





The  
"W"

Continuing the services of the  
Student Handbook and Book Bible



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## **READ and REAP . . .**

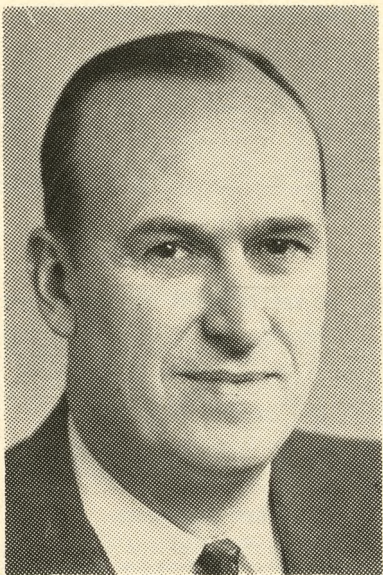
The staff of the "W" has, on the following pages, assembled the rules, policies, and customs of Willamette University and its student body...the knowledge of which shall be a primary requirement for a rewarding college life on this campus.

Willamette's government, like all governments, has many un-written or common-laws. These laws we leave for you to discover for yourself. Many times the discovery of these laws may entail "unscheduled showers" or "long hikes," but by the end of your Freshman year we expect you will be a "knowing" and "obeying" citizen.

The "Golden Rule" of the campus, the principle ingredient of the Willamette Family Spirit, and the oldest of rules, policies, and customs of Willamette University—is the execution of the smile. Nothing will get you farther, make you feel more at home, or add more to Willamette's campus than the courtesy and friendliness expressed in your smile.

Good Luck!

**DUANE ALVORD**, editor



PRESIDENT G. HERBERT SMITH

**ADMINISTRATION**

**ACADEMIC**

# ADMINISTRATIVE OFFICERS

## PRESIDENT

The President of the University is the chief executive officer, responsible to the Board of Trustees for all phases of the work of the University. He is at once concerned with the educational program, the business management, and the student life on the campus. The specific responsibilities are delegated by the President to other officers of the University.

**G. Herbert Smith**  
First floor, Eaton.

## DEAN OF THE COLLEGE OF LIBERAL ARTS

Faculty relations and academic counseling to students are the chief responsibilities of this office. The work of the Committee on Scholarship and Petitions, dealing with problems of course changes, credit, substitutions, and academic eligibility and dismissal centers here.

**Dr. Robert D. Gregg**  
First floor, Eaton.

## DEAN OF WOMEN

The purpose of this office is to promote cooperation and coordination between individual students and organizations. Its most important functions are the personal counseling of women students, supervision of off-campus housing and student residences for women, the functioning of all women's organizations, and part-time employment for women. All social events and group meetings must be scheduled through the Dean of Women's office several days in advance. In this office is a file of existing student organizations.

**Regina Ewalt**  
First floor, Eaton.

## DEAN OF STUDENTS

This office provides a variety of services for the student, including counseling on personal matters, the administration of vocational tests, help in providing both on and off-campus housing for students, guidance and assistance to all organizations on campus, supervision of part-time employment service for students, a counseling and advisory program, administration of attendance records, and counseling and guidance for the men students concerning all military questions.

**Mark O. Hatfield**  
First floor, Eaton.

## BUSINESS OFFICE

All University finances are managed by this office. Its work includes the arrangement with students for special payments of their accounts, the issuance of student loans, the handling of room deposits and student accounts, the general supervision of the student payroll, and the assistance of students and organizations with general business problems. It also advises and consults with individual students and organizations concerning the use of the University grounds, buildings, and equipment for special student activities.

**Robert W. Fenix**  
First floor, Eaton.

## REGISTRAR

This office is responsible for the registration of students, the recording, preservation, and transcription of grades; the preparation of class and examination schedules and assignments of classrooms; compilation of statistics, the placement service for graduates, the editing of the catalogue, veterans forms and records.

**Harold B. Jory**  
First floor, Eaton.

## DIRECTOR OF ADMISSIONS

"It is my pleasure to become acquainted with every new student entering Willamette University. Each year as Secretary of the Scholarship Committee I help with the selection of scholarship candidates."

**Charles A. Paeth, Jr.**  
First floor, Eaton.

## DEAN OF THE COLLEGE OF LAW

The offices of the Dean and the Secretary of the College of Law serve the student body of this college and advise students interested in taking up the study of law as to personal and academic problems.

**Seward P. Reese**  
First floor, Law Building

## DEAN OF THE COLLEGE OF MUSIC

This office provides academic counsel to students entering either as music majors or Liberal Arts students desiring the study of music for elective credit. It serves in an advisory capacity to students in residence in the planning of courses, arranging schedules, and counseling with reference to the choice of a major.

**Melvin H. Geist**  
First floor, Music Building.

## COUNSELOR ON RELIGIOUS LIFE

All religious activities come under the general supervision of the counselor on religion, a member of the faculty of the Religion Department. He supervises such related activities as the Thursday worship chapels, Religious Emphasis week, deputation teams, and the Inter-Faith Council. The counselor also counsels with students on personal, academic, or religious problems.

## VETERANS ADMINISTRATION

The veterans secretary is a member of the registrar's office staff who keeps the veterans' records and acts as advisor and source of information for veterans.

**Registrar's Office**  
**First floor, Eaton.**

## DIRECTOR OF INFORMATION

The athletic news bureau, publicity office, and alumni office are combined under the director of information. The publicity office and athletic news bureau have the responsibility of issuing all information of a public nature to the various newspapers, wire services, radio, and other news outlets. The alumni office coordinates the activities of Willamette alumni, and it publishes "The Alumnus," the official alumni publication.

**Nancy Stuart**  
**First floor, gymnasium.**

## DIRECTOR OF DORMITORIES

Attending to the responsible task of planning the menus for all meals in the residence halls is the main function of this office. Besides keeping the students well fed, she directs the janitorial and kitchen personnel for the halls.

**Lorena Jack**  
**Lausanne Hall**

## STUDENT HEALTH SERVICE

**Phone: 2-1448 (do not phone the University physician.)**

Provisions and Service

1. Service is available to regularly registered students but not to faculty or to students registered for six hours of work or less.

2. Consultation and treatments are available

one hour each school day (9:30-10:30 a.m.) for diagnosis and arranging for treatment. A nurse will be on duty from 8 a.m. to 1 p.m. and from 2 p.m. to 5 p.m.

3. Infirmary service is free to students living on campus. Off campus students will be provided three-day meal service and two weeks room service after which regular University rates will be charged.

4. Medical treatment which cannot be taken care of at the Infirmary, such as treatment by specialists, physiotherapy, surgery, fractures, laboratory, X-ray diagnostic procedures or fitting of glasses, is available to the student by arrangement through the Salem Clinic at one-third discount from the usual local medical fees. In the case of colds, prescriptions ordered by the University physician will be paid for by the Student Health service.

5. Three days off-campus hospitalization will be provided by the Student Health service if authorized by the University physician and if the student pays for the first day of each hospitalization. This service includes only ward charges.

6. A nominal charge will be made for service at the student's place of residence.

7. Chest X-rays, blood tests, and smallpox vaccinations are required of all new students.

**Ralph E. Purvine, M.D.**  
**University Infirmary.**

### **COMMITTEE ON DISCIPLINE**

This committee may act in cases involving dishonesty, immoral or improper conduct, violation of University regulations or conduct prejudicial to the best interests of the University. Disciplinary probation carries the same limitations to the student as scholastic probation plus any additional penalties the Committee may impose. Discipline is also in the hands of the deans. The act of registration is pledge on the part of the student to obey the rules of the University and failure to do so is sufficient reason for dismissal.

# ACADEMIC

## GRADES

### Formal Grade Reports

Formal, or final grades are issued at the end of each semester as an indication of the standing of a student in a course and work done during the semester.

### Informal Grade Reports

Freshmen, sophomores, and veterans receive informal grades at the end of the first and second six week periods of each semester. These grades are not permanently recorded in the Registrar's Office.

Upperclassmen with a grade of "D" or below will receive reports of these grades from their major advisors each six weeks.

### Grading

The system of grading is as follows:

A .....	Excellent	E .....	Condition
B .....	High	F .....	Failure
C .....	Average	Inc. ....	Incomplete
D .....	Passing		

For an explanation of class status and quality hours, refer to the current Willamette University Bulletin.

### Incomplete

1. A mark of "Inc." is given in those cases where illness has prevented a student from completing required work for a course or from taking a final examination.
2. A certificate of illness must be presented to the Dean of Women or the Dean of Students immediately whenever such illness occurs.
3. A special make-up examination to remove an "Inc." must be taken during the next 30 days in residence; otherwise a grade of "F" will be given in the course.

### Condition

1. A mark of "Condition" may be given to a student who fails the final examination provid-

ed all other work in the course has been satisfactory.

2. Unless a "Condition" is removed during the next 30 days in residence, it automatically becomes a "Failure."
3. A "D" is the highest mark that will be given on the removal of a "Condition."

## STUDENT LOAD

1. Fifteen semester hours is the normal program.
2. Registration for more than 17 semester hours, exclusive of physical education, requires the permission of the Committee on Scholarships and Petitions.
  - a. Forms for this petition may be obtained in the Registrar's Office or in the office of the Dean of Liberal Arts.
  - b. When the form has been correctly filled out and signed by both the student and the faculty member concerned, it should be left at the Office of the Dean of the College of Liberal Arts.**
  - c. The student will then be notified of the action taken on the matter by the committee.
3. The permission of the Registrar is required for registration for less than 12 semester hours.
  - a. Those students who are carrying less than 12 semester hours of work will be considered "Special" students except during the final semester of their senior year when, if the load is sufficient to satisfy all requirements for the degree sought, any amount of work taken shall entitle the student to regular status.**
  - b. "Special" students shall not represent the University in any student activity.
  - c. Students devoting considerable time to self-support may not be permitted to register for full college work.
4. The maximum credit which can be applied toward a degree in any one department, such

as mathematics, psychology or French is 40 semester hours.

## ADVISORS

Each Freshman is assigned to a professor who serves as his advisor for the first two years of college. Advisors confer with students at registration periods, and assist them in choosing courses to meet University requirements. Informal grades at six week intervals are reported to lower division students through their advisors and advisors are also available to serve as consultants on personal and academic matters.

Upper division students are assigned major advisors according to their choice or major subject. These advisors serve for the junior and senior years in guiding the student in his major field.

## CHANGING COURSES

### Adding Courses

No subject may be added after two weeks following the beginning of the semester except in unusual cases by filing a petition with the Committee on Scholarships and Petitions.

### Dropping Courses

1. The following steps are necessary:
  - a. Obtain a "Drop" card from the Registrar's office and fill it out.
  - b. Get the signatures on the card of:
    - (1) Professor involved in change
    - (2) Dean of Students or Women
    - (3) Business Manager
    - (4) Advisor
  - c. Return card to Registrar
2. Any student dropping a course later than 8 weeks after the opening of the semester, for any cause other than serious illness, shall receive a semester grade of "F" unless permission for withdrawal has been granted by the Committee on Scholarship and Petitions.
3. The student must attend class until officially

dropped through submitting to the Registrar a "Drop" card properly completed.

4. In case of the student's failure to drop the course officially, his grade automatically becomes an "F."
5. A student who is failing in a subject at the time of dropping will receive a grade of "F" in that course.

### **Withdrawing**

To withdraw from the University, a student must:

- a. Hold a conference with the Dean of Students or Dean of Women.
- b. In case of illness, present a letter from his physician.
- c. Proceed as in changing his course.

## **ATTENDANCE REGULATIONS**

### **Daily Reports**

Records of absence in lower division courses will be reported by faculty members to the Dean's office. Attendance requirements for upper division courses are set by the instructor except in the case of veterans. **All** veterans absences **must** be reported to the Dean's Office.

### **Tardiness**

Habitual tardiness may be treated as absence by the individual professor.

### **"Cuts"**

The number of unexcused absences permitted in any course during one semester may not exceed the number of registered hours in that course. (Example: Only 3 unexcused absences per semester will be permitted in a 3-hour English Composition course.)

### **Probation**

When a student accumulates more unexcused absences than allowed, he may be placed on probation for the remainder of that semester.

## **Vacations**

An unexcused absence during the two days before or after any vacation or holiday shall be counted as two absences.

## **Excused Absences**

Students may be excused from class or chapel for the following reasons:

1. **Illness.** Formal reports are sent to the Dean's office by the head residents listing students who are ill. Off campus students should notify the Dean's office on the first day of illness. The Dean's office must sign readmittance slips for absence due to illness. For absence of a week or more, physician's certification of illness must be presented to the Student Health Service. Students excused from class for illnesses of any kind are not expected to participate in social activities that evening.
2. **Playing on a University athletic team, participating in a musical, debating, or dramatic function sponsored by a recognized organization, class field trips, or acting as official delegate to a scheduled meeting or a recognized organization, providing that permission is previously obtained from the Dean of Women or the Dean of Students.**
3. **Traveling distance.** Arrangements may be made in advance with the Dean of Students or the Dean of Women to excuse absences during the day or two before or after vacations if the student must miss classes because of considerable traveling distance between the University and his home. Arrangement must be made before leaving.
4. **Urgent matters at home.**
5. **Work.** By advance permission, and if it does not impair or continually interfere with effective class work, and if the student's scholastic record warrants it, excuses may be obtained because of work. Students must be working during the chapel period if excuse is for that period, and are not excused from chapel for work done during other hours.

6. Students may be excused from chapel for the following reasons:
  - a. If no classes are being taken on Tuesday or Thursday.
  - b. Those employed in places of business during chapel hours.
  - c. Married students with heavy home responsibilities.
  - d. By request of a faculty member or advisor.
  - e. Law students, graduate students and special students.

### EXCUSES

1. Excuses for illness must be procured at the office of the Dean of Students or the Dean of Women. The Dean's office must be notified of the illness before any classes are missed.
2. **Excuses for reasons other than illness must be signed by either the Dean of Women or the Dean of Students.**
3. After receiving an excuse slip with the signature of either of the personnel deans, the student should have the instructor of each class that he has missed initial it and return it at once to the office of the Dean of Students.
4. **Any excuse slip returned to the office of the Dean of Students after two weeks from the date an absence will be invalid.**
5. Students who obtain permission to miss classes immediately preceding or following vacation will not be permitted to take further unexcused cuts during vacations without cancelling travel permission.

### EXAMINATIONS

1. Final examinations are given in all subjects at the close of each semester.
2. Examinations may be scheduled at any time during the semester, except during "dead week" by the individual professor.
3. No examinations may be scheduled during

"Dead Week" from the Tuesday midnight before to the Tuesday midnight after any all-school event such as Homecoming, Freshman Glee, or May Weekend.

### Senior Finals

Graduating seniors are exempt from the June final examinations except when professors request an examination to justify a grade.

### PROBATION

1. A student is placed on probation when:
  - a. He has received passing grades in less than 12 Hours.
  - b. A third of his work has a grade of "D" or lower unless he has at least two hours of "A" or "B."
  - c. He has accumulated more unexcused absences in chapel or class than allowed.
  - d. He parks his car on campus twice.
2. A student on probation shall be ineligible to represent the University in any public appearance or hold a major office.

He shall not be allowed to participate in intercollegiate athletics, college publications, dramatics, forensics, a capella choir, band, or orchestra or to hold position of prominence or make public appearance of any sort in May Weekend, Letterman's Ball, Freshman Glee, Homecoming and similar affairs.

When students are in doubt concerning the nature of an activity, they should consult with the Dean of Students.

3. A student who is placed on probation a second consecutive semester shall be dropped from the University.



LAUSANNE HALL

**STUDENT ACTIVITIES**  
**LIVING ORGANIZATIONS**

# STUDENT ACTIVITIES

## RULES GOVERNING ORGANIZATIONS AND SOCIAL AFFAIRS

### Procedure For Chartering New Organizations On Campus

1. All petitions for charter shall be forwarded to the Student Affairs Committee and then to the Student Council, and shall require approval of both groups before a charter is issued.
2. All groups chartered shall be able to show evidence that they are conforming to specifications of proposed constitutions.
3. All groups chartered shall bank all funds through the General Manager of the A.S.W.U.
4. The Student Council shall review charters and constitutions at least once each school year.

### Social Functions

1. All social functions of any organization shall be listed on the Social Calendar.
2. All social activities must be scheduled with the Social Chairman of the Student Body and the Dean of Women well in advance of the anticipated event.
3. Off-campus places for holding any organization function must be approved by the Social Committee and the Dean of Women before public announcement of the function is made.

### Sponsors for Social Events

1. Members of the faculty shall be chosen as sponsors for every social event.
2. At each social function of fifty or more in attendance, there must be at least two faculty members and wives as sponsors for every 25 students.
3. Sponsors must be approved by the Dean of Women. Choice of sponsors must be reported on regular forms provided in the Office of the Dean of Women, at least three days before the function is held. Sponsor cards may be

procured from the Office of the Dean of Women.

4. Sponsors are requested to make a report on the regular blanks of the arrangements for, and conduct of, every function.
5. Those sponsoring social activities are expected to see that satisfactory conduct is maintained throughout the function by every participant.
6. The chairman in charge of the social function may request a chaperon or the chaperons to deal with any objectionable individual or unpleasant situation which might arise.

### **Student Activities Board**

1. The activities of student organizations shall be under the supervision of the Student Activities Board.
2. The first vice-president of the student body heads this board of representatives of student organizations and the deans.

### **General Rules Governing Social Affairs**

1. Meetings of all campus organizations including academic and educational clubs, committees and programs, should be adjourned not later than 8:30 p.m. on Monday, Tuesday, Wednesday, and Thursday. This does not include living groups.
2. There shall be only one fireside a month per living organization on any Wednesday night, at the discretion of the house. The house must regret other invitations if it has already given or planned one fireside, limiting each house to one function per month which must close at 8:30 p.m. Firesides shall be held as scheduled by the Activities Board.
3. There shall be no social activities on Monday, Tuesday, Wednesday, or Thursday of each week except the regular weekly meetings of campus living units and special programs or recitals of the College of Music. This rule does not apply to the regular firesides nor to the Christmas party or Christmas caroling which must be scheduled in advance with the Social Chairman and the Dean of Women.
4. No excuse shall be granted by the Personnel

Deans from classes for participating in or preparation for extra-curricular activities with the exception of athletics, authorized musical organizations, forensics, and any special event duly recommended by the faculty adviser or instructor of that particular group.

5. There shall be no more than one dance each year for inter-group organizations such as Panhellenic, Inter-Fraternity, and Inter-Dorm.
6. No group shall have more than one weekend retreat a semester.
7. **There shall be no more than two major functions (this includes dances and large parties which include much preparation) for each living organization each year. Other organizations are restricted to one major dance each semester.**
8. The month of January shall be dead month, during which time the following shall be excluded: dances, class parties, ASWU events, retreats, firesides and exchange dinners, University sponsored events, faculty sponsored events for ASWU, recitals except student recitals, intra-murals the week before final exams, and programs, parties, meetings, movies, speakers by peripheral, service, and honorary groups.
9. **During the Spring semester, the last week immediately preceding the week of final examinations will be designated as "dead week" during which there shall be no social activities (including picnics). The same conditions prevail here as in rule 8.**
10. Temporary and "just-starting" groups shall present a statement of purpose to the Activities Board. The length of time that such a group can exist in the above category will be decided by the Board and the group submitting the petition at the time of presentation.

### **Office-holder Qualifications**

1. A student on probation is ineligible to hold a major office, or must vacate any already held.
2. A student must be declared eligible by the

Dean of Students before he can qualify for a major office.

3. In order to hold a major office or to represent the University in any public appearance, a person must be a student in good standing regularly registered in at least twelve hours of academic work not including physical education. In addition to meeting University requirements, eligibility for athletics is determined by Conference Regulations.
4. A student who has been in residence for five semesters but not of upper division status may not hold a major office.

### **Eligibility Lists**

It is the duty of each campus organization to have the eligibility of the officers and the candidates for office and of those within the group planning on representing the University in any way passed upon by the Office of the Dean of Students. **Such eligibility lists must be submitted within the first two-week period of each semester.**

## **CAMPUS ORGANIZATIONS**

### **RELIGIOUS GROUPS**

#### **Inter-Faith Council**

Representatives from religious groups compose the Inter-Faith Council on the campus.

#### **Campus Groups**

Baptist Youth Fellowship  
Canterbury Club  
Inter-Varsity Christian Club  
Newman Club  
Oxford Fellowship  
Phi Zeta Christo  
Student Christian Social Action Committee  
Wesley Fellowship  
Wesminster Fellowship

#### **Deputation Teams**

Deputation teams are sponsored jointly by the University and by Wesley Fellowship. They are made up of four or five students who go to a church and put on a morning worship service or

evening youth program, or both. Membership on the team is open to all interested students, and gives experience in preaching, worship leadership, singing, recreation, and youth work.

## HONORARIES

### **Alpha Kappa Nu**

Ten per cent of the senior class who have attained the highest scholastic standing throughout their four years in college are chosen for membership.

### **Alpha Lambda Delta**

This is a national scholastic honorary for freshmen women who have achieved a 3.5 grade point average. By rewarding these women with membership in the organization, the honorary effectively accomplishes its purpose which is to promote high scholastic ideals among college women.

### **Phi Delta Phi**

The Phi Delta Phi legal fraternity is represented on the Willamette campus by McNary Inn.

### **....Order of the Purple**

The Order of the Purple is a legal honor society which initiates third year men who are in the top ten per cent of their graduating class, scholastically.

### **Mu Phi Epsilon**

Membership in this national honorary is limited to women music majors who have a grade point average of a 3.0 or above. Its purpose on this campus is to further musical interest and to serve musically in any way it can. On the national level, its purpose is the advancement of music in America.

### **Theta Alpha Phi**

Upperclass students who show outstanding ability in dramatics or direction and management of student productions compose the membership of this honorary. Its purpose is to foster dramatic

interests and to unite socially those with histrionic talent.

### **Psi Chi**

A National Scholastic Honorary in Psychology. Student is selected on the basis of academic standing and interest in field of Psychology.

### **Tau Kappa Alpha**

This national Forensic fraternity is to be found on the campuses of many of the nation's finest speech schools. The Willamette chapter sponsors debates and the yearly Oregon High School Forensic Tournament. Members are chosen from the forensic squad.

### **Phi Eta Sigma**

The major aim of this fraternity is to recognize and promote scholarship among all freshmen men. The honor of membership in Phi Eta Sigma is bestowed upon those freshmen men who, with an academic curriculum of not less than twelve semester hours, have attained a grade point average of 3.5 or higher during the first semester or first year at the university.

### **Sigma Delta Pi**

Students of Spanish who meet the requirements in their Spanish courses, maintain a high scholastic standing, and are in upper division Spanish courses are eligible for membership in this national Spanish honorary.

## **PUBLICATIONS**

### **Student Directory**

Published within the first few weeks of the fall semester, the "Fusser's Guide" is a handy reference book listing names, addresses, and telephone numbers of students, faculty, and living organizations.

### **"W" Handbook**

The "W" is a printed collection of rules, policies, and activities of Willamette University. It is published once every three years.

### **Willamette Collegian**

The weekly newspaper recording campus events and opinions, the Collegian is one of the top

papers in its class on the coast, having a consistent standing in the All-American class for the past ten years.

### **Wallulah**

Willamette's yearbook of campus life, the Wallulah, is published each June. Wallulah is the name of a famous Indian princess in this area, the daughter of the famous Chief Multnomah.

### **Publications Board**

The publications board coordinates the campus publications. Its budgets are subject to approval by the student council, as are budgets of all other activities.

## **MAIN SOCIAL EVENTS**

### **Christian Resource Week**

The purpose of this week is, as the title implies, to provide all students with resources for daily Christian living through a concentrated program of special chapels, meditations, student panels, firesides, movies, and a communion and dedication service closing the week. It is planned by a student committee elected by the Inter-faith Council, the sponsoring organization.

### **Distinguished Artists Series**

Each year the Distinguished Artists Series presents for the student body and the townspeople a concert series featuring the talents of renowned musicians.

### **Freshman Orientation Week**

The week preceding the beginning of the Academic year is designated as Freshman Orientation week and is designed to prepare the incoming student for the weeks and years to follow and to help him to better understand and adapt the Willamette rules and systems.

### **Firesides**

To aid the new student in feeling a part of the Willamette family one exchange fireside is held a month during the fall term by all living organizations. These informal "get togethers" between

campus living groups are usually preceded by exchange dinners.

### **Homecoming**

Returning Willamette alumni are honored by two days of festivities commencing with the freshmen leaf rake before dawn on Friday morning. Living organizations compete in a Homecoming sign contest, and a parade is held Friday night. On Saturday afternoon a football game is played and in the evening a semi-formal dance is sponsored at which time the winners of the contest are announced.

### **International Weekend**

International Weekend is an activity of YWCA and UNESCO, sponsored to foster an awareness of world relatedness. This aim is accomplished by living foreign students from other universities, and housing them in living organizations where they may talk informally with the students and exchange ideas. An interesting weekend is planned which includes luncheons, tours, fire-sides, and a banquet.

### **Parents Weekend**

Having Mom and Dad on the campus for an activity-filled weekend is one of the highpoints of the fall semester as the student visits with his parents and shows them the campus and the living organizations. An elaborate program of speeches, discussions, tours, and all-school talent is designed to show the parents the hows and whys of college life. Then, at a night football game, the Moms and Dads have an opportunity to watch the mighty Bearcats in action.

### **Mixers**

To renew old acquaintances and meet new friends, a series of mixers are held in the gymnasium each fall for the various classes. Sock dancing, entertainment, and games make the mixing fun for all.

### **Freshman Glee**

The Freshman class challenges the other three classes to a contest which is to consist of the

presentation of one original song and marching by each class. This colorful event, begun in 1909, has become widely known and each year is witnessed by a capacity crowd of alumni and friends in the gymnasium. The winning class receives the Glee Banner of cardinal and gold. Many unique bets are made as to the winner and must be paid on the following Monday. "Blue Monday" is the fateful day for paying these bets and for the losers' swim in the Mill Stream. Rules governing these bets prohibit animals on campus, use of water bags, pie throwing or similar action in campus buildings, off campus bets which attract public attention, or any other bet contrary to University policies.

### **May Weekend**

The living organizations are crowded with high school guests who have been invited to view the festivities and become acquainted with the campus. Under the sponsorship of the junior class, the May Weekend is crowded with annual traditions which include the All-School sing, inter-class rivalry contests, coronation of the queen, the maypole dance, a dramatic production, Queen's breakfast, and a formal ball honoring the Queen.

### **Beach Trips**

Juniors and Seniors are excused from their classes on certain days during the latter part of the Spring semester for their respective class beach trips.

### **Award Day**

A chapel period is set aside near the close of the Spring semester for the purpose of presenting awards for individual activity, scholarship, and athletics. The awards consist of cash prizes, scholarships, and memberships in honorary organizations.

## **ATHLETICS**

### **W. R. A.**

The Women's Recreation Association offers each woman the opportunity of enriching her University experience by participating in a variety of activities. During a period when "play" is rec-

ognized as an integral part of the art of living, you are urged to take advantage of this recreational program. Come join our ranks. Work with us! Play with us! Be happy with us!

### **"W" Club**

All men who earn their letters in varsity athletics are "W" club members. The primary function of this organization is to enforce the observance of all University customs and traditions. Special attention is paid at the beginning of each year to the incoming freshman class. Members of the club sell "rook-lids" to all first year students, and try to orientate them, in a spirit of congenial good fun, to life on the campus. Chosen annually from the freshman class is a Varsity Queen and her court to reign over the spring formal Varsity Ball.

## **MUSIC**

### **A Capella Choir**

The Willamette University A Capella Choir, organized in 1939, is made up of sixty carefully selected men and women dedicated to the performance of the best in choral literature. Outstanding among its activities are participation in the annual performance of Handel's "The Messiah;" the annual spring tour, and regular performances at the Thursday chapel services.

### **University Band**

The University Band is an aid in creating pep and spirit at ball games. A Spring concert tour is presented each year by this group.

### **University Orchestra**

The orchestra plays a supporting role each year in the major choral work presented by the Salem Oratorio Society during the Christmas season.

On special occasions the orchestra and University choir join in presenting extended works written for this combination. Each spring, the orchestra plays a program on the campus presenting seldom-heard works written especially for small orchestras.

## **SERVICE**

### **Apha Phi Omega**

Epsilon Kappa chapter of this national Scout honorary serves the campus in many ways.

Members are selected from outstanding men in all classes.

### **Beta Alpha Gamma**

Outstanding sophomore women are selected to this service honorary on the basis of scholarship, leadership, and good character. The purpose of Beta Alpha Gamma is to lend itself solely to the service of the University.

### **Cap and Gown**

An honorary society composed of senior women possessing outstanding qualities of personality, service, scholarship, leadership, and Christian ideals. Activities include benefit socials, cultural trips, and a new senior-counseling program for Freshmen women in Lausanne Hall.

### **Cardinal Key**

This local honorary is for upperclass men who serve the University as a student co-ordinating body in student-faculty-administration affairs.

### **Sigma Alpha Chi**

Sigma Alpha Chi is a service honorary consisting of sophomore men who are selected for membership on the basis of scholarship, leadership, and interest in the University. The group's activities consist mainly of serving the school at elections and ushering at events. Each spring a party is held with the sophomore women's honorary, Beta Alpha Gamma.

## **SPECIALIZED GROUPS**

### **A. W. S.**

The program of this group, to which all women students are eligible to belong, is designed to meet the needs of women and to coordinate women's groups and activities on campus. A. W. S. is responsible for the rules governing women students, and for programs affecting all of the women in school. The group provides an annual scholarship and honors outstanding coeds each month throughout the year.

### **A. I. S.**

Representing the Associated Independent Students is the Independent Council, composed of a

President and a representative from each of the Independent living organizations. The council is working to unite the Independents and to promote and maintain high standards among themselves.

### **Y. W. C. A.**

The Y. W. C. A. follows an extensive service program consisting of the following activities: Big Sister programs, teas, formal receptions, faculty firesides, group discussions, and recognition services.

### **Pepcats**

Freshmen and sophomore women, full of enthusiasm, comprise this organization, for their service is to attend all athletic events, join the rally squad in leading the school yells, serve at the Queen's Breakfast during May Weekend, and promote school spirit.

### **Mu Epsilon Delta**

An interest group, made up of pre-med, pre-dental, pre-nursing, and any other pre-medical training students, and open to students with a general interest in the sciences, this organization meets bi-monthly for lectures, discussions, and field trips relating to the medical sciences.

### **UNESCO**

The UNESCO group on the Willamette campus is organized to develop understanding of other peoples through knowledge of their cultural background, political history, and present day problems. To accomplish this, a program is followed which includes speakers, study groups, sponsorship of a foreign student, foreign films, and work with foreign students. Highlighting the year are the United Nations Week in October and the Spring Advance at Silver Creek Falls.

### **Willamette University Players**

This is the student organization embracing all dramatic activities on campus. In addition to providing skits, and other entertainment for campus organizations, WUP keeps an entertainment file for Salem organizations. WUP also sponsors three school plays and the Sunday evening Willamette University Radio Workshop. Open to all students, WUP membership is determined by

a system of points (15) earned through active participation.

### **Future Teachers of America**

The Bruce R. Baxter chapter of the Future Teachers of America is chartered by the National Education Association, and is the third established in Oregon. The chapter is also affiliated with the Oregon Education Association through representation at the Future Teachers of Oregon. The activities of the club are planned to meet the interests of those entering or contemplating entering the teaching profession. Meetings are held monthly during the school year and all are welcome.

### **Arnold Air Society**

Advanced students in the AROTC Unit have formed the Lindberg chapter of the national organization known as the Arnold Air Society. This selective society chooses its members from the outstanding men of the advanced unit. Although still in its infancy on the campus, the group hopes to eventually become stronger so that it can sponsor events such as the Military Ball.

### **Young Republicans**

The primary function of this club is discussing and furthering the cause of the Republican party both at a state and national level. It is a member of a state and national federation of Young Republicans.

## **SPORTS**

### **Intercollegiate**

Willamette is a member of the Northwest Conference and has adopted the conference rules for the regulation of its athletics.

### **Intramural**

Intramural sports are organized as a division of the Department of Physical Education. This part of the program is designed to provide competition for those who do not participate in the varsity sports.

### **Facilities**

In addition to the gymnasium and the adjacent practice field is the Bearcat athletic plant, McCulloch stadium, which seats 3,500.

# LIVING ORGANIZATIONS

## GENERAL HOUSING REGULATIONS

### General Rules

All unmarried out-of-town students are required to live and take their meals in University Dormitories or Fraternity and Sorority Chapter Houses unless permission in writing is given by the Personnel Deans to reside in other approved housing.

### Approved Quarters

Approval is given to the living quarters of the following students of the University:

1. Those residing with parents or relatives.
2. Those residing in dormitories, fraternity and sorority Chapter Houses, or quarters furnished by and directly under the supervision of the University.
3. **When University housing facilities are not adequate to take care of all students seeking housing, special permission will be given for students to live in approved off-campus housing.**
4. Those who plan to reside in "approved" rooming houses must secure permission prior to making arrangements for living off-campus. A list of "approved" houses may be secured from the Personnel Deans. Rooming houses may be "approved" by the Office of Personnel Deans upon receipt of a signed agreement that the householder will comply with the regulations of Willamette University concerning the accommodations to be furnished, the conduct and the character of the residents of the house, and reports to be made thereof. The exact terms of such agreement shall be fixed by the Office of the Dean of Students.
5. **Under no circumstances will unmarried students be permitted to live in apartments or other unsupervised residences. It shall be the duty of the student seeking such approval to obtain it before entering into any agreement with a prospective landlord or other the contemplated arrangement, and the burden**

of making full and complete advance disclosures concerning the contemplated quarters to the Personnel Deans shall be upon the students.

6. Unsatisfactory conditions in off-campus houses will result in the loss of their approval for student residence, and students will be required to vacate such facilities.
7. **All approval for off-campus housing is made subject to the condition that no room is available in a University Dormitory and students taking off-campus housing must move into University housing when room is available.**
8. Forms for off-campus housing permits must be obtained from the Office of the Dean of Students, filled in completely by the student and approved by the Dean. A new permit must be obtained and approved if the student moves during the year.

### **Married Students**

A married student when living with his or her spouse is permitted to reside in an apartment or house. Students should inform the Deans when moving, in order that home address may be up to date and correct. A list of apartment and rooms for married couples may be secured in the Dean of Students' office.

### **Residence in Sorority Houses and University Women's Dormitories**

1. All women, Freshmen and transfers, must live in a University dormitory at Willamette University for a full year before residing in a Sorority House.
2. Any woman student reserving a room in a University dormitory at the beginning of the Fall Semester is expected to retain that room to the end of the academic year provided the student remains in the University.

### **House Mothers**

1. A competent housemother shall be required for every living organization. ("Living organization shall mean men's and women's Fraternities or other living groups.)
2. It is the duty of the house mother in case of

failure on the part of any member or members to cooperate with the standards of conduct to report without delay to either the Dean of Students or the Dean of Women.

3. The house mother shall, in case of Fraternities or Sororities, be selected by the active members of the organization, the house owning corporation, and the alumni advisor of the chapter, , in consultation with and the approval of the proper personnel officer of the University.
4. The Dean of Students and Dean of Women shall be responsible for organizing the house-mothers in each type of house and hold frequent meetings with them for the purpose of discussing and advising in matters of house problems and methods of maintaining the best relationship between the organization and the University.

### **Closure of Halls During Vacations**

All residence halls and dining halls will be closed during the Christmas holidays. The dining halls will be closed during the Thanksgiving and Spring holidays.

### **Fire Drills**

Fire drills are obligatory once a semester in each living organization.

### **Payment of Board and Room**

1. Each student desiring a room in a University dormitory must send a \$10 room deposit when his application for admission has been accepted. Deposits for rooms in halls of residence are refundable until August 15 for students who cancel room reservations. No refunds for room deposits will be made after that date.
2. All students in University housing contract for their rooms for the full semester, and for the entire year if they remain in college. Room and Board is payable in advance and no rebate is allowed for meals which are missed. In case a student withdraws, he is responsible for full room rent for the semester and for board for the portion of the semester which he was in residence.

3. If necessary, students may make an initial payment of one-third of the cost of board and room at registration time. The second third is payable before the sixth week of classes, and the balance before the tenth week.
4. Because of the uncertainty in prices and the rapid change in living costs, the University reserves the right to change the prices for board and room.

### **Requests for Refund of Room Deposit**

Students returning to Willamette University who plan to live in the University dormitories and fraternity houses **may not** request return of room deposit refunds.

Students in the following classifications may request return of room deposit:

1. Students leaving the University.
2. Students moving from the University dormitories to a Sorority House.

The following procedure should be followed:

1. Secure Refund of Room Deposit Card from the Dean's Office.
2. Fill card out completely and sign it.

### **RULES FOR RUSHING, PLEDGING AND INITIATION**

Rules governing fraternity rushing are published each year by the Inter-fraternity Council and the Panhellenic Council. A rushing period for women is scheduled at the beginning of each semester, which does not interfere with classes. Women who are regularly enrolled in the University and are not on probation are eligible to rush and pledge. One period of formal rush is set for men at the beginning of the fall semester but rush is permissible any time after two weeks following the rush period. Enrollment is necessary prior to pledging. At the time of initiation, a student may not be on probation and must have been a resident and carrying a full load

for at least one semester as well as when initiated.

A list of students to be initiated must be submitted to the Dean of Students or Dean of Women one week before the initiation and written approval and permission must have been received. Permission to initiate cannot be given during the first two weeks of the second semester.

## SCHOLARSHIP RULES

For the purpose of determining scholarship, a list of active, inactive and dropped men will be turned in to the Dean by each fraternity on Friday of the fourth week of each semester. Subsequent drops or inactive men will count towards scholarship. Inactive men must declare their active intentions before this date or remain inactive for the semester.

## MEN

### Housing

Willamette's four fraternities, Beta Theta Pi, Phi Delta Theta, Sigma Alpha Epsilon, and Sigma Chi, as well as the men's dormitory, are located in Baxter Hall.

### House Rules and Regulations for Men

#### 1. Baxter Hall Quadrangle

- a. The use of liquor is prohibited. Liquor is not to be brought into the men's residence hall.
- b. Coats and ties will be worn during the Sunday noon dinner, Wednesday evening dinner and during all other evening meals where special guests have been invited.
- c. The following quiet and study hours are to be observed: Mornings, 8:00 a.m. to 11:00 a.m.; Afternoons, 1:00 p.m. to 4:00 p.m. Evenings: Sunday, Monday, Tuesday Thursday, 7:30 p.m. to 10:00 p.m. Wednesday, 8:30 p.m. to 10:00 p.m. Friday and Saturday, no quiet hour enforced. Abs-

lute quiet begins every night at 10:30 p.m. for the rest of the evening.

- d. There are two entrances to Baxter Hall in the front of the building and front and side doors to each Fraternity living unit which are to be used as the only exits and entrances. Students are not to climb out of windows, on to the roof, or use the fire escapes.
- e. The long standing policy of Willamette University is that there be no smoking on the campus. A man is permitted, however, to smoke in his own room, provided it is not objectionable to his roommate, also in the game rooms or recreation rooms of the respective units, and in the lounges of Baxter Hall and each of the fraternity units. There will be no smoking in the dining rooms of any of the men's units.
- f. Women shall be entertained only when the Head Resident or substitute acceptable to the Office of the Dean of Students is present. Women will be allowed only on first floor public rooms and in downstairs recreation rooms. The hours during which young women may be entertained in the men's residence hall quadrangle, including Baxter Hall and fraternities, are set as follows: Wednesday, 5:30 to 8:30 p.m.; Friday, 4:00 to 5:30 p.m. and 7:00 to 12:00 p. m. Saturday, 7:00 to 12:00 p.m.; Sunday, 1:00 to 4:00 p.m.

The above hours are in effect except when a home varsity intercollegiate contest is scheduled and then the houses are only open after the games until the hours indicated unless special permission is secured from the Dean of Women.

## 2. Regulations for Men living off-campus:

- a. All men living off-campus in private homes or other establishments as paying guests during the year must agree to abide by the University rules, and under no circumstances are men to use alcoholic beverages or entertain women in their rooms.

## WOMEN

The following rules have been adopted by the Willamette women and have been approved by the Administration. These are general rules governing all registered Willamette women, with some exceptions for those residing with their parents. Any further rules, which do not conflict with the following, are made by the women in their respective organizations. Every woman is advised to be familiar with these rules.

### **Dormitories**

Willamette's two dormitories are Lausanne Hall, 220 S. Winter, and Bishop Manor, 765 Court Street. To further a spirit of democracy and friendship, all Freshmen and transfer women students on the campus are required to live in one of the dormitories during their first year in attendance at Willamette University.

### **Sororities**

Campus Panhellenic is the coordinating body for Willamette's four national sororities: Alpha Chi Omega, Chi Omega, Delta Gamma, and Pi Beta Phi. After their first year, affiliated women may live in the house of their choice.

## **RULES AND REGULATIONS FOR WOMEN IN DORMITORIES AND SORORITY HOUSES**

1. Women must be in their places of residence by the hours listed below: Monday through Thursday, 10:00 p.m.; Friday and Saturday, 12:30 p.m.; Sunday, 10:30 p.m.
  - a. Late permissions to stay out after these hours may be granted by the resident housemother except on Friday, Saturday, and Sunday nights. **No late permissions will be granted on the housemother's free night.**

- b. Freshmen women may have only **one mid-week night date** per week. Freshmen women may take Late Permissions on that designated night only. On Friday, Saturday, and Sunday, Freshmen women share the privileges granted upperclass women.
- c. **Late permissions will be used for social, educational or cultural reasons. It should be clearly understood that late permissions must be used for college functions, such as concerts, plays, classes, as well as for social reasons.**
- d. All women leaving the hall expecting to be out after 7:30 p.m. must sign out **personally** in the daily Sign-out book, and must sign-in upon return to the Hall.
- e. **All women having Late Permission must put YES and time of returning in the column headed L.P. in the daily sign-out book.**
- f. Women having made arrangements and **being granted permission** from the house-mother to stay out in other living organizations overnight must sign out in the Leaving Town Book.
- g. **All women must sign in the Leaving Town Book when they return to their place of residence.**
- h. No woman student may spend Sunday, Monday, Tuesday, Wednesday, or Thursday nights out of her place of residence. A woman student wishing to spend the night out of her place of residence on Friday and Saturday nights may get permission from her housemother, providing she has received an invitation from the hostess of the home, dormitory, or sorority to which she is invited. The invitation may be secured either by letter or by phone. In either case, the housemother must either have the written note or talk

personally to the parent or the hostess of the place to which the girl is planning to go, at least twenty-four hours in advance, except in an emergency.

- i. Women students are not to leave their places of residence before 7 a.m., unless previous arrangements have been made with the resident housemother for special occasions.

## 2. Late Permission Plan for Dormitories, Sororities, and Women Off-Campus:

Seniors .....	3½	hours	per	month
Juniors .....	2½	"	"	"
Sophomores .....	2	"	"	"
Freshmen .....	1½	"	"	"

LATE PERMISSION MAY NOT EXCEED 11:30 P.M. ON ANY ONE EVENING.

## 3. Lights

- a. All lights shall be turned out at 12:00 midnight on weekdays and Sunday. Friday and Saturday lights shall be turned out at 1:30 a.m. Lights are to remain out between these hours and 5:30 a.m. unless special permission has been granted or an emergency arises.
- b. Students needing to sit up late for study may secure permission from the housemother who then notifies the proctors. For Freshmen one such permission per week may be granted, and two per week for all others. Two special late permissions a month may be granted for additional study only when necessary.

## 4. Quiet Hours

- a. Although students are always expected to be reasonably quiet, all women's living organizations must prepare a schedule of

quiet hours and rules concerning them. This schedule should be in the Dean of Women's office by the third week of the first semester of each school year, for her acceptance and final approval.

- b. This schedule should include rules about the playing of pianos and radios, the reception of telephone calls, the reception of visitors, and where quiet hours may be spent.

## **5. Reception Hours**

Male visitors may be entertained during the following hours: Monday through Thursday, 4:00 p.m. to 7:30 p.m., 9:30 p.m. to 10:00 p.m.; Friday, 4:00 p.m. to 12:30 a.m.; Saturday, 9:30 a.m. to 12:30 a.m.; Sunday, 10:00 a.m. to 10:30 p.m.

- a. On mid-week date nights, the lounges of the residence halls will be open to resident women and their guests.
- b. In case of emergency and with full knowledge and approval of the housemother, a student may see a male guest at an hour other than those appointed for regular reception.
- c. Parents and relatives may visit at any reasonable hour.

## **6. Out of Town Card**

A. Permission to leave town for a day or weekend:

1. Out of Town Cards must be secured from the housemother and filled out before leaving town; Freshmen must purchase and fill out post card before leaving.
2. When traveling by public vehicle no special permission is necessary from a girl's parents.
3. When traveling by private car, permission

must be secured from a parent in writing.  
(Parents Permission Blank).

4. Any girls wishing to attend out-of-town functions other than that sponsored by Willamette University and traveling by private car must have the following information on file with the director or house-mother of her residence:

- a. Permission from parents (Parent Permission Blank).
- b. Name of the driver of the car.
- c. The time and place of the event.
- d. Invitation from the hostess.

B. Permission to stay over night any place other than home.

1. No separate note from a girl's parents is necessary each time the girls leaves town as long as the parent has approved the responsibility slip, (Parent Permission Blank), except in such cases as is deemed necessary by the housemother or Dean of Women.

## 7. Guests

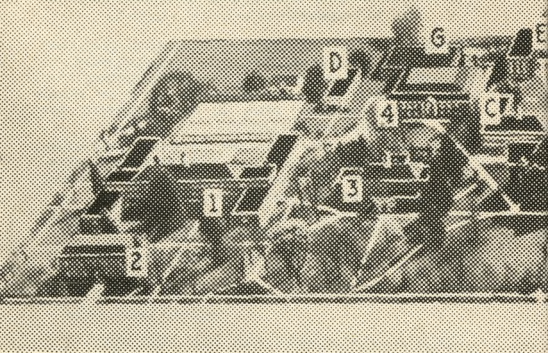
- A. Since no room is available for housing guests overnight on study nights, Monday through Thursday, other arrangements should be made to house a guest.
- B. In case of a close relative, special permission may be obtained from the house-mother or Dean of Women.

## 8. Miscellaneous

- A. Absolutely no smoking is allowed in the Residence Halls.
- B. Freshmen women may not have private cars at Willamette University.
- C. Eating places within a five mile radius of

**Salem, are considered in town and no slip is required.**

- D. Women at Willamette University are permitted to wear jeans on campus **only** on Saturday mornings. Jeans may be worn on the bus while traveling on choir or band trips, picnics, and in the cafeteria for luncheon on Saturday.
- E. **Shorts may be worn for Physical Education activities on campus. No woman registered at Willamette is permitted to wear shorts on the streets of Salem.**
- F. Women students may not appear on campus with their hair done up in bobby pins.



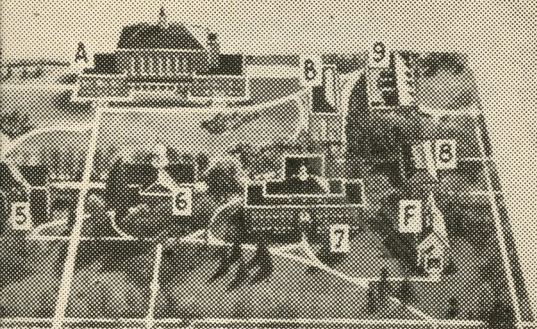
## W. U. - - - FIVE MILLION

### Proposed Buildings:

- |                      |                  |
|----------------------|------------------|
| A. Fine Arts         | E. Class Room    |
| B. Women's Dorm Wing | F. Chapel        |
| C. Student Union     | G. Swimming Pool |
| D. Health Center     |                  |

With a Fine Arts building and an additional women's residence hall on the Willamette campus as the immediate goal, the University has begun a \$5,000,000 building fund. Other buildings which Willamette students may look forward to as a result of this fund are a Student Union, a Worship Chapel, a new Infirmary, a classroom building and a swimming pool.

Although much of this fund is being contributed by alumni and other friends of the University, plans have been made for student participation. Beginning in the Fall of 1953, under the direction of a student committee set up to work with the



## DOLLARS IN THE FUTURE

### Existing Buildings:

- |            |           |             |
|------------|-----------|-------------|
| 1. Baxter  | 4. Gym    | 7. Collins  |
| 2. Law     | 5. Eaton  | 8. Music    |
| 3. Library | 6. Waller | 9. Lausanne |

University administration in securing student aid, Willamette students will be asked to make yearly donations, directly or in the form of a pledge of future payment, to the building fund.

The first two structures will form the beginning of a quadrangle of buildings on the back of the campus and will provide an auditorium adequate for student needs, fine arts, drama, speech and radio classrooms and sufficient dormitory space for women.

**Kent Holmes**  
**Student Chairman**

# SCHOOL SONGS

## OLD HISTORIC TEMPLE

(ALMA MATER)

There's an old Historic Temple  
Rising grandly through the years  
Where the oaken-hearted fathers  
Drew their strength for strong careers.

Down the years its portals open,  
Gather wise ones to its fold;  
Breathes the spirit of the Westland,  
Card'nal emblem 'bossed with gold.

Spirit of the Golden Westland  
Breathing through our fathers tears;  
Tells the story of the Temple,  
Bids us hope adown the years.

Sing, oh sing, of old Willamette,  
Sing while hearts are young and true;  
Sea to sea the chorus swelling,  
Dear old school, our W. U.

## FIGHT! BEARCATS, FIGHT!

Fight, Bearcats fight,  
A victory for W. U.  
Cardinal and Gold, Victorious of old  
Will give us a spirit ever true.  
Fight! Fight! Fight!  
Cardinal Courage show  
And Gold is our faith so true  
We shout our war cry out to you—  
Come on and fight, (Willamette)  
Fight, (Willamette) Fight!

## I LOVE WILLAMETTE U.

I love Willamette U.  
I love her campus too;  
I love her Profs, so good and true,  
I love her spirit real true blue.  
I love the old mill stream,  
I love to sit and dream;  
I see it all in shadows cool,  
I love our dear old school.

# SCHOOL YELLS

## BEARCAT LOCOMOTIVE

B-E-A-R-C-A-T-S,  
B-E-A-R-C-A-T-S,  
B-E-A-R-C-A-T-S,  
Fight, Bearcats, Fight!

## EXTERMINATE, ANNIHILATE

Exterminate, Annihilate,  
Vanquish the Foe,  
Bearcats, Bearcats,  
CHARGE!!

## GO GET 'EM, BEARCATS

Go, Go  
Get'um, Get'um  
Bearcats.  
Go, Go  
Get'um, Get'um  
Bearcats  
Go Get'um!!!

## HIT'UM HIGH, HIT'UM LOW

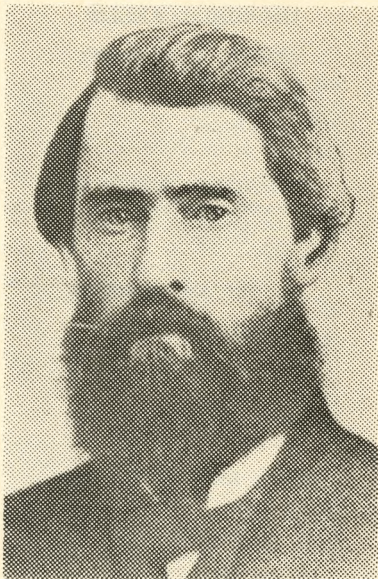
Hit'um high,  
Hit'um low,  
Come on, Bearcats,  
Let's go!

## GO, YOU BEARCATS

Go, you Bearcats  
Fight, you Bearcats  
Go, Bearcats, fight

## WILLAMETTE SPELL-OUT

W, I, Double L, A,  
M, E, Double T, E,  
Willamette,  
Willamette,  
Rrrrrrrrrrrrrrrrrah!!



JASON LEE

"... the oaken-heated fathers"

**GENERAL POLICIES**  
**STUDENT GOVERNMENT**

# GENERAL POLICIES

## AUTOMOBILES

On-campus parking of student cars is strictly forbidden. Any student reported for two offenses will be placed on probation and should a third violation occur, such persons will be requested to return their cars to their home address before being allowed to continue classes.

## DANCING

In compliance with a city ordinance of Salem, no dances may be scheduled by any University living organization or club on Sunday.

## SMOKING

Smoking is allowed on campus only in the men's living quarters.

## OUT OF BOUNDS

Students are not to visit places where hard liquor is served, nor is any student to use intoxicating liquors at any time while enrolled in the University.

## GAMBLING

Gambling in any form is not permitted.

## BULLETIN BOARDS

In order that the Eaton bulletin boards shall be neat in appearance, the student council has suggested that the following rules be observed:

1. All notices are to be brief, preferably posted on the 3x5 inch cards.
2. They are to be dated so as to indicate the date when they may be removed.
3. No advertisements are to be placed on the bulletin boards.
4. Signs and posters may not be placed on doors, walls, windows, wood work, etc., of campus buildings. They may, however, be placed on regularly provided bulletin boards, trees and wherever no damage is incurred.
5. Notices that conflict with these rules are subject to removal.

## LIBRARY

### Stack System

All books except those on reserve are kept on open shelves immediately available to all students. In addition to the Library's 43,000 accessioned volumes and 376 periodical subscriptions, students may borrow from the state library by making requests at the University library.

### Reserve Books

- a. Reserve books are charged out for a two-hour period or for a 3-day period depending upon the request of the professor placing books on reserve.
- b. Two-hour reserve books may be checked out an hour before library closing time for overnight use and must be returned by 9 a.m. the next college day.

### Magazines

- a. Current unbound magazines may be borrowed for one day use.
- b. Bound periodicals are to be used only in the library.

### Reference Books

- a. Reference books are to be used only in the library.

### Library Hours

8:00 a.m.-9:45 p.m. Monday through Thursday.  
8:00 a.m.-5:00 p.m. Friday and Saturday.

### Fines

- a. Two-week books, magazines, pamphlets, 2 cents a day.
- b. Three-day reserve books 25 cents a day.
- c. State library books, 5 cents a day.
- d. Failure to check out reserve books for overnight use, 25 cents.
- e. Two-hour reserve books, 25 cents per hour.

Fines are computed for every day except Sunday and holidays. Two typewriters and an adding machine have been provided for student use in the library.

## USE OF CAMPUS BUILDINGS

### Gymnasium

1. There will be no dances in the gymnasium during the basketball season.
2. The use of the gym for any event, and preparation for that event, must be scheduled through the Office of the Director of Physical Education.
3. Arrangements regarding serving of refreshments and treatment of the floor must be made with the Director of Physical Education.
4. The sponsoring group will be responsible for the cost of repairing any actual damage and for the cost of any extra help needed to get the gym in condition for classes. If the sponsoring group does not clean up the gym, \$1 an hour may be charged for cleaning.

### Waller Hall

Three rooms are available for use in Waller Hall for formal meetings.

1. Chapel (first floor). Seating capacity is 600. Scheduled through the Office of the Dean of Women.
2. Little theater (second floor). Seating capacity is 115. Scheduled through the office of the Dean of Women after clearing with the drama department.
3. Little chapel (fourth floor). Seating capacity is 30. To be used only for devotional and religious meetings. Scheduled through the office of the Dean of Women.

### Music Hall

Recital Hall (first floor). Seating capacity is 100. Scheduled through the office of the Dean of the College of Music.

### Chresto Cottage

Open each school day from 8 a.m. to 6 p.m., closed Sundays. Arrangements may be made to use the building for evening meetings. Scheduled through the office of the Dean of Women.

## CONVOCATION

Convocation is scheduled for 10 a.m. each Tuesday and Thursday. Tuesday convocation is held in the gymnasium and includes artists, speakers, and entertainment programs. Thursday convocation, known as worship chapel, is held in the First Methodist Church. Clergymen of various denominations are guest speakers.

Attendance is taken at both Tuesday and Thursday chapels. Six unexcused absences are allowed each semester, and a student may be placed on probation for the remainder of the semester if he accumulates more than six unexcused absences.

Excuses for absence from chapel are obtained by following the same procedure as for excuses from classes. Permanent chapel excuses for work or other reasons may be obtained from the Dean of Students or Dean of Women.

## FRESHMAN RULES

### Rook Caps

Rook Caps, sold at the beginning of the Academic year by the Lettermen's club shall be purchased and worn by Freshmen at all times.

### Kangaroo Kourt

A Freshman violating any of the campus rules laid down by the Letterman's Club shall be brought before the Kangaroo Kourt and punished.

### Pushball Contest

The push-ball contest is held immediately following the Homecoming Football Game. If the Freshmen defeat the Sophomores in this contest they have won the right to throw away their caps.

### Cords

Under no circumstances are Freshmen allowed to wear cords.

# STUDENT GOVERNMENT

## STUDENT BODY

### A.S.W.U.

The student body of Willamette is organized by an association known as the Associated Students of Willamette University.

### Student Council

The governing body of ASWU is the student council. The council has many duties such as enforcing rules, making appointments, and acting as a voice of student sentiment. Membership in the council is made up of the following:

#### a. STUDENT MEMBERS WITH VOTE:

ASWU officers, a representative from each living organization, two representatives from the unaffiliated town students (one man and one woman chosen at a meeting of said group), and one representative from the Law School.

#### b. STUDENTS MEMBERS WITHOUT VOTE:

The Editor of the Collegian.

#### c. FACULTY MEMBERS WITHOUT VOTE:

A member of the faculty selected by the council for a term of one year, and the General Manager of the student body.

Any student may sit in on a council meeting and present an issue for discussion if he desires.

### Class Organizations

Each class is responsible for the election of its own officers. Freshmen officers for the second semester shall be in charge of Freshmen Glee. Officers are nominated from the floor in class meetings.

### Student Body Office

Willamette's student body office, located in the basement of Waller Hall, centers the activities for the entire student body. The office girls are students and among their duties are mimeographing, ticket sales, and correspondence. The office also serves as lost and found headquarters and a calendar of all social events is maintained by them in the large ASWU bulletin board located

just east of the office door. Office hours are from 9:00 a.m. to 4:00 p.m. on week days except during chapels and convocations.

### **Student Body Cards**

Payment of Student Body dues each semester entitles the student to the following:

Voting privileges in all ASWU elections.

Admission to class social functions.

The weekly edition of the Collegian.

Admission to all athletic events.

Upon presentation of both cards, and payment of an established fee, the student is entitled to the year book.

# A.S.W.U. CONSTITUTION

## PREAMBLE

We, the students of Willamette University, in order to provide an organization for the control of all matters of general student concern do hereby ordain and establish the following constitution.

## ARTICLE I—ORGANIZATION

Sec. 1. Name. The name of this organization shall be the Associated Students of Willamette University.

Sec. 2. Membership. All registered students of Willamette University shall be members of the Association upon payment of the student body fee.

## ARTICLE II—OFFICERS

Sec. 1. The officers of the Association shall consist of the president, the first vice president, the second vice president, the secretary, the treasurer, and the member-at-large, all of whom shall be chosen from the two upper classes of the following year and shall be elected for a term of one year.

Sec. 2. The president shall preside at all meetings of the Association, shall be chairman of the Student Council, and shall perform the usual duties pertaining to this office.

**Sec. 3. The first vice president shall assume the duties of the president in the absence of that officer and shall act as chairman of the Activities Board.**

Sec. 4. The second vice president shall be in charge of ASWU elections.

Sec. 5. The secretary shall keep a record of all meetings of the Association and of the Student Council and shall perform the usual duties pertaining to this office.

Sec. 6. The treasurer shall act as chairman of the Finance Board and shall also serve on the Homecoming, Freshman Glee, and May Weekend committees as a financial advisor. The ASWU

**treasurer will also be custodian of student body properties.**

Sec. 7. The member-at-large shall act as the chairman of the Constitutional Revisions Committee.

### **ARTICLE III—MEETINGS**

Sec. 1. Meetings of the Association shall be held upon the call of the president on his own initiative, upon the request of the Student Council, or upon petition of fifty members of the Association in which they state the object of the desired meeting.

Sec. 2. Twenty-four hours notice shall be given for all meetings.

Sec. 3. Fifty-one per cent of the members of the Association shall constitute a quorum.

### **ARTICLE IV—ELECTIONS**

Sec. 1. The elections shall be held at least one month before the close of the second semester, the date to be set by the Student Council. All candidates for the elective offices of the Association shall be nominated by petitions of 25 members of the student body. The petitions must be presented to the Student Council at least one week before the election; whenever possible at least two candidates for each office shall be named.

**Sec. 2. The Australian ballot system shall be used for all elections.**

Sec. 3. All members of the Association whose names appear on the official poll books shall be entitled to vote.

Sec. 4. The voting hours shall be set by the Student Council and published one week before election day.

**Sec. 5. All officers except the member-at-large shall be elected by majority vote and in case no candidate receives a majority the Student Council shall call a new election within one week; at this election only the names of the two candidates receiving the highest number of votes shall appear on the ballot.**

Sec. 6. The runner up for the position of student body president shall automatically be elected as member-at-large.

## ARTICLE V—VACANCIES

Sec. 1. All vacancies which may occur in the elective offices of the Association shall be filled by the regular popular ballot at a special election.

## ARTICLE VI—FUNDS

Sec. 1. Funds of the Association shall be derived from money received in the form of dues paid upon registration in Willamette University and from such other receipts as may result from the activity program of the Association.

Sec. 2. Student body dues are ten dollars per person per semester.

Sec. 3. The listing of budgetary allocations is as follows:

Publications .....	35 per cent
Office Fund .....	7 per cent
Willamette University .....	3 per cent
Social .....	3 per cent
Tuesday Chapel Fund .....	2 per cent
Drama .....	6 per cent
Forensics .....	6 per cent
Music .....	11 per cent
May Weekend .....	3 per cent
Student Union .....	8 per cent
Capital Outlay .....	5 per cent
Homecoming .....	3 per cent
Awards .....	1 per cent
Reserve .....	3 per cent
Classes .....	4 per cent

100

Sec. 4. Funds of the Association shall be administered as outlined in the by-laws.

Sec. 5. The dues paid by members of the Associated Law students to the ASWU shall be allotted as follows:

Publications .....	35 per cent
Office Fund .....	1 per cent

Willamette University .....	3 per cent
Drama .....	3 per cent
Forensics .....	3 per cent
Student Union .....	4 per cent
Capital Outlay .....	1 per cent
Law .....	50 per cent

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100

**Sec. 6. No special assessments shall be made to augment funds already allotted in the Constitution, except through the reserve fund, unless through express permission by the student council.**

Sec. 7. There will be the following qualifications to the ASWU fund allotments:

1. At least one per cent of the ASWU income shall be provided for the darkroom, the sum to be taken out of the publication's allotments.
2. The Freshman Glee fund shall be provided for out of the class fund. Each class shall give at least one-fourth of its allotment to the Freshman Glee fund.
3. The College of Music shall reserve at least one per cent (of total ASWU budget) for a sinking fund to buy permanent equipment.
4. If at the end of any school year the surplus in the capital outlay fund is greater than the sum of the appropriations of the two years immediately preceding, the excess over said appropriations shall be transferred to the student union fund.

## **ARTICLE VII—PUBLICATIONS**

Sec. 1. The official publications of the Association shall be the Collegian, the Wallulah, the Student Handbook, the Fusser's Guide, and such other publication as may be approved by the Student Council as recommended by the Publications Board.

Sec. 2. The policies of the official publications of the Association shall be administered by the Publications Board as provided for in the by-laws.

## **ARTICLE VIII—STUDENT COUNCIL REPRESENTATION**

Sec. 1. The Student Council shall consist of the following:

**1. Student Members with vote:**

ASWU officers, a representative from each living organization, two representatives from the unaffiliated town students (one man and one woman chosen at a meeting of said group), and one representative from the Law School.

**2. Student Members without vote:**

Editor of the Collegian.

**3. Faculty Members without vote:**

A member of the faculty selected by the council for a term of one year, and the general manager of the student body.

**Sec. 2. The General Manager shall be appointed by the Student Council upon the recommendation of the student body president and the president of the University.**

Sec. 3. The council shall enforce the Constitution, shall have charge of elections, shall be responsible for adherence to the traditions, shall make appointment for ASWU activities, committees, and boards as provided in the constitutional by-laws; and shall be responsible for the general interests of the Association. The council shall be the chartering agency for all student activities with the exception of those under panhellenic or inter-fraternity control.

Sec. 4. Emergency powers may be granted to the council by a three-fourths vote of the Association. When such emergency powers are granted, the council may act on all matters without strict adherence to the Constitution. Such powers shall be granted only for one year at a time and only when school or national emergencies make such action practicable.

## **ARTICLE IX—PETITIONS**

Sec. 1. Any individual or group of individuals may petition the Student Council on any matter of student interest. The Student Council shall

consider all petitions and recommend decisions to the proper administrative official, committee or board.

## **ARTICLE X—REPEAL OR AMENDMENT OF LEGISLATION**

Sec. 1. Any act of any officer, committee, or board existing under this constitution may be repealed or amended by two thirds of all votes cast, providing a constitutional quorum cast ballots, in the election.

Sec. 2. Such an election may be called by the student council or by petition of 100 members of the Association.

## **ARTICLE XI—AMENDMENT TO CONSTITUTION**

Sec. 1. Amendment to this constitution shall be proposed by the Constitutional Revision Committee at a meeting of the Association, shall then be posted for one week, and must appear in the Collegian. At a subsequent election they may be passed by two-thirds of all votes cast, provided a constitutional quorum cast ballots in the election.

## **ARTICLE XII—BY-LAWS**

Sec. 1. By-Laws governing the conduct of associated affairs may be passed by the council after study and report by the Constitutional Revisions Committee. The Student Council shall vote on the proposed revisions at each of two meetings at least one week apart. The proposed by-law revision shall be published in the Collegian prior to preliminary and final passage by the council.

# BY-LAWS

## Article I—Awards Committee

Sec. 1. Membership of the Awards Committee shall consist of the president, who shall act as chairman, the faculty member of the Student Council, the general manager, the student managers from the various activities and three other members who are not seniors to be appointed by the president of the student body.

Sec. 2. The committee shall award ten keys and twenty-five certificates to senior members of the student body who have performed exceptionally meritorious work. A special award shall be given to the president of the student body and he shall be exempt from consideration for other awards.

**Sec. 3. Awards shall be presented only on award days designated by the Awards Committee.**

Sec. 4. Funds for the awards among the various activities shall be derived from their respective allocations.

**Sec. 5. Any unused portion of the fund at the end of any year shall be transferred into the Student Union fund.**

## Article II—May Weekend Committee

Sec. 1. Membership of the May Weekend Committee shall consist of a manager appointed by the Student Council and three assistants appointed by the president.

Sec. 2. The May Queen and her court shall be elected from the women of the Senior class by a regular election of the Association.

## Article III—Freshman Glee

Sec. 1. Membership of the Freshman Glee Committee shall consist of a manager elected by the Freshman class and three upper-classmen appointed by the president.

Sec. 2. The committee shall lay down the rules of the Glee and shall appoint the judges.

## **Article IV—Homecoming Committee**

Sec. 1. Membership of the Homecoming Committee shall consist of a manager appointed by the Student Council and three assistants appointed by the president.

Sec. 2. The committee shall promote the Homecoming sign contest and other traditions associated with Homecoming.

## **Article V—Constitutional Revision Committee**

Sec. 1. Membership of the Constitutional Revision Committee shall consist of the president, the member at large, who shall act as chairman, and three other members appointed by the president.

Sec. 2. The committee shall propose revisions to the constitution at any meeting of the Association.

Sec. 3. The committee shall pass on questions of interpretation of the Constitution, and shall handle such other disciplinary matters of problems that may be referred to it by the Student

## **Article VI—Finance Board**

Sec. 1. The membership of the Finance Board shall consist of the treasurer of the student body who shall act as chairman, the First Vice-President, the Publications Manager, the Drama Manager, the Member-at-Large, Chapel Manager, a Law School representative and the General Manager or the assistant Manager to serve as an advisory member without vote.

Sec. 2. Meetings of the Finance Board shall be held once a month.

Sec. 3. The Finance Board shall have the power to review and revise the expenditure programs of all ASWU supported activities. Said Board shall be charged with the responsibility of controlling funds so that all expenditures are charged to the proper activity fund and that constitutional allotments are not exceeded. Appeals from the decisions of the Finance Board may be made to the Student Council.

Sec. 4. It shall be the duty of the manager of each of the following named activities to submit budgets to the Finance Board: Publications, Social, Tuesday Chapel, Forensics, Drama, Music, Homecoming, May Weekend, Freshman Glee, and Office. The individual budgets of the activities must be submitted to the Finance Board within 30 days after the school year begins or 30 days prior to the expenditure of any money from that fund. The budgets must contain the beginning balance, estimated receipts, estimated expenditures by major purpose, and the estimated balance at the end of the school year. In addition a five year capital outlay budget must be submitted which shows proposed expenditures for permanent equipment and fixtures for that period.

**Sec. 5. It shall be the duty of the Finance Board to prepare monthly statements showing exact expenditures for the previous month and current activity fund balances.**

Sec. 6. Unused funds for one school year shall be left to the credit of the activity fund for which they were allowed and such deficits as are approved by the Finance Board shall be deducted from the reserve fund; if not approved, such deficits may be deducted from that same activity's allotment for the following year.

## **Article VII—Publications Board**

Sec. 1. Membership of the Publications Board shall consist of the student body president, the publications manager, who shall act as chairman, the editors of the Collegian and the Wallulah, two members of the Association selected by the Student Council from other than its own membership, two faculty members selected by the Student Council for one year terms, and the general manager who shall vote only in case of a tie.

Sec. 2. The Board shall meet as it deems necessary or upon call of the chairman.

Sec. 3. The Publications Board shall maintain monthly reports of progress in organization, shall be responsible for training of personnel, shall appoint editors of the Collegian and the Wallulah, the publications manager, and other editors of ASWU publications by review of application

rendered and shall set all salaries for members of the business and editorial staffs subject to the approval of the Finance Board and the Student Council.

### **Article VIII—Athletic Board**

Sec. 1. Membership of the Athletic Board shall consist of the student body president as chairman pro tem, the president of Willamette University, the director of Athletics, the general manager, the faculty athletic representative, two members of the board of trustees elected by that board, and two members of the Association appointed by the Student Council from other than their own membership.

Sec. 2. Regular meetings of the board shall be held during the first week of each month except when there be no matters to come before the board.

### **Article IX—Activities Board**

Sec. 1. Membership of the Activities Board shall consist of the First Vice-President, who shall act as chairman, the Dean of Women and the Dean of Men, the social chairmen from the living organizations, one representative from AWS, one Faculty representative from the Athletic Department, one Faculty representative from the College of Music, the chapel manager, the president of the Inter-faith Council, the Service-Honorary Coordinator, and the Peripheral Activities Coordinator. The Service-Honorary Coordinator shall be elected by the presidents of all the service groups and honoraries from among their number during the spring of the preceding year. It will be the responsibility of this officer to keep in touch with all the honoraries and see that their schedules are put on the activity calendar by the activities board. The peripheral activities coordinator shall be appointed by the First Vice-President from one of the cultural and/or special interest groups. The Activities Board shall be empowered to compel all ASWU activities to schedule their events on the Activity Calendar before such events may be held.

Sec. 2. At a meeting held the first of each

school year, each activity will submit a tentative schedule of activities. At the beginning of each month, definite activity plans must be submitted along with the time and place of meeting.

Sec. 3. Appeals from decisions of this board shall go to the Student Council.

### **Article X—Rally Squad**

Sec. 1. One Yell King and one Song Queen shall be elected by the student body during the regular student body elections.

Sec. 2. The outgoing rally squad shall meet with the newly elected yell king and song queen to nominate two assistant yell kings and three assistant song queens. These nominations shall be approved by the student council before they may assume their duties.

Sec. 3. The purpose of the rally squad shall be to organize and lead the student body in all phases of school spirit in connection with the athletic contests held throughout the year.

### **Article XI—Procedure for Chartering ASWU Organizations**

Sec. 1. All petitions for charters shall be forwarded to the Student Affairs Committee and then to the Student Council, and shall require approval of both groups before issuance of a charter.

Sec. 2. All groups chartered shall be able to show evidence that they are conforming to specifications of proposed constitution.

Sec. 3. All groups chartered shall bank all funds through the General Manager of the ASWU. The Student Council shall review all charters and constitutions at least once each school year.

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