

52/3.3

Kalamazoo College
Women Student's
Handbook

KALAMAZOO, MICHIGAN
1942-1943

F
25

Kalamazoo College
Women Students'
Handbook

KALAMAZOO, MICHIGAN

1942-1943

25

TO THE WOMEN OF THE CLASS OF '46

Welcome to Kalamazoo College: It is with anticipation and hope that you will look forward to your year at college. The college on the hill offers you, friends, activities, a home at Mary Trowbridge, and an opportunity to become part of our "fellowship in learning."

These are challenging times for all of us. College women have a definite part to play in the present crisis. Trained minds, healthy bodies and spirit and courage to face the future, can be our contribution.

May you have a pleasant and challenging year!

Birdena E. Donaldson,
Dean of Women

To all you freshmen entering Kalamazoo College for the first time, I extend a hearty welcome. Speaking not only for myself, but also for all the other "old" girls at the College, I sincerely hope that you will enjoy your first year on campus.

Kalamazoo College has always been noted for its friendly spirit, and you will find that if you are friendly, you won't fail to become acquainted quickly and become a part of the College "family."

Here's hoping you have a successful year!

Florence Drake,
Pres. of Women's League

INDEX

Welcome to freshmen	2
Women's League	
Yearly events	4
Constitution	7
By-Laws	9
Societies	
Eurodelphian Gamma	14
Kappa Pi	15
Alpha Sigma Delta	16
Alpha Lambda Delta	17
Mary Trowbridge House (for detailed index, see back of that section.)	
Women's Athletic Association	37
Calendar of events	38
Point system	40

WOMEN'S LEAGUE

OFFICERS

President	Florence Drake
Vice-President	Marilyn Hinkle
Secretary	Marian Johnstone
Treasurer	Cynthia Earl
Social chairman	Shirley Stevens
Service chairman	Edith Hoven
Music chairman	Jerry Richardson
Athletics chairman	Doris Bunch
Publicity chairman	Virginia Taylor
Society representative.....	Carolyn Kinney
Freshman representative.....	Eleanor Hootman
Trowbridge representative.....	Helen Kostia
Faculty advisers.....	
Miss Donaldson, Miss Earl, Miss Diebold	

The Women's League at Kalamazoo College is the organization of all women on the college campus. Its purpose is to promote unity and friendly feelings among the women of the college, both town and dorm, and to sponsor certain women's activities through which these things may be established.

The president, vice-president, secretary and treasurer are elected by the women on campus. The society representative rotates between the presidents of the three women's societies. The Trowbridge representative is president of the dorm. Other members of the League Council are appointed by the president. The council holds monthly meetings to discuss the activities and the social program sponsored by the League.

EVENTS SPONSORED BY LEAGUE

Big Sister Program

The vice-president of the League is busy all during the summer with the first activity of the year which the League sponsors—the Big Sister program. Each upperclass woman is given a

freshman girl to whom she is a big sister, helping her to adjust and get acquainted during her first days at school, as well as giving her advice before school starts.

Freshmen Get-Together

On the Wednesday night after school opens, a Get-Together is held in Trowbridge parlors, to which big sisters bring their "little sisters." This is an opportunity for all women of the college to get together, and for the freshmen especially to meet upperclass women.

Usually sometime in October the League sponsors an informal dance.

Ginling Banquet

The Ginling Banquet is held in the month of November. This dinner, while giving another opportunity for all the women to gather, is for the purpose of raising money to send to Ginling, our Sister College in China. This event has been held for the past fifteen (15) years. The speaker is always one who has lived in China. After the banquet, the girls adjourn to Trowbridge, where town-girls are the over-night guests of dorm girls. Last year began the serenading of Hoben residents by all the girls.

Christmas Carol Service

One of the most beautiful events of the year, the Carol Service, is presented the Wednesday before Christmas vacation in Stetson Chapel. The program, given entirely by girls, is directed by Mrs. Overley and presided over by a freshman Spirit of Christmas. A senior girl reads the Christmas story.

The Spirit of Christmas is selected by the three presidents of the women's societies, the three faculty advisers of the League, and the Women's League president on the basis of character, general scholarship, and personal appearance. Each freshman woman is considered. The reader is chosen by Dr. Judson, the head of the speech department.

Valentine Dance

On the Saturday nearest to February 14, the League sponsors a Valentine Dance, a girl bid affair. It is one of the outstanding social events of the year.

May Fete

One of the big events of the year, the May Fete, is jointly sponsored by the Women's League and the Women's Athletic Association. A queen and her court are elected by the student body to preside over the day's festivities. In the morning the freshmen girls lead the Daisy Chain from chapel hill singing, followed by the senior girls, who do a Maypole Dance. The queen is then crowned. At night the freshmen and sophomore girls participate in group dancing.

Special Guest Speakers

During the year the Women's League brings outside speakers of interest to the campus. Recent outstanding visitors have been Dr. Olga Stastny, physician, and Dr. Mildred McAfee, former president of Wellesley College, and now commander of the WAVES.

It is through these activities in which all women of the college may participate that the League achieves its purpose of a friendly spirit among the women of the college.

REVISED CONSTITUTION OF THE WOMEN'S LEAGUE OF KALAMAZOO COLLEGE 1942-43

Article I

Name

The name of this organization shall be the Women's League of Kalamazoo College.

Article II

Purpose

The purpose of the Women's League of Kalamazoo College shall be to unite all women in the projects which concern social, musical, athletic, and philanthropic activities of women students.

Article III

Membership

Membership in this organization shall be by virtue of a woman's enrollment in the college.

Article IV

Officers

The officers of this organization shall be a President, a Vice-President, a Secretary, and a Treasurer. These officers, two faculty advisers, the chairmen of the standing committees and the Dean of Women shall constitute the League Council which shall be the governing body of the Women's League. See Article V.

Article V

Meetings

There shall be at least one meeting of the League a year, one at the beginning of the year and other meetings at the call of the President. The Women's League Council shall hold regular

monthly meetings at such place and hour as shall be determined by the members.

Article VI

Amendments

The constitution may be amended at either the annual meeting or a special session by a two-thirds vote of the members voting, a quorum being present, it having been previously approved by a majority of the League Council. Notice of the proposed amendment shall be given in writing at least two weeks prior to the time of voting.

BY-LAWS

Article I

Duties of Officers

Section 1: The Council, composed of the officers, standing committee chairmen, dean of women and two faculty advisers, shall have the management of the detail business of the organization. See Article V.

Section 2: It shall be the duty of the President to preside at the general meetings, at all Council meetings, call special meetings, and appoint the chairmen of the standing committees.

Section 3: It shall be the duty of the Vice-President to fulfill all the duties of the President in her absence, and to take charge of the Little Sister Program.

Section 4: It shall be the duty of the Secretary to keep all records of the League and the Council.

Section 5: It shall be the duty of the Treasurer to sign all orders on the treasury, pay all bills authorized by the President or by the Council, and to keep full and accurate books of account containing a record of all money received and expended.

Article II

Dues

Dues shall be fifty cents a semester, collected at the business office as part of the college fees and turned over to the League Treasurer at the beginning of each semester.

Article III

Meetings

Section 1: The Annual meeting of the League shall be announced.

Section 2: Monthly meetings of the League Council shall be held to determine and control all business of the Women's League. Council meetings shall be announced. Members of the Council shall be required to attend Council meetings unless adequate excuse be given, in which case the

committee reports shall be given to the Secretary.

Section 3: Certain Council meetings specified by the Council shall be open to all members of the League.

Section 4: The Council-elect shall meet with the out-going Council within two weeks after the annual election.

Article IV

Quorums

Section 1: One-half of the League members shall constitute a quorum for the transaction of business at any meeting of the organization.

Section 2: Two-thirds of the Council members shall constitute its quorum.

Article V

Standing Committees

Section 1: Before the joint meeting of the old and new councils, the president-elect shall appoint the chairmen of the following standing committees: social, service, athletic, music, and publicity; each chairman then choosing her own committee.

Section 3: The freshmen women elect a freshman representative in November.

Section 4: The President of Mary Trowbridge House is automatically a member of the Women's League Council.

Section 5: The president-elect shall appoint the chairman of the society committee from one of the newly elected presidents of the women's societies, the other presidents and the Dean of Women completing the committee. The society presidents rotate in serving on the Women's League Council, one a year. The presidents of the women's societies for the second semester shall automatically be added to the first semester society committee.

Section 6: The vice-president-elect shall have charge of the Little Sister program which is carried on throughout the summer and the fall.

Section 7: The duties of these committees shall

be: The Social Committee shall have charge of all social activities of the League.

The Service Committee shall have charge of all the service work of the League.

The Athletic Committee shall have charge of the athletic competition of the League and inter-society competition.

The Music Committee shall have charge of all the music activities of the League.

The Society Committee shall have charge of the formation and regulation of all society affairs pertaining to inter-society relationships throughout the college year.

The Publicity Committee shall have charge of all the publicity of the League.

Article VI

Nominations and Elections

Section 1: Nominations for League officers shall be made by petition and by a nominating committee appointed by the League president.

Section 2: This nominating committee shall draw up one slate of officers, which slate having been approved by the Council at the March meeting shall be presented as the official League slate.

Section 3: Nominations to any office may be made by a petition signed by twenty-five League members. This petition must be filed with the Dean of Women by the Thursday preceding the election.

Section 4: Nominations for the League President shall be made from members of the Junior class who have previously served on the Council. The president-elect shall not be eligible to become a society president the following year. The vice-president shall be nominated from either the sophomore or junior class.

Section 5: The election shall take place by popular vote and secret ballot on the Friday of the Student Senate election. A majority vote shall elect.

Section 6: In case more than two candidates run for any one office, none having received a majority of the votes cast, the two receiving the highest number of votes shall be voted upon at a special election on the following Friday. The candidate receiving a majority of the votes cast shall be elected.

Section 7: A vacancy in any elective League office shall be filled by a majority vote of the Council.

Section 8: The faculty advisers, one chosen each year to serve for a term of two years, shall be chosen at the March meeting of the Council by a majority vote.

Article VII
Amendments

These By-Laws may be amended at any meeting of the organization by a two-thirds vote, a quorum being present.

Finis

SOCIETIES

Kalamazoo College has three women's societies, the Kappa Pi, the Alpha Sigma Delta, and the Eurodelphian Gamma. No "rushing" is allowed. Each society has one open meeting to which all new women students are invited. The women then pick the society to which they would like to belong. Each society rates all the freshmen, listing them in the order of their preference. On the basis of these two things, a committee composed of the Dean of Women, the two faculty advisers of the Women's League and the three society presidents then places the girls in one of the societies. Every girl is placed in some society. Students are pledged in November. Students who have 12 hours of C grade for the first semester are eligible for initiation.

EURODELPHIAN GAMMA LITERARY SOCIETY

This society was founded in 1856 by Lucinda Stone, whose portrait hangs above the fireplace in Mary Trowbridge House, and is the oldest women's society on campus. Originally it was purely a "literary" society. Then in 1921-1922 it became associated with chapters throughout the country and is the Gamma chapter of the National Eurodelphian Society.

The Euros have weekly programs on some subject of interest to girls. These are varied with other events throughout the year, and Euros enter into all of them with enthusiasm. Some of these other yearly activities include: joint meetings with the three men's societies, teas, dances, a swimming party, with the other two women's societies as guests, alumni get-togethers, a rummage sale, and participation in athletic contests and inter-society debate.

Euro girls are outstanding in athletics, dramatics, debate and scholarship, and are proud to wear the white caps bearing the society insignia.

The brother of the Euros is the Sherwoods, or Sigma Rho Sigma, which is the oldest of the men's societies and four years older than the Euros.

KAPPA PI LITERARY SOCIETY

Kappa Pi, second oldest of the three literary societies, was formed in 1906. Like the other societies, Kappas have a literary program part of the time, sometimes with an outside speaker.

Ever conscious of their alumni, Kappas have alumni at many of their meetings, as well as to their annual birthday party, and to an annual alumni tea or spread. Kappas, too, have joint meetings with the men's societies throughout the year. They also have joint meetings with the Literary Dramatic society at Nazareth College. Dances, rummage sales, and bridge parties are other events of the year.

Unique among social events is the Kappa house party at the end of every school year.

ALPHA SIGMA DELTA LITERARY SOCIETY

Alpha Sigma Delta is a part of the growing emphasis on freedom and fun at Kalamazoo College. The evolution of social affairs for women has been the breaking up of one society to which all girls belonged, into two, and from the two, another was formed. Alpha Sigma Delta came into existence in 1921.

Service, work, and fun are the occupations of the Alpha Sigs as a group. A program of service work aims to help others. Weekly programs of the society show that it is a literary society and not just a social gathering. A gay round of joint meetings with the men's societies, dances and parties known for originality assure the Alpha Sigs of fun. Its members are proud of a high scholastic average and the inter-society championship sports cup, theirs for the last three years.

Among its many social traditions are the birthday party, carolling at Christmas, faculty teas, little society "hats", and the Soiree.

ALPHA LAMBDA DELTA

A chapter of the national Alpha Lambda Delta, freshman scholastic honorary society for women, was installed on March 5, 1942, by Dean Alice Lloyd of the University of Michigan. The national organization was founded at the University of Illinois in 1924 by Dean Maria L. Leonard. There are now more than fifty chapters, all in colleges approved by the Association of American Universities.

Freshman women who make an average of 2.5 for the first semester or for the entire year are eligible for membership. Members are active throughout college and continue their affiliation after graduation.

Freshman women who are eligible for membership at the end of the first semester are initiated during the spring of their first year. Those who are not eligible at the end of the first semester but who attain the necessary average for the entire year are initiated at the ceremony the following year.

Members are active for the two years. They are eligible for chapter offices during their sophomore year.

The president of the local group is Cecilia Eby and faculty sponsor is Dean Birdena Donaldson, who was formerly vice-president of the national organization.

MARY TROWBRIDGE HOUSE

GENERAL INFORMATION FOR RESIDENTS

To meet the problems of group living it is necessary that each resident of Mary Trowbridge House be conversant with the contents of this section and of all actions taken at any House meeting.

For our mutual welfare each resident is expected to be responsible for her own loyalty and fine attitude toward Mary Trowbridge House and Kalamazoo College.

HOUSE OFFICERS 1941-1942

President	Elinore Hoven
1st Vice-President.....	Marian Johnson
2nd Vice-President.....	Elizabeth Stange
Secretary	Lavon Woodward
Treasurer	Hallie Joy Ferguson
House Recreational Chairman.....	Mary Duke
Freshman Representative.....	Betty Newall

HOUSE OFFICERS 1942-43

President	Helen Kostia
1st Vice-President.....	Betty Heystek
2nd Vice-President.....	Alice Cooley
Secretary	Constance Peck
Treasurer	Dorothy Kieft
House Recreational Chairman.....	Eleanor Hootman
Freshman Representative	
Dean of Women.....	Miss Birdena Donaldson
House Director	Mrs. Florence B. Thompson

EDITED BY ELINORE HOVEN
HOUSE PRESIDENT, 1941-42

House Dues—

An assessment of \$1.50 for House dues for the year. The dues are paid at the time keys are secured on the opening day of school. A refund of 75 cents is made if a girl leaves after one semester. This money is used for the benefit of the residents for such things as magazines, newspapers, flowers, records, and informal parties for girls.

Furnishings—

You will furnish your own bedspreads, closet curtains, rugs, dresser scarfs, window curtains and blankets. Bed linen is supplied. Rooms are furnished with 2 beds, a desk, dresser, 2 study chairs, a study lamp, a book-case, and an occasional chair. It is better for you to meet your room-mate first and together work out an attractive color scheme for your room.

Rooms—

Rooms will be cleaned by the maid once a week.

Rooms must be ready for inspection by 10:00 each morning except Saturday and Sunday.

Food and bottles are not to be kept in conspicuous places on window sills.

Pictures are to be hung from moulding only; nothing is to be tacked, nailed or pasted on the walls.

Do not leave your soap, tooth-brushes and clothes in the bathroom.

Laundry and ironing facilities are provided in the basement.

Lights are to be turned out when the occupants are not in the rooms.

Girls may change room-mates during the first month of the first semester with the permission of the Dean of Women. Girls may change room-mates between semesters, but not thereafter.

In the spring of the year rooms are drawn with preference given to the juniors, sophomores, and freshmen, successively. In the main building rooms

106, 201 and 301 are reserved. Persons who will assume responsibility and act as counsellors to the new students will be selected by the House Director and Dean of Women to occupy these rooms.

Study Hall—

A study hall supervised by an upperclassman is provided for all freshmen women. The study hall is open on Monday, Tuesday and Thursday evenings. Freshmen women are required to attend two evenings a week.

Smoking—

Smoking is allowed in the rooms, provided the doors are kept closed. A girl who does not smoke is not required to room with a girl who does. Arrangements may be made with the Dean of Women. Smoking is not allowed in study halls or parlors.

Dining Room—

All students eat in the common dining room at Welles Hall.

A host and hostess for each table are appointed by a committee consisting of a representative from Hoben and a representative from Trowbridge.

Seating charts are posted at 2-week intervals. Students are asked to keep their seating arrangements from Monday through Friday noon. Seating is optional on week-ends.

Meal hours are as follows:

Breakfast, 7:15 to 7:55 (cafeteria style)

Lunch, 12:30

Dinner, 6:00

On Sunday

Breakfast, 8:30

Dinner, 1:00

Tea, 5:30 to 6:00 (cafeteria style)

Illness—

Women are requested to notify the nurse of every illness, no matter how slight it may seem.

Students have no visitors while they are in the infirmary.

If it is necessary for meals to be brought from the dining hall, a small charge is made for each meal to cover the cost for the carrying trays.

All girls are urged to have hospitalization insurance. See the college catalogue.

Telephone—

The telephones are for the convenience of all women. Do not use the phone for more than five minutes at a time. *When a girl receives a call, the booth should be vacated for her.

It is a freshman duty to answer the telephone according to posted schedules. Anyone unable to take duty must furnish a substitute and report this to the Freshman representative or pay a fine of 25 cents.

Long distance calls and telegrams *must* be put through the pay telephone; if not the girl will be charged double the cost of her call.

Local calls may not be received through the pay telephone.

The telephone number at Mary Trowbridge is: 3-2820.

Mail Service—

Mail deliveries are received twice a day. Office girls receive all registered and special delivery letters.

Notices of packages and calls will be placed on the office door.

Callers—

Men are not permitted in student rooms or in corridors without permission of the House Director. This permission is not granted before 12:30 p.m. or after 9:00 p.m. Men callers are received in the parlors after 3:30 on week days, 1:00 on Saturdays, and noon on Sundays.

*See demerits.

Callers should leave at the time of closing without a request from the Director. Girls and their guests are expected to conform to social proprieties at all times. Only out-of-town men are permitted in the house before calling hours go into effect.

No soliciting of any kind by outsiders is permitted in the hall. All selling and soliciting by residents must have the approval of the Director.

Calling hours are as follows:

M, 3:30 to 7:30

T, W, T, 3:30 to 10:30 (9:30 for freshmen women)

F, 3:30 to 11:30

S, 1:00 p.m. to 12:00 Midnight

Sunday, 12:00 Noon to 11:00 p.m. (10:00 for freshmen women)

Guests—

A guest room is provided for \$1.00 an evening; reservations may be made with the House Director. Guests may be accommodated at meals for 35 cents for breakfast, 40 cents for lunch, and 50 cents for dinner. Dinner on Sundays is 65 cents.

Guests are to be registered in the guest book in the front office. They are to observe house rules and closing hours. If a guest is late her hostess must take the regular lateness penalty.

Social Functions—

The dates for all social functions must be recorded on a calendar in the office of the Deans of Women and Men. Also at least a week before each dance a report must be made in the office of the Dean of Women for the approval of the Social Chairman. Permission is 1:30 for the Spring Formals and the Washington Banquet. The House will close at the customary hour.

Dancing and card playing are not permitted in the parlors on Sunday.

Students are expected to change from school apparel for the evening meal.

Permissions—

All permissions not covered by the House Rules are obtained from the Dean of Women. All women have either general or limited permissions which they receive from their parents and are filed in the office of the Dean of Women.

For obtaining out-of-town permission, a Blue card must be filled out and taken to the Dean of Women (get permissions at Bowen Hall during the office hours of the Dean of Women) for her signature. This should be done, if possible, the day before leaving. As a rule, not more than four week-end permissions will be given to freshmen women the first semester.

Every girl is required to sign out in the book provided at the office her name, the time, and the destination each time that she goes off campus. After the evening meal, she must sign out each time that she leaves the dorm. When she returns, she must record the time of return.

When a girl goes out of the dorm on a date, she (or her escort) must sign a date card.

After Spring Vacation, seniors are not required to sign out in the book or on date cards. However overnight and out of town permission must be secured from the Dean of Women.

A certain night will be set aside on which all girls going to the Civic Theatre on a week night must attend.

Freshmen are not permitted to stay over night in town.

Department—

At all times residents of Mary Trowbridge House are expected to conform to the social standards of Kalamazoo College, and to deport themselves with dignity, courtesy and refinement.

HOUSE RULES

Hours—

The house closes at 10:30 for upperclassmen and 9:30 for freshmen on M, T, W, and Th. Friday night the closing hour is 11:30; Saturday

night, 12:00. Sunday night, 11:00 for upperclassmen and 10:00 for freshmen. Freshmen, on nights when they are not in study hall, are to be in at 9:30. They must be in their own rooms at 11:00 o'clock.

Freshmen have upperclassmen hours before classes begin each semester and during examination week.

Before Thanksgiving, Christmas and Spring vacation the House will remain open one hour later than regular closing hours.

House checks will be made after closing hours at regular intervals.

Penalties for Lateness—

When a girl comes in from 1-10 minutes after the dormitory has closed she must return to the house one hour earlier in addition to 5 minutes for every minute late. This penalty is to apply to the first week-end night (F, S, Sun.) taken out of the dormitory following the lateness.

When a girl is *over* 10 minutes late she is automatically given the penalty of one campus on the first week-end night following the lateness.

When she is over fifteen minutes late, her penalty will be decided by the House Council as a special case.

The fourth time a girl is late she must return one hour in addition to 5 minutes for every minute late for the next 3 week-end nights following the lateness. If over 10 minutes late the fourth time she will be quarantined 3 week-end nights. After the fourth lateness the penalty is decided by the House Council as a special case.

The girl who is campused must report to the office girl at the hour at which she is to be in, and every hour until closing time.

When a girl is campused for three week-end nights, the penalty is called a quarantine.

If a girl has a guest who is late, she is required to make up the time that the guest was late. This also applies to callers leaving the dormitory.

Their are no exceptions to these rules.

Quiet Hours—

M through F

8:00 a.m. to 12 Noon

1:30 to 4:30 p.m.

7:00 to 10:15 p.m.

10:45 to 7:00 a.m.

Saturday

8:00 a.m. to 12:00 Noon

12 Midnight to 8:00 a.m.

Sunday

7:00 p.m. to 10:15 p.m.

10:45 p.m. to 8:00 a.m.

Quiet hours is defined as including no whistling, singing, loud talking or playing musical instruments. Reasonable quiet must be maintained on Saturday and Sunday.

Quiet hours are maintained by corridor proctors and the Second Vice-President.

Girls are nominated from each corridor at corridor meetings at the beginning of each month. From these nominees the House Council selects one proctor for each corridor. These proctors are directly responsible to the Second Vice-President.

When a girl has three demerits for the following she loses the first week-end date night following. When a girl has five demerits she loses the first week-end night following and must spend two evenings in study hall the following week. Violation of each of the following constitutes one demerit:

1. After 10:45 p.m. typewriters must be used in the parlors, study hall, or playroom.
2. Transoms and doors must be closed during conversations and while radios are playing.
3. Showers and baths must be taken before 11:30 p.m.
4. Shower clogs must not be worn in the halls.
5. No noise(yelling, loud talking, whistling, calling from windows, singing, or slamming doors) in the halls, telephone booths and stairways.

6. Telephone conversations must be confined to five minutes.

7. Radios must be tuned low at all times. After a person has been spoken to twice the House Director has the right to take the radio and keep it until such time as the House Council shall decide that that person may again have the use of the radio.

8. Spreads must be over by 11:00 p.m. on week nights. On week-end nights, spreads may be held in the playroom with no time limit, provided there is no excessive noise.

The victrola in the sun parlor may be played every noon until 1:30 p.m., from 4:30 to 7:30 p.m., from after dinner until closing time on Friday and Saturday nights, and on Saturday afternoon.

The piano in the parlor may be played when there are no quiet hours, and the one in the playroom may be used at any time between 8:00 a.m. and 6:00 p.m.

Women who come in late on Friday and Saturday must be as quiet as possible in the halls. Those who have radios must keep them turned low at all times.

Quiet hours must be observed continuously during the entire final examination periods.

House Meetings—

There will be a House Meeting the first Monday of every month at ten o'clock p.m. in the lounge. Absences from these meetings must be reported to the secretary and excused before the meeting. Attendance is required. If this system fails to secure proper cooperation the House Council will take action.

CONSTITUTION OF MARY TROWBRIDGE HOUSE

Article I

Name

The name of this organization shall be the "Self Government Association of the Dormitory Women of Kalamazoo College."

Article II

Purpose

The purpose of the Self Government Association shall be:

(a) To promote a sense of fellowship and responsibility towards the group as a whole.

(b) To further the best interests of the women by uniting them for constructive effort in order to promote and maintain the highest standards of dormitory life.

(c) To regulate matters of student conduct in accordance with any rights granted to the organization by the administration of Kalamazoo College.

Article III

Membership

All resident women of the college dormitory shall be members of the Self Government Association.

Article IV

Officers

The officers of the Association shall be the president, first vice-president, second vice-president, secretary, treasurer, freshman representative, and house recreation chairman. These officers shall constitute the House Council, and the House Director and the Dean of Women shall be ex-officio members of both the Association and the House Council.

Article V

Meetings

Meetings of the Association shall be held at 10 o'clock in the evening on the first Monday night of every month. This shall be subject to the call of the President.

Article VI

Amendment

This constitution may be amended at any time by a two-thirds vote of members voting, a quorum being present. Notice of the proposed amendment shall be read at the meeting a month before it is to be voted upon and shall also be posted on the bulletin board at that time. Vote upon an amendment shall be taken by secret ballot. Amendments may be proposed either by the House Council or through the House Council by written request of any five members of the Association.

BY-LAWS

Article I

Meetings

Section 1: The regular meeting of the Association shall be held once a month at the time specified in the Constitution, Article V.

Section 2: Special meetings may be called at any time by the President with the approval of the Council.

Section 3: Any member may request the President to call a special meeting.

Section 4: Attendance at meetings of the Association is compulsory and absences must be reported to the Secretary and excused by her before the meeting. Consistent breaking of this rule will be dealt with by the House Council.

Section 5: A quorum shall consist of three-quarters of the residents of the dormitory.

Article II

Nominations and Elections

Section 1: Officers of the Association shall be elected at the May meeting to serve a term of one college year. The new officers shall take office immediately, in joint meetings with the Old House Council.

Section 2: (a) Nomination shall be made for officers by a committee appointed by the President and approved by the Council. This committee shall consist of a representative from each class, the senior member to act as chairman, the President as an ex-officio member of the committee and the House Director.

(b) The Freshman Representative shall be elected by the freshmen women at a special meeting called by the President the first week in November. She shall hold office until the following November.

(c) The Freshmen Representative shall be nominated by a committee of freshman women, approved by the House Council.

Section 3: Nominations, except for the Freshman Representative, shall be approved by the Council and presented to the Association, in writing one week before election.

Section 4: If desirable, there shall be two nominations for each office made by the committees in charge.

Section 5: At the election meeting nominations may be made from the floor. There shall not be more than four nominations for any office.

Section 6: Election shall be by secret ballot. A majority of all votes cast is necessary for election.

Section 7: In case of a vacancy on the House Council the existing House Council shall act as a nominating committee. At the next House meeting nominations from the floor shall be in order. The election shall be by secret ballot.

Article III

Duties of Officers

Section 1: The duties of the President shall be:

- (a) To preside over all meetings of the Association and House Council;
- (b) To call special meetings when necessary;
- (c) To fulfill the general duties of an executive.

Section 2: The duties of the First Vice-President shall be:

- (a) To act as chairman of the Social Committee of the Association;
- (b) To preside at meetings in the absence of the President.

Section 3: The duties of the Second Vice-President shall be:

- (a) To act as head proctor of the dormitory.

Section 4: The duties of the Secretary of the Association shall be:

- (a) To act as secretary of the House Council;
- (b) To record minutes of the house meetings and Council meetings;

(c) To handle whatever correspondence may be necessary;

(d) To read the minutes of the Association at each regular meeting.

Section 5: The duties of the Treasurer of the Association shall be:

- (a) To handle the funds of the Association;
- (b) See that dues are collected;
- (c) To see that bills are paid.

Section 6: The duties of the Freshman Representative shall be:

(a) To post freshman telephone schedules regularly and see that they are enforced.

Section 7: The duties of the House Recreation Chairman shall be:

- (a) To take charge of dormitory concession;
- (b) To plan informal parties for dormitory women.

Article IV

Laws and Regulations

Section 1: The rules of the Dormitory are to be drawn up by the House Council with the approval of the Dean of Women and the House Director.

Section 2: They shall be subject to revision from year to year in case the necessity should arrive for such action.

Section 3: The House Council shall be responsible for knowledge of the Constitution, By-Laws, House Rules and actions taken in any meeting.
A PLEA OF IGNORANCE EXCUSES NO ONE!

Article V

House Council

Section 1: Membership: The House Council shall consist of the officers of the Association, and Dean of Women and House Director as ex-officio hold a weekly meeting on a day decided upon by members.

Section 2: Meetings: The House Council shall the members of the Council, unless the President decides a meeting unnecessary.

Special meetings may be called at any time by the Dean of Women or the House President.

Any member of the Council may request the President to call a meeting.

Section 3: Duties: The duties of the House Council shall be;

(a) To promote those activities and interests which will make for more congenial and wholesome living in the dormitory;

(b) To enforce the house rules;

(c) To levy penalties for infractions of rules if necessary;

(d) To act as a welcoming committee for the incoming women at the beginning of the first semester.

The administration of the College shall have the prerogative in the punishment of misconduct for which expulsion may be necessary.

Article VI

Committees

Section 1: All social committees shall consist of the First Vice-President of the Association as chairman, and such other members as she chooses for each social affair.

Section 2: The telephone committee shall consist of all freshmen in the dormitory, presided over by the freshman member of the House Council. The duty of the members of this committee shall be to answer the telephone or telephones in the dormitory (except the office telephone) at all times. Hours will be arranged by the chairman of the committee so that each girl will have a turn at telephone duty.

Article VII

Dues and Fines

Section 1: At the beginning of the school year there shall be an assessment collected at the time of getting a room key, sufficient to cover cost of magazines, flowers, teas, victrola records, etc.

Section 2: Any girl who has not paid all dues and fines before the time of election shall not be

allowed to run for any office and shall be deprived of her vote. A list of those in arrears shall be posted at the time of nominations and read at the election meeting.

Section 3: All dues, fines and assessments for parties must be paid before a girl may attend any social function of the house.

Article VIII

Amendment

These By-Laws may be amended at any meeting by a two-thirds vote of members voting, a quorum being present. Notice of the proposed amendment shall be given in writing a month before the meeting. Vote is to be taken by secret ballot. Amendments may be proposed either by the House Council or through the House Council by written request of any five members of the Association.

HINTS TO FRESHMEN

A House meeting will be held with the House Director during the opening week of school for all new girls. At this time this handbook will be explained. Remember to bring this book to college with you.

Be sure to read bulletin boards.

Begin studying at once. Don't wait until the first quiz.

Go to see your faculty adviser. Professors are interested in their students. Forget this term "apple polishing" and talk to your professor whenever you need help or advice. You will find them "regular fellows."

Be on time for classes.

Join in the orientation program and get acquainted with your classmates. And remember, a smile is good anywhere on our campus.

"Ignorance of the law is no excuse." Acquaint yourself now with the rules of the dormitory.

Learn the songs and yells and join in the cheering. Our courtesy at athletic events should be above reproach. Do your part to make it so.

Keep up good work daily. Impressions are formed every day, not on special occasions.

Budget your time. Once you have acquired this art you are well on the way to an education.

Don't bring valuables. Students are urged to leave large amounts of money with the Business Office for safekeeping. You are responsible for your own valuables.

Kalamazoo College has a varied social program. Bring your formals for the formal occasions and afternoon dresses for teas and receptions. For informal and school wear you can't go wrong with skirts, sweaters, blouses and sport shoes. Girls are expected to dress for dinner.

Don't bring hard soled house slippers.

It is a good idea to bring 1 tea towel, a plate, cup, glass, knife, fork, and spoon for "spreads."

The library is a place for study, not conversation.

As soon as you get settled in your room, find out who lives around you. These people will be your friends for the next few years of your life, so get acquainted quickly.

The scholastic standing of Kalamazoo College is high. Kalamazoo College has a senior scholastic honorary society, Phi Kappa Alpha, and a Freshmen women's scholastic honorary society, Alpha Lambda Delta.

The amount of money you will need beyond the necessary expenses will depend largely upon your tastes and habits. It is always possible to live simply and economically without feeling embarrassed for there are many of us who are obliged to limit our expenses to the minimum.

Your happiness in college will depend to some extent upon your ability to meet people pleasantly and to take your place in the new group. It might be a good plan to make yourself acquainted with such recognized books on etiquette as "Manners for Millions," by S. C. Hadida, pub. by Doubleday, Doran and Co., N.Y., or the revised edition of Lillian Eichler's "Book of Etiquette," pub. by the Garden City Publishing Co., Garden City, Long Island. An inexpensive little pamphlet which might be helpful is Mary Perin Barker's "Good Manners for Young Women," pub. by John Wiley and Sons, New York City.

There is room in this college for girls of many kinds and it provides a variety of activities. Do not expect to hold at once the same prominent position you may hold in high school. If you have ability and use it generously it will in time be recognized. Do not be overanxious to be popular. Popularity will depend in the long run upon what you have to give to the college. If you have good manners and an attractive personality, if you are natural, friendly, honorable, and unselfish, you will have friends and a pleasant place in the college community.

Remember that you will take out of college in proportion to what you put into it.

For further information, write: Dean of Women, Kalamazoo College.

WOMEN'S ATHLETIC ASSOCIATION

This is to give you a glimpse of what the Women's Athletic Association is and to tell you how you can become a member.

With the physical fitness program which is being stressed by the government these days, we feel it our duty to keep the women of Kalamazoo College better fit, mentally and physically.

We stress recreational and social activities. Membership is obtained through participation in sport activities, that is, the earning of 150 points.

Besides sponsoring this extensive program on campus the W.A.A. joins with the other M.I.A.A. schools in an annual play-day. We are also members of the National Athletic Federation of College Women. We have had sports day with Colleges and Universities outside of the small M.I.A.A. group.

In the past we have sponsored informal sports parties, hay rides, square dancing and other types of parties.

Watch the W.A.A. bulletin for your favorite sports activities.

Betty Baker
President of W.A.A.
1941-42

CALENDAR OF EVENTS

FALL

Archery: Regular classes are held. When the weather gets bad, the shooting continues indoors. Paul Gallico says that archery is the most graceful of all sports for women.

Hiking: You can pile up miles by enjoying the frequently scheduled hikes. Often the girls vary the program with a bike hike or an outdoor supper.

Riding: The Albertson Stables have beautiful horses which are at your service any time you wish to ride. For best results in riding keep in close contact with your horse.

Tennis: The tournament in the fall is a good start for an active season that includes indoor practice during the winter months and the choosing of a regular interscholastic team in the spring.

Swimming: One of the numerous city pools is available for either free swims or classes in which a qualified instructor will teach you anything from Beginner's skills to Junior and Senior Life Saving. Swimming is fine for the figure and is a year around activity.

Fieldball: An inter-class tournament is held on certain sunny afternoons. This year the sophs came out on top.

Volleyball: Another inter-class tournament which follows fieldball. The sophs were also victorious in volleyball this year.

WINTER

Basketball: There's no more hotly contested women's sport on campus than basketball. After an inter-class schedule comes the real struggle, inter-society basketball. This year the upper-classmen came through to take the inter-class tournament.

Winter Sports: When the weather is right the W.A.A. equipment is kept busy most of the time.

Chapel hill offers a dandy slope for beginners while the steep slope back of Hoben Hall has spilled even some experts.

Badminton: Few court games are faster or more strenuous than badminton but Kalamazoo College coeds can take it. The increasing interest in the annual tournament proves it. Last year the doubles tournament, which is inter-society, was won by the Euros.

Ping Pong: This milder sport offers competition to badminton especially since our up-to-date equipment has been installed in a room with adequate lighting and end space. In addition to playing in the annual ping pong tournament you can drop in at the gym for a game any time. This year doubles will be inter-society.

SPRING

Archery: It's always good to be able to shoot outdoors again.

Hiking: Spring is one time you can forget your feet in the joy of communing with nature.

Riding: There could be quite an argument about whether riding is more fun in the fall or in the spring. Most girls settle the question to their own satisfaction by riding both seasons.

Tennis: With the spring always comes "tennis weather" so longed for during the winter months. With good coaching and team practices almost every afternoon the girls offer strong competition in the annual M.I.A.A. and Michigan Intercollegiate meets. In 1940 the Kalamazoo College women's team won the M.I.A.A. championship, and tied for first place in the Michigan Intercollegiate meet.

Golf: This is one of the spring favorites. The long spring evenings bring many K. Collegers to the greens to chase the little white balls. There is always a spring tournament.

W.A.A. POINT SYSTEM

AWARDS

Membership in the W.A.A.....	150	points
Numeral	400	points
Monogram	750	points
Varsity K	1000	points

TEAM SPORTS

For:

Basketball		
Fieldball		
Soccer		
Speedball		
Tournament games: each quarter	10	points
Practices: each hour	5	points

For:

Archery		
Golf		
Tennis		
Three-fourths of total number practices; or member interscholastic team (credit for one only).....	75	points

Softball

Tournament games: each inning	10	points
Practices: each hour	5	points

Volleyball

Tournament games: each half	20	points
Practices: each hour	5	points

TOURNAMENT SPORTS

Archery
Badminton
Bowling
Golf
Ping Pong
Tennis

Each match played	10	points
Each semi-final match played.....	25	points
Each finals match played	50	points

PARTICIPATION SPORTS

For:

Archery
Badminton
Bowling
Hiking
Horseback Riding
Skiing
Swimming

Each scheduled hour	5	points
Officials and instructors: same as players		
Class and Society Managers:.....	20	points
W.A.A. Sports' Managers.....	150	points per yr.
W.A.A. Officers	150	points per yr.

No girl may receive class credit and W.A.A. credit both for the same hour's participation.

Sports Managers *must* be informed of participation so that points may be recorded.

OFFICERS OF W.A.A. 1942-43

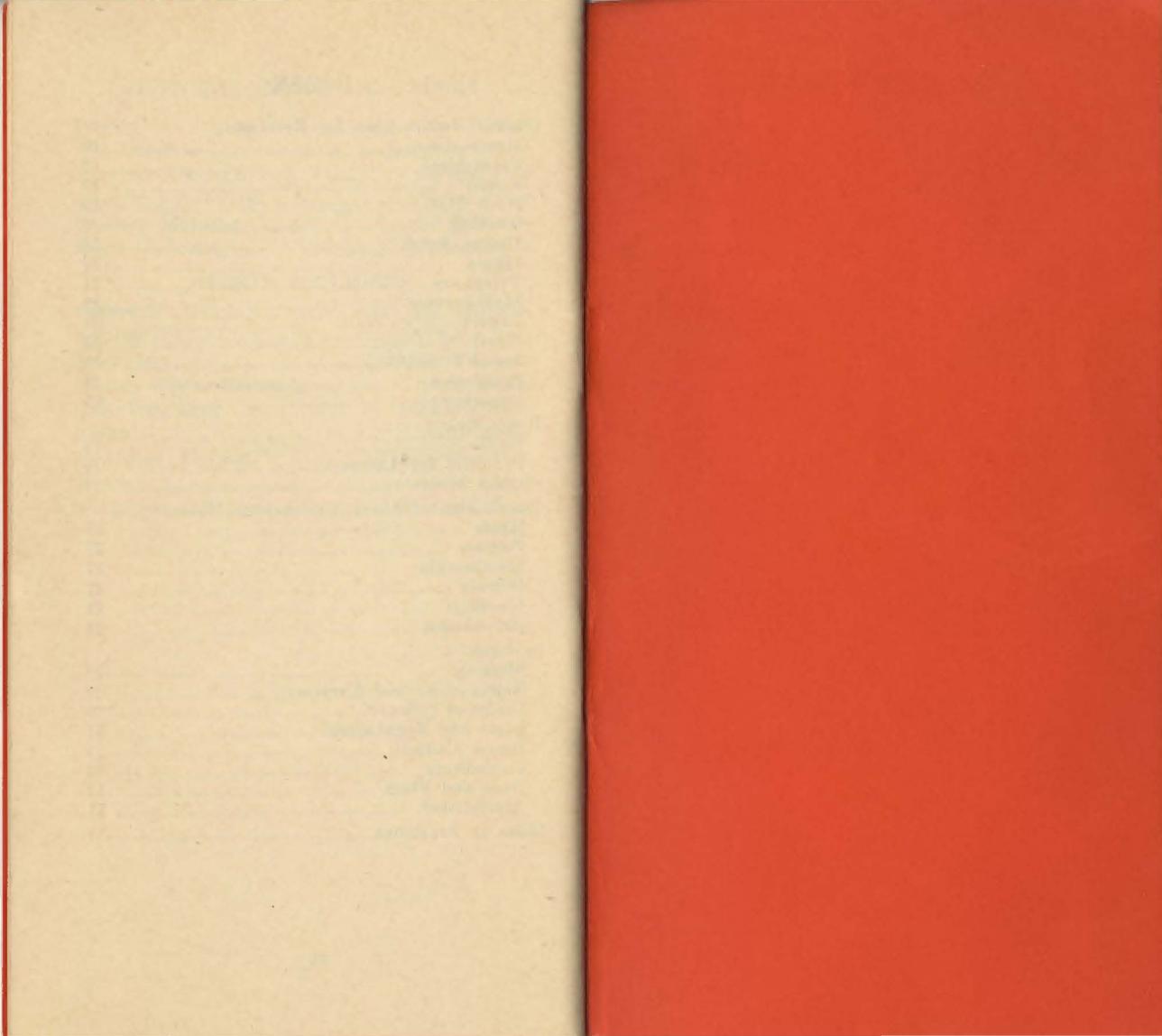
President	Doris Bunch
Vice President	Josephine Shane
Secretary-Treasurer	Janet Hall
Recording Secretary.....	Shirley Olsen
Publicity Manager.....	Jill Williams
Social Chairman	Betty Baker

SPORTS MANAGERS

Volleyball	Jill Williams
Archery	Winona Lotz
Swimming	Dorothy Westlund
Hiking, Winter Sports.....	Jane Proutt
Golf, Ping Pong	Yvonne Gibson
Riding	Betty Baker
Basketball, Fieldball	Janet Hall
Tennis	Josephine Shane
Badminton, Softball	Barbara Price

INDEX

General Information for Residents:	
House dues	19
Furnishings	19
Rooms	19
Study Hall	20
Smoking	20
Dining Room	20
Illness	20
Telephone	21
Mail Service	21
Callers	21
Guests	22
Social Functions	22
Permissions	23
Department	23
House Rules:	
Hours	23
Penalties for Lateness.....	24
Quiet Hours	25
Constitution of Mary Trowbridge House:	
Name	27
Purpose	27
Membership	27
Officers	27
Meetings	28
Amendment	28
By-Laws:	
Meetings	29
Nominations and Elections.....	29
Duties of Officers	30
Laws and Regulations	31
House Council	31
Committees	32
Dues and Fines	32
Amendment	33
Hints to Freshmen.....	34



HORTON-BEIMER PRESS