the finances of the student activity fee, including recommending changes in the fees. The Committee shall be comprised of the Dean of Students or a member of the Student Services Staff appointed by the Dean of Students, the Chief Fiscal Officer of the College or his designee from his staff, two faculty members serving for three year terms (non-concurrently) and five students to be elected at large by the student body at the time of the Student Government Association spring elections, and under the aegis of the SCA election committee and code. All members shall have equal voting power.

(The members of this committee are invited to meet with the Student Government Association Senate at the time specified in Article XIV, paragraph 1, Addendum to the Constitution, below.)

5. Calendar Committee—The purpose of this committee shall be to study and review the college calendar. The committee shall be composed of 1. the chairman of freshman orientation committee; 2. the Vice-President of SGA and 3. a student appointed by the Executive Board of SGA.

Student-Faculty Relationships

1. Any action of the student body that requires the attention or approval of the Council shall be submitted to the Chairman of the (Faculty) Council by the President of the Student Government Association. Any action of the Council that requires the attention or approval of the Student Government Association shall be submitted to the President of the Student Government Association by the Chairman of the (Faculty) Council.

ARTICLE X

Advisors

The Student Government Association shall have Faculty Advisors as follows:

1. Two advisors to be elected by the student body for a one-year term with the option of serving another term without re-election.

2. Duties of the Faculty Advisors:
   a. At least one advisor shall attend the Senate and Executive Board Meetings.
b. To attend functions sponsored by the Student Government Association Senate.

c. To verify treasurer’s books monthly.

d. To insure proper liaison with faculty and administration.

ARTICLE XI
The Student Government Senate does hereby ratify the Constitution of the United Student Government of Massachusetts State Colleges.

ARTICLE XII
Amendments
All amendments to the Student Government Association Constitution necessitate two hearings before the Senate. The first hearing need follow the standard procedure for amendments, that is it shall be posted for 5 days prior to its discussion on the Senate floor and it shall need a simple majority vote of the Senate in order for it to come before the Senate the following week for the second and final hearing. In order for its final acceptance it shall be necessary to acquire a two-thirds majority of the Senate.

ARTICLE XIII
Referendum
Any act or resolve passed by the Student Government Senate is subject to review by the student body within a two-week period. Ten percent (or 15% if immediate suspension is desired) of the student body must petition the Student Government Association President for an All-College Assembly or for a written ballot on said act or resolve. Twenty percent of the student body must vote either in an All-College Assembly or on a written ballot. A majority of the aforementioned 20% shall annul or either affirm said act or resolve.

ARTICLE XIV
Addendum to the Constitution
The power of taxation, utilization of funds, and ultimate responsibility for its management shall rest with the Student Government Association Senate. In order to maintain a workable system of checks and balances, and to insure a fair, accurate and knowledgeable understanding of budgetary needs the Senate shall review all expenditures of clubs and organizations at the first Senate meeting of every month and at the request of the Executive Board or members of the Student Senate.

The Student Government Association recognizes that ultimate responsibility of activity fees lies with the President of the college. It also recognizes, however, the responsibility and the duties of the Student Government as the duly designated representative of the student body and strongly urges all segments of the college community to encourage the implementation of this responsibility.

The format to be followed in the final development of a proposed activity fee shall be:

1. During the month of March the Executive Board of the Student Senate shall review with the treasurers of each funded club and organization of Student Government Association the current financial status of the club and the rationale for the proposed budgets for the following year.

2. The Executive Board may not change or alter such proposals without the approval of the treasurer or spokesman for the club. It may, however, list a series of recommendations to be given to the senate as to the advisability of such a proposal.

3. At the completion of these initial hearings the President of the Student Government Association shall submit all budget proposals to the Senate for their review. At this time any recommendations for changes in a particular request or series of requests, shall necessitate a simple majority vote of the Senate. If said recommendations are approved it shall become the tentative budget for the following year and the over all proposed activity fee shall be changed accordingly.

4. The initial draft of proposed budget requests as tentatively approved by the Student Government Association Senate shall be presented to the Student Body by the President of
the Student Government Association at an all College Assembly for discussion as to the rationale of said requests.

5. The final approval of the proposed budget shall occur at the next regularly scheduled Senate meeting following the All College Assembly. A simple majority vote of the Senate shall approve the student activity fee budget for the following year and shall be submitted to the President of the College for his approval.

6. In order to insure that the student body maintains the ultimate power, and to safeguard the concept of representation the recommended activity fee must be approved by the Senate no later than May 10. If approval has not been obtained by that date the Student Senate relinquishes its power of taxation for that year and an all College Assembly shall be mandatory.

If an All College Assembly is necessary it shall be announced one full week in advance and a simple majority of all students attending will approve or annul said budget requests.

### STANDING COMMITTEES

Most committees of the Senate shall be placed into categories called divisions, in which the chairman of the division shall be responsible for all committees within his or her division. Each committee in turn shall have an acting chairman who shall be responsible for the members within his or her committee and shall work closely with the division's chairman and all acting chairmen of committees within that division.

Any student wishing to work on any committee is more than welcome and should contact any member of the Senate.

#### I. ACADEMIC DIVISION

A. Academic Affairs Committee

1. Purpose:
   a. To motivate the student body to accept an active role in the academic affairs of the college community.
   b. To evaluate academic policy and make recommendations for any necessary revisions in the existing policy to the appropriate persons.
   c. To initiate and assist in coordination programs of academic value to the college community.

2. Membership: appointed by the Executive Board.
   a. One acting-chairman who shall serve as chairman of the division.
   b. Two (2) students from each division of the college.

B. Library Committee

C. How and Why Committee

1. Purpose:
   a. To gather and maintain a record through questionnaires, interviews, and research of (1) How students who have graduated from Framingham State College have found their academic education in relationship to their field of work, and (2) Why those students who did not complete their education at Framingham have dropped out.
2. Membership: appointed by the Executive Board.
   a. One acting-chairman who shall work closely with the counseling center.
   b. One (1) student from each division of the college.

II. SOCIAL DIVISION

Student Union Board

Goal: As part of the Student Government Association, the Student Union Board is the program board of Student Government. Student Union Board is responsible for developing co-curricular programs and activities at Framingham State College.

Objectives:
A. To sponsor social, cultural, educational, and recreational programs.*
B. To encourage student leadership and development through co-curricular programs and activities.
C. To broaden and to enrich the educational experiences for Framingham State College Students.

Members:
A. Student Union Board voting membership
   1. Ass't. Dean of Students/Activities and College Center
   2. Chairperson of Student Union Board
   3. Vice-Chairperson of Student Union Board
   4. 5 Representatives from each Class to be elected by their respective Classes at their Class elections
   5. 1 Representative from S.G.A. appointed by S.G.A. President

B. Executive Board Membership
   1. Ass't. Dean of Students/Activities and College Center
   2. S.U.B. Chairperson
   3. S.U.B. Vice-Chairperson—elected by student body
   4. Secretary—internal Board selection and appointment
   5. Treasurer—internal Board selection and appointment
   6. S.G.A. Representative
   7. Special Program Chairperson

   Each member will have one vote

*The interpretation of S.U.B. programs will be 1) at the discretion of the Student Union Board subject to review by the S.G.A. Executive Board, and 2) in consultation with the professional staff.

8. Responsibilities of Executive Board Members
   a. Chairperson
      1) to conduct all meetings
      2) to coordinate all Committees of S.U.B.
   b. Vice-Chairperson
      1) to assume duties of Chairperson in one’s absence
      2) to represent S.U.B. on various Committees as assigned by S.U.B. Chairperson
   c. Secretary
      1) to record and distribute minutes of Executive and Board meetings
      2) to keep orderly and current files
      3) to notify members about meetings
      4) to conduct necessary correspondence
   d. Treasurer
      1) to maintain accurate and current records of S.U.B. expenditures
      2) to print and distribute monthly fiscal reports
      3) to submit requisition forms for payments
      4) to follow S.G.A. Fiscal guidelines
   e. S.G.A. Representative
      1) to represent the views of the Student Government Association
   f. Special Program Chairperson
      1) to maintain a link between the social and cultural programs and activities

9. Responsibilities of Executive Board
   a. to allocate and administrate S.U.B. budget within S.G.A. Fiscal guidelines
   b. to establish and maintain a campus master calendar for meetings and co-curricular activities
   c. to establish and uphold policies relative to S.U.B. activities and College Center

   The above is subject to review by the entire Student Union Board, and S.G.A. Executive Board.
C. The 20 elected Class Representatives will be appointed to serve on the following Committees

1. Secretary
2. Treasurer
3. House Board
4. Publicity
5. Special Programs (lectures and performing arts)
6. Concerts
7. Film and Video
8. Social and Entertainment (dances, coffee houses, happy hours)
9. Indoor Recreation
10. Committee Chairpeople Responsibilities
   a. Secretary (see IV-Art. 3; section B.3c)
   b. Treasurer (see IV-Art. 3; section B.8d)
   c. House Board
      1) to assist in developing, carrying out, and evaluating College Center reservation guidelines and procedures
      2) to develop guidelines and procedures for use of audiovisual equipment
      3) to recommend room allocations and building hours
      4) to assist professional staff in selection of new furniture and equipment
      5) to assist with selection of student employees and to assist in developing employment practices
   d. Publicity
      1) to disseminate information to the Gatepost, if program open to Framingham Community give information to Public Information Personnel
      2) to communicate program and activities information through all forms of media
      3) to order tickets, set up ticket sales; fill order
   e. Special Programs
      1) to research, plan, execute, and evaluate an ongoing lecture and performing arts series
      2) to keep current resource files from lecture and performing arts agencies and companies
      3) to coordinate members to serve as ushers, technical crew, hospitality group
      4) to develop a well-balanced program to broaden and enrich the FSC Students' cultural education
   f. Concerts
      1) to contact and talk with agents from popular entertainment agencies
      2) to read current popular music publication to keep abreast of latest in college concerts
      3) to acquaint themselves with contracts, riders, and technical aspects of concert production
      4) to survey, plan, negotiate, execute, and evaluate concerts
   g. Film and Video
      1) to maintain current film and video resource files
      2) to order and mail out all S.U.B. movies and video programs
      3) to establish working schedules for movies and to assign people to care for video programs
      4) to account for any monies collected from gate receipts
      5) to learn how to operate and maintain film and video equipment
   h. Social
      1) to plan, organize, execute, and evaluate dances, happy hours, cabarets/coffee houses
      2) to maintain a current file on local dance bands, folk singers, low-cost musical entertainment
      3) to seek out new program ideas
   i. Recreation
      1) to develop recreational tournaments—bridge, table tennis, billiards, pinball, chess, etc.
      2) to learn how to conduct recreation tournaments
D. Student Union Board is open to all F.S.C. students who pay their student activities fee

1. restrictions
   a. no vote on the S.U.B.
   b. can not hold chairpersonship (see Executive responsibilities)

Elections

A. Chairperson of the Student Union Board and Vice-Chairperson will be elected by the entire student body the 1st week of March

B. Treasurer and Secretary will be elected by S.U.B. committee as a whole—from the 20 Class Representatives elected by their class

C. The 20 class representatives which will be composed of 5 Representatives from each class will be elected by their respective classes

D. All other positions will be elected by the whole committee (see Committees)

E. Members of S.U.B. who miss more than one quarter of the yearly meetings will be liable for dismissal by the Executive Board, on the recommendation of the Chairperson. Re-election procedures will be as follows:

1. the Executive Board will elect a new secretary or treasurer subject to the approval of the entire committee.

2. all other positions will be elected by the whole committee.

Dorm Councils, Social Events

1. Purpose: To plan activities within each residence hall to supplement the campus-wide student activities program.

2. Membership:
   a. Residence Hall President shall be elected from their respective residence hall.
   b. Members of each Dorm Council shall be elected in accordance with the format selected by the individual residence halls.

3. Meetings:
   a. Meeting schedule shall be established by individual Dorm Council.

III. AWARDS AND RECOGNITION DIVISION

A. Special Events Committee

1. Purpose: To organize and be in charge of:
   a. Awards Assembly.
   b. SGA Installation.

2. Membership: appointed by the Executive Board.
   a. One (1) acting-chairman who shall serve as chairman of the division.
   b. Five (5) senators.

B. Who's Who Committee

1. Purpose: To review the seniors nominated by the Senior Class and to submit these names to the National Headquarters at Who's Who Among Students in American Colleges and Universities.

2. Membership: Appointed by the Executive Board.
   a. One (1) acting chairman.
   b. Three seniors, three juniors, and three sophomores.

C. Awards Committee

1. College and Community Services Award
   a. Purposes: To review full time undergraduate students who are outstanding in both college and community activities.
b. The decision will be left up to the committee members and presented in May of each year.

e. Membership: appointed by the Executive Board.
   1. One Acting Chairman
   2. Two Senators from each class

IV. LEGISLATIONAL DIVISION
   (Chairman shall be the SGA Vice-President)

A. Constitutions and Statutes Committee
   1. Purpose: To review the Student Government Association Constitution and Statutes and keep them up to date. It shall also be responsible for reviewing constitutions of the clubs and organizations.
   2. Membership: appointed by the Executive Board.
      a. One (1) acting-chairman.
      b. One (1) senator from each class.

B. Election Committee
   1. Purpose: To run the elections and tabulate ballots for the various elections.
   2. Membership:
      a. One (1) chairman who shall be appointed by the Executive Board.
      b. Members shall be appointed by the Executive Board.

C. Student Senate Orientation Committee
   1. Purpose: To coordinate all SGA orientation activities.
   2. Membership: Appointed by the Executive Board.
      a. One (1) chairman who shall be the Vice-President of SGA.
      b. Two (2) Senators from each class.

D. All-College Activities Calendar
   1. Purpose: To coordinate all college events for the coming academic year. The Committee shall meet the first two Wednesdays in May.
   2. Membership:
      a. One (1) chairman who shall be the Vice-President of SGA.
      b. SGA committee chairmen, class and club presidents.

E. Registration and Evaluation Committee
   1. Purpose: (1) to aid students during registration; (2) to publish a yearly evaluation of faculty members by polling students at the end of each semester.
   2. Membership:
      a. One (1) chairman who shall be the SGA Vice-President.
      b. Members are to be appointed by the SGA Vice-President.

The following committees shall be separate of a division:

I. BENEVOLENCE AND COMMUNITY SERVICES COMMITTEE

A. Purpose: to offer financial assistance to organizations whose focus is upon education, elimination of disease, support of beneficial social programs, and to serve the community by working through established groups, and by organizing other service groups.

B. Membership: appointed by the Executive Board.
   1. One (1) chairman.
   2. Members shall consist of students who are willing to volunteer their services.

II. PUBLIC RELATIONS COMMITTEE

A. Purpose: To keep records of and coordinate all campus activities through the Vice-President of Students Government Association.
   To work with the Director of Admissions to promote public relations with the surrounding community.
   To use the news media to publicize upcoming events.

B. Membership:
   1. Two (2) chairmen appointed by the Executive Board.
a. One (1) on-campus coordinator.
b. One (1) off-campus coordinator.
c. Each chairman shall select as many as eight (8) members.

2. Campus Newsnote Editor.

C. Duties of the Chairman:
1. Post the minutes of such meetings on the SGA bulletin board. Post the minutes of the Student Government Association meetings on the SGA bulletin board within 48 hours.
2. Post the agenda on the main bulletin board in Peirce Hall and the SGA bulletin board in O'Connor Hall lobby. Said agenda shall also be published in the Campus Newsnote.

III. STUDENT SERVICES COMMITTEES
A. Purpose: to maintain the best interests of the students in all aspects of the college community.
B. Shall include the following subcommittees:
   a. Purpose: to publish and edit the SGA handbook.
   b. Membership: appointed by the Executive Board.
2. Student Recreational Facilities.
   a. Purpose: to be responsible for the recreational areas of the college in which student interests are best served.
   b. Membership: appointed by the Executive Board.

IV. ACTION COMMITTEE
A. Purpose: to insure action on each bill passed by the Senate and to report every third week to the Senate on the progress of each bill which has not been enacted. This committee shall, also, make recommendations concerning re-evaluation of the bills passed.
B. Membership: appointed by the Executive Board.

V. PARKING COMMITTEE
A. Purpose: To examine and evaluate the parking situation of the College Community and make recommendations to the Senate.
B. Membership:
1. One chairman appointed by the Executive Board of SGA
2. One senator from each class be appointed by the Executive Board of SGA.
3. Interested students.
CLASS AND CLUB ORGANIZATIONS

I. Procedure for New Clubs and Organizations:

Students forming a new club or organization shall:

A. Announce their intentions to a Senator of the SGA Senate.

B. Choose a co-ordinator for the organization.

C. Hold preliminary meetings involving interested students.

D. Submit to the Executive Board:
   1. A copy of the proposed constitution.
   2. A petition signed by the potential members that shall:
      a. Express the desire to establish a new organization.
      b. Specify the purpose of the organization by demonstrating its capacity to be of interest and benefit to the students of the college.
      c. Give a name to the organization.
      d. Request that the Executive Board authorize the formation of such club or organization. Upon authorization of said club or organization, the Executive Board shall submit the proposed constitution to the Constitution and Statutes Committee, which after reviewing may or may not recommend said constitution for Student Senate approval.
      e. The Student Government Senate must vote for recognition of the aforementioned club or organization. Two-thirds approval by those Senators present shall be necessary for recognition.
      f. All Amendments to the Class and Club constitutions must first go through class or club procedure then go before the SGA Senate where 2/3 majority must pass it before it is accepted.

II. The class and club presidents under the direction of the Vice-President of the SGA shall draw up the Activities Calendar for the forthcoming year. Any alteration or additions to the Activities Calendar shall be coordinated through the Vice-President of the SGA and posted on the All-College Activities Calendar located in the Student Union. As activities are altered and added, the Vice-President shall notify the Public Relations Committee chairman. The Vice-President of the SGA shall distribute the list of procedures during May to the class and club presidents.

III. Poster regulations shall be published by the Vice-President of the SGA at the beginning of each year.

POSTER REGULATIONS

1. Student posters involving campaigning, advertising, etc., must be limited to those bulletin boards designated for student use; that is, students may not use such boards as Dr. Jordan's, the faculty board outside the business office, Dean DeSaulnier, Dr. Mackey's, Placement Board, and the Continuing Studies Board.

2. No poster may be larger than 14 x 22 inches.

3. Signs and notices of personal request such as rides wanted, articles for sale, and books for sale, may be posted in the Student Union, O'Connor Hall, kept next to the S.G.A. board. These are to be on an index card (3 x 5) or (4 x 6).

4. No posters or notices are to be fastened with scotch tape or thumb-tacks to any painted surfaces of the college buildings.

5. Special permission from the Public Relations Committee Chairman is required for the use of special devices other than regular posters.

An activities calendar will be located in the Student Union, O'Connor Hall. The purpose of this calendar is to notify students of events taking place on campus, and of changes in events, dates, times, etc. Any alterations made by any class or club on campus will be co-ordinated through the Vice-President of SGA who will post these changes on this calendar. The Vice-President of SGA and the Public Relations Committee Chairman will work together to co-ordinate all functions.
ELECTION CODE

I.

There shall be an election committee consisting of a Chairman and students appointed by the Executive Board of Student Government. The members' duty is to run the elections and tabulate ballots for the various elections and help the Chairman at his discretion.

II. Order of Elections

A. Freshman elections will take place during the third week of October during the first semester. The day will be scheduled by the Senior Class President and the Chairperson of the Election Committee. The Senior Class President will preside over Freshman meetings until the officers of the Freshman Class are elected.

B. Student Government Elections.
   1. President: State College Coordinator; Recording Secretary: Treasurer; Vice-President; Chief Justice; Honor Council Chairman; Student Union Chairman; Special Programs Chairman; and Advisor.
   2. Twenty (20) Senators at Large.
   3. All committees elected by the student body.

C. Classes (simultaneously) 4 officers; 6 SGA Senators; 2 Special Programs members; 2 Student Union members; 1 Honor Council Representative from each division; and 1 advisor.

D. Clubs officers and advisors

E. Officers of the Resident Student Advisory Board.

III. Election Procedure

A. Student Government Association
   1. Declarations
      a. Shall be made to the Chairperson of the Election Committee.
      b. Nominations shall be open for not less than 72 hours or exceed two weeks.
      c. Nominees shall be notified by the election committee at the close of nominations.

2. Candidates can present their views at speeches, candidates' coffee hour, candidates' night or any other activity decided upon by the election committee.

3. Publicity
   a. All advance publicity for SGA nominations and SGA elections shall be handled by the Chairperson of the Public Relations Committee in conjunction with the Election Committee Chairperson.
   b. The Public Relations Chairperson shall see that posters announcing nominations and elections are placed in all appropriate buildings.
   c. The Public Relations Chairperson shall see to it that the campus media are notified in advance of nominations and elections.

4. All full and part-time undergraduate day students shall be eligible to vote in elections.

5. Elections
   a. Polls
      1) Elections may take place on any one academic day of the week.
      2) Polls shall be open in the Campus Center from 8:00 a.m. to 9:00 p.m.
      3) There shall be a roster of students at the voting area.

   b. Voting
      1) Each student must present a picture I.D. to vote.
      2) Candidates names shall appear in alphabetical order on the ballot.

   c. Ballot Boxes
      1) Ballots shall be placed in a locked ballot box by the voter.
      2) The Election Committee Chairperson or his/her designee shall be the only person with a key to the ballot box.

6. Absentee Ballots
   a. The ballots will be available in the Assistant Dean of Students office three academic days prior to election day must be returned by 12:00 p.m. the day of the election.
b. The ballot must be witnessed by a student senator, the ballot shall be placed in an envelope and the envelope shall be signed by both parties.

7. Tabulations
a. Ballots shall be tabulated by the Election Committee Chairperson and committee members.
   1) All ballots must be kept for a period of 72 hours when school is in session.
   2) Those candidates within a 5% margin from the winning candidates, requesting a recount must do so in writing within this 72 hour period.
b. Each candidate shall be notified individually within a 24 hour period and written within a week.
c. The results shall be posted in a prominent place, published in the Gatepost, and broadcast by the radio station.
d. The election committee shall allow a recount only if the candidates' request is deemed legitimate, this being within 5% of the total vote.
e. Any one desiring to see the opening of the locked box and tabulation of the ballots is welcome.
f. Tabulations shall begin one hour after the polls close in the SGA office.

B. Class Elections shall be run by the class officers according to SGA election rules and shall be held no later than the second week of April.

C. Club Elections.
1. The Vice-President of each club will post the election schedule for their own club. All club elections must be over and the results in to the chairman of the Election Committee by April 30.
2. Club elections shall be held at an open meeting of each club.

D. Senators-at-Large.
1. Nominations for these elections shall take place on a date within a three week period after the class elections and the election shall be held no less than 72 hours and no more than two weeks after the close of nominations.

2. They will be handled the same as the previously mentioned SGA elections.

E. Vacancies.
1. If the SGA president's office is vacated, the SGA vice-president shall take over, and new elections for the office of the vice-president shall take place.
2. If any other SGA office is vacated, a new election shall be held with the exception of Senator vacancies second semester. When such vacancies occur the president shall fill that vacancy with the advice and consent of a simple majority of the senate.
3. Any class or club vacancies shall warrant a new election.

IV. Officers-Elect
A. The officers-elect shall assume their position as of May 31, with the exception of those who shall assume their responsibilities upon notification by the Vice-President of SGA.

B. No student shall serve two Senate seats concurrently.

C. No member of the executive council shall hold a Senate seat.

V. Eligibility of Advisors
A. A faculty member, full or part-time, may be elected to become a faculty advisor to a class or club or SGA after being on campus one year.

B. A faculty member or administrative member, full or part-time may be elected to SGA as advisor for a one year term with the option of serving a second term without re-election.

VI. What shall Constitute a New Election
A. Any person desiring a new election must notify the Chairman of the Election Committee within 48 hours of the election date. The chairman shall then call together the members of the election committee and decide whether a new election is necessary.
B. Some provisions that shall be considered in determining a new election are:

1. A 5% inconsistency of ballots and names being registered.
2. Any breach of the election code by the candidate(s) or election committee.
3. Any candidate participating in the election procedure in any way other than being a candidate.

EVENTS AND ACTIVITIES

Policies Regarding Public Events On-Campus

A public event is defined as any event which is open to more than the active members of the sponsoring organization(s).

1. Public events are contingent upon the sponsoring organization following the College policies.
2. Social, educational and cultural events are limited to students, faculty, staff and their invited guests. Events may be opened to the general public with the approval of the Assistant Dean of Students for Student Activities and the Chairperson of the organization sponsoring the event.
3. The academic program has priority in the use of College facilities. Academic scheduling is handled by the Office of the Administrative Services. College groups and individuals are given priority after the academic program in the use of College facilities and are charged only for exclude expenses incurred that are not covered in the College's operating budget. All-College events have priority rights in the use of facilities over events open only to the members of the organization. Requests for the use of facilities are made to the Assistant Dean of Students for Student Activities by filling out a registration of student activity Form. When College facilities are available, non-College groups are permitted to use College facilities for certain specific charitable, educational or cultural types of functions and are charged appropriately. Applications are filed in the Director of Fiscal Affairs Office.

4. No speaker or artist may be prevented from appearing on campus if they are sponsored by an authorized organization of the College. However, no organization may sponsor a performer or speaker who is knowingly going to advocate the violent overthrow of the Federal, State or Local government.
5. The Chief of Campus Security is ultimately responsible for crowd-control and the enforcement of college regulations at public events held on campus.

6. A contract must be used if the speaker or artist is receiving payment. All contracts relative to public events should be signed by a College official granted this authority by the President of the College and must be cleared through the Office of the Assistant Dean of Students for Student Activities to insure the facility is available. All contracts signed by the College for public events must have a rider approved by the College attached to the original contract.

7. All students are urged to cooperate in maintaining the College plant in neat, working order by using the facilities carefully, by not littering and by treating College equipment as respectfully as they would their own. The cost of repairing damage to buildings, apparatus or other property of the College will be charged to the student(s) known to be immediately concerned; or if the persons who caused the damage are unknown, the cost of repairs may be assessed the sponsoring organization.

8. Food service equipment must be reserved at the Office of the Assistant Dean of Students for Student Activities two weeks before scheduled use. The organization using the food service equipment is responsible for returning the equipment in the same condition in which it was borrowed.

9. Audio-visual aids must be requested in the prescribed form in the instructional Media Office in Whittmore Library two days before use.

10. The cleanliness of a facility must be assured. The sponsoring organization is responsible for arranging adequate maintenance either through hiring College maintenance personnel or providing their own clean-up crew. Should an organization opt to provide its own maintenance, an adequate job must be done, or the College will hire maintenance personnel to clean and bill accordingly the sponsoring organization.

11. An organization must have paid all outstanding bills accrued from the use of a facility before they will be entitled to secure the use of a facility for another event.

12. During the final exam period of the Fall and Spring Semester, no event may be planned or sponsored with the approval of the Co-Chairperson of the Social Division of Student Government Association and the Assistant Dean of Students for Student Activities.

13. The Activities Calendar Coordinating Committee shall consist of the Assistant Dean of Students for Student Activities, Co-Chairperson of the Social Division of the Student Government Association, Chairperson of the Calendar Committee of the Student Government Association and the Director of Information Services of the College. The Activities Calendar Coordinating Committee shall meet at least once a month to coordinate and publish a monthly calendar. All scheduling conflicts shall be resolved in this committee.

14. Bulletin Boards. Students should consult bulletin boards regularly at meal time, as they are held responsible for acquainting themselves promptly with all notices posted there.

Policies Regarding Public Events Off-Campus

A public event is defined as any event which is open to more than the active members of the sponsoring organization(s).

1. The relationship of the College to public events sponsored off-campus is entirely in an advisory or coordinating capacity unless the student organization desires to use the name or the services of the College.

2. If the student organization desires to use the name or the services of the College, all policies pertaining to on-campus public events shall apply.
Procedures Regarding Public Events On-Campus

A. Scheduling

1. Planners of public events should request dates as far in advance as possible. Functions which will involve the sale or service of alcoholic beverages must be approved at least two weeks prior to the event to allow time to get a license and to make security arrangements.

2. Any non-Resident facility may be tentatively reserved by the Assistant Dean of Students for Student Activities but final confirmation of the function must be received at least two weeks prior to the date of the event.

3. Any reservation for use of space in a residence hall must be approved by the Housing Office.

4. At the time when the student organization applies for college facilities, the applicant will be requested to fill out a registration form (available in the Office of Assistant Dean of Students for Student Activities) giving the name of the event, all rooms to be used and time (including any time needed for delivery of equipment, set-up, etc.) A copy of this form is sent to Building and Grounds, and the Campus Police to notify them of clearance to use the facility. The sponsoring organization however, must contact the Campus Police, Buildings and Grounds, the Media Center and Food Service to make their own arrangements for equipment and maintenance personnel.

An event which will be serving or selling alcoholic beverages must be registered and approved on a separate form, available from the Assistant Dean of Students for Student Activities and must be approved before any further arrangements for facility, license or personnel may be made.

5. No event may be held later than 12:30 A.M. without special permission being received from a Student Services Dean.

6. In order to cover the cost of repairs to these facilities in the event that any damage occurs, each group scheduling an event in O'Connor Cafeteria, Dwight Gymnasium, O'Connor Lounge, or Peirce Hall Dinning Room will be required to make a damage deposit of $50.00 with the Assistant Dean of Students for Student Activities. This money will be refunded following the event and as soon as it has been determined that no damage has occurred for which the sponsoring organization is liable. The sponsoring organization is responsible for covering the cost of repairs to any college facility it uses in the event that any damage occurs. An organization may not request to use a facility if it has any outstanding debts incurred from damage to a facility in previous use.

7. Any organization holding a concert or dance is required to provide a maintenance person from the College Building and Ground Department and if large electrical equipment is to be used, a college electrician. Campus Police are also required for events at which attendance is anticipated to be more than 200 persons or at which alcoholic beverages will be served. The number of Campus Police is determined by the Chief Police after consultation with the sponsoring organization but will be at least two.

B. Negotiating with the artist(s)

1. When talking with the agent, the sponsoring organization is reminded that they should not make a commitment or ask contracts to be sent until:
   a. the facilities are reserved
   b. the budget has been approved by the sponsoring organization.

2. When the performer, facility and set-up have been coordinated, the student sponsors should check on all three periodically, and be on the premises to supervise each requirement.

3. The sponsoring organization should prepare the artist payment in two checks, in conjunction with the stipulation of the College Rider. In the event that the artist breaks the contract, the checks may then be held and pending negotiation will be issued within ten days for the
corrected amount. The reason for two checks is that it may seem advisable to pay the artist one-half of the original payment if he has performed half a show.

4. One person in conjunction with the advisor to the sponsoring organization should be designated sole responsibility to negotiate the contract the day of the performance.

C. Contracts

1. A contract must be used if the speaker or artist is receiving payment.

2. A College Contract Rider must be attached to the contract if the event is being held in a campus facility.

3. An official of the college designated by the President should sign all contracts.

4. The college staff member designated in the college contract rider, or his designee, will have the sole responsibility to negotiate the contract the day of the performance. This will be done after consultation with the student Chairman and if need be the persons in charge of campus security.

D. Tickets

1. If there is an admission charge for an event, numbered tickets should be used.

2. Before tickets shall be sold:
   a. the advisor to the sponsoring organization should verify the ticket manifest, and
   b. the contract should be signed by all parties and in the hands of the sponsoring organization or a verifying telegram from the agent received authorizing ticket sales and publicity.

3. When advance tickets sales are completed and before tickets are sold at the door, a preliminary ticket audit should be administered by the advisor to the sponsoring organization.

4. After all ticket sales have ended, a ticket audit should be done. One copy of the audit should be given to the office which is responsible for accountability of the proceeds. (Copies of this form are available at the Office of Assistant Dean of Students' for Student Activities.)

5. When events are opened to Framingham State College students and their guests, no student may have more than four guests unless he has received special permission from the advisor of the sponsoring organization or a student services administrator for more than four guests.

E. Crowd Control and Security

1. Any decision regarding the quantity and assignments of security personnel is made by the Chief of Campus Police after consultation with the representatives of the sponsoring organization and the Assistant Dean of Students for Student Activities. At events serving or selling alcoholic beverages to more than 100 persons, there will be at least two Campus Policemen.

2. A security personnel (or designee) should stand near the front doors in order to confirm that the ticket audit is correct.

3. Any decision to stop ticket sales before the maximum number is reached or to close down an event will be made by the security officer in charge. He should, time permitting, consult with the advisor to the sponsoring events and the student chairperson before so doing.

4. Persons must be designated specifically to make certain that aisles and passageways are clear and adequate for expected occupancy in accordance with the Fire Safety Code.

5. All people entering a social function where alcoholic beverages are served should be asked to show two I.D.'s.
   a. College I.D.
   b. Driver's license or similar form of identification

If an individual does not have a College I.D., then they must be with someone from the College and should sign a guest reg-
ister with the College student whom they are with, also the
guest should be prepared to leave some form of identification
during the time he is at the function.

6. Students from the sponsoring organization should assign
students to public exits to insure alcoholic beverages are not
taken out of the specific function area.

7. Alcoholic beverages may not be served in glass contain­
ers unless special permission is received prior to the event
from the Assistant Dean of Students.

F. Role of the Advisor to the Sponsoring Organization

1. Should perform or designate persons to fulfill the follow­
ing functions:
   a. supervise ticket sales
   b. conduct ticket audit
   c. consult with security officers regarding closing or
      ending a function
   d. approve a preliminary budget for the event
   e. make sure that a copy of the final ticket audit and
      final cost budget are placed on file in the office which
      is responsible for accountability of the proceeds and
      in the Office of Assistant Dean of Students for Student
      Activities.

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CLASSES AND CLUBS

CLASS OFFICERS

Class of 1978
President.......................... Karen MacKenzie
Vice-President....................... Dottie Ferriter
Secretary............................ Jane Collins
Treasurer.............................. Sarah Brock
Advisor................................

Class of 1977
President.............................. Maura Walsh
Vice-President......................... Ann Foresman
Secretary............................. Barbara Pelchat
Treasurer............................. Monique Bosquet
Advisor............................... Dr. Budz

Class of 1976
President............................. Steve Anzalone
Vice-President....................... Steve McWalter
Secretary............................ Barbara Donovan
Treasurer............................. Bobbie Barron
Advisor............................... Dean DeSaulnier

STUDENT PUBLICATIONS

The Dial

The Dial, the college yearbook, is an all-college publication
with focus on the graduating class. It is compiled by a staff
consisting of senior co-editors and interested representatives
of each class. The Dial portrays major college events, students
and over-all campus activities through pictorial media.
Advisor: Dean DeSaulnier

The Gatepost

The college newspaper, The Gatepost, was instituted for the
purpose of keeping the students informed of college events as
well as different aspects of national and international events
through news articles, editorials and pictorial coverage. Positions on the staff are open to upper classmen at any time and to Freshmen after the first quarter marks are out.

*Editor:* Betty Jones

**The Onyx**

_The Onyx_, the student and faculty literary magazine, was established for the purpose of publishing works showing creative ability which would not ordinarily be brought out in curricular activities. Original poems, short stories, plays, essays, drawings, and photographs are published.

*Co-Editors:* Tom Mercier and John Freinebergs

**STUDENT ORGANIZATIONS**

**American Association for Textile Technology**

_The American Association for Textile Technology_ student chapter at Framingham State College is affiliated with the New England and National organizations. Its objective is to encourage understanding in the fields of textile technology and marketing. Monthly meetings on current topics are held on campus or with the New England chapter.

Membership is open to all interested Home Economics students who have completed Fundamentals of Clothing and Textiles 34.221.

*Contact Person:* Miss Catherine McNamara

**Amigos Unidos**

_Amigos Unidos_ is not a new organization at Framingham State College but it has only recently become a part of the Student Government Association. The purpose of this organization is to further the communications with the Spanish-speaking people and to provide a meaningful relationship between those, particularly the young, and the Framingham State College Community. All students are welcome to join.

*Contact Person:* Lois Jasset

**Christian Science Organization**

The Christian Science Organization is open to all students who wish to know more about Christian Science and who have an interest in this religion. The Organization has weekly meetings, which are held in the College Ecumenical Center and it sponsors discussions which are relevant to the college.
community. Mrs. Joan Thompson is the advisor for the Organization and may be reached at her home (6 Saybrook Road, Framingham) or by dropping a note in the Christian Science mailbox in O'Connor Hall.

Contact Person: Mrs. Diana Brown

Economics Club

The Economics Club is a new club on campus. The purpose of the club is to bring together students who are interested in economics and to broaden their exposure to the different areas in the field of economics through discussion and awareness of current issues with economic applications. Plans include guest speakers, field trips, films, debates, and an attempt to promote economic applications to everyday living.

Contact Person: Carole Arruda

The Framingham Savoyards

The Framingham Savoyards aim is to further the understanding and enjoyment of Gilbert and Sullivan. To accomplish this aim, we partake in such diverse activities as: productions of shows, social meetings and visiting other G&S societies. We need writers, artists, stagehands, singers, publicity agents, actors, costumers, etc.

Contact Person: Mr. Colson

The Geographical Association

The Geographical Association invites all interested students to join. Monthly meetings include discussions in all realms of geography (physical, urban, cultural, etc.). Plus a series of guest speakers and field trips are provided throughout the year to be enjoyed by the entire student body. Our main objective is to promote or increase the future geographer of Framingham State.

Contact Person: Dr. Hirt

The Hillel Organization

The Hillel Organization, co-sponsored by the Bay State Lodge of B'nai B'rith and the Women's Chapter of B'nai B'rith of Framingham was formed in the fall of 1959 under the name of the "Memorial Club," to serve the cultural and social needs of the Jewish students on campus. The spring of 1964 found us officially becoming a member of National Hillel. Included among the activities for the coming year are Sabbath dinners, the annual model sedar, and films. All are welcome.

Contact Person: Amy Greenberg

History Club

The History Club is open to all students at Framingham State College. Through speakers, trips, films, panels, and discussions aspects in the field of history. There will be meetings for election of officers in the fall and membership is open to all students.

Contact Person: Dr. Gloria Barron, Advisor

The Hilltop Players

The purpose of the dramatic club, The Hilltop Players, is to maintain an interest in drama and to stimulate participation in the many aspects of dramatics, the theatre, and self expression. The monthly meetings feature readings, discussions, speakers, and workshops, all of which will help to develop a keener understanding of the theatre itself.

Positions offered in Hilltop include lighting technicians, costume designers, make-up artists, publicity agents, and actors.

Contact Person: Dr. Noletti

The Home Economics Chapter

Organized in 1924, our Home Economics Chapter was named in honor of Louisa A. Nicholas, for many years the beloved head of the Home Economics Department.

The purpose of the club is to unite Home Economics students, to keep them well informed about current problems and topics of general interest to home economics, to have an organization for participating in off-campus home economics activities, and to familiarize the students with the broad fields of home economics. Our college club offers an opportunity to participate in meetings of the College Chapter Department through its affiliation with the Eastern Massachusetts, Massachusetts, and the American Home Economics Association.

Contact Person: Adele Aseltine
Kappa Delta Phi

Many of the new students entering FSC do not know much about fraternities in general nor have ever belonged to a fraternity. At this school, newcoming students as well as upperclassmen have a chance to join a fraternity. The fraternity, works together with the administration of the school to help make the student's life at FSC better socially as well as academically.

No first semester freshmen, men or women, are allowed to join this fraternity because of academic reasons. Before the 1973-74 year, the fraternity was open only to men, but now through a change of vote of the brothers, the fraternity has gone co-ed. Presently there are twenty brothers in the fraternity, and we are proud to say that by going co-ed we have added eighteen new female members.

Although the men and women work together at many functions, the organizations are independent.

Applications for the men's fraternity and the women's sorority are available before second semester.

Contact Person: Kevin Burke

Kappa Delta Pi

The purpose of Kappa Delta Pi is to encourage high professional, intellectual and personal standards, and to recognize outstanding contributions to education.

Those invited to undergraduate membership are Juniors and Seniors who have maintained an average of 3.2 out of 4.0 quality points and graduate students who have maintained a 3.5 average and have 16 hours credit. In addition, each candidate must exhibit worthy educational ideals, express the intention to continue in the field of education, manifest desirable personal qualities and give evidence of leadership attributes.

Contact Person: Diane Congdon

Le Cercle Francais

"Le Cercle Francais," formed in the Fall of 1969, purpose is to provide students with opportunities to practice and enrich their French.

Among the activities to be chosen by the members are informal gatherings to chat, read, discuss, listen to records; guest lecturers by visiting scholars or travelers; movies, trips to events of cultural interest, etc.

The members, also, help publish a French newsnote.

Membership in the Cercle is open to all students interested in French culture.

Contact Person: Dr. Thompson

The Mathematics Club

The Mathematics Club invites all interested students to join. Monthly meetings include discussions on difficult educational problems which are supplemented by special programs to be enjoyed by the entire college. Guest speakers and a possible field trip are also part of the year's agenda. Special teaching devices, games, and movies are available through this organization for your benefit. Our main goal is to interest and encourage future math teachers.

Contact Person: Bob DeCaro

Men's Athletic Association

The Men's Athletic Association was formed in 1967 for the purpose of establishing and promoting men's sports on campus. It sponsored the first varsity men's team on campus; "The Rams." With the advent of the Athletic Council, the M.A.A. was put in charge of all male intramural sports.

Activities last year included football, softball, soccer, tennis, pingpong, pool, basketball, street hockey, x-country, volleyball, a sport challenge quiz show, the Decathlon, a final banquet and a golf tournament.

The Association also sponsors social activities during the college year. Special outings will be held for club members only. Only members can participate in events of the M.A.A. in intramural season. We, therefore, invite you to enjoy and participate in all the benefits of the Men's Athletic Association.

Contact Person:

The Music Clubs

The Women's Chorus is open to all female students. Members try out during the first two weeks of classes, but may join at any
time during the year. These groups perform a Christmas Concert as well as a concert or operetta in the spring.

The Concert Choir is a select group of twenty singers who perform outside the college as well as participating in the two concerts mentioned above.

The FSC wind ensemble invites any student instrumentalist to join with members of the club in concerts performed with the Glee Club.

Contact Person: Norma Talpey

Newman Apostolate

The Newman Apostolate offers to all students and faculty the opportunity to participate in Sunday and mid-week Masses, to be actively involved in the school's Community Service projects, to take advantage of discussions, instructions, interfaith encounters, lecturers, retreats, social activities, ski trips, etc.

It is our hope that through these efforts we will find college life a broadening and meaningful experience, spiritually, educationally, and socially. Our chaplain is available to all students at posted hours or by appointment throughout the week.

Contact Person: Rev. David Noonan Sr. Jon Julie

Phi Upsilon Omicron

Beta Pi Chapter is the segment of Phi Upsilon Omicron at Framingham State College. Phi Upsilon Omicron is a national honorary professional home economics fraternity founded at the College of Agriculture, University of Minnesota, February 10, 1909. Membership is by invitation and based on scholarship, leadership, character, and service. A candidate becomes eligible upon completion of the third semester or the fifth quarter of a regular home economics course. Activities include chapter meetings, regular and special programs with speakers, projects, and social events.

Contact Person: Cheryl Urban

Psychology Club

This year has an active schedule of activities in store. The club plans to explore different areas in the field of Psychology through speakers, trips, films, and panels. Participants will enjoy benefits of knowing one or many fields by listening, questioning, and participating in experimental demonstrations.

In September a welcoming tea will be held for all club members, incoming freshmen, and faculty. Membership is open to all students.

Contact Person: Dr. Westerman

Ski and Outing Club

The purpose of the FSSC is to provide activities and arrange ski trips for club members. Open to all full-time students at FSC who either ski or would like to learn. Dues will be set by club members for correspondence and transportation. Any interested students may join.

Contact Person: Robert Jalbert

Resident Student Advisory Board

The RSAB is comprised of an Executive Board and the Vice Presidents of each Residence Hall. The purpose of the Board is to strengthen academic and social awareness, and to represent attitudes and opinions of undergraduates living in recognized college residences. After issues of concern are discussed, recommendations are made to the appropriate personnel.

Elections for the Executive Board, as well as Residence Hall House Councils are held in the Fall.

Contact Person: Wendy L. Noyes

Student National Education Association

The Student National Education Association, known on campus as S.N.E.A. welcomes all students. We, the officers invite you to join this professional club and become an active member.

S.N.E.A. participates in American Education Week, sponsors a Christmas party for the underprivileged Framingham children, sponsors guest speakers on education. Business meetings will be conducted when deemed necessary.

Contact Person: Donna Schmidt
La Tertulia

"La Tertulia," formed in the Fall of 1973, is opened to all students on campus who have an interest in the Spanish language and culture. Students do not necessarily have to speak Spanish to join.

Meetings are held bi-monthly. Activities include discussions, movies, guest performers, dinners, listening to records, volunteer work with the Spanish community, and Sangria parties.

The purpose of the organization is to promote the Spanish and Spanish-American culture and language here on campus.

Contact Person: Anna Mendes

Women's Recreation Association

The purpose of the W.R.A. is to provide, encourage, and promote women's recreational activities, good sportmanship and spirit of cooperation.

The W.R.A. offers to the women student, both individual and team sports on intramural and intercollegiate levels. Many sports are offered.

Black and Gold Weekend, co-sponsored by W.R.A. and M.A.A., is one of competition between the two teams in various sports. A banquet and dance highlight the weekend.

Contact Person: Ann Foresman

Young Democrat's Club

The Young Democrats is a club for students interested in politics and in working for the Democrat Party. The club has regular meetings on campus and offers excellent opportunities for meeting political officials and office holders, for active participation in political campaigns, interest and further understanding of politics.

Contact Person: Mrs. Murphy

HOW DO YOU BECOME A MEMBER?

Contact any officer (or member) of the particular organization by leaving a letter in the proper mailbox in the Student Government Association office, second floor, O'Connor Hall or attend the first scheduled club meeting. Also, the Student Government Association Student Interest Questionnaire completed during the orientation program will provide a contact for organization officers and committee chairmen when seeking new members to develop their activities.

Student Broadcasting Association, Radio WDJM-FM

The purpose of the Student Broadcasting Association, Radio WDJM-FM is to expand the communications facilities on campus and shorten the communication inadequacies; to enable FSC students to experience and learn of radio broadcasting, organization and development; to provide educational programs, discussions and analyzations of student and community affairs; and to provide a wide range of program music so as to properly serve the student, faculty and members of the surrounding communities. WDJM-FM is a 10-watt FM Educational station licensed by the Federal Communications Commission.

Contact Person: Randy Disch

Student Christian Organization

The Student Christian Organization is for all Protestant students who wish to participate in a fellowship that unites all faiths on campus. The S.C.O. sponsors discussions, programs and social action projects dealing with religion, ethics and morals. The Reverend John Ambler, Minister of The First United Methodist Church on Brooks and Waters Sts. Framingham, is the chaplain and may be reached at his church or the chaplain's office on campus.

Contact Person: Reverend Ambler

The Student Concern Center

The Student Concern Center, located in the O'Connor Hall Lobby, is a multi-purpose center run by and for students, peer counselling, referrals and information are available on V.D., Abortion, Drugs, Alcoholism, Suicide, Health Care, and Legal Aid. All services are provided on a completely anonymous basis. Stop in at any time to look around. See what's available to you.

Contact Person: Maggie Vogt
**ACADEMIC REGULATIONS**

**Grading System**

1. Framingham State College uses the following marking system:

   - **A** - Superior Work with 4.0 quality points
   - **B** - Good Work with 3.0 quality points
   - **C** - Average Work with 2.0 quality points
   - **D** - Poor Work with 1.0 quality points
   - **E** - Failure with 0 quality points

   **AU** - (Audit—no credit). A full-time student may audit courses with the consent of the instructors. Such course enrollment will be officially reported on the student's transcript, but the student will not receive any credit. An auditor may not participate actively in course work. A special approval card for this status must be obtained from the Registrar's Office and returned completed by the end of the fifth academic day.

   **Pass/Fail** — Each student may take four courses within the total of 32 on a pass/fail basis with the following conditions:

   a. In such cases the student will notify the Registrar's Office which course he is taking on this basis by the end of the tenth academic day of the semester or quarter in which it is taken. Once this has been done, the student may not change his status. A student is eligible for Dean's List if one of his four courses has "P/F status."

   b. At the completion of the course when the grade is turned in by the instructor, the Registrar will convert the letter grade and record only "pass" or "fail" on the permanent record. This grade will not be counted in computing the quality point average. The original letter grade is kept by the Registrar and may be released only with permission of the student.

   c. With the written approval of the chairman of the major department, a student may take one such course in his major or related required areas during the four year period.

   d. Only one such course may be taken in any one semester.

   e. Pass/Fail will be interpreted in accordance with the present grading system. An "E" will be fail and all other grades will be pass.

   **SU** — Satisfactory/Unsatisfactory. This grade is used only for Student Teaching experience. Added details available from the Education Department.

   **W** — (Withdraw—no credit) Official withdrawal from the college or course before the end of the twentieth academic day if it is a semester course, or by the end of the tenth academic day if it is a quarter course.

   **WP** — (Withdraw Passing—no credit) Official withdrawal from the college or course before the last full week of class meetings and passing the course at that time in the judgment of the instructor.

   **WF** — (Withdraw Failing—no credit) Official withdrawal from the college or course before the last full week of class meetings and failing the course at that time in the judgment of the instructor.

   **N** — (Absent from Final Examination) This is a temporary grade with 0 (zero) quality point value given for a student absent from a final examination. The examination which was missed must be taken within two weeks of the final day of the final exam period, or it becomes an "E," unless an extension is granted by the Undergraduate Dean when circumstances warrant.

   **I** — (Incomplete) This is a temporary grade with 0 (zero) quality point value which may be given to a student when the instructor is satisfied that circumstances beyond the student's control other than absence from the final examination (see N above) prevented him from completing the required work of the course. An "I" will not be given, however, unless 80 per cent of the work has been completed. Student indifference resulting in inability to get work in on time is not
reason for giving an "I." The "I" will be changed to any other appropriate grade by the instructor if the course work has been fully completed by the end of the first four weeks of the next semester if it is a semester course or by the end of the first two weeks of the next quarter if it is a quarter course. If the work is not completed within the given time, the "I" will be changed to "E," unless an extension is granted by the Undergraduate Dean when circumstances warrant.

2. Only the work taken at Framingham State College including the day, evening, and summer session programs will be used in determining the Q.P.A. of any student except for suspended students.

3. The number of quality points which a student receives in a course is determined by multiplying new course credit by the corresponding number of quality points (explained in #1). The Quality Point Average is computed by dividing the total number of quality points by the total number of course credits.

4. The determination of quality points is made at the end of each semester.

5. A freshman must maintain a cumulative quality point average of 1.5: a sophomore must maintain a cumulative quality point average of 1.75: a junior must maintain a cumulative quality point average of 2.0: a senior must maintain a cumulative quality point average of 2.0. The student must have a final cumulative quality point average of 2.0 in order to graduate.

6. "E" grades can never be removed, but the subjects in which they have been received must be repeated and passed, or, in the case of electives, other approved courses must be taken and passed either in approved summer sessions or, when possible, during the regular college year. Continuing subjects in which "E" grades have been received must be successfully repeated before the student may take advanced work except when a departmental policy permits otherwise. When the "E" grade work has been successfully passed, the student's cumulative Q.P.A. will be computed on the basis of the repeated course grades. Students are reminded that only Framingham State College grades are used in determining the Q.P.A. (See #2 above)

7. A senior student who fails a course or fails to meet the required 2.0 cumulative quality point average, may be allowed one additional opportunity to correct such a deficiency by study in an accredited institution if approval is granted by his department chairman and the academic dean. Such study must be completed satisfactorily in the term immediately following the normal date for completing the degree requirements. In such cases, the grade received in the make up course will be used as substitute for the original grade in computing the final Q.P.A., but the original grade will remain permanently on his record.

8. A minimum of one full year of academic study (at least eight credit bearing courses or their equivalent) must be completed at Framingham State College in order to receive a degree from the college.

9. Only grades of "C" or better are accepted by Framingham State College as transfer grades from other approved colleges.

Quality Point Average (Q.P.A.)
The Quality Point Average for each semester and cumulatively is presented in three digits, one before and two after the decimal point.

Warnings
Major warnings (grade of "E") and minor warnings (grade of "D") may be issued to the student at the mid point of any course. Warnings may also be issued at any time if the student's work is approaching a less than satisfactory level.

Class Placement for Registration
1. Each student is responsible for following the appropriate program of his major to insure the completion of all course work in the normal four year sequence. The curriculum requirements for each year differ by major departments, so to insure reasonable opportunity for course planning at registration the following levels are followed:
Completion of less than 8 courses represents freshman status
Successful completion of 8 courses represents sophomore status
Successful completion of 16 courses represents junior status
Successful completion of 24 courses represents senior status

2. These standings are made at the completion of each semester for registration purposes for the next semester.

Late Registration Fee
In the event that a student fails to register at the prescribed period, he will be allowed to register late in the Registrar's Office. At the time of late registration, he must provide the Registrar with the reasons for his not registering on schedule and must also pay a late registration fee of $5.00 to the Registrar.

The Academic Load
1. The normal course work load for each semester is four courses, and the student is responsible for understanding the requirements of his own program of major study.

2. The minimum academic load for each semester for full time students is three courses. A student may take three courses only with the consent of his advisor.

3. The maximum academic load for each semester for full time students is five courses. A student may take five courses only with the consent of his advisor and major department chairman.

4. The maximum academic load for each semester in day study for part time students is two courses.

5. If a student carries three or more day courses, he will be considered as a full time student and must pay all charges and fulfill all responsibilities as a full time student. If he carries one or two day courses, he will be classified as a part time student, subject to all part time charges and regulations.

6. Courses may not be “split,” that is, all classes in a given course must be taken by the student with the same section unless granted permission by instructor.

7. A student must not register for two courses which meet at the same time.

8. In the event that a student desires to take a course in the evening program because one of an equivalent type is not available in the day program, he may take the evening course and count it as part of his full time academic load. If this is done, the student must pay the full cost for the evening course in addition to his day program charges. He must also have an approval form signed by the appropriate department chairman.

Attendance
The college operates a “free cut” unlimited absence system of attendance with the exception of required attendance in physical education and in student teaching.

While this system offers the student the opportunity to make some independent choices about the need for class attendance, the student needs to understand that a passing grade in any course can only be given when the work for that course has been completed to the satisfaction of the instructor.

Withdrawal
In the event that a student desires to withdraw from the college, he must follow these procedures:

1. Obtain withdrawal forms from the Registrar.
2. Distribute forms to his instructors.
3. Notify the Dean of Students.
4. Notify the College Business Office.
6. Notify the Academic Dean.
7. Return the completed withdrawal forms to the Registrar. At this time, review procedures for possible readmission at a future date including the make up of “N” and “INC” grades.
Return After Withdrawal

1. A student who withdraws from the college in good standing without completing his baccalaureate studies may return to the college upon request to the Registrar. To insure his return at the time desired, the student must make such a request to the Registrar before May 1 for the fall semester or before December 1 for the spring semester. Requests received later than these dates may result in a semester's delay in the return of the student to the college.

2. In determining "good standing" the college will consider academic and social records (College Judicial Board) as well as financial records of the applicant student. The decision as to whether or not the student is readmitted after a withdrawal may be rendered by a committee comprised of the Academic Dean, the Dean of Students, and the Director of Administrative Services/Registrar.

Eligibility

Any full time undergraduate student who meets the normal academic regulations of the college is eligible to participate in inter-collegiate athletic events and hold major elective offices.

Academic Probation

1. If a student fails to maintain the required cumulative Q.P.A. for this class level at the end of any semester, he is placed on probation unless his grades are so low as to require immediate suspension.

2. Students on probation are restricted as follows:
   A. Required attendance at classes
   B. Ineligible to carry more than normal academic load.

Academic Suspension

If a student fails to maintain the required cumulative quality point average for his class level at the end of any two consecutive semesters, his complete record will be studied by the Committee on Scholastic Standing. Ordinarily this review will result in the suspension of the student, unless extraordinary circumstances warrant allowing the student to continue for another semester. As stated above (see Academic Probation) the college reserves the right to suspend a student whose grades are so low as to warrant this action at the end of any semester.

If a student is suspended from the college, the period of such suspension will be at least one full academic semester (summer school does not count). During this time the student must absent himself from the college. This absence is in keeping with the judgment that a complete separation from the college and the experience of a different environment will be beneficial to the student.

Readmission after Academic Suspension

1. If a student has been suspended from the college for academic reasons, he may request readmission after the lapse of one semester. He must apply for such readmission through the Director of Admissions. The decision as to whether or not to readmit will be made by the Committee on Scholastic Standing upon recommendation by the Director of Admissions from evidence he has received from the student which provides reasonable expectations of successfully completing the degree program upon return to the college.

2. A student who is suspended twice for academic deficiencies may not again apply for readmission.

Readmission after Social Suspension

1. If a student has been suspended from the college for social reasons, the student then may request readmission unless previously stated otherwise by the appropriate administrator or Board—after the lapse of one semester. The student must send a letter both to the Dean of Students as well as the Director of Admissions requesting readmission. The student may not be considered for readmission if the Dean of Students determines the social suspension must remain in force for a further length of time.

2. A student who is suspended twice for social behavioral reasons may not apply again.

Honors

President's List

A student carrying a minimum of 4 day courses earns a place on this honor roll (published each semester) after he has earned a Q.P.A. of 3.2 or higher for each of three semesters. He must maintain this average to remain on this list.
Dean's List

A student carrying a minimum of 4 day courses earns a place on this honor roll (published each semester) for each semester in which he earns a Q.P.A. of 3.2 or higher.

Additional Eligibility Limitations

A student obtaining either an “I” grade or an extension for an “N” grade is not eligible for the Dean’s List.

Graduation Honors

The baccalaureate degree is conferred:

- cum laude upon a student with a final cumulative quality point average of 3.2 through 3.39.
- magna cum laude upon a student with a final cumulative quality point average of 3.4 to 3.69.
- summa cum laude upon a student with a final cumulative quality point average of 3.7 to 4.0.

To be eligible for graduation honors, a student must have completed a minimum of 16 courses (or equivalent) at Framingham State College, and must never have incurred loss of good standing for academic or disciplinary reasons.

Adding or Dropping Courses

1. A student may drop a semester course (or change section of same) without penalty if he does so before the end of the twentieth academic day.
2. A student may drop a quarter course (or change section of same) without penalty if he does so before the end of the tenth academic day.
3. A student may add a semester course if he does so before the end of the tenth academic day.
4. A student may add a quarter course if he does so before the end of the fifth academic day.
5. In the event that a student adds or drops any course or changes a section of same, he must get the appropriate form from the registrar’s office and return it to that office when completed.
6. If the student desires to add or drop a course or change a section, he must obtain his advisor’s signature on the appropriate form (#5 above), after determining with his advisor that this change will not adversely effect his academic load requirements. In cases where questions arise, these changes must meet the approval of the Undergraduate Dean. In addition, he must obtain other appropriate signatures as indicated on registrar’s form.

Change of Major

If a student desires to change his major, he must follow these procedures:

1. He must obtain a change of major card from the Registrar’s Office.
2. He must have an interview with the chairman of the department to which he wishes to change. Ordinarily the chairman will agree to such a change, but if circumstances warrant, the student may be denied the change or asked to delay the request for change until a later time.
3. If the change is granted, the chairman of the department will assign a new advisor for the student.
4. The student must then notify the department chairman and former advisor of the department he is leaving of this change.
5. After meeting with all faculty concerned, the student must return the Change of Major card to the Registrar. When the completed card is returned, the change is completed. Failure to return the card to the Registrar will result in the student being carried on registration rolls in the wrong major, and he cannot be allowed to register for the next semester in the new program.
6. A change of major must be completed by December 1 of any year to be effective for the spring semester, or by May 1 of any year to be effective for the fall semester.
7. Entering transfer students are obliged to comply with all of the above stated policies for a Change of Major.
8. Entering freshmen students may change their major during their initial orientation-registration period after giving notice to the department chairman of original and new major.
9. Any student who maintains the required cumulative cumulative quality point average for his class level is eligible for admission into any major of the College. A student applying to the Art Department, however, must meet the performance and portfolio requirements of the department.
Change of Major Into ELT and ECT

A. In order to be eligible for consideration for a change of major to ELT or ECT, the FSC student must meet the following minimum requirements:

1. Cumulative QPA of at least 2.00.
2. At least C grade in all courses that are required in the ELT or ECT major.
3. Interview:
   - ELT applicants—Dr. O’Connor
   - ECT applicants—Dr. Mahan

In cases where there are questions concerning other qualifications, an ad hoc committee of ELT and ECT faculty members will review the case and recommend appropriate action.

B. Students who initially enter FSC as UNDECIDED may apply for admission to ELT or ECT at the end of the 3rd quarter at Framingham. To be considered for admission these students must meet same criteria as indicated above, i.e.

1. Minimum QPA of 2.00 for first semester
2. At least C grade in all courses that are required in the ELT or ECT major.
3. No warnings at mid-term of second semester.
4. Interview:
   - ELT applicants—Dr. O’Connor
   - ECT applicants—Dr. Mahan

C. For additional standards applicable to all students in professional education programs, please refer to the section “Admission into Teacher Education and Student Teaching and Other Professional Experiences” in college catalogue and student handbook.

Examinations

1. All examinations are to be given within the structure of the Honor System (refer to the student handbook).
2. Examinations, other than the final examinations, may be scheduled at the discretion of the instructor. It is the responsibility of the student to follow whatever procedures are established and presented in writing to the students by the instructor at the start of each semester for such tests.
3. Final examinations are required in all courses excepting only those which have different requirements as determined by the departments offering the courses. Unless exceptions are approved by the department chairman and the Undergraduate Dean final examinations will be given during regularly scheduled examination periods and the student must take the examinations at that prescribed time. Students in their last academic year prior to their graduation, and Medical Technology majors in their last two semesters prior to their clinical experience, may be exempted from final examinations in courses in which their grades, one week before the last class meeting, is “B” or better, with permission of the professor.
4. In the event of a conflict in the final examination schedule of a student, the student must arrange with the faculty members involved for a mutually convenient time during the final examination period for the conflict to be resolved so that all examinations can be taken. This change of exam schedule is not considered an “absence” as described below.
5. Faculty members will send to the Undergraduate Dean one copy of the final examination for each student absent (not for conflict—see #4 above) from the scheduled exam. The name of each student must be written on each examination. The Undergraduate Dean will administer such examinations and will return them to the instructor when completed.
6. If a student is absent from the final examination, he will be given a grade of “N” by the instructor. The “N” grade will be changed to any other grade by the instructor if the exam is made up no later than two weeks of the final day.
of the final examination period. Unless an exception is approved by the academic dean, failure to make up the exam during this time will result in a grade of "E." The student must present the academic dean with sufficient reasons to be allowed to make up this examination.

Admission Into Teacher Education, Student Teaching, and Other Professional Experiences

The National Council for Accreditation of Teacher Education (NCATE) has been authorized by the National Commission on Accrediting to adopt standards and to continue the development of policies and procedures for accreditation of institutional programs for preparing teachers. NCATE establishes standards and evaluative criteria for the accreditation of teacher education on the national level and applies these standards and criteria in deciding whether or not schools offering professional preparation of teachers meet stated criteria in actual practice. The Professional Standards Committee fulfills the NCATE requirement that Framingham State College apply specific criteria for the retention of candidates in basic programs who possess academic competencies and personal characteristics appropriate to the requirements of teaching.*

The Professional Standards Committee uses a number of criteria, both objective and subjective, for admitting students to the teacher education programs.

The requirements of academic competence and skill in professional studies are as follows:

1. A 2.5 average required of all secondary education minors in their required and related required courses.
2. A 2.5 average required of all elementary and early childhood majors in their required courses.
3. A minimum required grade of C for the three groups in professional education courses.

In addition to academic performance, the Professional Standards Committee requires certification from the college health office that the student is free from physical defects that might interfere with teaching effectiveness. All entering freshmen and transfer students are required to submit a medical form completed by their family physician. This includes a record of a tuberculin test and/or chest x-ray. All senior students are sent a certificate during the summer preceding their senior year to be completed by their family physician regarding their present state of health. Tine tests and/or chest x-rays are required.

The general procedures are as follows:

1. Each student who is planning to teach shall, after satisfying general admission requirements of the college, be admitted to his or her respective program.
2. Students make their first formal application for student teaching through Field Study in Education which is taken during sophomore year or the second semester of freshman year. Transfer students take Field Study as early as possible in their program. This is the first of a series of development professional experiences which extend through student teaching. Separate applications for all professional experiences involving participation in the schools must be submitted to the Director of Professional Experiences by March 1 for Fall professional experiences and by November 1 for Spring professional experiences.
3. Each student shall complete a formal application to continue course work prior to taking the professional education courses. This application will assist the Professional

*The most recent standards appear in Recommended Standards for Teacher Education, January 1970, recommended to NCATE by the American Association of Colleges for Teacher Education, pursuant to the NCATE Constitution, Article VII, Section B.
Standards Committee in evaluating the candidate's suitability to pursue a career in teaching. References may be required along with other pertinent information from college faculty and administration.

(4.) The Professional Standards Committee shall assist the Director of Professional Experiences in evaluating students and shall function as an appeal board for students when necessary.

This policy on admission into teacher education and student teaching shall be effective for all students entering Framingham State College in September 1972 and thereafter. It was approved by the Scholarship Committee of the College Council on May 31, 1972.
sified by the Library of Congress (L.C.) system. Older volumes are being reclassified from the Dewey system to L.C. as time permits. Books in the older Dewey and newer L.C. Collections are shelved in separate stack areas.

The Reference Collection, containing bibliographies, indexes, encyclopedias, dictionaries, handbooks, atlases, and similar non-circulating materials, is housed at the north end of the main floor. An extensive pamphlet collection, government documents and college catalogs are located in the Reference Room.

Periodicals and newspapers currently received number about 750 titles. These are housed in separate areas according to their use and format: current and unbound issues on the main floor, and bound volumes on the lower mezzanine. A separate collection of popular magazines is located in the browsing area at the rear of the main lobby. All periodicals must be used only in these specific areas.

Microfilmed periodicals, ERIC Documents in Education on microfiche and unbound back issues may be requested in the periodical area on the main floor during posted hours. No periodical may be taken from the Library.

The Curriculum Library, located on the upper mezzanine, houses a collection of text-books, curriculum guides, and similar materials of particular interest to students in teacher preparation courses.

Various special collections, located in the Archives and Poetry Rooms, and a small browsing collection, including paperbacks, located opposite the main entrance, supplement the library’s holdings for both research and recreational reading.

Reference Service:

To assist you in making the earliest and most effective use of the library’s resources, professional librarians are available to work with you in the Reference Room and Periodical Area during regular hours, until 10:00 P.M., except on Friday evening. Reference help is provided also on Sundays, from 5:00 P.M. to 10:00 P.M. Please do not hesitate to ask for information relative to both your course work and personal interests.

Facilities:

Two photocopiers which will copy from single sheets, periodicals, or bound volumes are located on the main floor. Microfilm and microfiche readers and a reader-printer are available for reading and copying periodicals, documents and other materials in these formats.

The Student Lounge, on the lower mezzanine, has a formidable array of vending machines and affords a relaxing view second only to that from the upper-level Terraces. Food and drink may not be taken from the lounge. Smoking is permitted here, of course, and in the typing rooms (on the lowest level) but in no area where ashtrays are not specifically provided.
GENERAL INFORMATION

I. REGISTRATION

Registration for the FALL SEMESTER will take place on September 3, 1975 in the Registrar's Office for all students who must change a course or courses. Faculty Advisors will also be available on this day for academic advising. Student Teaching Orientation is scheduled for 10:00 A.M., September 3, 1975. Classes and Student Teaching begin on Thursday, September 4, 1975, 8:30 A.M.

Registration and Student Teaching Orientation for the SPRING SEMESTER will take place on Friday, January 16, 1976. Classes and Student Teaching begin on Monday, January 19, 1976, 8:30 A.M.

II. FINANCIAL MATTERS

Students should be aware that they will not be allowed to enter class until their bill is paid. A $5.00 late fee payment will be charged on all students bills paid after the due date. All payments of bills to the business office must be paid by certified check, bank money order or postal money order. Cash and personal checks will not be accepted.

A. Tuition

Resident
Non-Resident
First semester (due mid-August)
Resident (Massachusetts) $150.00
Non-Resident 300.00
(Entering students receive $50.00 credit for registration fee paid at time of admission to the College)
Second semester (due mid-January)
Resident 150.00
Non-Resident 300.00

B. Fees

1. Student Activity Fee (due mid-August) Annual $35.00
   This fee is established and distributed by the Student Government Association, in cooperation with the Student Activity Fee Committee. Organizations included for funding are: Student Government Association and Committees (Art Purchasing, Benevolence, Handbook, Onyx, Public Relations, Special Programs, Student Union, Improvement of Recreational Facilities) Clubs (Art Activists, Biology Club, Cercle Francais, Hilltop Players, Home Economics Chapter, International Relations, Math Club, Music Clubs, Psychology Club, Student National Education Association, WCF), Publications, DIAL and GATEPOST.

2. Athletic Fee (due mid-August) Annual $33.00
   The students at Framingham have voted that each student shall be assessed an annual athletic fee to be used in support of men’s and women’s athletic programs.

3. Miscellaneous Fees
   a. Library Fee: Charged per semester, $5.00
      (due mid-August and mid-January)
      Per Annual 10.00
      b. Laboratory Fee (due when billed) Per Semester 5.00
      c. Placement Fee (due mid-August or mid-January) Annual 5.00
         To be charged to student fulfilling their final requirements for their degree.
      d. Late Registration Fee Payable to the Registrar at the time of the Late Registration.
      College Center Fee Annual $23.00
      Center Budget subject to the understanding that any money derived from state funds reduce the student fee proportionately if possible.

C. Room and Board

1. Room Expense
a. Room Deposit. payable at the time of admissions acceptance and each April prior to the ensuing academic year: non-refundable except if the student is requested to withdraw $50.00.

b. Room Rent. payable per semester on receipt of bill mid-August and mid-January. Room deposit is credited against first semester charge.

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c. Damage Fee

By vote of the Board of Trustees, each resident student is required to pay a $25.00 damage security deposit. Damages specifically performed by an individual student or identifiable group of students will be billed at the time of assessment of damages; general and assessable damages will be pro-rated and will reduce the amount of the student security deposit; restoration of deposits, when necessary, shall be determined at the college level. Unused deposits shall be refunded each spring, or upon termination of occupancy.

d. Occupancy Refund

By vote of the Board of Trustees, effective September 1970, in the absence of extenuating circumstances no refunds shall be paid for dormitory rent in a State or Authority Constructed dormitory if there has been occupancy for as much as one day or more.

2. Board Expense—Board expense for the college year is due and payable as follows:

a. 19-meal plan (3 meals per day per student Monday-Friday; Brunch and Dinner only, per student, Saturday and Sunday) $500.00 annually, payable in two payments of $250.00 each, due mid-August and mid-January (before registering for second semester.) Bills will be sent.

b. 10-meal plan (10 meals per student, per week, Monday breakfast through Friday dinner) $418.00 annually, payable in two payments of $209.00 each, due mid-August and mid-January (before registering for second semester.) Bills will be sent.

c. A 10-meal plan student wishing to remain for the weekend meals, may purchase a weekend ticket directly from the contract food service. This ticket will cover Saturday breakfast through the Sunday evening meal.

d. All board fees are subject to change; changes will be posted in residence halls.

e. Changes in meal plans must be made prior to the fifth week of each semester.

D. Refunds

1. Tuition: If a student withdraws

   *a. Before the beginning of classes, he/she will be entitled to a full tuition refund.

   *b. Before the end of the first week of classes, he/she will be entitled to a refund of two-thirds of the tuition charge.

*All new students must deduct the $50.00 non-refundable deposit from the above charges.
c. After the first week of classes and before the end of the second week of classes, he/she will be entitled to a refund of one-half the tuition charge.

d. After the second week of classes and before the end of the third week of classes he/she will receive a refund of one-third of the tuition charge.

There will be no tuition refunds after the end of the third week of classes.

2. Room and Board

a. There is a $50.00 non-refundable deposit for all students, payable at the time of admission for a new student (freshman or transfer) or prior to the time of room selection for a continuing student. The deposit shall be credited to the residence charges. Students who stay one night will not be eligible for any refund of room charges. Exception: if the student is requested to withdraw room fees are refundable.

b. There shall be no refund of board charges for absences or less than one calendar week. For absences of one calendar week or more, refunds shall be made for each full calendar week or absence, but only when it is due to the student’s illness.

Students must apply for refunds by submitting a request to the Director of Housing.

3. All Other Fees: No refunds after the first day on which classes meet for a semester.

*All new students must deduct the $50.00 non-refundable deposit from the above charges.

FINANCIAL AID INFORMATION

The purpose of financial aid at Framingham State College is to provide financial assistance necessary to allow equal access to educational opportunity at the college for all academically qualified students. The financial aid programs are meant to provide assistance beyond the financial ability of the student and his family. The three major programs administered by Framingham State College are: College Work-Study Program, National Direct Student Loans, and Supplemental Educational Opportunity Grants. Information is available concerning State Scholarships, HELP Loans, and the new Basic Educational Opportunity Grant Program.

In considering students for assistance, the College places emphasis on financial need. Financial need is the amount by which the total costs of College attendance, including reasonable costs of transportation, room and board, and other personal expenses, exceed the expected family contribution. It is expected that the student and his family will make maximum effort to provide for educational expenses. Aid from the College is considered as a supplement to the contribution of the family.

To provide a basis for fair and equitable evaluation, each applicant (except an independent student) must submit a Parents' Confidential Statement (PSC) to the College Scholarship Service. (Framingham State College, Code 3519). In the case of a student who is considered by the College to be financially independent of his parents, a Student Financial Statement (SFS) must be submitted. All students must also submit a Framingham State Student Financial Aid Application.

Incoming students who have filed a copy of their PCS with Framingham State College will receive this application shortly after the notification of their acceptance. In addition, the college also requests PCS filers to provide us with a copy of your Parents’ 1974 U.S. Tax Return.
To be assured of full consideration, all students must submit either the PCS or SFS in addition to the Framingham State College Financial Aid Application prior to April 15 for the Fall semester and prior to November 15 for the Spring semester. Applications will be accepted after these dates only if funds are available.

Financial aid is not automatically renewable each year. In order to apply for eligibility determination, the application procedure must be completed each year. You will continue to be eligible for financial assistance as long as your financial need continues and you remain in good standing academically. The amount and type of aid offered may change at the discretion of the College due to the funds available or other factors.

If any student experiences unexpected or unusual financial difficulties at any time during the academic year, or has any questions regarding financial aid, he should immediately contact the Student Financial Aid Office.

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GUIDELINES & POLICIES

1. **Policy Statement on Career Placement Activities**
   Career information presented by legitimate parties, be they of educational, business, industrial, or governmental agencies shall be available on the Framingham State College campus to all persons. Violators, attempting to prevent dissemination of career placement information will be dealt with by utilizing authorized procedures within the College.

2. **Policy Statement on Drugs**
   A problem of growing concern to college communities across the nation is the use and abuse of narcotics, hallucinogens, and other dangerous drugs by members of campus communities. Recognizing that this is a potential problem at Framingham State College, the Policy of the College is as follows:
   - The possession or sale of narcotics, hallucinogens, or other dangerous drugs, without the prescription of a licensed physician is prohibited and will make the party involved liable to legal action.
   - In order to help the parties involved it should be stressed that advise about a drug problem is available on a confidential basis at the Counseling Center, or from faculty members and college administrators in whom the party has special trust.

3. **Policy Statement on Protests and Demonstrations**
   Framingham State College recognizes the fact that any individual may demonstrate. However, demonstrations must be done in such a way as not to inflict bodily injury, obstruct physical movement to, from, or within any place on the campus, nor to be disruptive of any activity on campus. Violators will be dealt with by utilizing authorized procedures with the college.

4. **General Student Welfare**
   A. **General Safety and Well-being:**
   - When the safety or well-being of students becomes a matter of concern, students can rest assured that
prompt attention will be given by the appropriate Student Services Deans, Directors and Resident Assistants. In the event that the safety and well-being of a student(s) becomes endangered the College Judicial System may be utilized.

B. Medical and Psychological Concerns:
When the medical and/or psychological well-being of an individual student becomes a matter of concern, they are requested to contact either the Infirmary or the Counseling Center.

5. Pregnancy
If the question of pregnancy arises, the college recognizes that this is primarily a medical matter. The College Physician should be informed either by the student involved or the person making the referral that the problem is gynecological in nature. The College Physician will then make appropriate referrals as deemed advisable.

6. Alcoholic Beverages, as follows:

Preamble
Framingham State College recognizes and abides by the laws of the Commonwealth restricting the use of alcoholic beverages to persons 18 years of age or over, and generally set forth as follows:

1. no person or group may sell alcoholic beverages without an appropriate license granted by the Commonwealth through a local government licensing authority.

2. no person shall disturb the peace in any place while intoxicated.

3. no person shall drive a motor vehicle while under the influence of alcoholic beverages.

4. no person or group shall purchase or otherwise procure alcoholic beverages for purpose of consumption by a minor (under 18 yrs. of age) unless the acquiring person is the spouse, parent or guardian of the minor, and

5. a minor (a) shall not use the liquor identification card of another, or alter or deface such a card, and (b) shall not knowingly transport or carry on his or her person any alcoholic beverages, unless accompanied by his or her parent or legal guardian.

Framingham State College community is cognizant of the narcotic effect of alcohol and therefore encourages a mature attitude relative to these policies.

I. General Policies for Students on the Framingham State College Campus—Residence and Non-Residence Areas.

A. All policies shall be effective in accordance with the provisions of the Preamble.

B. Alcoholic beverages may be offered for consumption at group social functions in non-resident public areas as authorized by the Dean of Students or his designees, and in an individual's private room in student residences in accordance with the provisions of II-A below.

C. Alcoholic beverages may be offered for sale and consumption at group social functions as authorized by a duly issued liquor license.

1. With an authorization form signed by the Dean of Students or his designees, any recognized student, college organization on campus may apply to the Board of Selectmen for a liquor license.

2. The organization sponsoring such a function will be responsible for abiding by the laws of the Commonwealth as stated previously.

II. Implementation of General Policies for Students

A. Residences

1. Alcoholic beverages may be consumed in an individual's private room in student residences under the provisions of the Preamble.
a. A resident student may entertain a reasonable number of guests in his room.

b. To insure the rights and privileges of all resident students, the size of the group will be governed by the size of the individual student's room and the noise level generated by the group.

2. Alcoholic beverages may be offered for consumption at social functions in other areas of the residences as approved by the House Council with the authorization of the Dean of Students or his designees.

a. Under no circumstances may alcoholic beverages be carried openly or consumed in the corridors, stairways, and elevators.

B. Non-Residence Areas

1. Buildings:
   In non-residence buildings alcoholic beverages may be offered for consumption when authorized by the Dean of Students or his designees.

2. Grounds:
   a. Under no circumstances may individual students consume or openly carry alcoholic beverages on the campus grounds.
   b. With the approval of the president and advisor of a recognized student organization, alcoholic beverages may be offered for consumption at group functions when authorized by the Dean of Students or his designees.

III. Student Violations

Student violations of these regulations concerning the use of alcoholic beverages will be considered under the jurisdiction of the Student Government Association Constitution, Article VII, Judicial Branch or revision thereof.

IV. Non-Student Groups on the Framingham State College Campus

A. Non-student members of the college community wishing to serve alcoholic beverages at a group function on campus should request the approval of the President, Executive Vice-President or their designees.

B. Violations of regulations concerning the use of alcoholic beverages by non-student groups will be considered under the jurisdiction of the appropriate office.

7. Confidentiality of Student Records Policy

Consult separate College Publication dealing with Buckley-Pell amendment, privacy of student records.

8. Firearms and Fireworks

In accordance with the laws of the Commonwealth of Massachusetts, Chapter 269, Section 10 and Chapter 148, Section 39, no person may have in his possession or use any firearm, loaded or unloaded, in any building or on the grounds of any college or university without the written authorization of the board or officer in charge of said college and shall be punished by a fine of not more than one thousand dollars or by imprisonment for not more than one year or both. He may not sell, explode or cause to explode any combustible or explosive composition or substance or any combination of such compositions or substances, or any other articles, which was prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration or detonation. . . .

9. Regulations Covering Sale of Material on Campus

The sale of printed matter or articles of merchandise will not be permitted on College property without the prior approval of the College. Recognized student organizations and individual students should request permission from the Assistant Dean of Students, or Director of Housing, all non-campus organizations must apply to the Dean of Students. Persons or organizations from outside the College normally will not be granted permission to sell or distribute material on campus.
10. Care and Use of College Property
All students are urged to cooperate in maintaining the College plant in neat, working order by using the facilities carefully, by not littering, and by treating College equipment as respectfully as they would their own.

The entire college community suffers from destruction of its property. It is hoped situations of this sort will not occur but students should be aware of the possibility of judicial sanctions in the event cases arise.

The cost of repairing damage to buildings, apparatus, or other property of the College will be charged to the student or students known to be immediately concerned; or if the persons who caused the damage are unknown, the cost of repairs may be assessed equally upon all the students of the appropriate residence hall.

11. Food Service
A. Cafeteria—The Cafeteria, which is located in O’Connor Hall is open to all members of the college community during the following hours which are subject to change:

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Hours</td>
<td>8:00 A.M. - 4:30 P.M.</td>
<td>11:00 A.M. - 2:00 P.M.</td>
<td>6:00 P.M. - 10:00 P.M.</td>
<td>12:00 P.M. - 8:00 P.M.</td>
<td>11:00 A.M. - 2:00 P.M.</td>
</tr>
<tr>
<td>Luncheon Service</td>
<td>11:00 A.M. - 2:00 P.M.</td>
<td>11:00 A.M. - 2:00 P.M.</td>
<td>6:00 P.M. - 10:00 P.M.</td>
<td>12:00 P.M. - 8:00 P.M.</td>
<td>11:00 A.M. - 2:00 P.M.</td>
</tr>
<tr>
<td>Evening Hours</td>
<td>6:00 P.M. - 10:00 P.M.</td>
<td>6:00 P.M. - 10:00 P.M.</td>
<td>6:00 P.M. - 10:00 P.M.</td>
<td>6:00 P.M. - 10:00 P.M.</td>
<td>6:00 P.M. - 10:00 P.M.</td>
</tr>
<tr>
<td>Resident Students</td>
<td>4:30 P.M. - 6:30 P.M.</td>
<td>4:30 P.M. - 6:30 P.M.</td>
<td>4:30 P.M. - 6:30 P.M.</td>
<td>4:30 P.M. - 6:30 P.M.</td>
<td>4:30 P.M. - 6:30 P.M.</td>
</tr>
<tr>
<td>Weekend Hours</td>
<td>8:00 A.M. - 3:30 P.M.</td>
<td>8:00 A.M. - 3:30 P.M.</td>
<td>8:00 A.M. - 3:30 P.M.</td>
<td>8:00 A.M. - 3:30 P.M.</td>
<td>8:00 A.M. - 3:30 P.M.</td>
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</tbody>
</table>

B. Peirce Hall Dining Room—This dining room is primarily for resident students; however, guests and other members of the college community are welcome and may purchase individual meals. Resident students purchase a meal plan (see Business Affairs section.)

The following regulations are effective:
1. Meals are served during the times posted at the dining room entrance in Peirce Hall.
2. Smoking is not allowed.
3. Shoes must be worn at all times.
4. No food is to be taken from the dining room except as directed by the College nursing staff.

12. Student Attire
Student attire shall be appropriate for the activity involved, for example laboratory, gymnasium or social occasions. In the dining areas of the college, shirts must be worn, no one may enter any area where food is served without footwear.

13. Motor Vehicles
Students should park their cars in the parking lot on Maple Street and in the parking lot on Maynard Road. All motor vehicles brought onto this campus, other than those belonging to guests, must be registered and bear a proper bumper decal. This decal must be obtained from the Campus Police Office located in May Hall. Bumper decals which require a fee of one dollar during registration are valid during the period between September 1 and August 31 of the academic year in which they are purchased. Should a motor vehicle be changed during the academic year, a new decal will be required and a fee of one dollar ($1.00 will be charged.

Resident students may not have motor vehicles on campus. However, special parking permission may be obtained from the Chief of Campus Police for medical reasons or student teaching, or employment. Further inquiries should be directed to the Dean of Students.

Students parking on town streets are subject to the local ordinance forbidding parking for longer than two hours on a public street. Any towing will be the owner’s expense. Pursuant to the authority vested in the Campus Police by Section 18 of Chapter 73 of the General Laws, as amended, the following Rules and Regulations for the control, movement and parking of vehicles at the Framingham State College are hereby adopted.

a. The area to which these rules shall apply is established as all state-owned property, including but not limited to rights of way and private ways, located off State Street, Maynard Road, Salem End Road, Church Street, Main Street and Maple Street in Framingham.

b. The President or his designated assistant shall designate the areas to be used by students, faculty, employees, alumni organizations, and guests.
c. Parking violations tickets will be made out in triplicate: the first will be given to the operator; the second will be forwarded to the Clerk of the First District Court of Southern Middlesex at Framingham; the third will be held by the Campus Police.

d. The following penalties are established in accordance with the provisions of said Section 18:
   First Offense: Warning by the Clerk of Court
   Second Offense: $1.00 to be paid to the Clerk
   Third Offense: $2.00 to be paid to the Clerk
   Fourth Offense: $3.00 to be paid to the Clerk
   Fifth and subsequent offense: not more than $20.00.

e. Violators of the campus parking regulations may have their vehicles towed. Any towing will be at the owner’s expense.

14. Trespassing
   Students are not to take shortcuts through the property of the neighbors surrounding the College. In order to maintain good public relations with the neighbors, students are to use the public streets and walks to come to and from campus.

15. Insurance—Theft/Property Damage
   The College is not responsible for loss of student’s personal belongings by theft or property damage. It is suggested that parents extend their home owner’s coverage to include the student’s belongings while away from home.

16. Smoking
   Smoking is permitted in the recreation rooms located in each residence, in the smokers in Dwight, May and Hemenway Halls and in the lobby, cafeteria and gameroom located in O’Connor Hall. Ashtrays are provided in these areas and students are requested to use them. Smoking is also permitted in the individual rooms of Larned, O’Connor and Linsley Halls, Foster Home Management Center, and Towers.

17. Study Rooms
   A study hall is located on the second floor of O’Connor Hall. Students may also study in the Home Economics Library in Hemenway Hall as well as in vacant class rooms. Study spaces and study carrels are available in Whittemore Library.

18. Sunning
   Sunning is limited to those areas posted yearly.

19. Identification Cards
   ID cards are required for all students and are issued by the Media Center Staff. Schedules of time, place, and procedure for obtaining cards are posted annually. ID cards are not transferable; they must be returned to the Office of Student Services at such time as a student withdraws from College during the academic year. Replacement fee for a lost ID card is $2.00; replacements are available at the Media Center according to a schedule posted at that location. ID cards are required for:
   a. all student use of library services at Whittemore Library
   b. resident student admittance to Peirce Hall Dining Room
   c. admission to certain all-College functions.

RESIDENCES

1. Furnishings
   The College provides bed, desk, chair, dresser, book case and overhead light. Students provide a mattress pad, pillow, bedding, supplementary furnishings such as window drapes, bedspreads, desk lamps, etc. (O’Connor Hall has some drapes and desk lamps; Larned Hall has drapes but no overhead light; Linsley Hall has drapes.)
   It is suggested that entering students purchase their room furnishings after moving into residences as window sizes are not standard, interior color may be a consideration as well as roommate wishes and tastes.
2. Appliances (electrical)
Radios, clocks, record players, typewriters, small televisions, razors and blankets may be used in the room. Use of all other electrical equipment should be checked with the House Director.

3. Peirce Hall Dining Room (Guidelines and Policies, Food Service)
All students living in residence halls and college authorized village housing (except those where full meal service is provided) are expected to board at the college dining facility, Peirce Hall. (Resident students purchase a food plan, see Business Affairs section.)

4. Guests
a. Guests may call for or visit a residence between 9:00 A.M. and 11:00 P.M. (see section 5 below).
   1) Guests are permitted access to student rooms only when the resident student is present.

b. Guests at a residence will call at the reception desk.
   1) to ask for a student.
   2) before going to a student's room.

c. Arrangements for OVERNIGHT and WEEKEND guests must be made THREE DAYS IN ADVANCE with the House Director.
   1) Resident Students grant permission for use of their bed by signing a “Guest Use of Student Facility” form which can be obtained from the House Director or Head Resident. Overnight guests must register in the House Guest Book with the House Director or Head Resident.
   2) A $1.00 per night guest charge is payable in advance to the House Director or Resident Assistant. According to the Laws of the Commonwealth of Massachusetts, Chapter 140, Section 5, suitable rooms, with beds and bedding, shall be provided for the lodging of guests. In accordance with this law, linen is furnished within the fee charged for guests.

3) Rooms are to be occupied only by the number of students for which they are set up by the College.

d. All guests are subject to residence hall regulations and rules. The student registering his guest must be on campus during the time the guest is visiting. A guest accommodated in a residence hall other than that of the host student must have a sponsor in the residence hall in which he will be accommodated. The sponsor must also be on campus during the period of the guest student's visit. All guests are expected to comply with residence hall and college policies and the host and sponsor students are responsible for the behavior of their guests at all times.

5. Residence Hall Visitation Policy (Parietals)
Parietals shall be a term to refer to the policy of visitors in designated areas of on campus college residences.

Hours and Location:
Parietal hours may be the maximum of 23 hours and 50 minutes but will be decided by each residence hall.

Procedures:

a. 1) Parietal program will be reviewed by each house group during the first week of each quarter; hours best suited to the resident group will be voted upon; a 2/3 majority vote of house residence is necessary to effect a change.

2) Hours within the maximum framework will be established by a 2/3 majority vote of the students living in the residence hall. (By written ballot).
3) Each residence will vote at a residence meeting. To implement 1 and 2 each resident will vote by individual at a residence meeting.

4) A special residence meeting to consider change of hours may be called by the Residence Council upon receipt of a request submitted by 1% of the house residents.

5) Each residence hall has the prerogative to determine excluded areas and nonparietal areas in the residence.

b. Parietal registers are provided at each house main desk; visitors will sign in and out of the parietal register.

c. Each parietal visitor must be accompanied by the host(ess) student at all times.

d. Only the main door of each residence hall will be used for entrance and exit purposes of residents and parietal visitors. After the main door closes, residents and parietal visitors will be admitted only by the Campus Police.

e. The main door of each residence hall will close by 12 midnight on weekdays, Monday through Thursday, and by 2:00 a.m. on weekends, Friday through Sunday. All days involved in long weekends will have 2:00 a.m. closings.

f. A student must serve on parietal desk reception duty from the time a house director or head resident goes off duty to the time the main door is locked. Students may sign up for one hour periods or longer.

Responsibility for Parietals Operation:

a. Any student may discuss or report infractions of house/college regulations with members of Board of Community Concerns, Resident Assistants, House Directors, or other Student Services personnel.
for the security of students remaining in the houses, doors will be locked at 1:00 A.M., Sunday through Thursday, and at 2:00 A.M., Friday and Saturday. After closing hours, only specified central entrances may be used except in cases of fire or other emergency. Doors will be unlocked at 6:30 A.M. This is a self-directed program, therefore students should abide by the authorized closing hours.

Male students may use all areas of O'Connor Hall, Student Union Section, until 10:30 P.M.

Male students may remain in O'Connor Hall Student Union Sections after 10:30 P.M. for any official and approved college function.

7. Sign-In and Sign-Out

Cards are provided at designated areas in each residence hall for the use of the residents to sign-in and sign-out. The information on the card is confidential and will be used only in the case of an emergency to contact a student. Should the student not sign in or out, the College cannot accept the responsibility for his safety, well-being, or for contacting him in case of an emergency. Because of the aforementioned reasons, we urge students to sign-in and out. Should the student, however, decide not to sign-in or out, we recommend that he inform friends and roommates of his whereabouts when he leaves the residence hall. All residence students must sign-out when the residence halls close for long weekends, college vacations, and semester break, and sign-in upon their return to the residence hall.

While the College endeavors to take an active interest in student social activities, it is expected that residence students will keep families informed.

8. Long Weekends

a. Closing reasons and procedures

For reasons of security, safety and staffing, it may be deemed advisable to close some of the houses on long, or extended weekends.

b. Guest slips (see section 4c.1.)

c. Desk and Telephone Duty

Students remaining on campus will be expected to take desk, telephone, and similar duties on a volunteer basis.

d. Hours

Regular hours will be observed with the exception of the last night of a long weekend which will have the same hours and procedure as Sunday night.

c. Re-opening time

Residences will re-open at 2:00 P.M. on the last day of the long weekend.

9. Smoking

Smoking is allowed in residence rooms only in O'Connor, Towers, Larned and Linsley Halls. No smoking is allowed in residence rooms in Horace Mann and Peirce Halls. Any evidence of smoking in the resident's rooms (in the latter two halls) such as filled ash trays, cigarette remains in a wastebasket, or ashes in the room will be considered sufficient reason for assuming that smoking did occur in the resident's room. Violations may be referred to the Social Judiciaries.

10. Fire Safety

Upon discovering a fire, no matter how small, turn in the alarm immediately by breaking the glass in the fire alarm box nearest to the fire. Learn at once the location of fire
alarm boxes, exits, and the designated meeting place outside the building. If you are in your room, shut the windows and door as you leave. Do not, however, attempt to return to your room from another part of the building. Get out of the building at once, using stairs. Do not use fire escapes unless stairways are blocked or otherwise cut-off. Walk rapidly to the nearest exit. Do not run. Avoid panic; get out in a calm, orderly fashion. Once out of the building, go directly to the designated meeting place and stay there until the Fire Chief gives permission to return to the building or until special instructions are given by authorized College authorities. Fire drills are held on a periodic basis in all buildings during the academic year.

Students should be aware of the availability of fire extinguishers and fire apparatus in all college buildings. These pieces of equipment are essential to the safety of students, guests, and staff personnel. Any act by an individual or individuals using fire equipment except for legitimate safety reasons will be dealt with as a serious offense to the general well being of the College Community.

11. Pets

For the safety, health and well being of all the residents NO PETS are allowed in a residence hall.

12. Residence Halls are not open during regular vacation periods or the summers.

CAMPUS SERVICES

ATHLETIC FACILITIES

With permission of a faculty member of the Physical Education Department, students may use the gym and its equipment after class hours. Tennis courts are also available to the college community.

BOOKSTORE AND MART

The Bookstore and Mart are located in the building adjacent to Whittemore Library. The Bookstore carries the texts used in all the college courses. The Mart, which is the campus store, offers to students school supplies, special F.S.C. items, gifts, and cards. The hours are as posted at the entrance level to the Bookstore and Mart.

CIVIL DEFENSE SHELTER

This College is registered for civil defense shelters. Signs designating shelters are located on the appropriate building.

COUNSELING CENTER

A free comprehensive Counseling Service is available to all students on a voluntary basis. Students may, in a confidential accepting atmosphere, take advantage of the following services:

1. Personal Counseling—The Counseling Center's work consists primarily of confidential personal counseling. Problems in day to day living can be explored with the assistance of skilled and experienced counselors. Concerns often include human sexuality, interpersonal relationships, drug and alcohol counseling, depression, and anxiety.

2. Group Counseling—The Center offers a variety of groups depending on the interests and needs of the students. Encounter groups, sensitivity training groups, and self-growth groups are designed for exploring oneself and one's interpersonal relationships.

3. Vocational Testing and Counseling—The Center has available tests for assessing interests, attitudes, and personality
traits. Test interpretation and vocational counseling assist the student in gaining a clearer definition of vocational goals and career plans.

4. Information and referrals for issues concerning sexuality, alcohol, drugs, medical needs, and other referrals as necessary.

5. The Center conducts programs and workshops in areas of expressed interest, i.e., women's issues, residence hall concerns, etc.

6. A Test Resource Library is maintained for student and faculty use for course work and research.

The Counseling Center, located on the fifth floor of the Student Center, is open 9:00 A.M. to 5:00 P.M. or other hours by special appointment, year round, including vacations. Drop-in or call Ext. 265 or 266.

PLACEMENT OFFICE

The Career Planning and Placement Office provides a centralized on-going career and placement service for students and alumni who are seeking employment in education, business, government and industry. The Career Planning and Placement Office maintains an up-to-date library of employer and occupational information.

Students desiring broad exposure to employment opportunities should visit the Career Planning and Placement Office throughout their college career. Underclassmen are strongly encouraged to visit the Career Planning and Placement Office to explore diversified employment and career literature.

Students who are in their academic year of graduation may register with the Career Planning and Placement Office by completing registration forms. Once a credential is established periodic updating is advised for accurate information for prospective employers.

INFIRMARY

The infirmary is located in O'Connor Hall. Any illness must be reported to the Nurse and Head Resident. Necessary doctor's appointments should be made through the College nurses.

Any student who, due to illness, is unable to return to College from home or elsewhere, should notify the House Director of his college residence.

Trays from the dining room are available only with a written request signed by a member of the nursing staff.

Nurse on duty 24 hours a day during the week and on call on weekends.

LOST AND FOUND

Found articles are taken to New College Center at information desk where owners may claim them. From time to time the list of these articles will be published in the Gatepost. If they are not claimed by a specified date, they will be disposed of.

MAIL

Mail for resident students is delivered to each student's own residence. Commuters will receive their mail in the commuter's mailroom located in O'Connor Hall.

TELEPHONES

Pay stations for general use are situated in the cloakroom in Dwight Hall Lobby, in the lobby of O'Connor Hall, and on the first floor of Hemenway Hall. There are also pay stations in the residences. Their numbers are as follows:

- Peirce Hall
  - 1st floor: 873-9365
  - 2nd floor: 873-9064
  - 3rd floor: 879-8966

- Horace Mann Hall
  - 1st floor: 873-9053
  - 1st floor: 873-9225
  - 2nd floor: 879-8957
  - 3rd floor: 879-4908

- O'Connor Hall
  - ground floor: 873-9469
  - ground floor: 879-8986
  - 1st floor: 873-9462
  - 1st floor: 879-8979
  - 2nd floor: 873-9414
  - 2nd floor: 879-6985
  - 3rd floor: 873-9442
  - 3rd floor: 879-6986
COMMUNITY OFFERINGS

CULTURAL ASPECTS

Framingham offers many cultural programs: lectures on a variety of subjects, concerts, and plays. Organizations using College facilities often open their meetings to students; there are special student tickets at reduced prices for the Community Concert series presented in Framingham.

There is an array of community offerings within a radius of two miles from the FSC campus. Shopping centers are easily accessible by bus, as well as variety of restaurants, movie theaters, motels, night clubs or function rooms. A ride down Route 9, otherwise known as the "Golden Mile," may prove to be a rewarding experience, as it holds something for every occasion.

Sudbury and other towns within a narrow radius of Framingham also have unique features of special interest to the college student.

A series of lectures during the college year is arranged by the Special Program Committee, open to students of our own and neighboring colleges and to the residents of the town of Framingham.

RED CROSS

The Red Cross College Unit cooperates with the Framingham Chapter of the Red Cross. Through it students are able to participate as a group in Red Cross.

CHURCHES

Framingham Center

First Baptist-Colonial Church on Rte. 9
Rev. Russell Gundlach
Service—10:00 a.m. Sunday
10:15 Church School
7:00 p.m. Evening Service

First Parish Unitarian—at Head of Center Common
Rev. Charles Gaines
Service—10:30 a.m.
Plymouth Congregational—Edgell Road  
Rev. Harvey Ammerman  
*Service*—10:00 a.m.

Reform Jewish Congregation—Pleasant Street  
Temple Beth Am  
Rabbi Alfred L. Friedman  
*Service*—8:15 p.m., Friday

St. Andrews Episcopal—Buckminster Square  
Rev. Mason Wilson  
*Services*—8:00 a.m., 10:00 a.m.  
6:00 p.m.

St. Bridget’s Catholic Church—Worcester Road  
Msgr. Timothy E. Sullivan  
*Masses*—Saturday: 5:00 and 7:30 p.m.  
Sunday: 7:30, 9:00, 10:30, 12 noon  
Daily mass: 7:00 a.m.

St. Stephen’s Catholic—Concord Street  
Msgr. John J. Brown  
*Masses*—Sat. 5:00 and 7:30 p.m.  
Sun. 7:00, 8:30, 10:00 and 11:30 a.m.  
4 p.m. in Spanish

St. Tarcicious Catholic—Waverly Street  
Rev. Francis Minchietti  
*Masses*—Sat. 5:00 and 7:30 p.m.  
Sun. 7:30, 9:00, 10:15 and 11:30 a.m.  
Daily 7:00 a.m.

United Hebrew Congregation  
Temple Beth Sholom, Pamela Road  
Rabbi Hillel Rudavsky  
*Services*—8:00 p.m. on Friday  
6:45 and 10:00 a.m. on Saturday

Wesley Methodist—Beacon Street  
Rev. Lloyd E. Chopenning  
*Service*—10:00 a.m.

Lutheran—Edgell Road  
Rev. Andrew Finger  
*Service*—8:00 and 11:00 a.m.

Park Street Baptist Church—Park Street  
Reverend Raleigh Dutton  
*Services* 10:00 a.m.  
11:15 Church School

Weston

Church of Jesus Christ of Latter Day Saints—Rte. 30  
*Service*—9-10 a.m. Priesthood  
10:30-11:45 Sunday School  
12 noon-1:30 p.m. Sacrament Service

Students are encouraged to become actively identified with their church in Framingham through social service work, choir and young people’s organizations.
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NOTE: All entries as of June 17, 1975.
Notes

CALENDAR – 1975-76
Second Semester

Jan.  16 Advising and Registration Changes
      Student Teaching Orientation

      19 Classes and Student Teaching Begin

      23 LAST DAY for Adding Quarter Course

      30 LAST DAY for Adding Semester Course
      LAST DAY for Dropping Qtr. Crs. with “W”

Feb.  13 LAST DAY for Dropping Sem. Crs. with “W”
      LAST DAY to Make Up and Incomplete
      Vacation (After Classes)

      23 Classes Resume

Mar.  19 End of Third Quarter

      22 Classes Resume

Apr.  16 Spring Recess (After Classes)

      26 Classes Resume

May   7 FINAL DAY for W/D from Course W/O “E”

      17 Final Examinations Begin

      22 Final Examinations End**

      30 Commencement

June  2 LAST DAY to Make Up an “N” Grade

**Underclassmen are expected to vacate the residences on the
day of their last final examination.