

Willamette University



Alotadata

1971-72 Student handbook

ACADEMIC CALENDAR

August 30, Monday

Classes begin, College of Law

September 1, 1971, 10:00 a.m. Wednesday-

Orientation for undergraduate students begins

September 3, 8:00 a.m. Friday

Registration for new students, Colleges of Liberal Arts and Music

September 5, 10:00 a.m. Sunday

Residences open for returning students

September 6, 8:00 a.m. Monday

Classes begin, Colleges of Liberal Arts and Music

Registration for returning students. Registrations not completed by 5:00 p.m. are subject to late registration fee.

September 20, 5:00 p.m. Monday -

Last day to add courses or register late without petition

Last day to designate a course to be graded on a Pass-Fail basis

FALL SEMESTER

1971

November 24, 5:00 p.m. Wednesday-

Thanksgiving vacation begins

November 29, 8:00 a.m. Monday

Thanksgiving vacation ends

Last day to drop courses without penalty

December 4, 8:00 a.m.-2:00 p.m. Saturday

Advance registration for Spring Semester

December 10, 5:00 p.m. Friday -

Classes end

December 13-17, Monday - Friday -

Semester Final Examinations

December 17, 5:00 p.m. Semester ends; Christmas vacation begins

January 10, 1972, 8:00 a.m. - 12:00 noon, Monday -

Registration for Spring Semester, all colleges. Registrations not completed by 5:00 p.m. are subject to late registration fee.

January 11, 8:00 a.m. Tuesday -

Classes begin, all colleges

January 24, 5:00 p.m. Monday -

Last day to add courses or register late without petition

Last day to designate a course to be graded on a Pass-Fail basis

March 17, 5:00 p.m. Friday -

Spring Vacation begins

March 27, 8:00 a.m., Monday -

Spring vacation ends

April 24, Monday -

Last day to drop courses without penalty

April 29, 8:00 a.m.-2:00 p.m. Saturday -

Advance registration for the Fall Semester

May 3, 10:00 p.m. Wednesday -

Classes end

May 4-11, Thursday-Wednesday -

Semester final examinations

May 14, Sunday

Baccalaureate-Commencement

Semester ends 5:00 p.m.

SPRING SEMESTER

1972

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The Student Handbook of Willamette University
1971-72

TABLE OF CONTENTS

WILLAMETTE UNIVERSITY	4
ADMINISTRATION	4
STUDENT GOVERNMENT	5
Managerships	6
UNIVERSITY COMMITTEES	7
SOCIAL MATTERS	8
ACADEMIC POLICIES	9
STATEMENT ON DRUGS	12
CAMPUS SERVICES & FACILITIES	13
STANDARDS OF CONDUCT	15
PUTNAM UNIVERSITY CENTER	19
COUNSELING	19
STUDENT ACTIVITIES	20
Athletics	20
Music	21
Publications	21
Community Service Programs	21
Special Programs	22
Organizations	22
Honor and Recognition Societies	23
PARKING INFORMATION	24
UNIVERSITY HOUSING	25
INDEX	29

WILLAMETTE UNIVERSITY

In 1834 the Reverend Jason Lee and several missionary associates founded a school for Indian children about ten miles north of Salem, beside the Willamette River. When the need for a more advanced school arose, a group of citizens, meeting in the home of Jason Lee on February 1, 1842, adopted a body of by-laws and appointed a Board of Trustees. The school was named the Oregon Institute but was later changed to "Wallaamet University" in 1853 when the Oregon Territorial Legislature granted a charter to the institution.

The University began with five students and one instructor, and in 1859, the year Oregon became a state, Willamette graduated its first student, Emily J. York. The first president was Dr. Francis S. Hoyt and through the efforts of Alvin Waller and townspeople, the first building, Waller Hall, was completed in 1867.

In addition to the College of Liberal Arts, professional schools were established. The Willamette Medical School, started in 1866, was the third founded west of St. Louis and was operated until 1913 when it became part of the University of Oregon Medical School. The present College of Law was established in 1882 and the College of Music dates back to 1869 when it was called the Musical Institute. A College of Theology existed from 1889 to 1930.

ADMINISTRATION

President — *ROGER J. FRITZ*

Executive head of the University; member of all faculty committees; ex-officio member of Board of Trustees; office — north wing of Collins Legal Center, ext. 6200.

Vice President, Academic Affairs and Provost — *HARRY S. MANLEY*

Administers academic programs and faculties; leadership responsibility for development of educational policy, curricular planning and academic personnel matters. office — north wing of Collins Legal Center, ext. 6285.

Vice President for Student Affairs — *E. JERRY WHIPPLE*

Coordinates offices pertaining directly to student affairs; general manager of Associated Students; office — University Center, ext. 6342.

Vice President for Planning and Finance — *MILO HARRIS*

Coordinates the planning and developing of campus facilities; long range budgeting; improving administrative systems and procedures; office — Eaton Hall, ext. 6207.

Vice President for Development — *JAMES S. TRIOLO*

Coordinates fund raising and public relations; office — University House, ext. 6348.

Dean of College of Liberal Arts — *to be named*

Administers liberal arts curriculum faculty; advises on educational programs with affiliated institutions and graduate scholarships; office — north wing of Collins Legal Center, ext. 6270.

Dean of College of Music — *RICHARD STEWART, Acting Dean*

Administers the curriculum and faculty of the College of Music; office — Music Building, ext. 6325.

Dean of College of Law — *L. KEITH HARVEY, Acting Dean*

Administers the curriculum and faculty of College of Law; office — Collins Legal Center, ext. 6380.

Associate Dean of Students and Director of Residence Programs – *KAREN ANDERSON KOHNE*

Responsible for campus housing; women's counseling, and organization advising; office – University Center, ext. 6311.

Assistant Dean of Students and Director of University Center – *RONALD HOLLOWAY*

Responsible for staffing and programming of the University Center; coordinate campus activities; advisor to Inter Fraternity Council; office – University Center, ext. 6267.

Dean of Admissions and Registrar – *RICHARD YOCOM*

Administers admissions program and University registration; records all academic grades; schedules classes; office – Eaton Hall, ext. 6303.

Director of Admissions – *FRANK MEYER*

Associate Director – *AL BERGLUND*

Admissions Counselor – *RON JENSEN*

Responsible for implementing admissions program; office – Eaton Hall, ext. 6303, 6304.

Director, Public Information – *ROBERT C. WOODLE*

Assistant – *JANICE McMILLIN*

Responsible for news dissemination and University publications; office – University House, ext. 6231.

Business Manager – *DAVID A. LEWIS*

Assistant – *JOHN LINDBECK*

Supervises physical plant, accounting, current fund investments; administers benefit program for faculty, administration and staff; office – Eaton Hall, ext. 6203.

Financial Aid Director – *JAMES RYAN*

Coordinates the University's aid and work-study programs; and serves as Placement Counselor; office – University Center, ext. 6273.

University Chaplain – *PHILIP HARDER*

In addition to counseling, supervises religious activities on campus and faculty advisor to foreign students; office – University Center, ext. 6211.

Director of Alumni Relations – *ROGER KIRCHNER*

Administers programs for Alumni and the Parents' Association; office – University House, ext. 6356.

Director, University Counseling Center – *RICHARD SCHWARTZ*

Integrates, coordinates and implements student counseling services; office – University Health Center, ext. 6372.

Director, University Health Center – *DR. RALPH PURVINE*

Coordinates the medical services provided by the University Health Center, ext. 6305.

STUDENT GOVERNMENT

The Associated Students of Willamette University, ASWU, consists of all registered students of Willamette who have paid the student body fee required at enrollment each semester. It provides for an "organization for the control of all matters of general student concern."

Student Body officers will be elected in January of each year and serve for one year following their election. Petitions for the offices are required and may be obtained in the Student Body Office at the University Center and are to be returned to the second Vice President. Student Body Officers for the 1971 fall semester are as follows:

President – Joe Fuiten: Presides at all meetings of the Association; official representative of the Student Body; nominates students to various student faculty, and trustee committees. The ASWU President is the most important communications link between the students, faculty, and administration.

First Vice President – Ray Colvin: Presides as chairman of Student Senate and Activities Board. Often responsible for making appointments to these bodies and serves as a vital source of information concerning student activities.

Second Vice President – Doug Schmor: Chairman of the Elections Board and Academic Affairs Committee; responsible for all campus elections and all managerships; receives all petitions for managerships and Student Body offices.

Secretary – Linda Hemphill keeps records of all ASWU business; responsible for much of the paperwork of the ASWU.

Treasurer – Dennis Reese: Chairman of the Finance Board; advisor to committees which disperse ASWU funds; Custodian of student association property.

The governing body of the ASWU is the Student Senate. Members of the Student Senate include the President (the Chairman), the First Vice President, the Second Vice President, the treasurer, the Secretary, and one representative of each living organization of under 60 students, two for each living organization with 61-120 voters, and three for living organizations with 121-180 voters, and off-campus representatives according to the above number scale of voters.

Senate meetings are scheduled weekly and are open to all who wish to attend. Any topic for discussion may be introduced to the Senate through the living organization representatives or by personal appearance. However, the topics for discussion must be placed on the agenda through the EXECUTIVE COMMITTEE (five major officers) which meets weekly prior to the Senate meetings.

Senate investigates and acts on all matters of student concern brought before it and maintains the enforcement of the constitution. Copies of the constitution may be obtained in the Student Body Office. Student Senate works with the Administration and faculty through the Student Affairs Committee. This committee consists of seven faculty members and seven students and has as its chairman, the Vice President for Student Affairs. The primary duties of the committee are to consider policies affecting student life outside the classroom. It in turn makes recommendations for faculty and Student Senate ratification.

Class Activities are maintained through the election of officers and by general class meetings. The elections for class officers are held in September and January. Nominations are taken from the floor at the class meetings and no petitions are required. In addition to its other officers, the Freshman Class elects a Glee Manager in its January election. This position is the only elected managership and requires a petition. Petitions may be obtained in the Student Body Office and should be returned to the Second Vice President.

MANAGERSHIPS

Managerships are appointed by Student Senate and maintain primary authority over their particular function, but are required to make reports to, and are subject to review by the Senate. All managerships require petitions which may be secured from the Student Body Office.

ASWU Office Manager is paid managership in charge of operations of the Student Body Office in the University Center and is chosen by the Executive Committee of Student Senate. Petitions for this office are due in late November.

The Dark Room Manager is responsible for all photography work and supplies. This is a paid managership and petitions are due in early February.

Camp Managers organize all activities for a co-educational camp which is held the first week-end of the school year. Petitions are due in early spring.

Glee Manager must be filled by a freshman and is the only elected managership. Responsible for complete supervision of Freshman Glee activities. Petitions are due in late November.

Parents' Weekend Manager is in charge of activities for Parents' Weekend in October. Petitions are due in the spring.

Publication Manager is in charge of all official ASWU publications including **Collegian**, **Fusser's Guide**, **Jason**, and the **Wallulah** and serves as chairman of the Publications Board. This constitutes a paid managership and petitions are due in early February.

Publicity Manager coordinates the publicity for all campus activities – games, elections, plays, special events, seminars, etc. Petitions are due in the spring.

University Center Manager is responsible for the planning and scheduling of student activities in the University Center. Petitions are due in late November. This is a paid position.

University Forum Series Manager is responsible for the selection of speakers for convocations and informal forums to take place throughout the year. Petitions are due in the early spring.

Interim Manager is responsible for the organization of a co-ed program of interdisciplinary discussion to take place during the semester break. Petitions are due in the spring.

Course Evaluation Manager is responsible for the distribution and publication of an efficient **Course Critique**. Petitions are due at the beginning of each semester.

Educational Film Series Manager is responsible for the selection of a series of educational films to be shown during the year. Petitions are due in early spring.

UNIVERSITY COMMITTEES

The following University Committees have faculty and student members.

***ACADEMIC ACHIEVEMENT** – Evaluates academic records to determine honor students as well as probation and dismissal cases.

ADMISSIONS – Review admissions policies and selection criteria.

CURRICULUM-SCHEDULE – Recommend to faculty changes in graduation requirements in conjunction with Policy Committee, new course proposals and course changes submitted by concentration areas, academic calendar, examination schedules, registration procedures. Review and adjudicate petitions from students for variances from academic requirements.

EDUCATIONAL POLICY – Recommend to faculty changes in graduation requirements in conjunction with the Curriculum-Schedule Committee; recommend changes in academic structure and grading system; evaluate teaching effectiveness, instructional procedures, and general academic policies.

FINANCIAL AID – Establishes and reviews policies concerning financial aid awards.

LEARNING RESOURCES – Review and recommend improvement in procedures and operations of all facets of the University's learning resources, including the libraries, audio-visual programs, instructional equipment, adjunct faculty, field experiences for students and faculty.

STUDENT AFFAIRS – Review and recommend policies concerning student responsibilities for social life and conduct.

ADVISING-COUNSELING-ORIENTATION – Recommend policies and procedures for improving the counseling of individual students and academic advising. Plan the orientation program for new students.

UNIVERSITY SPEAKERS PROGRAM – Plan campus-wide convocations, special lectures, and University Forum programs.

COMMUNITY RELATIONS COUNCIL – Report to the President on matters pertaining to human relations in the University community.

PLANNING COMMITTEE – Concerned with long-range planning, analysis, projection and selection of best alternatives for decade of the 70's.

UNIVERSITY REVIEW BOARD – Review and adjudicate breaches of the Standards of Conduct.

INTERNAL GOVERNANCE STUDY COMMISSION – Undertakes the planning process as adopted by the University Planning Committee and encourages innovation and change within the governance structure of the University.

* Does not include student members

SOCIAL MATTERS

In addition to the Standards of Conduct statement printed on the colored insert, the following information applies to campus social matters.

Serenades may be held at living organizations after closing hours. They must be completed by 1 a.m. on week nights and by 2:30 a.m. on Friday or Saturday nights. Head residents should be notified of a serenade 24 hours in advance.

To schedule a campus activity, a form from the Student Body Office must be obtained and completed. The form is to be returned to the First Vice-President of the ASWU

at least one week before the date of the event. If this activity involves use of a campus facility, arrangements must be made also with the University Scheduling Office. Activities Board reviews and recommends to the University Scheduling Office those activities which are designated as all-University. Publicity may take place through the **Collegian**, the calendar of the University Center Director, the University Publicity Office, or through the Student Body Office.

Sorority formal rush takes place immediately prior to the start of classes in the fall. Any freshman woman student who is registered with three credit hours or any upperclass woman student who has a 2.0 GPA is eligible. Students register by completing forms mailed to them during the summer. Questions concerning rush should be directed to the Associate Dean of Students or President of Panhellenic.

Fraternity formal rush takes place during the third week of classes in the fall. Interested men students may sign up during Orientation in the Assistant Dean of Students Office. Questions concerning fraternity rush should be directed to the president of the Inter-Fraternity Council or the Assistant Dean of Students.

ACADEMIC POLICIES

A. Registration

Registration for both Fall and Spring Semesters is conducted by the office of the Registrar. In addition to Summer registration, registration takes place at the beginning of each semester. Advance registration for each semester is also conducted at certain specified times. These registration dates are listed in the calendar found in the 1971-73 catalog. The last day to add courses or register late without petition and the last day to designate a course be graded on a Pass/No credit basis are listed on the calendar. The dates for the 1971-72 school year:

Fall Semester, 1971 — September 20, 5 p.m.

Spring Semester, 1972 — January 24, 5 p.m.

B. Withdrawal

The last day to request withdrawal from a class has been set by the faculty as the fifth school day prior to the first day of the final examination period each semester. Students wishing to withdraw from a course should report to the Registrar's Office to receive an enrollment change card. A facsimile is reproduced on page 10. For either partial or complete withdrawals and additions, the signatures of *all instructors concerned* as well as of the faculty advisor and Business Manager are required. There are no exceptions to this policy.

C. Academic Probation and Suspension

The records of students who do not make satisfactory progress toward an under-graduate degree are referred to the Committee on Academic Achievement. This Committee determines whether or not students will be:

1. Eligible to continue in good standing
2. Warned about unsatisfactory progress
3. Placed on academic probation
4. Dismissed for academic insufficiency

Name _____ Fr. So. Jr. Sr. Gr. Sp. Full-Time Part-Time

College Address _____

DROP				ADD - Petition Required: Yes <input type="checkbox"/> No <input type="checkbox"/>			
Subject Field	Course No.	Time	Instructor	Subject Field	Course No.	Time	Instructor

This leaves enrollment _____ Cr. Faculty Advisor _____ Business Manager _____

Satisfactory progress toward a degree is assured if the student completes courses according to the following schedule:

1. Three credits completed by the end of the first semester
2. Six credits completed by the end of the first year
3. Ten credits completed by the end of the third semester
4. Fourteen credits completed by the end of the second year
5. Eighteen credits completed by the end of the fifth semester
6. Twenty-two credits completed by the end of the third year
7. Twenty-six credits completed by the end of the seventh semester

D. Incompletes

A grade of I (Incomplete) may be given only when the completed portion of the student's work in the course is of passing quality. Furthermore, such a mark may be given only upon certification from a personnel dean or the University physician. Unless the Incomplete is removed within the next 30 days of University residence, the grade automatically becomes an N.

E. Class Attendance

Class attendance is subject to the following guidelines:

1. Students are expected to attend classes
2. Each individual instructor sets the specific attendance standards for his own classes
3. Irregular attendance may impair the student's progress and therefore be reflected in his grades. Faculty members should inform students about attendance requirements at the beginning of each semester. If such is not done, the student should feel obliged to request this information from his instructor.

F. Grading

Effective in the 1971-72 school year, the following grading system is in effect:

1. The grade of A will denote excellent performance

2. The grade of B will denote good performance
3. The grade of C will denote satisfactory performance
4. The grade of P, used in those courses designated by the faculty or those courses selected by the student on the Pass/No credit option will be interpreted to be the equivalent of A, B, or C. Credit will be granted towards a degree; however, P grades will not be computed in the grade point average.
5. The grade of N will stand for No credit. No credit will be granted toward a degree and the N grade will not be computed in the grade point average. A grade of N is given by an instructor when a student does not complete a course satisfactorily.
6. The grade of W will stand for withdrawal (see above.)
7. The grade of I will stand for Incomplete (see the above).
8. The grade of T will stand for Continuing Project, extension of time authorized by the professor. No credit granted until the project is completed. All T grades must be removed (i.e., work completed and final grades authorized) by the beginning of the next academic year or such T grades automatically become N's.

G. Full-time/Part-time status

Any student taking three credits or more is regarded by the University as being a full-time student. An exception to this will occur during the last semester of a student's final year during which time he will be regarded as a full-time student provided he is carrying enough credits to satisfy graduation requirements.

A part-time student is any student who carries less than three credits per semester. Part-time students are not eligible to represent the University in any official capacity nor to hold class or student body office. Further, part-time students lose registration and housing priorities.

H. Petitions

Students desiring to substitute requirements, carry more than 4½ credits, or otherwise modify existing regulations to fit their particular needs are required to petition the appropriate committee. Such forms are available in the Admissions/Registrar's Office, located in Eaton Hall, Room 2. Complete instructions are included on each petition form and students are urged to pay close attention to them. Petitions improperly completed are returned to the student; accuracy in completing the form therefore becomes paramount.

I. Withdrawals from School

A student finding it necessary to withdraw from the University must indicate such to the Office of the Associate Dean of Students. Those students not planning to enroll for the subsequent semester, likewise, must inform the Associate Dean of Students of such in order to receive refund of deposit monies.

STATEMENT ON DANGEROUS DRUGS AND NARCOTICS

University Concern

Drug abuse has become a serious and much debated problem throughout the United States. There is widespread concern over possible damage to health of individuals, and also over the damage done to the careers and the individual happiness of those who incur the penalties imposed by the laws regulating drugs. Such concern exists at Willamette as elsewhere.

Statement of Position

Willamette recognizes it has a duty to treat problems of drug use responsibly and in such a manner as to safeguard to the greatest possible extent its capacity to carry out its educational mission. Consequently, while discipline is certainly an appropriate response under some circumstances, the University's interests must go beyond a disciplinary response to the problem by providing a program of education and counseling. While the University is not a law enforcement agency, it is unequivocally committed to respect for law and its orderly modification through the democratic process. It follows that the University cannot act as a sanctuary from enforcement of drug laws by those agencies who have that responsibility. Moreover, the University will take whatever steps, including disciplinary action, which may be required to safeguard the campus against drug abuse.

Counseling and Health Service

Professional counseling and medical assistance are available on a confidential basis for any member of the campus community who seeks it. Such assistance is available twenty-four hours a day through the University Counseling Center (6372) or the University Health Center (6305).

Educational Program

The University is committed to make available to the campus community sound and authoritative information — so far as this is available — with regard to medical, psychological and legal aspects of the use of drugs and narcotics. It is the University's intention to carry on educational and informational activities in the following ways:

- A. Public lectures throughout the year by recognized authorities.
- B. Informal discussion opportunities (primarily in the living organization setting) for the exchange of varying points of view and the clarification of issues.
- C. Making available through the library a variety of books and documents relating to drugs.

Legal Obligations of the University

1. The University as an incorporated entity, and each of the members of the administration and faculty, as individuals, are subject to the general responsibilities of good citizenship. These responsibilities may include a sense of obligation to report to law enforcement officials known violations of law. However, unless the University or members of the administration are directly involved in a particular violation (as participants) they are not under a *duty* to report in the sense that failure to report would subject them to criminal responsibilities.
2. The question of when the University or members of its administration or faculty become so involved in a particular violation that they are under a duty to either terminate their association with the violator or report the matter to the authorities is a subtle one and will vary with the circumstances of a particular case.

3. Students should understand that any member of the administration or faculty may be compelled to disclose information regarding violations of law. Such disclosure may not be compelled by police officers investigating a problem, but may be compelled by a grand jury investigation or a district attorney at trial by issuance of subpoena.
4. Determinations by the Assoc. or Asst. Dean of Students subject to consideration by the University Review Board affect only the disposition of the matter for University purposes, and in no way preclude additional action by law enforcement officials. Members of the University Review Board, when sitting in their official capacity, would not be privileged to refuse to reveal to civil authorities information disclosed to them.

The Official University Policy

1. The University encourages its students to inform themselves about drugs and to refrain from unprescribed or illegal use of any narcotic, stimulant, depressant, or hallucinogen.
2. Students concerned about drugs are urged to consult with the University Counseling Service, the Health Service, the Chaplain, or the Assoc. or Asst. Dean of Students for assistance. All discussions will be held in strict confidence.
3. The University cannot condone violations of federal and state laws. Conduct detrimental to either the student or the institution resulting from the use of drugs may lead to the separation of the student from the University in accord with procedures set forth in the Standards of Conduct.

Adopted by Student Affairs Committee
November 17, 1970

CAMPUS SERVICES & FACILITIES

The Financial Aid Office in the University Center administers the University's program of scholarships, grants, loans and employment for undergraduates and law students. Inquiries for information and applications are always welcomed. On and off-campus employment for the academic year and summer when available, and emergency short-term loans are but a few of the many services of this office.

Student jobs are handled by the Financial Aid Office in the University Center. Employment may include library work, typing jobs, lab assistants, bookstore and Snack Bar service, and switchboard operators. University Center employment and other jobs are awarded on the basis of need and ability to do the job. Students interested in working for Saga Food Service may contact the manager of Saga Food, Mr. Bob Schlewitz. There are also some student body positions available. Information regarding these can be obtained from the Student Body Office.

Health service is provided 24 hours a day in Bishop Memorial Health Center and all regular students (minimum 3 credits) are covered by health and accident insurance program. Dr. Ralph Purvine and Dr. Harvey Price, the University Physicians, are available at the Health Center, Dr. Purvine, 9-11 a.m. and Dr. Price 1-2 p.m., Monday thru Friday. Mrs. Henrietta Althoff, University Head Nurse, and Health Center staff are available 8 a.m.-5 p.m., Monday-Friday. Only cases considered to be emergencies will be admitted as bed patients after 5 p.m. Appointments with the school psychiatrist may be made through the recommendation of the University physician, head nurse, and Assoc. or Asst. Dean of Students.

The Bookstore, located on the ground floor of the George Putnam University Center, keeps a supply of all books required for classes at Willamette. Also, almost any book

desired by student or faculty members may be ordered. Writing materials, certain clothing, jewelry, and a variety of small items are kept in supply at the University Bookstore. Its hours are 8:30 a.m.-5:00 p.m. Monday-Friday.

Check Cashing

A check cashing service is provided for students at the Cashier's Office, Eaton Hall, from 8:45 A.M. to 12 noon and from 1 to 3 P.M. During the noon hours and after the Cashier's Office closes at 3 P.M., checks amounting to no more than \$10 may be cashed at the University Center Main Desk.

The Student Body Office offers a variety of services for the students as well as managing the affairs of ASWU. Among these are copying facilities, mimeograph work, and typing term papers. The Student Body Office is on the third floor of the George Putnam University Center.

Library Facilities surround the University. The Oregon State Library and the Salem City Library are both within three blocks of the campus. The University itself maintains a Science Library in Collins Hall, the College of Music Library in the Music Hall, the College of Law Library in Collins Legal Center, and the University Library. The University Library provides a test file which contains all of the professors' previous final examinations, study carrels, and a typing room as well as a wide assortment of references, periodicals, reserve books, and fictional and non-fictional books. The library uses open stacks and books are filed under the Dewey and Library of Congress systems. The University Library's hours are as follows:

Monday-Thursday	8:00 a.m.-11:00 p.m.
Friday	8:00 a.m.-9:45 p.m.
Saturday	10:00 a.m.-5:00 p.m.
Sunday	2:00 p.m.-10:45 p.m.

(Hours during vacation periods announced)

The Gymnasium and its facilities (basketball court, wrestling room, weight room, equipment for gymnastics, badminton, and volleyball) are open for student use on the weekends under proper supervision. Interested students should contact the Physical Education Department for more information.

A Computerized Phone System has been installed at Willamette. All University telephones have a four-digit extension number and a 370 prefix. Students in Baxter, Matthews, Belknap, Doney, Lausanne, or the six fraternities may order a telephone for their room through the business office at a base yearly rate. A special billing number will be issued for long distance calls, and the student will be charged monthly for these calls by Pacific Northwest Bell at the regular long distance rates. Further information will be distributed.

Student ID cards - Pictures for student identification cards are taken the first three weeks of the school year. Each student who pays his student body fees is eligible to receive an ID card. The cards are used for entry to all athletic events, dances, student body sponsored events and must be presented before voting in student body elections.

STANDARDS OF CONDUCT

To enable Willamette University to fulfill its purpose, it is the common responsibility of all persons associated with the university — students, faculty, administrators, alumni and trustees — to serve to maintain and improve a campus climate that generates enthusiasm for learning and respect for human dignity in all relations among students, faculty, administrators, and trustees; to represent the university in the broader social community in a manner consistent with the principles and purposes of the university; and to honor the commitment of Willamette University in the governance of their conduct and abide by the standards of conduct set forth below. In short, standards of conduct are applicable to all members of the university community, visitors and guests, and are designed to promote individual and group governance in accordance with dignity, decency, and maturity. *In particular, such standards are directed toward social and living relationships pertinent to the university as a residential campus. It is assumed that each individual recognizes his responsibility to the university community and that ultimately he can be held accountable by other members of the community for failure to assume his responsibilities.*

Standards of conduct and related rules having university-wide application are formulated by the joint action of students and faculty members in the Student Affairs Committee. They are given authorization by the concurrent action of the Student Senate and the Faculty with the approval of the President of the University acting on behalf of the Board of Trustees. Standards of conduct represent the best consensus that has been achieved through the active participation of the various constituent parts of the university community. As such these are community expectations and neither legal prescriptions nor moral absolutes. Measures taken in regard to those who do not conform to these standards are not punishment for actions committed, but are sanctions for failure to fulfill responsibility.

Part I

Standards of expectation include, but are not limited to the following:

Sec. 1. Conduct in general should be in accord with common decency, public order and a respect for others.

Sec. 2. Dress should be appropriate and in good taste. Specific dress regulations within each living organization may be decided by the residents of that living organization.

Sec. 3. Organization and group functions should be conducted in a manner consistent with Standards of Conduct and the responsibility for the same shall rest with the officers of the organization or leaders of the group. Failure to accept this responsibility shall result in action being taken by the Assoc. or Asst. Dean of Students.

Sec. 4. In order to promote the well-being of the university as a whole, the following specific activities are deemed improper:

a) The possession or use of intoxicants,

illegal drugs or narcotics on the campus and on or in any university facility.

b) The possession and use of firearms on the campus and on or in any university facility, except that rifles and shotguns for recreational purposes may be stored on campus in accordance with established procedures.

c) Smoking in areas delineated as unsafe by the university in conjunction with the fire marshal and in areas within living organizations so designated by the governing bodies of such living organizations.

Part II

Policies governing living organizations are as follows:

Sec. 1. The Card-Key System

a) All women students who are not on disciplinary probation, are eligible to apply

Part III

for the card-key privilege. Eligibility will be certified by the Assoc. Dean of Students.

(b) The University will send an explanatory letter to the parents of freshman, sophomore and junior women students, under the age of 21, asking them to return a signed card indicating permission for their daughter to participate in the system.

c) Students who meet the qualifications in #1 and #2 above will be asked to sign a pledge card indicating that they have read the policies and wish the responsibility of a card-key.

d) The head resident of each living organization will issue cards to women verified as eligible by the Dean's office. She will collect the cards before each vacation.

e) If a student loses her card she will be financially responsible for replacing all the cards for her living organization, and a new cartridge will be installed.

f) If a student uses her card to admit someone who is not eligible to use it, or loans it to someone not eligible for it, she will forfeit her card-key privilege immediately for the remainder of the school year, and a woman student who uses the system when she is not eligible forfeits the card-key privilege for the following academic year. (Non-university guests may be admitted when accompanied by a hostess with the card-key privilege.)

Sec. 2. Women's Closing Hours. Closing hours for all women not entitled to card-key privileges shall be 12 a.m. Sunday through Thursday and 1:30 a.m. Friday (Saturday a.m.) and Saturday (Sunday a.m.)

Sec. 3. Visitation in Private Rooms. Each living organization may implement a program of visitation in private rooms provided that such program a) is approved by secret ballot by $\frac{2}{3}$'s of the student residents in the living organization and concurred in by the Assoc. or Asst. Dean of Students; b) falls within the following time periods: 12 noon and midnight on Sunday through Thursday and 12 noon and 1:30 a.m. on Friday and Saturday; and c) is subject to rules and procedures adopted in accordance with the provisions of Part III, Sec. 2.

Residents of each living organization shall have the responsibility of formulating rules and defining penalties for the living organization consistent with the Standards of Conduct.

Sec. 1. Rules may include, but are not limited to a) quiet hours, b) smoking, c) dress, d) dining room procedures, e) visiting hours in public rooms, f) hours, rules and procedures for visitation in private rooms.

Sec. 2. Such rules and penalties as formulated by the governing body of the living organization shall be approved by a $\frac{2}{3}$'s vote of the residents of the living organization and submitted to the Assoc. or Asst. Dean of Students for their concurrence. Such rules and penalties shall be effective immediately upon concurrence by the Assoc. or Asst. Dean of Students. Should the Dean not concur, a joint meeting of the living organization residents and the Dean shall be called by the governing body of the living organization at which time the objections of the Dean shall be stated and a settlement of the issues in controversy sought in a manner meeting the approval of the living organization and the concurrence of the Dean.

Sec. 3. Rules and penalties adopted in accordance with Sec. 2. shall remain in force until changed by the procedures set forth above, except that rules governing visiting hours in public rooms, and hours, rules, and procedures for visitation in private rooms may be suspended immediately by the Assoc. or Asst. Dean of Students if, in their judgment, they have reason to believe that any resident of the living organization has violated his responsibility to abide by the standards of conduct previously set forth or if petitioned to do so by $\frac{1}{2}$ the residents of the living organization. Any such suspension can be removed by settlement of the issues leading to suspension in a manner meeting the approval of the living organization and the concurrence of the deans.

Sanctions For Student Failure To Accept Responsibility To Abide By Standards Of Conduct

The authority for sanctions for students who fail to accept responsibility to abide by the Standards of Conduct is provided in Article VI, Section 3, of the By-Laws of the Board of Trustees of Willamette University which states: "A student may be dismissed at any time for failure to maintain required academic standards or for conduct not in keeping with the interests, purposes or ideals of the University." The specific authority for applying sanctions for student failure to accept responsibility to abide by Standards of Conduct is vested in the President of the University and is delegated by him to the Personnel Deans and the University Review Board in accordance with the following procedures.

When it comes to the attention of the Assoc. or Asst. Dean of Students that a student has allegedly failed in his responsibility to abide by the Standards of Conduct, it shall be the Dean's duty to (a) ascertain the facts of the situation, (b) confront the student with the nature of the charges and the evidence against him, (c) give the student opportunity to present evidence on his behalf. If, in the Dean's judgment, there are reasonable grounds to conclude that the alleged violation has taken place, he may apply appropriate provisional sanctions, in such a manner that serves the best interests of the student and the University.

The application of provisional sanctions shall require specifying to the student in writing the time, place, and nature of his violation and his right to appeal the provisional sanctions within three class days to

the University Review Board. The provisional sanctions shall remain in effect unless altered by the Board and shall be considered final if the student chooses not to appeal. Should the provisional sanctions involve either disciplinary dismissal or disciplinary suspension, there shall be an automatic review of this decision by the University Review Board. The decision of the Board shall be final, subject only to the student's right to appeal to the President of the University or ultimately to the governing board of institution.

The University Review Board shall hear all appeals from students subject to provisional sanctions by the Assoc. or Asst. Dean of Students. If in the judgment of the Board there are reasonable grounds to conclude that the alleged violation has taken place as specified by the Dean it shall either: (a) affirm the decision of the Dean or (b) determine sanctions which it deems appropriate. If there are not reasonable grounds to conclude that the alleged violation has taken place it shall dismiss the case at which time the provisional sanctions are removed. Decision of the Board shall be by majority vote. A quorum shall consist of any six voting members and the chairman.

The University Review Board shall consist of the Vice President for Student Affairs as chairman, four members of the faculty appointed by the President of the University and four students (two men and two women) appointed by the President of the University from a list of eight nominees (four men and four women) submitted by

the President of ASWU. The President of the University and the President of ASWU shall be non-voting members of the Board. The chairman shall vote only in case of a tie.

Appeals from the provisional sanctions of the Assoc. or Asst. Dean of Students shall be submitted in writing to the chairman of the University Review Board. It shall be his duty to convene the Board after making sure that the appellant understands the nature of the charges and has had three class days to prepare his case. If in the judgment of the chairman the testimony of any student, faculty member or administrator is essential to an adequate and fair hearing, he may issue a request to appear to that person and it shall be the duty of the person so requested to comply with the same.

Procedures before the University Review Board shall be closed to the public and shall be as follows: (a) presentation of the appellant by the chairman, (b) reading of the charges by the chairman, (c) plea by the appellant, (d) presentation of the case by the Dean, (e) presentation of the case for the appellant by the appellant or some person of his choice, (f) questioning of parties and witnesses by members of the Board, (g) discussion and decision of the Board to the appellant, and when appropriate, informing him of his right of appeal to the President of the University or ultimately to the governing board of the institution.

Participation in an academic community is a privilege contingent upon the acceptance of responsibility. The student who violates his responsibility to abide by the Standards of Conduct of Willamette University jeopardizes his status as a member of the community and becomes subject to any one of the following actions, depending upon the nature of the violation. Such conduct sanctions, except in the case of Conduct Reprimand, are noted on the student's official transcript for the duration of the period of sanction and are made a part of his personal record until such time as he transfers or graduates.

CONDUCT DISMISSAL — The student's participation in university life is sev-

ered indefinitely with loss of all fees and all academic credit for the semester in which the dismissal takes place.

CONDUCT SUSPENSION — The student's participation in university life is severed with a loss of all fees and all academic credit for the remainder of the semester in which the suspension takes place. The student's privilege of continuing within the University following the suspension period is contingent upon a demonstration of his willingness to accept his responsibility to abide by the Standards of Conduct. Any subsequent failure to accept his responsibility to abide by the Standards of Conduct following reinstatement may result in dismissal from the university.

CONDUCT PROBATION — The student's participation in university life is placed on a provisional status. The student must demonstrate a willingness to accept his responsibility to abide by the Standards of Conduct or forfeit the privilege of continuing in the University for at least the remainder of the current semester.

CONDUCT REPRIMAND — The student is given notice that his actions have brought into question his willingness to accept his responsibility to abide by the Standards of Conduct and that further failure to accept this responsibility may result in the application of additional sanctions.

GEORGE PUTNAM UNIVERSITY CENTER

The George Putnam University Center, located directly south of the Smith Auditorium, was formally dedicated in February 1970. This three story facility includes nearly 50,000 feet of floor space. The Center includes the university bookstore, recreation area, publications office, hobbies and crafts room, Cat Cavern snack bar, a variety of lounges and quiet areas, student senate chamber, television theatre, seven individual conference rooms, music listening rooms, and offices for the Vice President for Student Affairs, Assoc. and Asst. Deans of Students, Chaplain and Financial Aid Director. The Center bears the name of a well known Oregon journalist and generous benefactor of Willamette.

The University Center is, in many aspects, the community center of the college. It is dedicated to providing a variety of services and facilities for use by members of the entire college family: students, faculty, staff, alumni, and guests. Therefore, it is more than just a physical facility. It is a highly diversified program of cultural, social, recreational, and educational activities. Participation in these activities and utilization of the facility, will enhance the total educational experience of those involved.

The Student Activities Board, serving as a student programming agency, is an integral part of the University Center. As a student organization, its role is to assist administrative staff in developing a program which is sensitive to the needs and issues of the day. Some 100-125 activities are sponsored each year for students and a variety of additional programs are directed specifically to serve faculty, staff, alumni, and members of the Salem community. During a given week, one may find activities ranging from art exhibits, music and drama productions, and faculty forums, to rock dances, coffee houses, and billiard exhibitions.

Any member of the Willamette community may use the building's rooms and services. Inquiries should be made at the University Center office during regular business hours. If more detailed information is needed, it can be obtained at that time.

Building Hours*

Monday – Thursday	8:00 AM – 12:00 midnight
Friday	8:00 AM – 1:30 AM
Saturday	9:00 AM – 1:30 AM
Sunday	10:00 AM – 12:00 midnight

*The Cat Cavern snack bar and recreation room close one half hour earlier each evening.

COUNSELING

The University Counseling Center, directed by Dr. Richard Schwartz, serves as the center for integrating, coordinating and implementing personnel counseling services. Dr. Schwartz accepts referrals from sources including the Health Center, student personnel staff and faculty. He also serves as a consultant to the faculty. His office is in the University Health Center.

The Assoc. and Asst. Deans of Students serve as sources of information and guidance concerning university affairs as well as students' personal problems. An appointment with either Dean is easily made in their offices at the University Center.

The University Chaplain, Dr. Philip E. Harder, supervises campus religious activities, advises foreign students, and is available for counseling of all kinds throughout the day. His office is at the University Center.

Draft Counseling

Men students may seek draft information and counseling at the Draft Counseling Center, first floor of Lausanne Hall.

Faculty Advisors are assigned to each new student. The purpose of an advisor is to aid the new student in becoming oriented to the campus, academically and socially. Faculty advisors are most helpful in scheduling classes, explaining the 4-2 program and registration process. After a student has been at Willamette for a semester, he may wish to change from his original advisor to another faculty member who is in his major field or with whom he is better acquainted. This is done by registering the change in the Registrar's Office. All students will have faculty advisors for the duration of their enrollment at Willamette and will undoubtedly find them helpful.

Head Residents serve in each living unit as the supervisory staff member of the residence. He or she also is available for counseling, both on an individual student basis and as an advisor to the living organization government. **Resident Assistants** living in student residence halls are generally very helpful in exchanging ideas, in listening, and in answering students' questions or directing them to the proper people. Maintaining an atmosphere in the residence hall which is conducive to both study and an enjoyable living situation is a major role of the Student Resident Assistants.

STUDENT ACTIVITIES

ATHLETICS

Men's Intercollegiate Sports and the coaches include the following:

- Baseball – Coach John Lewis
- Basketball – Coach Jim Boutin
- Cross Country – Coach Chuck Bowles
- Football – Coach Ted Ogdahl
- Golf – Coach Steve Prothero
- Soccer – Coach Al Berglund
- Swimming – Coach David Lederman
- Tennis – Coach Lestle Sparks
- Track – Coach Chuck Bowles
- Wrestling – Coach Joe Schaffeld
- Rugby – Coach Keith Erikson

Contact the respective coach for further information.

Men's Intramural sports include the following: badminton, basketball, cross country, flagball, golf, swimming, softball, tennis, track, volleyball, and wrestling. Interested students should contact their living organization representative, or Jim Boutin, Intramural Director.

Women's Intercollegiate and Intramural Sports include the following: badminton, basketball, bowling, softball, tennis, track, and volleyball.

Interested students should contact their living organization representative or Mrs. Jean Williams, Director of Women's Sports.

MUSIC

The University Band presents several formal concerts during the year, makes a week-long West Coast tour with a concert-and-jazz format in January, and performs at athletic events. Membership by audition with Director, Prof. Maurice W. Brennen. ½ credit per semester applied toward fine arts requirement.

The University Choir numbers approximately 60 selected singers and performs several concerts, including one with the Salem Community Symphony. The choir traditionally performs on a spring tour. ½ credit applied toward fine arts requirement.

The Willamette Singers is composed of approximately 12 University Choir members who sing for social events and tour with the University Band in January, and appear at University Choir concerts. Directed by Prof. Walter Farrier. ¼ credit applied toward fine arts.

The Salem Community Symphony is composed of students, faculty, and townspeople, and rehearses on Tuesday evenings. It presents major symphonic compositions in its regular concert season. The student **Willamette Chamber Orchestra** rehearses on Thursday afternoons. It prepares works for small orchestra and participates in the productions of the Opera Theater. Both directed by Dr. Charles Heiden. ½ credit applied toward fine arts requirement.

The Willamette Opera Theater consists of selected students who present staged performances in English of an opera with the orchestra and in addition, programs of opera excerpts. Directed by Prof. Julio Viamonte. ½ credit applied toward fine arts requirement.

PUBLICATIONS

Official publications of the ASWU are:

Collegian — The campus newspaper is published weekly and is the predominant means of informing the student body about events and activities of interest. At the same time, it serves as a means by which students can use their talents for feature writing, interviewing, reporting, etc. Anyone interested in working on the paper, part or full time, is encouraged to contact the Collegian Office in the University Center. There are paid positions.

Jason — This campus literary magazine, published annually, contains poetry, short stories, and art reproductions — all representative of the “creative minds” of Willamette University students. Anyone may and is encouraged to submit writings or art work to the editors of the magazine.

Wallulah — The yearbook, named after an Indian princess, the daughter of Chief Multnomah, is handed out to students at the beginning of each school year. All freshmen interested in working on the yearbook should attend the meeting scheduled during Orientation.

The Course Evaluation — a student evaluation of classes and professors which is published each semester to assist in class and professor selection.

The Fusser's Guide — a campus directory and the **Alotadata** — a student handbook are published yearly by the University Administration.

COMMUNITY SERVICE PROGRAMS

There are many opportunities for students to become involved in Community Service Programs. Students may volunteer as tutors for migrant workers through the VISTA program, serve as readers, swimming assistants, etc. for the Oregon Blind School. They may work with the mentally retarded children and the Indian children and help plan

physical activities for boys at a home for juveniles. Many girls serve as Y-Teen Advisors through the YWCA. There are also opportunities to work with area Scout and church groups. The "little brother and sister" programs give students the chance to work on a one-to-one basis with an underprivileged child. Information concerning these programs will be announced and posted during the first weeks of school.

SPECIAL PROGRAMS

The **University Speakers Program** is designed to help maintain and improve the educational climate of the University by providing a series of programs consistent with the following purposes: 1. To stimulate discussion within the University community. 2. To provide educational material and cultural experiences which will serve to broaden knowledge and enrich campus life. 3. To help create inquiring attitudes which will encourage the pursuit of interests beyond the normal academic program. Although attendance is not required the University Speakers Program Committee expects and relies upon the full support of the University community for the success of the Program. The University Speakers Program includes the **University Forum** for speakers of distinction, and the **Lecture Programs** for a continuing flow of speakers on a variety of specialized topics. All of the Forum speakers are scheduled on certain Wednesdays at 11 a.m. in the G. Herbert Smith Auditorium.

The Distinguished Visitors Program was established in 1970 to bring to the campus resource people to participate in classroom discussions, informal talks, and seminars.

The Interim is a stimulating three days of discussion and casual living held during the Christmas break. The session has a general topic for "direction".

The Open Seminars are exactly that — open seminars. They may cover any topic of interest and be held at any time students wish to organize them. The most accessible channel for organizing an Open Seminar is through Student Senate.

The Free University is an organization of groups which meet together to learn about a common interest. The purpose of this organization is to express and learn from the wide range of talent within the student body, faculty, and community.

The Educational Film Series sponsored by the student body has films scheduled for the year. Film Series tickets are \$2.00 and may be purchased at the Ticket Office.

Drama Productions by Willamette University will be announced in the Collegian. Tickets may be obtained by presenting your Student Body Card.

Music Recitals presented by the College of Music faculty and students and other Willamette musical performances are open to the public without charge with the exception of Opera Theatre.

The Art Shows are held in the fine arts gallery of the G. Herbert Smith Auditorium. New shows are scheduled monthly. Art displays are held on a regular basis also in the University Center.

ORGANIZATIONS

Air Force Reserve Officers Training Corps (AFROTC) has a two year program at Willamette. Interested students are urged to contact Lt. Col. Donal Bloodgood or Major Joseph C. Hoffman for further information. Early application is advisable even though a student does not become a cadet until his junior year. Women are also eligible for AFROTC.

Angel Flight, a combination of a social organization and marching unit, is the women's

auxiliary to the AFROTC and Arnold Air Society. Membership is invitational, based on campus activities, grades, and personal interview.

Honeybears is a group of freshman women who perform routines and direct school cheering. Try-outs will be posted.

The Newman Club is for Catholic students. Its speakers on topics of controversial status give them an opportunity for social and intellectual activity.

The Student Education Association is composed of students who have an interest in a teaching career. This group is affiliated with the Student National Education Association and the Student Oregon Education Association. Information will be posted.

Willamette Christian Body is a group of Christians who meet regularly for prayer, bible study and fellowship. They sponsor special events for the campus. It is non-denominational.

HONOR AND RECOGNITION SOCIETIES

Alpha Kappa Nu is a senior honorary. Membership is based on scholarly achievement.

Alpha Lambda Delta is a national scholastic honor society for freshman women with a 3.5 GPA.

Arnold Air Society is a national honorary society for students in advanced AFROTC.

Beta Alpha Gamma is a sophomore women's service honorary which recognizes excellence in character, scholarship, and service.

Kappa Delta Pi is a national honorary fraternity in education. Membership is based upon scholarship and interest in the profession of teaching and is limited to upper division and graduate students.

Mortar Board is a national leadership honorary which recognizes senior women for superior scholarship, leadership, and service to the University.

Mu Phi Epsilon is a national professional society for women who are outstanding in musical ability and who achieve a high GPA.

Omicron Delta Kappa is a national leadership honor society for junior and senior men. Basis for membership is scholarship, athletics, student government, social, and religious activity.

Phi Eta Sigma is a national scholastic honor society for freshman men who have earned a 3.5 GPA.

Phi Mu Alpha Sinfonia is a national professional music fraternity for men students and faculty.

Pi Gamma Mu encourages undergraduate study and scholarship in the social sciences.

Pi Kappa Lambda is a national music honorary fraternity for men and women with outstanding achievement in music.

Psi Chi is a national scholastic honorary in psychology. Membership is based on interest and academic standing.

Tau Kappa Alpha is a national honorary which promotes excellence in public speaking.

Theta Alpha Phi is a national honorary fraternity in Theatre Arts. Membership is based on contributions to the theatre in various fields.

Phi Sigma Iota is a national Romance language honorary society for advanced students in any of the Romance languages who maintain a high GPA.

Dobro Slovo is a national Slavic honor society for advanced students who maintain high scholarship in Slavic studies.

CAMPUS PARKING INFORMATION 1971-72

Limited free parking facilities (on a first-come, first served basis) are provided by Willamette University for eligible students who register for a parking permit and receive a parking sticker in the Office of the Assoc. Dean of Students in the University Center. The student parking stickers (which should be placed on the right rear bumper) must be obtained and displayed by Friday, September 10, 1971.

Parking space is available in the following areas:

1. South of Matthews Hall. It should be noted that this area does not include the circle driveway or the area marked "Restricted". In addition, the entire length and width of the marked (with orange lines) driveway into the parking lot is prohibited for parking purposes.
2. South of the Truman Collins Legal Center (corner of Winter and Trade Streets). To accommodate the large number of commuting students, overnight parking is prohibited.
3. West of the sororities (corner of Winter and Mill Streets).
4. East of the University Center. It should be noted that this area does not include the paved service drive next to the center or the areas marked in yellow. To accommodate the large number of commuting students and guests, overnight parking is prohibited in the paved part of the lot.
5. East of the sororities (corner of Capital and Mill Streets).

REGULATIONS FOR PARKING

1. All campus driveways and the entire areas serviced by the Twelfth Street and Winter Street service drives are off-limits **AT ALL TIMES** for parking purposes. A fine of \$5 will be levied against any violation of this rule.
2. The parking area behind the Truman Collins Legal Center is off-limits **AT ALL TIMES**

to all student and other unauthorized parking. A fine of \$5 will be levied against any violation of this rule.

3. The circle driveway in front of the University Center is off-limits **AT ALL TIMES** for parking purposes. A fine of \$5 will be levied against any violation of this rule.
4. Motor scooters and motorcycles are restricted for all parking purposes to the specially designated areas southwest of Matthews Hall, east of the University Center, and behind Lausanne Hall.
5. With the exception of maintenance and service vehicles, the operation of automobiles, motor scooters, motorcycles, and other gasoline powered vehicles is **strictly prohibited in any area of the campus except driveway and parking areas**. Owners of the vehicles involved in violations of this rule may be required to leave their vehicles off campus for the remainder of the school year. In case of repeated violations, evidence of removal of the vehicle from the community will be a requirement for continued registration.
6. Vehicles which do not have the proper permit displayed on the right rear bumper will be subject to a \$2 fine for each offense.
7. A student who has more than three violations of parking regulations may have his parking permit cancelled.
8. Misrepresentation of information provided on the parking permit application, or the use of the permit on a vehicle other than shown on the application, will be cause for revocation of a permit.

NOTE: Willamette University provides parking facilities on campus for the convenience of its students, faculty, staff, and guests, but does not assume responsibility for damage or theft which may occur to any vehicle.

UNIVERSITY HOUSING

Willamette University subscribes to the theory that a residential college provides the best learning environment for students. Thus, it is required that all full time, undergraduate students who do not live with their parents or spouse room and board in university owned and operated residence halls, fraternities or sorority houses, as space permits.

Head residents and housemothers, serving under the office of the Assoc. Dean of Students, assume responsibility for student life within the halls and houses. The residence halls are governed by house councils, comprised of elected student representatives, which enact residence hall policies and sponsor social and other extracurricular activities.

Selected upperclass students serve as Resident Assistants within various living units to aid students in utilizing the resources available within the university for counseling and assistance.

Housing Contracts

All full time undergraduate students are required to complete a living Organization Contract, indicating their housing preference. All such contracts are for the fall semester or for the full academic year, if the student is enrolled and continues the second semester.

Assignments to specific living organizations will be made by the Assoc. Dean of Students and confirmed to the student during the summer for the following fall term.

Room Occupancy

Rooms within the living organizations are to be occupied only by those students assigned by the Assoc. Dean of Students, unless guests are authorized by the head resident.

With the exception of graduating seniors, the student must vacate his room not later than noon of the day following his last scheduled examination of the school year.

A student wishing to stay on campus during the Thanksgiving and spring vacations will be assigned a space in a residence unit, though not necessarily in his own living organization. All residence units will be closed for student use during the Christmas holiday.

The university reserves the right to use residence facilities, except the assigned student rooms, at any time during the academic year. If a room is to be used by another student, e.g., during Thanksgiving or spring vacation, he may do so only after having the permission of the Assoc. Dean of Students and the student whose room he will occupy. The university will not arbitrarily assign a student to another's room while it remains occupied with personal possessions.

There are times, however, when the residence facilities will be used during the vacation period, such as during the Christmas recess. During such a period, occupants of the facility will be notified and their assigned rooms will not be used but sleeping porches, lounges, dining rooms, bathrooms and other facilities may be utilized.

Residents may use only the room assigned to them; approval for moving from one room to another must be arranged through the head resident. Requests to transfer from one residence unit to another must be authorized by the Assoc. Dean of Students.

Lounge and living room furniture are to remain in their designated rooms.

Room Inspections

The university reserves the right to conduct maintenance inspections of university facilities at any reasonable time by duly authorized university personnel.

The inspection of student rooms enables three major objectives to be accomplished: 1. minor maintenance needs are taken care of before they become major; 2. students' possessions are protected by university personnel who see that windows are tightly closed, doors are secured, coffee pots and other appliances are unplugged, no water pipes are broken, etc.; 3. costs of repairs for damage caused by the negligence of students is assessed promptly to the student responsible for such damage.

Room Damage

Residents are subject to charges for any damage or abuse of rooms, furnishings or other facilities in the living organization caused by their conduct, either intentional or negligent.

Liability

The university is not and cannot be regarded as an insurer of the personal property of students. Items of value are left during vacations at the students' own risk. Therefore, consideration should be given to storing valuable items at the home of a friend or in public storage.

The university attempts to practice a high degree of security in its building management and does everything reasonable to guard against theft and intrusion. Appropriate action will be taken against anyone violating a security policy.

Pets

Students may not keep dogs, cats, birds or other animals in campus residence halls.

Firearms

Firearms, explosives or any other lethal weapons are prohibited in campus living organizations. Arrangements for storage of such weapons may be made through the Business Office in Eaton Hall.

Appliances

Refrigerators and all open coil electrical appliances are prohibited in student rooms.

Social Fee

Each student living in a university residence hall is assessed a \$10 per year social fee to cover the cost of social functions, newspaper and magazine subscriptions and other services and activities as determined by the hall residents themselves.

Off Campus Housing Policy

Willamette University must continue to maintain full occupancy in its residence halls, fraternities and sororities before granting students the opportunity to live off campus.

All students wishing to request permission to reside off campus, other than with parents or spouse, must complete an appropriate form in the office of the Assoc. Dean of Students. Priority will be given to seniors first, juniors second, and sophomores third. Parental permission is required for students under 21 years of age to reside off campus.

The university does not approve off campus residences as to their safety or healthfulness, nor does it keep a register of facilities available for students. The agreement for the rental of an apartment is the sole responsibility of the student, his parents and the landlord. It is required only that the office of the Assoc. Dean of Students be informed of the student's off campus address.

Visitation in Living Organizations

Students may entertain guests of the opposite sex in their individual rooms within the hours and under the guidelines as stated in the Standards of Conduct, page 16.

Card Key Program for Women Students

Upon meeting certain criteria, women students are eligible to receive a card key to their residence, thus allowing them to determine their own hours for return to their residences. Specific policies and requirements for receiving a card key are outlined in the Standards of Conduct, page 15.

Guests

Students are permitted to have overnight guests in the living units on weekends only. All guests must be registered with the respective head resident.

Guests are permitted to stay in rooms at no charge. However, it is expected that each guest will pay \$2.00 for linen service should this be desired. Conduct of the guest while on campus is the responsibility of the student host or hostess.

Solicitation

No solicitors or agents are allowed within the living units without written permission of the Assoc. Dean of Students.

Storage

Students may leave personal belongings in suitcases, trunks or boxes in the residence hall storage rooms during the summer. However, the university cannot be liable for damage or theft of such items.

Food Service

Students residing in university residence halls and fraternity houses are required to board through the university food service. Sorority houses maintain their own kitchens and require that women residing therein eat in their respective dining rooms. Students who do not reside on campus but wish to take meals in a university dining room may make appropriate arrangements through the food service office, basement of Doney Hall.

Dining Hall Schedule for Residence Halls and Fraternities

BREAKFAST

Monday through Friday	7:00-7:30*
Saturday	8:00-8:30*
Sunday	8:30-9:00

LUNCH

Monday through Friday	12:00
Saturday	12:00*
Sunday Noon Meal (Dinner)	12:45

DINNER

Monday through Thursday	5:30
Friday and Saturday	5:00-5:30*
Sunday Supper	5:00-5:30*

EXTENDED MEALS – At Doney and Belknap Dining Rooms

Wednesday-Breakfast	7:30-9:00*
Saturday-Breakfast	8:30-10:00*
Sunday-Breakfast	9:00-10:30*
Supper	5:30-7:00*

* Indicates Buffet Service, all other meals served family style. At family style meals, students must arrive no later than 10 minutes after meal time.

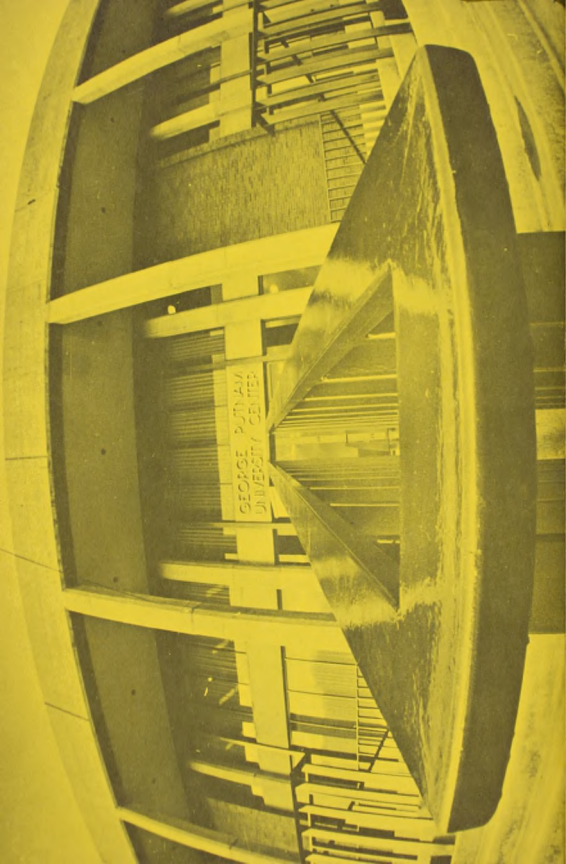
INDEX

Academic Achievement Committee	7	Draft Counseling	20
Academic Policies	9	Drama Productions	22
Administration	4	Dress	15
Admissions Committee	7	Drugs and Narcotics	12
Admissions Personnel	5	Dobro Slovo	24
Advising-Counseling- Orientation Committee	8	Educational Film Series	22
Air Force Reserve Officers Training Corps (AFROTC)	22	Educational Film Series Manager	7
Alpha Kappa Nu	23	Educational Policy Committee	8
Alpha Lambda Delta	23	Faculty Advisers	20
Alumni Relations Director	5	Financial Aid	13
Angel Flight	22	Financial Aid Director	5
Appliances in Rooms	26	Financial Aid Committee	8
Arnold Air Society	23	Firearms	26
Art Shows	22	Food Service	28
Assistant Dean of Students	5, 19	Fraternity Formal Rush	9
Associate Dean of Students	5, 19	Free University	22
Associated Students of Willamette University, ASWU	5	Freshman Glee	6
ASWU Office Manager	6	Fusser's Guide	21
Athletics	20	Glee Manager	7
Band	21	Grades	10
Beta Alpha Gamma	23	Guests	27
Bookstore	13	Gymnasium	14
Business Manager	5	Head Residents	20
Calendar	2	Health Service	13
Camp Managers	7	Health Center Director	5
Card Key Program for Women Students	14-16	Honeybears	23
Cat Cavern	19	Housing Contracts	25
Chaplain	5, 20	Identification Cards	14
Check Cashing	14	Intercollegiate and Intramural Sports - Men	20
Choir	21	Intercollegiate and Intramural Sports - Women	20
Class Activities	6	Interim	22
Classes - Attendance	10	Interim Manager	7
Classes - Drop & Add	10	Internal Governance Study Commission	8
Collegian	21	Intoxicants	15
Community Relations Council Committee	8	Jason	21
Community Service Programs	21	Kappa Delta Pi	23
Conduct Dismissal	18	Learning Resources Committee	8
Conduct Probation	18	Liability	26
Conduct Reprimand	18	Lecture Programs	22
Conduct Suspension	18	Library Facilities	14
Counseling Center	19	Managerships	6
Counseling Center Director	5	Mortar Board	23
Course Evaluation	21	Mu Phi Epsilon	23
Course Evaluation Manager	7	Music Recitals	22
Curriculum-Schedule Committee	7	Newman Club	23
Dark Room Manager	7	Off Campus Housing Policy	27
Dean of Law College	4	Omicron Delta Kappa	23
Dean of Liberal Arts College	4	Open Seminars	22
Dean of Music College	4	Opera Theater	21
Dining Hall Schedule for Residence Halls and Fraternities	28	Parents' Weekend Manager	7

Parking Information	24	Vice President for	
Pass-Fail Program	11	Planning & Finance	4
Pets	26	Vice President for	
Phi Eta Sigma	23	Student Affairs	4
Phi Sigma Iota	24	Visitation in Living	
Phi Mu Alpha Sinfonia	23	Organizations	27
Pi Gamma Mu	23	Wallulah	21
Pi Kappa Lambda	23	Willamette Christian Body	23
Planning Committee	8	Willamette Singers	21
President, ASWU	5	Withdrawals	9,11
President, University	4		
Psi Chi	24		
Publication Manager	7		
Public Information Director	5		
Publicity Manager	7		
Registrar	5		
Registration	9		
Resident Assistants	20, 25		
Room Damage	26		
Room Inspections	26		
Room Occupancy	25		
Salem Community Symphony	21		
Scheduling a Campus Activity	8		
Secretary, ASWU	6		
Serenades	8		
Services and Facilities	13		
Smoking	15		
Social Fee	27		
Social Matters	8		
Solicitation	27		
Sorority Formal Rush	9		
Standards of Conduct	15		
Storage	28		
Student Affairs Committee	8		
Student Education Association	23		
Tau Kappa Alpha	24		
Telephones	14		
Theta Alpha Phi	24		
Timetable	30		
Treasurer, ASWU	6		
University Center	19		
University Center Manager	7		
University Committees	7		
University Forum Series			
Manager	7		
University Review Board	17		
University Review Board			
Committee	8		
University Speakers Program	22		
University Speakers Program			
Committee	8		
Vice President,			
Academic Affairs and Provost	4		
Vice Presidents, ASWU	6		
Vice President for			
Development	4		

OFFICES and SERVICE TIMETABLE

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
University Offices							
Cashier		8 a.m.-noon	1 p.m.-5 p.m.			closed	closed
Admissions		8:45-noon	1 p.m.-3 p.m.			closed	closed
			8 a.m.-5 p.m.			8 a.m.-noon	closed
Health Center							
Office hours				8 a.m.-5 p.m.		closed	closed
Doctor on duty		9 a.m.-11 a.m.	1 p.m.-2:30 p.m.				
Nurse on duty			Limited (please inquire)				
Visiting hours			24 HOURS				
Bookstore				8:30 a.m.-5:00 p.m.		closed	closed
Library				8 a.m.-11 p.m.	8-9:45	10-5	2-10:45
		(Hours during vacation periods announced)					
University Center							
General Building				8 a.m.-midnight	8-1:30 a.m.	9-1:30 a.m.	10 a.m.-midnight
Cat Cavern snack bar and Recreation room				8 a.m.-11:30 p.m.	8-1:00 a.m.	9-1:00 a.m.	10 a.m.-11:30 p.m.
Dining Halls	See page 28						



GEORGE PUTNAM
UNIVERSITY CENTER