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Otterbein College

1963

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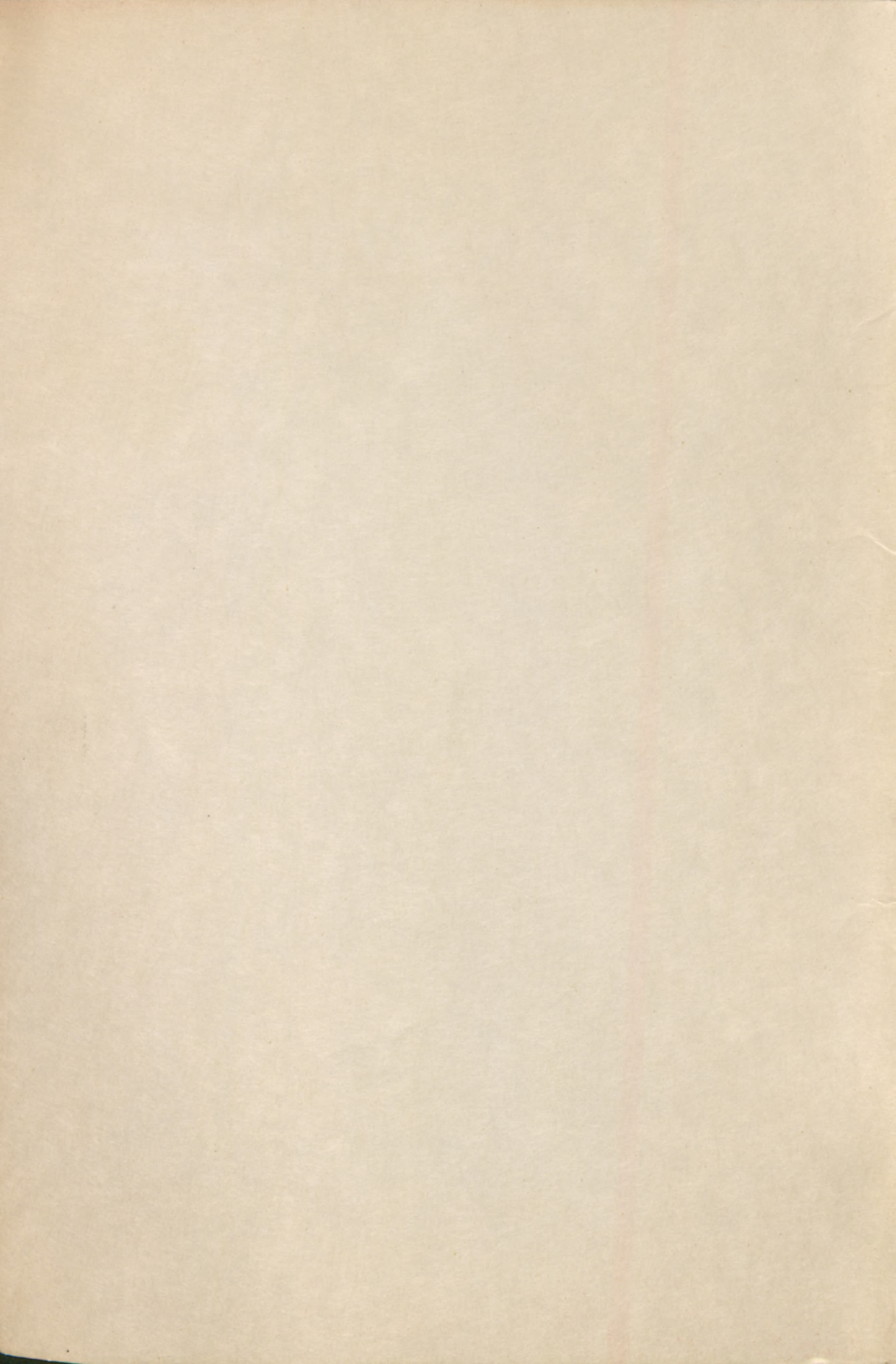
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OTTERBEIN COLLEGE BULLETIN



CAMPUS LIFE
HANDBOOK
1963-64



OTTERBEIN
COLLEGE
BULLETIN

Westerville, Ohio

MAY, 1963

Volume LIX, No. 2

Entered as Second Class Matter at Westerville, Ohio. Acceptance for mailing at Special Rate Postage provided for in Section 1103, Act of October 3, 1917. Authorized July 26, 1918. Issued quarterly.

Sports Schedule

FOOTBALL

Sept.	21	North Central	HN
	28	Wittenberg	AN
Oct.	5	Kenyon	AD
	12	Oberlin	HD
	19	Hiram	AD
	26	Marietta (HC)	HD
Nov.	2	Ashland	HN
	9	Ohio Wesleyan	AD
	16	Capital	HN

BASKETBALL

Nov.	30	Wittenberg	A
Dec.	3	Marietta	H
	7	Oberlin	A
	10	Muskingum	H
	14	Wooster	H
	18	Indiana Central	A
	19	Indiana Central	A
Jan.	8	Mt. Union	A
	11	Hiram	H
	18	Heidelberg	A
Feb.	1	Northwood Inst.	H
	4	Capital	A
	8	Akron	A
	11	Denison	H
	15	Baldwin-Wallace	H
	18	Capital	H
	20	Kenyon	A
	25	Ohio Wesleyan	H
	27	O.C. Tournament	A
	28	O.C. Tournament	A
	29	O.C. Tournament	A

WRESTLING

Jan.	11	Capital	H
	15	Wooster	H
Feb.	4	Kenyon	A
	8	Baldwin-Wallace	H
	13	Wittenberg	A
	15	Akron	A
	19	Muskingum	A
	22	Ohio Wesleyan	A
	29	Heidelberg	A

BASEBALL

April	16	Denison	H
	18	Wittenberg	A
	22	Capital	H
	25	Heidelberg (2)	A
	29	Kenyon	A

May	2	Baldwin-Wallace	H
	7	Muskingum	A
	9	Marietta	H
	11	Ohio Wesleyan	H
	13	Wittenberg	H
	16	Oberlin	A
	20	Capital	A

TENNIS

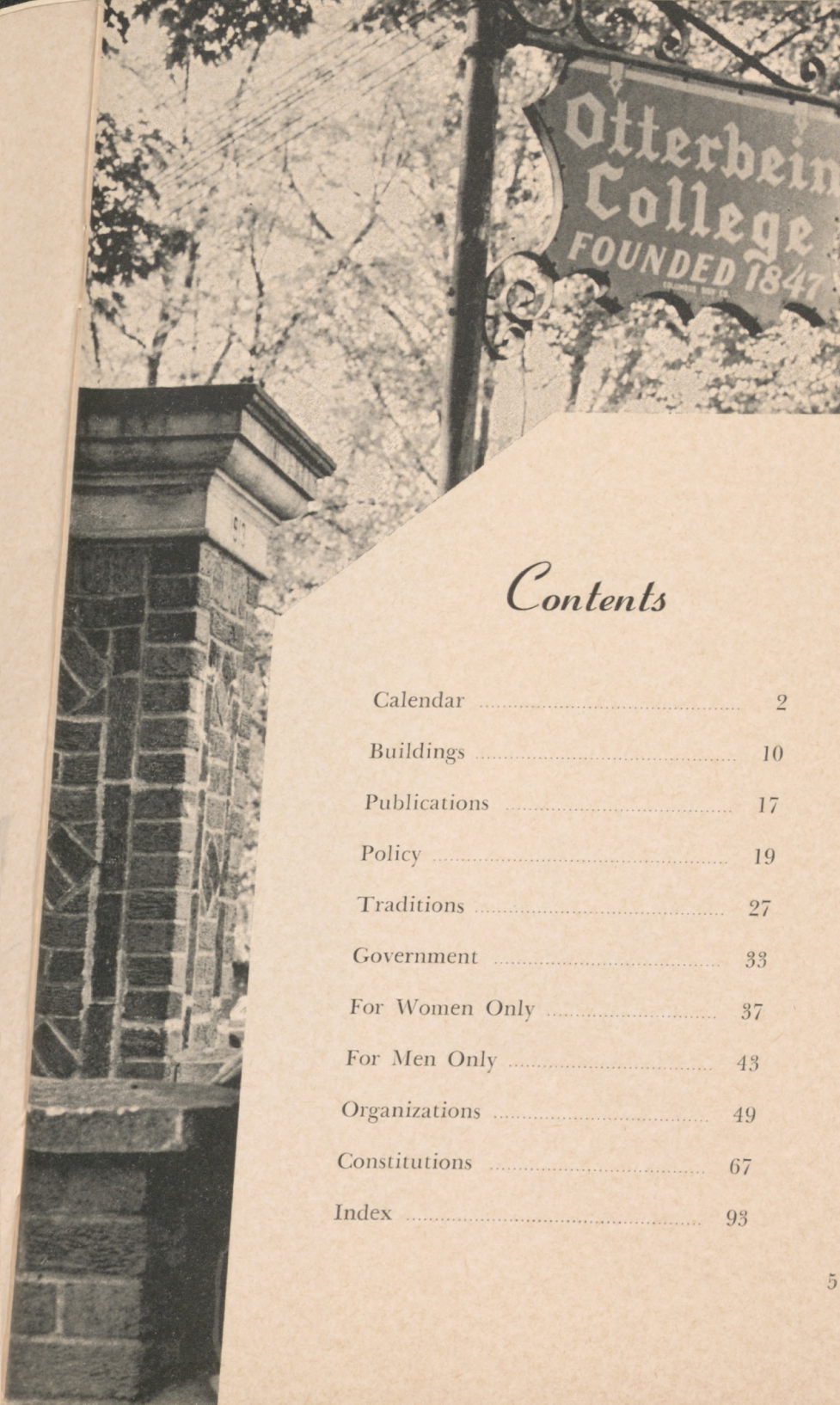
April	11	Denison	A
	13	Muskingum	H
	18	Heidelberg	A
	22	Capital	A
	25	Wittenberg	A
May	2	Marietta	H
	6	Muskingum	A
	9	Mt. Union	H
	12	Capital	H
	22	Conf. (Oberlin)	A
	23	Conf. (Oberlin)	A

TRACK

April	11	Kenyon & Marietta	H
	15	Heidelberg	H
	18	Ohio Relays	A
	25	OAC Relays (OWU)	A
	29	Ohio Wesleyan & Denison (OWU)	A
May	2	Wittenberg	H
	4	Muskingum	H
	9	Marietta & Marshall	A
	12	Heidelberg	A
	16	Capital	A
	22	O.A.C. (B-W)	A
	23	O.A.C. (B-W)	A

GOLF

April	16	Muskingum	H
	18	Kenyon	H
	22	Denison	A
	24	Capital	H
	25	Wittenberg	H
	28	Ohio Wesleyan	A
May	1	Heidelberg	H
	5	Capital	A
	8	Akron	H
	11	Kenyon	A
	14	Marietta	A
	18	Conf. (Hiram)	A



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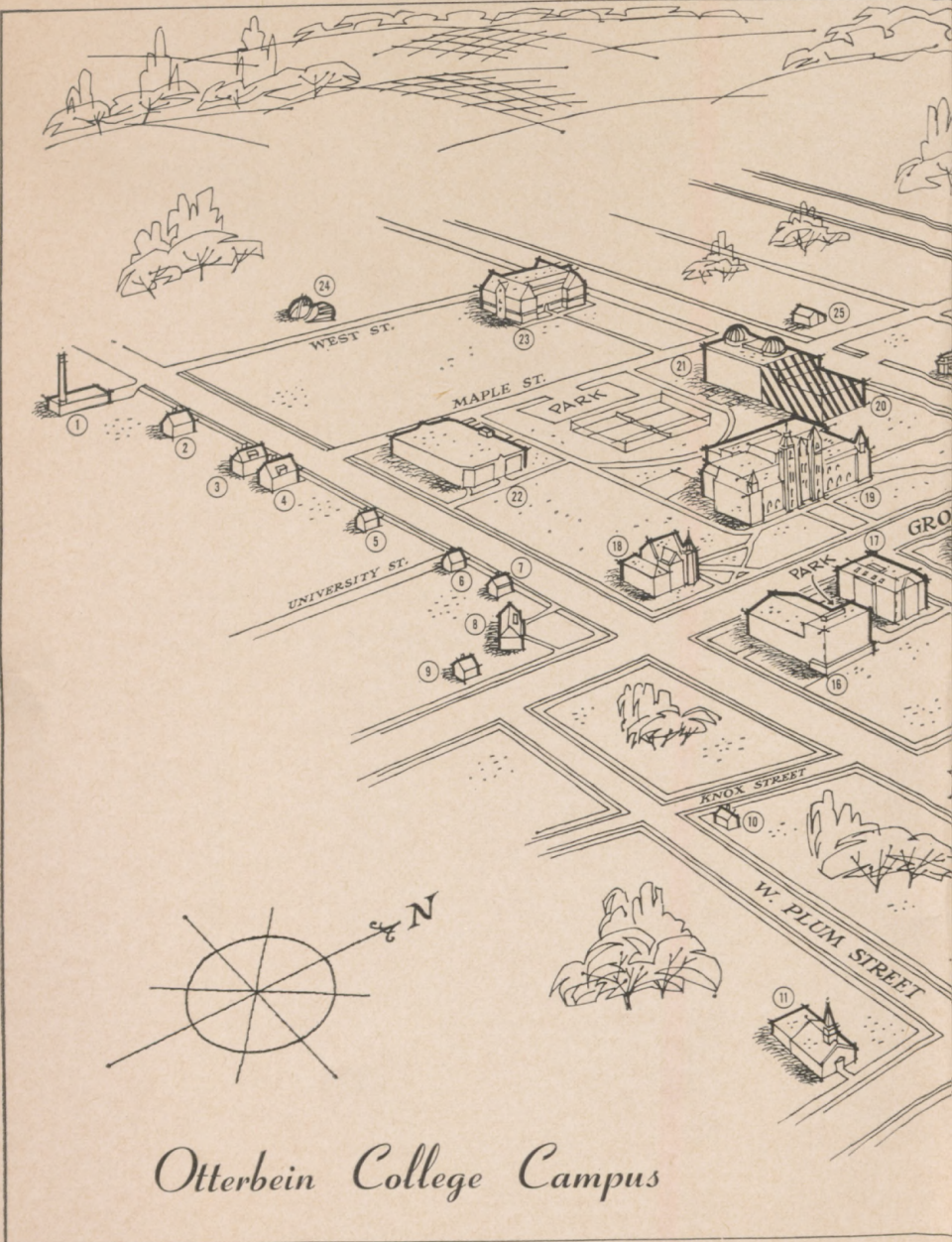


A Message From The President:

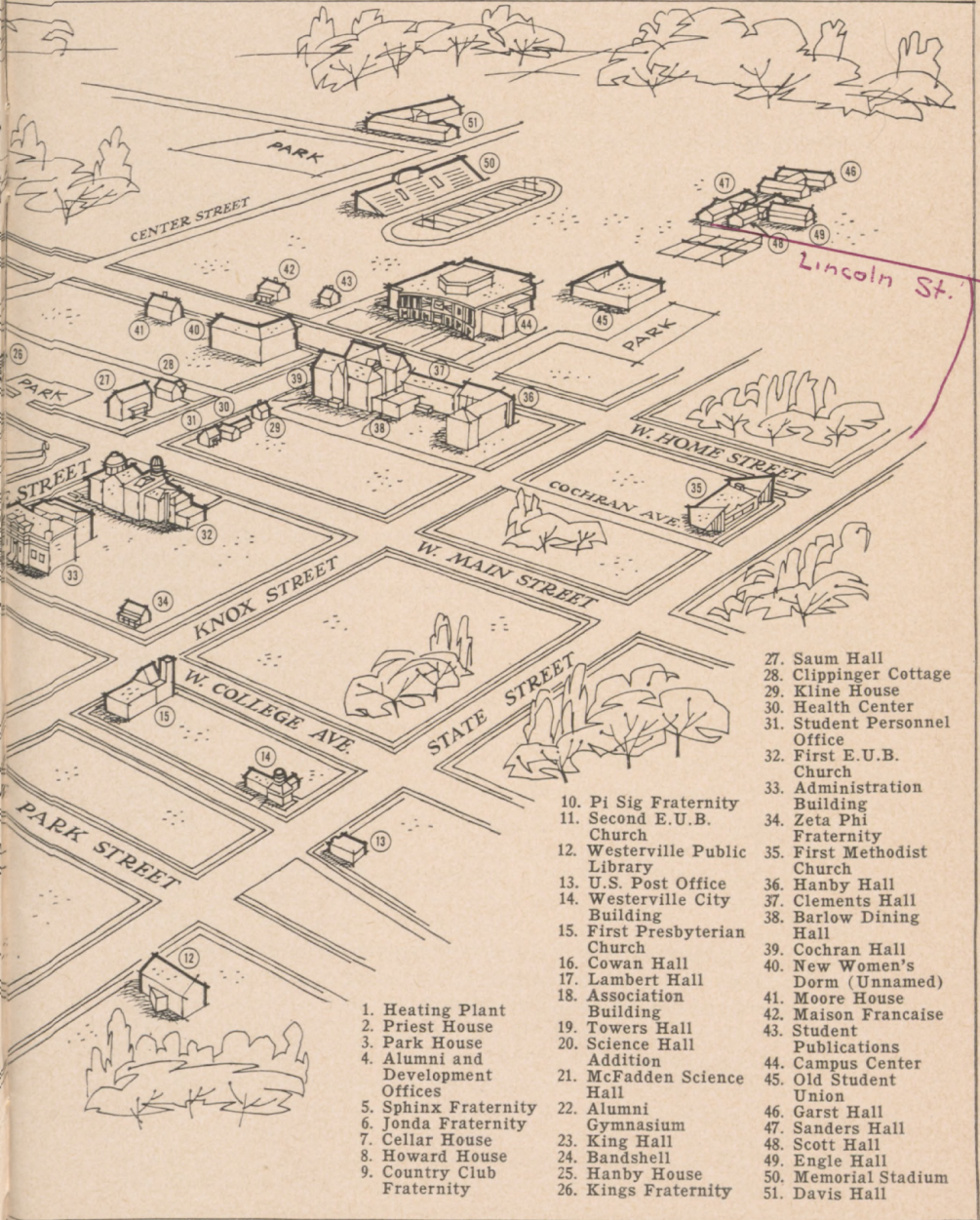
It is as difficult to compress the complex life of a college within the covers of a handbook as it is to capture the essence of a sunset in a couplet. This booklet is a brave effort to do the impossible. It will at least serve to introduce you to many awakening and widening experiences.

Life at Otterbein will be different from anything you have known before and unlike anything you will ever see again. We should like it to be a community of kindred spirits, free and friendly, yet disciplined and purposeful. It should generate its own control, submit to democratic processes, and exhibit the marks of maturity. We should like to believe that Otterbein students have fun in the accomplishment of serious goals without dissipating their energies in wasteful pursuit of personal indulgences. Keep your life purpose steadily in mind, and let this booklet help you learn how to pursue it most profitably here at Otterbein.

Lynn W. Turner
President



Otterbein College Campus



- 1. Heating Plant
- 2. Priest House
- 3. Park House
- 4. Alumni and Development Offices
- 5. Sphinx Fraternity
- 6. Jonda Fraternity
- 7. Cellar House
- 8. Howard House
- 9. Country Club Fraternity

- 10. Pi Sig Fraternity
- 11. Second E.U.B. Church
- 12. Westerville Public Library
- 13. U.S. Post Office
- 14. Westerville City Building
- 15. First Presbyterian Church
- 16. Cowan Hall
- 17. Lambert Hall
- 18. Association Building
- 19. Towers Hall
- 20. Science Hall Addition
- 21. McFadden Science Hall
- 22. Alumni Gymnasium
- 23. King Hall
- 24. Bandshell
- 25. Hanby House
- 26. Kings Fraternity

- 27. Saum Hall
- 28. Clippinger Cottage
- 29. Kline House
- 30. Health Center
- 31. Student Personnel Office
- 32. First E.U.B. Church
- 33. Administration Building
- 34. Zeta Phi Fraternity
- 35. First Methodist Church
- 36. Hanby Hall
- 37. Clements Hall
- 38. Barlow Dining Hall
- 39. Cochran Hall
- 40. New Women's Dorm (Unnamed)
- 41. Moore House
- 42. Maison Francaise
- 43. Student Publications
- 44. Campus Center
- 45. Old Student Union
- 46. Garst Hall
- 47. Sanders Hall
- 48. Scott Hall
- 49. Engle Hall
- 50. Memorial Stadium
- 51. Davis Hall

Buildings

Otterbein's campus occupies about forty acres on the west side of Westerville. It is bounded by Alum Creek which provides canoeing in warm weather and skating in the winter. Also adjoining the campus is the Westerville city park in which a band shell is located furnishing facilities for many out-of-doors college events.

Administrative

THE CLIPPINGER ADMINISTRATION BUILDING

Is named in honor of Dr. Walter G. Clippinger, President of the college 1909 to 1939. It houses administrative offices including the Admissions, Dean of the College, President, Registrar, Treasurer, and College Information.

BARLOW DINING HALL

Has facilities for the student body as well as a faculty dining room which is open to the public. Barlow is used for social events and other group meetings as well. Serving hours are published at the beginning of the school year.

GUEST HOUSE

The Guest House is located at 90 W. Home Street. Reservations should be made by calling the Office of the Dean of Students.

The house will accommodate ten over-night guests. It will be necessary to notify the Dean of Students one week in advance in order to make the necessary preparations for house guests. The charge for a night's lodging will be at the rate of \$1.50 per person.

Because space is limited, guests are requested to stay no longer than two nights. This does not include special guests of the college.

On occasions such as Fall Homecoming, Winter Homecoming, May Day and Commencement, the Guest House will be limited to guests of the administration only.

Students who are guests of the college are expected to abide by the rules and regulations of the college.

The Guest House lounge may be made available for conferences during the day with off-campus visitors.

THE CENTRAL HEATING PLANT

Is equipped with modern coal boilers which provide heat for the entire campus, as well as garages and maintenance shops.

HOWARD HOUSE

The president's home is named in honor of Dr. J. Gordon Howard, president of the college from 1945 to 1957.

LIBRARY

Open hours for the library will be posted at the beginning of school in September. It is closed for programs of the Artists Series and most college holidays.

General books may be withdrawn for two weeks and are renewable. Many professors place books on closed reserve; these must be used in the main reading room of the library during the day. They may, however, be withdrawn for home use after 9:00 p.m. and must be returned the following day at the opening hour. Reserve book shelves are used to assure many students access to limited materials, and heavy fines are charged to students who violate circulation regulations.

General circulation books are shelved on open stacks behind the circulation desk. Study carrels are located on all three stack levels; study tables are found on Deck A and C levels. The unlocked booths in the listening room area of the library basement may be used for group study.

A collection of musical and spoken word recordings is available for student use. The listening room in the library basement provides facilities for hearing recordings, or may be checked out for seven days.

Audio-visual equipment for classroom and organizational use may be reserved in the librarian's office. Equipment available; sound projectors, slide and filmstrip projectors, opaque projector, tape recorders, record players and a public address system.

ROBINS' HOUSE

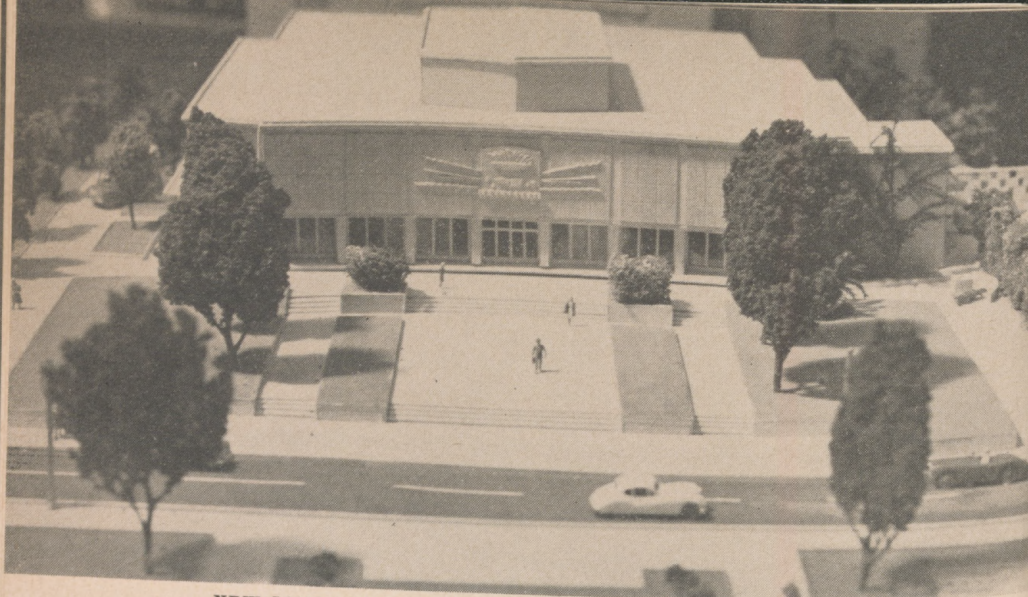
Located on West Park Street, it contains the offices of the Vice President in charge of Development, and the Director of Church and Alumni Relations.

STUDENT PERSONNEL OFFICE

Centrally located on the campus, it contains student personnel offices: The Dean of Students, the Dean of Women, the Chaplain, and the Dean of Men.

THE STUDENT UNION

It is on the north campus and has recreational facilities including a TV room and snack bar. The student union is a temporary building and will soon be replaced by a new Campus Center which will include student recreational facilities and a dining hall. Hours for the snack bar and recreational facilities will be announced at the beginning of school in September.



NEW CAMPUS CENTER . . . Scheduled for completion in early 1964.

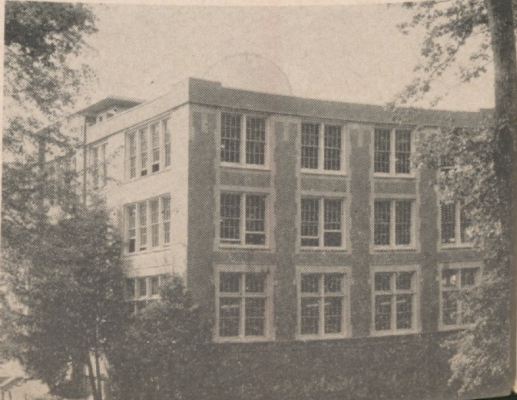
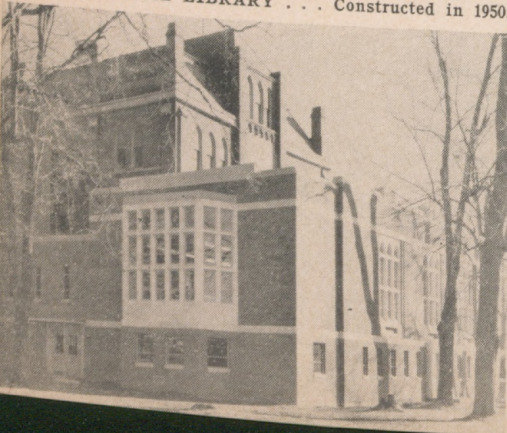


ASSOCIATION BUILDING.

TYPICAL SCENE . . . Otterbein students returning from convocation.

CENTENNIAL LIBRARY . . . Constructed in 1950.

McFADDEN SCIENCE HALL . . .



HEALTH CENTER

The College Health Center is located at 40 N. Grove Street across from Saum Hall. A registered nurse is on duty around the clock except for meal hours (7-8 a.m., 12 noon-1 p.m., 5:30-6:30 p.m.), at which time she is on call. The college retains a physician on duty Monday through Friday from 8:00-9:00 a.m. You are invited to make appropriate use of the Health Center services during office hours, and may call at any time in case of an emergency. If it is necessary to secure treatment after 9:00 p.m. students are to call the nurse before coming, as the door will be locked at 9:00. Night number: 882-3601.

Classrooms

ALUMNI GYMNASIUM

It provides facilities for men's physical education and classrooms for some other departments. The men's gymnasium is the scene of intramural and intercollegiate basketball and other gymnasium sports.

THE OTTERBEIN MEMORIAL STADIUM

It has shower rooms for teams, and equipment rooms for physical education classes. There are booths for broadcasting and the athletic field is equipped with lights for night games.

THE ASSOCIATION BUILDING

It is headquarters for the YMCA and YWCA. It has some offices, social rooms, game room, and women's gymnasium.

COWAN MEMORIAL HALL

It was the gift of Mr. C. E. Cowan. It is the scene of chapel and convocations and other public programs. WOBN-FM has its studios here. The building also contains offices for the department of speech, speech classrooms and laboratories and the College Theatre.

CLEMENTS COTTAGE

It is the home economics house, and is fully equipped for the teaching of home economics. It has a comfortable living room, kitchens, classrooms and offices.

LAMBERT FINE ARTS BUILDING

It houses the departments of art and music. It has music and art studios, practice rooms, lecture rooms and a recital hall seating 250 persons.

McFADDEN SCIENCE HALL

It is home to the departments of biology, chemistry and physics, and contains the Weitkamp Planetarium and reflecting telescope.

TOWERS HALL

It is the central landmark of the campus. Constructed in 1870 it is the main classroom building and also contains faculty offices and the Clements Memorial Carillon. The three towers have become a symbol of the college.



ALUMNI GYMNASIUM . . .



ENGLE HALL . . . One of five new men's dorms.



TOWERS HALL . . . Central landmark of the campus.



DAVIS HALL . . . Two story men's dorm.



COWAN HALL . . . Home of Otterbein Theater.



ADMINISTRATION BUILDING . . .

HANBY HALL . . . Modern women's dormitory.

CLEMENTS HALL . . . Women's Dormitory.



Residence Halls

KING AND COCHRAN are resident halls for freshman women with total accommodations for 195. Freshman residence halls for both men and women also house the junior counselors who are selected from upperclass Otterbein students to live and work with freshmen. SAUM HALL is a residence for sophomore women and accommodates 33. CLEMENTS AND HANBY are the two most recently constructed residence halls, HANBY having been completed in 1961, and houses 224 sophomores, juniors and seniors. The sorority rooms are also located in CLEMENTS HALL.

Housing for men is located on the north campus and consists of the freshman men's quadrangle made up of GARST, SANDERS, SCOTT and ENGLE halls. DAVIS HALL is a residence for upperclass men. All the men's housing has been constructed within the past four years and provides modern and pleasant facilities for men who live on campus.

Churches

Bethel African Methodist Episcopal—106 West Plum St.

Sunday School 9:30, Morning Worship 11:00

Central College Presbyterian

Sunday School 9:45 and 11:00, Morning Worship 8:30, 9:45 and 11:00

Church of The Nazarene—33 East Park St.

Sunday School 9:30, Morning Worship 10:30, Evening Service 7:30

First Baptist Church—Masonic Temple, S. State St.

Sunday School 9:45, Morning Worship 11:00, Evening Service 7:00

First Evangelical United Brethren—Main and Grove Sts.

Morning Worship 10:00, Sunday School 11:00

First United Presbyterian—41 West College Avenue

Sunday School 9:30, Morning Worship 10:45

Grace Chapel Community—Africa-Big Walnut and Tussic Roads

Morning Worship 9:30, Sunday School 10:30, Evening Service 7:30

Otterbein College Handbook

Grace Evangelical Lutheran—43 East Home St.
Sunday School 9:30, Morning Worship 10:30

St. Matthew's Episcopal—233 South State St.
Sunday School and Morning Worship 10:30

St. Paul's Roman Catholic—North State Road
Masses 7:00, 8:30, 9:30, 10:45, 12:00 noon

Second Evangelical United Brethren—141 South State St.
Morning Worship 9:30, Sunday School 10:35, Evening Service 7:30

Spring Road Church of Christ—8010 Spring Road
Bible Study 9:45, Morning Worship 10:30, Evening Service 6:00

Wesleyan Methodist—208 East College Avenue
Sunday School 9:45, Morning Worship 10:45, Evening Service 7:30

Westerville Alliance—East Schrock Road at Hillstowne
Morning Worship 9:30, Sunday School 10:45, Evening Service 7:00

Westerville Methodist—51 North State St.
Morning Worship 8:30, 10:30, Sunday School 9:30





Publications

TAN AND CARDINAL

Otterbein's campus newspaper is published weekly by and for the student body. It chronicles all the news of the campus, heralds the coming events, and contains timely editorials that are of interest to the students. Special feature articles and stories, an excellent sport page, and outstanding photography are also included.

The subscription price of the *T & C* is included in the Student Activity Fee. The editor and business manager of the paper both receive three hours credit each semester for their work. In addition the editor receives one hundred and fifty dollars and the business manager receives one hundred dollars per year. The managing editor receives two hundred dollars per year. William Beck, Editor; Howard Russell, Managing Editor; Jim Favri, Business Manager.

SIBYL

Otterbein's yearbook is filled with interesting pictures and descriptions which graphically record the undertakings and accomplishments of Otterbein students in every phase of their college life. Vivid pictures of exciting athletic events, nostalgic campus scenes, beautiful campus queens, Greek organizations, departmental clubs and the members of each class are all included in the *Sibyl*.

The editor and business manager of the *Sibyl* receive the same benefits as those of the *Tan and Cardinal*. Pat Smith, Editor; William Davis Hunter, Business Manager.

QUIZ AND QUILL

Each year the Quiz and Quill Club publishes a selection of the year's best compositions written by students, faculty and alumni. Any student interested in writing short prose and poetry should submit his work in the various literary contests. The deadline is usually the first week in March. David Sturges, Editor.

OTTERBEIN TOWERS

The *Towers* is published quarterly by the Alumni Council in the interests of alumni, friends, and students on campus. It is edited by Arthur L. Schultz. Copies are sent to parents.



Class Attendance Policy

ATTENDANCE

Otterbein College assumes that a student who registers in a course accepts responsibility for full participation in all its activities. Therefore, students are expected to attend classes and laboratories regularly.

The primary responsibility for regular and punctual class attendance rests with the student and not with the instructor. This means that the student must (1) take the initiative in having his absences excused (2) take the initiative in arranging with the instructor for making up work missed after the instructor has granted the excuse, and (3) be willing to assume the consequences for class absences.

The student is responsible to his instructor for all work assigned in a course. Class absence, even for a good reason, does not excuse the student from performing assignments missed because of the absence.

The student is expected to attend class regularly unless prevented by a good reason. A "good reason" is interpreted to mean illness, absence on college business, field trips, and any emergency situation over which the student has no control. A "good reason" does not include a situation resulting from a student's own willfulness, negligence or failure to plan his schedule properly.

The student is responsible for all work missed during absences.

RESPONSIBILITY OF THE INSTRUCTOR AND STUDENT

Each instructor is responsible to inform his students at the beginning of each course of the class absence policy of the college and indicate any particular steps which he uses to implement this policy.

For absences due to death in the immediate family or trips away from the campus, a written excuse shall be issued directly to the instructor by the Dean of Students' Office. For any other absence the student is responsible directly to his instructor.

Except in the case of dire necessity, trips away from the campus may be approved by the Dean of Students' Office only if they are received 4 days in advance.

Each instructor will set his own standards as to what constitutes "regular" attendance and define "regularly announced examinations" to the students.

The student must present to the instructor his reason for absence, either by an oral or written statement, at the discretion of the instructor no later than the second class period following the absence. Instructors are urged not to honor an excuse after that time.

It shall be the responsibility of the instructor to decide when a student's absence becomes a serious matter. In general, more absences during the semester than the number of hours credit in the course is considered serious. When the student has accumulated absences to the extent that successful completion of the course is endangered, the instructor will notify the Dean of Students' Office by filing the form "Report of Excessive Absence." By agreement of the instructor, the Dean of the College and the Dean of Students as chairman, a definite plan of action will be established. This action may include a lower final grade. The action may also include dismissal from the course by the Dean of the College if the instructor concurs.

Penalties for absences before and after vacation periods will be reported to the Dean of Students' Office on a form provided and the following regulations will be in effect:

An unexcused absence during the twelve hours preceding or following a regularly scheduled holiday or vacation shall add three hours to the graduation requirement of the student. Each additional unexcused absence within the same period shall add an additional hour to the graduation requirement. Legitimate absences may be excused by the Dean of Students.

When a student misses a regularly announced examination *without being excused by the instructor or the Dean of Students*, if he wishes to make up the examination, he shall apply to the Dean of Students for permission, whereupon the Dean shall secure the consent of the teacher. If permission is given by the teacher, the student shall pay a fee of \$4.00 to the College Treasurer and must present the Treasurer's receipt to the instructor before taking the examination. When the receipt is returned to the Treasurer's Office, the instructor will receive the \$4.00 fee.

Instructors may not be uniform in the granting of excuses. One course may have stricter requirements in regards to attendance. However, the instructor will make his own evaluation of the reason for absence.

In the event the student has been confined to his quarters, by the Health authorities, the student will report to the Health Center after his illness. He will be issued a form stating the illness and length of confinement to present to his instructor.

In the case of confinement to the Health Center a similar form will be issued.

Convocation Attendance

Attendance at Convocation is required of all students. Convocations include not only religious services, but also many other types of programs, such as political speakers, discussions of Student Council problems, and musical groups. A maximum of five absences will be permitted in any semester. For each absence in excess of five, one additional semester hour will automatically be added to the student's graduation requirement. No absences in excess of five will be excused. Failure to attend Convocation because of hospitalization, required field trips and other off-campus trips authorized by the Dean of Students' Office will not be considered absences.

Counseling

Each student has a faculty member as his individual adviser. This adviser will help him with decisions concerning his courses, major fields of interest and the scheduling of classes. The Dean of the College is available for counseling on academic questions while the Dean of Students, the Dean of Men and Dean of Women are available to help students with housing, social and personal problems. The college chaplain is always ready to discuss spiritual and personal problems with students.

Students may apply to, or be referred to the Director of Guidance and Testing for aptitude, psychological or vocational tests.



Dining Regulations

MEAL TICKETS

All resident women are required to eat in Barlow Dining Hall unless a medical excuse is presented and approved by the Dean of Women. Women may purchase either a five-day or seven-day meal ticket. Men may purchase a meal ticket or coupon book for use in the dining hall.

DRESS

The W.S.G.A. Constitution stipulates dress for women in the dining hall. The customary dress for the dining hall for men consists of slacks and a sport shirt. "Levis" and tee shirts are accepted only if working conditions demand them. At the Sunday noon meal men are expected to wear a coat and tie.

General Regulations

The Administration has few regulations governing student conduct. It depends rather upon students observing cheerfully the social proprieties. Students at Otterbein are expected at all times to maintain a high standard of personal integrity and honesty and to show respect for order, morality and the rights of others. There are, however, well-recognized restrictions concerning certain practices.

1. Otterbein College reserves the right to dismiss any student for any reason or reasons it deems sufficient after having given him opportunity for a hearing before the properly constituted authority.
2. Alcoholic beverages are not permitted on the campus. If such beverage is found in the possession of any student, or if the student indicates by his behavior that he has been drinking, he will be subject to disciplinary action. Violation of the regulation places the student in jeopardy of being expelled.
3. A strong tradition against the use of tobacco on the campus is maintained by student opinion.
4. No self-perpetuating society or organization may be formed without permission from the Faculty.
5. A student who is a member of any college organization representing Otterbein in intercollegiate or special extracurricular relations shall not participate in such activities unless a satisfactory standard of scholarship is maintained and the student complies with all other college regula-

- tions. A student in an individual capacity representing the College shall conform to the same standards.
6. Cases of theft, or of cheating in any course, will warrant immediate dismissal from school.

Housing

Sophomore, junior and senior students living in the residence halls are required to pay a \$25 room deposit by July 15th. This payment is in evidence of good faith that the student expects to use the room reserved for him. At registration this fee is credited to his first semester account. The fee is not refundable if the student fails to enroll.

All students are responsible for furnishing desk lamps, towels and bed linen. Women students will supply their own curtains. A linen service is available to the students at the rate of \$13.00 per semester. This fee is payable each semester at the time of registration.

An annual fee of \$7.00 for men and \$9.00 for women is charged to the students' first semester account to cover the cost of newspapers, dormitory dues, electrical appliances and social events in the residence halls.

Residence halls will not be available for occupancy until the beginning of the school year. They will close during vacation periods.

WOMEN

All women students whose homes are not in Westerville or vicinity are required to live and dine in the residence halls unless granted special permission. Only those women whose homes are in Westerville or those who work in restaurants during meal hours need not purchase a semester meal ticket. In this case, a note from the Dean of Women must be presented at registration.

MEN

The college requires all freshman men whose homes are not in the Westerville area to live in residence halls in the Freshman Men's Quadrangle. Sophomore students are required to live in the upperclassmen's dormitory, Davis Hall.

To all men students whose homes are not in Westerville, or who do not room on campus, the Dean of Students' Office makes available a list of approved private homes in close proximity to the college. Rent of rooms varies, depending upon desirability and distance from the campus. The fraternity houses provide accommodations for some of their upperclass members.

Motor Vehicle Registration

ELIGIBILITY

All commuting students and those junior and senior resident students with a cumulative average of 2.3 or above are eligible to register and operate a motor vehicle within the Westerville city limits during the college year, September through May.

Resident junior and senior students with a cumulative average of below 2.3 and resident freshman and sophomore students may not register or operate their own motor vehicle and may not operate the motor vehicle of another within the Westerville city limits during the college year.

REGISTRATION

Eligible students who operate their motor vehicle within the Westerville city limits during the college year are required to register their motor vehicle with the Student Personnel Office. This includes those commuting students who live in Westerville with their parents or spouse.

The registration of motor vehicles is held as part of the regular academic registration at the beginning of each semester. The fee of \$2.00 per semester for each registration is added to the student's college bill.

TEMPORARY MOTOR VEHICLE REGISTRATION

For special occasions, students may obtain a temporary motor vehicle registration. The application for the temporary registration must be approved by the Student Personnel Office *BEFORE the motor vehicle is brought to Westerville*. A fee of \$1.00 for each temporary registration is added to the student's college bill.

REGISTRATION VIOLATIONS

Students who fail to register their motor vehicle with the Student Personnel Office will be fined \$20.00 for the first offense and are subject to suspension from the college for the second offense.

Students with registered motor vehicles who allow a non-eligible student to operate their motor vehicle will be fined \$20.00 for the first offense and will lose their registration for the second offense.

Eligible students who register the motor vehicle of a non-eligible student will be subject to suspension from the college for the first offense.

DECALS INDICATING REGISTRATION

GREEN decal for all students, 1963-64 college year. LICENSED IN OHIO — Place decal in lower left corner of rear window, driver's side. LICENSED OUT OF STATE — Place bumper decal on left side of rear bumper. White decal for faculty and staff. Remove old decals and have GREEN 1963-64 decal in place by the first day of classes.

CAMPUS PARKING AREAS

Students Only

- Area B—Saum Hall
- Area B—Gymnasium
- Area E—Student Union
- Area E—Davis Hall

Faculty and Staff Only

- Area A—Towers Hall
- Area C—Lambert Hall
- Area D—Gymnasium
- Area F—Cowan Hall
- Area G—Barlow Hall

Village street parking, under municipal law, is available to all students, faculty and staff.

TRAFFIC CITATIONS

Otterbein College Traffic Officers make frequent daily checks of campus area and issue traffic citations for the following violations:

Failure to register a motor vehicle	\$20.00
Violations requiring towing and impounding	20.00
Removal of or tampering with signs	20.00
Failure to display decal or temporary registration ...	4.00
Driving and/or parking on grass	4.00
Parking on sidewalk	2.00
Blocking driveway	2.00
Signs disobeyed	2.00
Parking with disregard to painted lines	2.00

Fines are to be paid by cash or check in the Student Personnel Office.

Fines paid on the day of a violation or on the Monday following a Saturday or Sunday violation will be reduced by one-half.

APPEAL

A student wishing to appeal a traffic citation must, within three days of the citation, register the appeal with the Student Personnel Office for action by the Student Court. All fines are temporarily waived while the appeal is in process.

Probation

A student is in good academic standing who attains a cumulative grade point average of at least probation level which is

1.6 on the completion of 12 semester hours; 1.7 on the completion of 24 semester hours; 1.8 on the completion of 36 semester hours; and 1.9 on the completion of 48 semester hours. A 2.0 is required of a student who has completed 60 semester hours. A minimum cumulative point average of 2.0 is required for graduation.

Should a student's grade point average fall below the above mentioned levels he will be placed on academic probation. Should a student be placed on probation for a second semester, it will be necessary for him to maintain a semester average of 2.0 for each semester thereafter or be in jeopardy of being asked to withdraw from college.

If a student has accumulated 45 hours of work taken while on probation he will be in jeopardy of being asked to withdraw. Semesters on probation need not be consecutive. Should a student on probation register for courses which will bring his total to 45 or more probationary hours when completed, he must earn a grade point average sufficient to remove him from probation at the end of that semester or he will be in jeopardy of being asked to withdraw from college.

A student who is placed on academic or disciplinary probation is not eligible to hold office in a campus organization or represent the college in any off-campus activity.



Traditions

Every college has its traditions and every student loves those connected with his school. Otterbein, too, has her traditions and they are as much a part of the school as the Towers Hall itself. Traditions change down through many years of existence, but we cherish the ones that have remained the same through Otterbein's many years of service.

We may take some of these things lightly at times, but they have a certain something that produces a feeling of happiness and at the same time makes us realize that they aren't just mere trivialities, but are a definite part of the Otterbein we love.

BELL

After an Otterbein victory in an athletic contest, there are always some energetic persons who will go to Towers Hall and lustily ring the old bell in celebration of a win. This act assures all those within hearing distance that Otterbein has emerged victoriously.

BONFIRE

Everyone is emotionally "keyed up" at the time of the first home football game. On the day of the celebration, the freshmen scout the town and country-side for all kinds of boxes, crates, dead branches, logs and other inflammable materials.

In their best pajamas the freshmen do a little snake dancing around the fire, then parade up town; a pep rally is arranged, and finally they (with the Management being forewarned) "crash" the Westerville theatre to end the joyous celebration.

DATING

One of the advantages of a small campus, such as Otterbein, is the informality of social life. Everyone is expected to speak to everyone else whenever, or wherever they meet. This simplifies dating.

Moreover, the most expensive date will not cost more than the price of two theatre tickets and two cokes. A walk, possibly to the park or down by Alum Creek, may often be substituted for the movie. An up-to-date bowling alley offers the best in bowling.

On Wednesday, Saturday and Sunday evenings, some fraternity houses provide stopping places for an entire evening or a dropping in place between the movie, cokes, or walk.

Winter and spring formals, plays, concerts, lectures, sorority and fraternity co-eds, homecoming festivities, and religious activities provide innumerable opportunities for boy to meet girl and grow in friendship.

CHRISTMAS FESTIVITIES

The beginning of the holiday season is celebrated each year when the President lights the Christmas Tree in front of Towers Hall about two weeks before the Christmas vacation period begins. An all-campus Christmas Party brings the students together to be entertained in Cowan Hall with Christmas music, participate in caroling local residents, and being hosted in the homes of college faculty and administrative officers. The evening is climaxed by a final celebration in Barlow Dining Hall.

JUMP WEEK

In the early spring a real "Sadie Hawkins' type" period is set aside when college women date the men. The week is climaxed by the election of a Jump Week King. Each fraternity selects one of its freshman members as a candidate. The girls vote and the king is announced at a dance ending the week's activity.

OTTERBEIN QUEENS

The fall Homecoming queen is selected from the sophomore class. Each sorority selects one girl. From these seven sophomore women, the men students elect the Queen and her court at an assembly. The election is conducted by the Student Senate.

The Winter Homecoming Queen and her two attendants are senior women. These women are chosen by the "O" Club and their choice remains known only to the president of the Varsity "O" until Homecoming evening.

Each fraternity chooses a freshman woman to enter the competition for Miss T and C. The T and C selects the panel of judges to elect the queen at the Inter-Fraternity Dance.

May Day Queen is a junior woman chosen by the students. They first choose eight women. From those eight, four are selected to be on the court. The queen is then chosen from these four. Student Senate conducts the election. The Queen remains secret until May Day Morning.



The Sibyl Queen is a Senior woman chosen by the Sibyl Staff. No girl can be a Queen twice in her college career.

The following policy was established by the Student Senate to determine the rank of a candidate at the time the vote is taken:

Freshmen—currently in the first or second semester of school.

Sophomores—currently in the third or fourth semester of school.

Juniors—currently in the fifth or sixth semester of school.

Seniors—currently in the seventh or eighth semester of school.

All these classifications are excluding summer school. Women who have been in school five or six semesters and are graduating in June will not be eligible for May Day Queen. However, they will be eligible for other senior queen activities. The Registrar's Office will determine the class rank of transfer students.

SCRAP DAY

Scrap Day is a day of fair competition between the freshman and sophomore classes to determine the length of time beanies will be worn. It is planned and organized by the Women's Athletic Association and the Varsity "O". All students are excused from classes and scheduled practices and/or events until 4:00 p.m. of Scrap Day. Competition for men is a relay race, sack race, and tug-of-war. There is also a co-rec volleyball game.

Each event is valued at one point, making a total of seven for the day's events. In order to be declared the winner, a class must win four out of the seven events. A class member may represent his class in only one event. If the freshmen win the day, beanies are removed on Scrap Day. If the Sophomores win, beanies must be worn until half-time of the Otterbein-Capital football game.

Events of the day begin at 8:45 A.M. at the football stadium where men and women of both classes compete in a class cheer and class song. The women's relay races follow at 9:00 A.M. There are five relay races in which approximately forty girls from each class have a chance to participate. The winner must win three out of five races. The men's relay race begins at 9:30 A.M. Eight men in each class run for 100 yards. The first team to complete the 800 yards wins, providing they are still in possession of the football.



At 10:00 A.M. the co-rec volleyball game is played in the Alumni Gymnasium. The game is governed by regulation rules and refereed by qualified officials. A match consists of winning two out of three games.

At 11:00 A.M. the men's sack race is held at the city park. A 50 yard area is roped off within which fourteen men from each class, two to a sack, struggle to pull their sack across their own goal line. Freshman men are responsible for supplying and filling these sacks with sand and having them ready for Scrap Day. Members of Varsity "O" judge the event, seeing to it that rules are strictly adhered to.

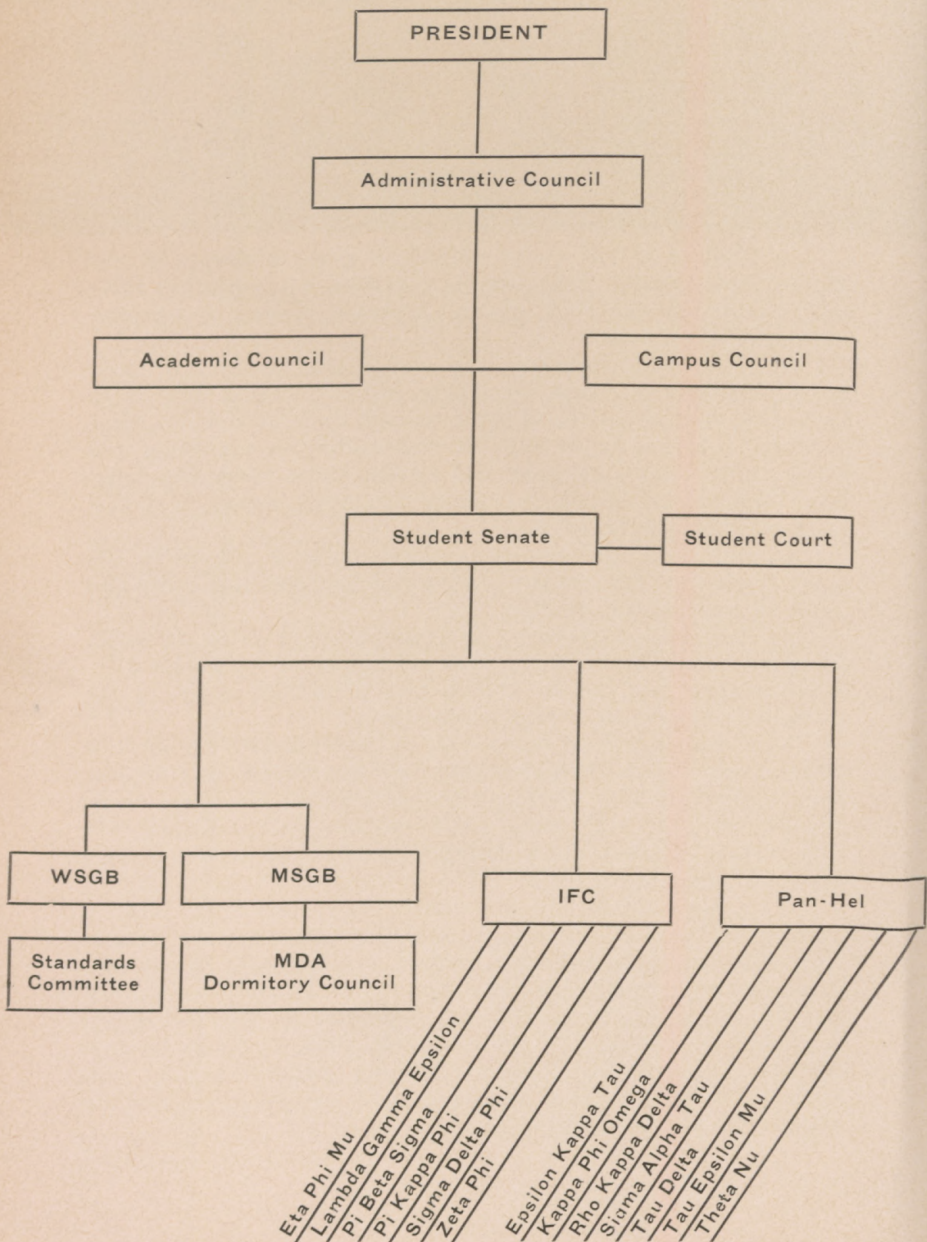
At 1:00 P.M. the women's softball game is played in the park. A game of five innings is governed by regulation rules and umpired by qualified officials.

At 2:30 P.M. a canoeing race will be held along an established route on Alum Creek. This will consist of 3 separate races each between two canoes. Which ever class wins 2 out of the three races will be the winner of this event.

The final event of Scrap Day is the Tug-Of-War at 3:30 p.m. at a previously designated site on Alum Creek. Twenty men from each class have a chance to participate. The rope is approximately $1\frac{1}{2}$ " x $\frac{3}{4}$ " thick and is provided by the Varsity "O". The winner of this event is determined when the middle marker goes past a flag on the bank.

The day's events are run fairly under the supervision of Varsity "O" and the Women's Athletic Association. If at any time the regulation rules are broken, it will result in a team's disqualification from that particular event. All the rules governing the events on Scrap Day are published in the T & C the week before the big day. Several weeks prior to Scrap Day the Varsity "O" and the Women's Athletic Association will meet with both freshmen and sophomores to explain the rules and regulations governing Scrap Day.

COLLEGE ORGANIZATIONAL CHART



Government

The responsibility of campus government is divided among many agencies of the college. The organizations listed in this section play a major role in the formulation and the enforcing policy relative to the welfare of the college. Within the governmental structure of the college is an opportunity for all students to be heard. Council or Board members welcome ideas and suggestions. Students who feel that they have cause to be heard may bring their opinions to one or more of these organizations. Any student has the right to appeal the decision of a standards committee or dormitory council to the W.S.G.B. or M.S.G.B. Appeals from these groups can be heard by Student Court or Campus Council.

Constitutions of student organizations appear in the final section of this book.

ADMINISTRATIVE COUNCIL

The highest governing body on the campus under the direction of the President is composed of members of the Faculty and the Administrative Staff. This group deals with any matters concerning the welfare of Otterbein College.

ACADEMIC COUNCIL

The primary function of this group is to act on matters pertaining to academic discipline and academic status. The Council is composed of members of the Faculty and Administrative Staff.

CAMPUS COUNCIL

The function of this group is to deal with infractions of the social regulations established by the college or by student governing organizations. It may hear appeals from student tribunals or may deal originally with such cases. Members include the Dean of Students, Dean of Women, two Faculty members elected by the Faculty and two students elected by Student Senate.

STUDENT SENATE

The Student Senate is the legislative branch of the student government which offers to the student body of Otterbein College the opportunity for active participation in the general life and program of the college in cooperation with the administration and faculty. It has the authority to enact, establish, and enforce rules, regulations, and ordinances governing scholastic, social, moral, and civil codes of the campus. According to the student government constitution, the Student Senate has representatives from the four college classes as follows: six seniors, six juniors, five sophomores, four freshmen elected by the classes, the presidents of the freshman, sophomore, junior and senior classes, a representative from each sorority, fraternity or independent group if no member of the group is elected by any of the processees.

Officers for the 1963-64 school year are: Dale Smith, president, Jack Wright, vice-president, Larry Buttermore, treasurer, Mary Ellen Hull, recording secretary, Lynne Puterbaugh, corresponding secretary, Mary Hall, chaplain.

STUDENT COURT

The Student Court of Otterbein College is the judicial section of our Student Government set down in the constitution adopted in 1948, by the students and administration. The court is composed of eight students, one man and one woman representative from each class. They are elected by the Student Senate at the beginning of each school year, and the court in turn elects their presiding judge; no member of the council may serve on this court. The position of the court is that of appellate for the students, and its specific function is that of a court of equity; its jurisdiction is not final but merely that of a recommendation to the Campus Council. Regardless of this seeming impotence, the court can and should become a valuable and influential body on campus.

CAMPUS SOCIAL COMMITTEE

Consists of both faculty members and students and is responsible for planning all-campus social programs. Such events as parties, social games, and movies are sponsored by this committee.

WOMEN'S STUDENT GOVERNMENT ASSOCIATION

This organization is based on the premise that women of college age have achieved a degree of maturity, and have a respect for the rules and regulations which are necessary for good group living. It is evident that concern for others is the primary reason for regulations. The cooperation of all members of the Association is necessary to achieve these high standards of good living. Every woman is a member of the Women's Student Government Association. The purpose of the Association is found in the W.S.G.A. Constitution.

The Women's Student Government Board is composed of the following officers: President, Bonnie Steele, Vice-President, Beverly Miller, Secretary-Treasurer, Nan Van Scoyoc. In addition to these the President of each living center, plus the Vice-President of each living center having 25 or more residents are also members of the board.

MEN'S STUDENT GOVERNMENT ASSOCIATION

The MSGA is the governing institution of the men of Otterbein. The purpose of the association is to promote high standards of social conduct for all men; to interpret and maintain these standards; to cooperate with the Administration and the Student Senate in maintaining all rules of the college. The administrative and legislative board of the association is the Men's Student Government Board (MSGB) composed of a president, vice-president and secretary-treasurer, elected by the men of the college as well as a representative man from each of the social fraternities on campus.

Every man, upon registration, becomes a member of the association and is duty-bound, as a student of Otterbein College, to become acquainted with and back the undertakings of the association. Such cooperation makes Otterbein one of the few colleges in Ohio privileged to operate, to a great extent, under student government. Members for the year 1963-64 are: Charles Cook, president, Larry Ishida, vice-president, Porter Miller, secretary, Tom Casey, Steve Surface, Mike Hershey, Jim Wacker, Al Hood and Bill Shackson. A member representing independent men will be selected at the beginning of the school year.

STUDENT FACULTY RELATIONS COMMITTEE

The Student Faculty Relations Committee is composed of five members of the Student Senate and five faculty members. It considers problems of mutual concern to students and faculty. It makes recommendations to appropriate campus agencies but is not a legislating group in itself.



Dear Jane,
Welcome to the class of 1967. From this moment, you'll cease to think of Otterbein as just another name on that long list of colleges you have been studying and begin to consider yourself as another member of the Otterbein family you've heard so much about.

Probably the first people you'll meet on campus will be your head resident, and your junior counselors. Their chief concern is you and they'll be doing all they can to help you during your freshman year. During your orientation days on campus you'll meet members of the Student Senate who will introduce you to various aspects of college life.

Your dormitory will be ready for you to arrive on Saturday, September 7. For each girl there is a bed, dresser, desk and chair, and a bookcase for her use. The rest is up to you. With your roommate you should plan what your bedspreads, curtains, rugs, etc., will be. You can do this after you arrive, if you wish.

You may want to "know what to wear when." Sweaters, blouses and skirts with flats are the usual attire.

FOR
WOMEN
ONLY

You'd be wise to bring along a few cottons for those Indian summer days in early fall. For that rainy weather you'll need an umbrella and raincoat, and those boots come in mighty handy when there's snow on the ground.

On Sundays everyone dresses up for church and dinner. Some afternoons you might be attending a tea where hats, gloves, hose and heels are in order. Then, too, there are those dances where you'll need your formals.

Fraternity houses may be open on Wednesday, Friday, Saturday and Sunday evenings. "Date nights" and "coeds" are scheduled, and you'll probably be attending some of these. Other than the scheduled times girls are not to visit in the houses, and they are never permitted in men's living quarters either on or off campus. There are calling hours in the women's dormitories, and fellows may visit in the lounges at designated times during the day. I knew you'd be interested in this!

Student government at Otterbein is very important, and you are automatically a member of the Women's Student Government Association. You'll want to be familiar with this constitution, and that of your Student Senate.

Each living center has its own elected standards committee which is a part of our total governing system. (And in case you're interested in hours and permissions check your W. S. S. A. Constitution.)

You'll soon be hearing lots more about campus organizations. You'll have a Y. W. big sis who'll be very helpful during those early days, and you'll learn about their programs as well as many others. Just remember to use some discretion, and don't try to join too many organizations right away.

Well, back to the whirl of campus life. You'll love it, I know, and I can hardly wait until September when I can be among those who welcome you to "the Family."

Until September,
A. Coed

FOR
WOMEN
ONLY

Dormitories

- CLEMENTS HALL: 85 West Home Street—Mrs. Clara Bigham,
Head Resident
- COCHRAN HALL: Southeast corner of Grove and Home Streets—
Mrs. Melissa Rider, Head Resident
- KING HALL: Maple Street—Mrs. Marian Weber, Head Resident
- SAUM HALL: 37 North Grove Street—Mrs. Mary Bookwalter,
Head Resident
- HANBY HALL: 65 West Home Street—Mrs. Marian Stoughton,
Head Resident
- CLIPPINGER HOUSE: 47 North Grove Street
- DEEVER HOUSE: 124 West Home Street
- CELLAR HOUSE: 141 West Park Street
- KLINE HOUSE: 48 North Grove Street
- MOORE HOUSE: 131 West Home Street

Services

LAUNDRY

Automatic coin-operated washers and dryers are in King, Saum, Clements and Hanby Halls. Girls in Cochran Hall use the facilities in Clements. The washers require a quarter for each cycle. Do not stop the machines before they have completed their normal cycle. Sign up sheets are provided for the convenience of all. Clothes are to be dried in the dryers. No clothes are to be hung in the halls or in the bathrooms. For those who wish, a laundry service is available for \$13.00 a semester. This service provides clean sheets, towels and a pillow case each week.

KITCHENETTES

These are located in the sorority clubrooms, on the 2nd and 3rd floors of Clements Hall, the ground floor of King Hall, the 2nd and 3rd floors of Cochran Hall, and on 1st-4th floors of Hanby Hall. There are sinks and hot plates or stoves available. In Clements and Hanby the kitchenettes also have a refrigerator. These facilities are for all of the girls in the hall to use, so please remember to clean them after their use.

IRONS

All ironing should be done in the rooms provided for this purpose. Girls should furnish their own irons.

VENDING MACHINES

You will find candy and soft drink machines in each hall. If you should lose money in the machine, report it to the desk girl at once. She will see that the machine is reported to be out of order and your money refunded.



FOR
WOMEN
ONLY

Electrical Appliances

1. Radios, record players, razors, clocks, fans, and hair dryers are permitted in the rooms.
2. Heat or sun lamps are not permitted in the dormitories.
3. Irons should be used in the rooms provided.
4. Cooking appliances and other utensils are permitted in kitchenettes only.

Sunbathing

The only place where sunbathing is permitted is "Barlow Beach," the large flat roof over the cafeteria. The policies for sunbathing are:

1. All girls (including those in Cochran Hall) are asked to go to the roof by way of the ladder on the kitchen wing and to leave the roof the same way. This way you won't inconvenience the girls on the first floor of Cochran Hall and the second floor of Clements.
2. Dispose of all papers taken up and return all coke bottles.
3. Wear skirts, jeans or bermuda shorts en route to the roof. Shorts are to be worn only to and from physical education classes.
4. It is urged that all students be discreet at all times on Barlow Beach.

Fees

A \$9.00 dormitory fee shall be paid by each girl who plans to live in a dormitory, at registration. This fee pays for WSGA dues, dormitory dues, electrical appliances, newspapers, room keys and desk help in the living centers. Two dollars is refunded upon return of the room key at the end of the school year.

Peddling

All peddling or soliciting in the dormitories is prohibited except by specific approvals of the Dean of Students.

Junior Counselors

The following juniors will serve as counselors in the freshman women's dormitories for the school year 1963-64:

Berger, Susan	Miller, Beverly
Diller, Linda	Newman, Katherine
Earhart, Alice	Powers, Elizabeth
Gillespie, Linda	Puterbaugh, Lynne
Haneke, Margaret	Scott, Jane
Hull, Mary	Steinmetz, Lydia
Leader, Virginia	Thomas, Constance
Lengyel, Marjorie	Weaston, Diane
McCoy, Sally	Zimmer, Nancy

Attention, Freshman!

The information provided in this section of the Handbook pertains to all men living in college residence halls. However, its primary purpose is to answer your questions before you arrive on campus and to serve as a guide for you during your freshman year.

FOR
MEN
ONLY

RESIDENT COUNSELORS

Mr. Don Storer is the Resident Counselor for the freshman men in the Freshman Men's Quadrangle. Under Mr. Jack Corkery, Dean of Men, he is directly responsible for four dormitories — Sanders, Scott, Engle and Garst. He is assisted by Robert Koettel, a senior counselor and twenty junior counselors living in the housing units.

Mr. Tom Parker is the Resident Counselor in Davis Hall where sophomore men are housed. Mr. Parker is assisted by Bill Beck and Porter Miller. The junior counselors help the student in a variety of ways to make a proper adjustment to college life. They will help to answer questions about social life and college life in general. They will be on hand when the freshmen arrive in September. As fellow students they are interested in seeing that the freshman makes the most of his college life.

DORMITORY ROOMS

They are assigned to freshman men by the Dean of Students' Office when final acceptance is granted by the college. Sophomore rooms are assigned on or about July 15 after a room deposit of \$25.00 has been paid. It is college policy that students do not move from the dormitory, nor change rooms or roommates during the year unless there is a good reason for doing so.

Two students are assigned to each room. The rooms are furnished with single beds (36" x 80"), chest of drawers, study desks, and chairs.

Each student supplies his own bed linen, blankets, towels, study lamp, wastebasket, and any other desired room accessories. Pillows, mattresses and mattress covers are provided.

Pictures and other wall decoration are to be hung on the bulletin boards found in each room. However, pictures may be taped on the walls with masking tape if in the opinion of the head resident, and/or counselor, they do not detract from the appearance of the room, and do not damage the walls.

Each student is held personally accountable for the condition of his room and all equipment in it. Rooms are inspected at least three times a year and any damage to the room beyond normal wear, will result in fines against persons assigned to that room.

ARRIVAL

The dormitories will be open the first Saturday of the fall semester. If as a football player or a man with a special job it is essential for you to arrive on campus early, you must notify the Dean of Men two weeks in advance so that arrangements can be made in the dormitory or private home where you will live.



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SERVICES

Bed linen and towels may be rented from the A-1 Linen Service for approximately \$13.00 per semester. Soiled linen is exchanged for clean linen once a week. We strongly recommend that the student avail himself of this service. An opportunity to register for this service will be given prior to the beginning of school.

Each of the housing units will have its own janitorial service. This service is provided for the washrooms, hallways and lounges. The student is responsible for the general care and cleaning of his room. All residents should cooperate in keeping areas in presentable condition.

A bulletin board is also located near each main entrance. Announcements concerning residents will be posted, and each student is responsible for notices which concern him.

Automatic washers and dryers, and ironing boards are furnished in all dormitories. A nominal charge is made for the use of this equipment. For sanitary purposes, the lavatories must not be used for laundry purposes. Three local dry cleaning companies will pick up and deliver personal laundry and dry cleaning.

If there is a failure in service or damage to equipment, please report this promptly to one of your student counselors. Repairs will be made by the Business Office. Residents should report such things as burned-out light bulbs, plumbing problems, or breakage of any kind in order that these may receive prompt attention.

Trunks and other parcels can be mailed to the dormitories. Westerville has a railway express agency and service is provided to the local address.

FEES

Included in each resident's college bill is a dormitory fee of \$5.00. Breakdown of this \$5.00 is as follows: \$2.00, social fee. (This money is controlled by the Dormitory Council, and is used to pay for the daily paper, dormitory parties, and social events); \$1.00 appliance fee, paid to the college to cover the use of electrical appliances (radios, clocks, etc.); and, \$2.00 key deposit, which is returned when the student turns his key in at the end of the year.

DRESS

The new student looks forward to social events and special campus functions. The proper clothes help him to feel at ease on any occasion, and several suggestions are given here to serve as a guide in assembling a college wardrobe.

Casual clothes, including slacks, sport shirts and sweaters, are worn to classes, sporting events, campus meetings and for informal dating.

A suit or sport coat and tailored slacks worn with a dress shirt and tie are right for all-campus events, sorority and fraternity parties and other informal social functions.

A tuxedo or dinner jacket with proper accessories should be included for the formal dances held off-campus. Of the two, the dinner jacket is worn more often. However, when necessary these items may be rented locally.

Of course a raincoat, jacket, topcoat, robe and shoes for both dress and casual wear are basic items.

WOMEN VISITORS

They may be entertained in the lounge of each residence during specified hours which will be announced.

Hours during which men may call at women's residence halls are posted at the beginning of the school year.

PEDDLING

All peddling or soliciting in the dormitories is prohibited except by specific approval of the Dean of Students.

JUNIOR COUNSELORS

The following juniors will serve as counselors in the freshman men's dormitories for the school year 1963-64:

Baranet, Theodore
Beck, Larry
Bennett, William
Booth, Edward
Casey, Thomas
Gray, Jerry
Hood, Victor
Kennedy, Stephen
Mickey, Terry
Mignerey, Thomas
Moore, Jack
Ottewill, William

Peat, Harry
Queer, Don
Seto, Herbert
Smith, Kenneth
Sorgenfrei, Jan
Surface, Stephen
Toy, Harold
Wacker, James
Wassem, Jerry
White, Raymond
Williams, Mills
Wright, Jack



Alpha Phi Omega

Alpha Phi Omega

Alpha Phi Mu

Phi Beta Sigma

Phi Beta Sigma

Phi Kappa Phi

Alpha Phi Omega

Alpha Phi Omega

Alpha Phi Omega

Alpha Phi Omega

Alpha Phi Omega

Alpha Phi Omega

Organizations

EXTRA-CURRICULAR ACTIVITY MEMBERSHIP

A student is in acceptable academic standing and is eligible to represent the college in any activity and to hold office in a campus organization who attains a cumulative average of at least 1.6 at the end of the first, and 1.7 at the end of the second semester of the freshman year; a 1.8 at the end of the first, and 1.9 at the end of the second semester of the sophomore year; and 2.0 at the end of the first semester of his junior year. He thereafter must maintain a cumulative average of at least 2.0 until he completes the requirements for graduation. A cumulative point average of 2.0 or better is required for graduation.

Failure to reach the above standards places the student on academic probation. *Students on academic or disciplinary probation shall be ineligible to hold an office in an extra-curricular organization or represent the college in any way. This stipulation includes class, fraternity or sorority, or other campus organization offices.*

All questions of eligibility shall be adjudicated by the Dean of Students' Office.

The formation of any new campus organization must be approved by the Faculty and the Administrative Council.

SOCIAL SORORITIES AND FRATERNITIES

There are seven sororities and six fraternities on Otterbein's campus. They are student groups organized for the purpose of promoting wholesome life among the students.

No student can become an active member of a sorority or a fraternity until he has successfully completed one semester of work in college. Sororities and fraternities are not permitted to pledge new members until after the close of the rushing period as designated by the Panhellenic Council and the Inter-Fraternity Council. The two councils act to correlate the activities of the fraternities and the sororities.

The complete constitutions of both organizations appear in the addendum of this book. Sharon Hept is the president of the Panhellenic Council and David Rule, president of Inter-Fraternity Council.

Sororities

EPSILON KAPPA TAU (*Arbutus*) Jean Pflieger, President

The sorority founded in 1918 has pink and white as its colors from the Arbutus which is its official flower. Its motto is "Eros Kai Timi", which means "Love and Honor". Dues are \$15.00 per semester and \$5.00 in the summer. Advisers: Mrs. Lee Shackson, Miss Marilyn Day, Mrs. Marion Chase, Mrs. Robert Kassner.

KAPPA PHI OMEGA (*Kappas*) Carol M. Sheaffer, President

The original members of the sorority chose the motto "Loy-onte nous oblige," or "sisters and friends unto the end." Turquoise and gold were chosen as the official colors and the yellow Chrysanthemum as the flower. Dues are \$15.00 per semester and \$5.00 in the summer. Advisers: Mrs. Russell Miller, Mrs. John Corkery, Mrs. Robert Grodner.

RHO KAPPA DELTA (*Arcady*) Marguerite Sims, President

Arcady was founded in 1923 with "Thoughtful, Each of All" as its motto. The pansy and white carnation are the official flowers. The colors are burgundy and white. Semester dues are \$15.00 plus \$5.00 in the summer. Advisers: Dr. Elizabeth O'Bear, Miss Judy Carter, Mrs. Frances Wurm, Mrs. Jack Jacober.

SIGMA ALPHA TAU (*Owls*) Sally Banbury, President

Organized in 1910, the sorority is the oldest on the campus. The members claim as their motto, "Sagacity, affection, and truth." Jade and gold are the official colors and the flower is the yellow Chrysanthemum. Dues are \$17.00 per semester and \$6.00 in the summer. Advisers: Mrs. Arthur Schultz, Mrs. James Wagner, Mrs. Horace Troop, Jr.

TAU DELTA (*Deltas*) Nancy Dern, President

Ten Alumnae officially organized the sorority in 1921. "Tomo Dachi", the motto, is of Japanese origin, and means "circle of friends." Colors are sapphire, blue and white. Dues are \$15.00 plus \$2.00 Pan Hel per semester. Flowers - white rose and multicolored sweet pea. Advisers: Mrs. Rebecca Waas, Mrs. Yvonne Storer, Mrs. Marjorie Hopkins, Mrs. Caroline Kropp.

TAU EPSILON MU (*Talisman*) Linda Bussard, President

Organized in 1915. Sorority's colors are purple and gold and the Talisman Rose is the club's flower. "Everybody's Lonesome", is the motto of their organization. Dues are \$12.00 plus \$2.00 Pan Hel per semester. Summer dues \$6.00. Advisers: Miss Joanne Tyler, Mrs. Robert Arledge, Mrs. Raymond Jennings.

THETA NU (Greenwich)

Claudia Smith, President

The third oldest sorority on the campus, was organized by five art majors in 1917. Its motto is "Artes Honorabit", meaning "She will honor the Arts". The spring violet has become the flower and the colors are violet and white. Dues are \$10.00 plus \$4.00 Pan Hel per semester and \$3.00 for the summer. Advisers: Mrs. Charles Dodrill, Mrs. William Skaates, Mrs. Alan Norris, Mrs. Richard Delong.

Fraternities

ETA PHI MU (Jonda)

Ray Leffler, President

The fraternity was organized in 1923 with blue and gold as its colors; the edelweiss, a small white flower signifying bravery and purity, is the fraternity flower. "Let Brotherly Love Continue" is the motto. Dues are \$25.00 per semester (social fees included). A boarding club of approximately 30 members pays \$8.75 for a five day week. Fifteen men are housed at \$4.00 per week. Advisers: Dr. Albert Lovejoy, Mr. Earl Hassenpflug, Mr. Virgil Raver, Dr. David Ruth.

LAMBDA GAMMA EPSILON (Kings) Bob Kaderly, President

Founded in 1948 by eleven charter members. The motto of the group is: "Loyalty to God, Country, Brothers and Otterbein". Dues are \$27.50 per semester (social fees included); \$2.50 house funds per semester. 21 men are housed at \$3.50 per person per week. 60 members in the boarding club at \$135.00 per semester (5-2/3 days per week). All Campus Activity — Pancake Supper and Hayride at Cabbage Corners. Advisers: Prof. John Coulter, Mr. Lawrence Frank, Dr. Robert Grodner, Prof. Fred Thayer.

PI BETA SIGMA (Pi Sig)

Dennis Rose, President

Otterbein's first fraternity was founded in 1908 by thirteen original members. It was officially recognized as a Greek Fraternity in 1928. The motto of the group is "All for One and One for All". The colors are black and gold. Dues are \$30.00 per semester. Boarding Club accommodates 35 members at \$8.50 per person per week. Ten men are housed at \$4.50 per person per week. All-Campus Activity — Bohemian Blast. Advisers: Mr. Roger Wiley, Mr. Charles Dodrill, Mr. Harry Weaston. Honorary — Dr. James Grissinger, Social — Mrs. Evelyn Anderson.

PI KAPPA PHI (Country Club)

Holton Wilson, President

Country Club was organized in 1908, nick-named because it first met outside the city limits — later acquired the name of Pi Kappa Phi. It was the only fraternity to remain active during World War I. Orange and black are the official colors. Dues are \$32.50 per semester. (including social fees). Forty members in

the boarding club pay \$9.50 per week. The fraternity houses 21 men at \$3.50-4.00 per person per week. All-Campus Activity — Mardi Gras. Advisers: Dr. Hancock, Professor James Ray. Honorary — Dr. A. P. Rosselot.

SIGMA DELTA PHI (*Sphinx*)

Larry Ishida, President

The fraternity first appeared on Otterbein's campus in 1919. The official colors are green and white. The motto is "Truth to us above all". Dues are \$30.00 per semester. All-Campus Activity — Chicken Bar-B-Q. Boarding club to begin the first semester, 1963-64. Adviser: Captain Rice.

ZETA PHI (*Zeta*)

Dick Russo, President

The group originated from Delta Beta Kappa, founded in 1915 and Lambda Kappa Tau, founded in 1921. The two groups merged in 1931 to form the present fraternity. The Dr. Van Fleet Rose was selected as the fraternity flower; black, white and gold as the colors, and "Union of Purpose" as the motto. Dues are \$26.00 per semester (including all fees), \$26.00 in the semester pledged. Thirty members of the boarding club pays \$7.50 per person per week for nine meals. Housed are 22 men at \$3.60 per person per week. All-Campus Activity — Celebrity Swing. Advisers: Mr. John Becker, Mr. Arthur Schultz, Mr. Robert Estes.

Business Administration

S.A.M.

Jerry Gill, President

The Society for Advancement of Management, the recognized national professional organization of managers in industry, commerce, government, and education, is dedicated to the development of human resources in the field of management. Open to all Otterbein students.

Panel discussions with business executives and administrators, industrial plant tours, business films, and social gatherings are part of the chapter programs. Adviser: Dr. Stanley Hart.

Education

O.S.E.A.

Cherry Wicks, President

Ohio Student Education Association is a part of the activities of almost every education major. A part of the National and State associations, the group receives help from leaders in education and also discusses topics such as student teaching and the role of a teacher. Advisers: Dr. Chester Addington, Mrs. Evelyn Anderson.

English

QUIZ AND QUILL

David Sturges, President

An honorary literary club organized in 1919. The membership is chosen from those students who have met required scholarship standards in English courses and who have shown unusual ability and originality in the field of creative writing. During the college year it publishes a Spring Quiz and Quill which includes the best writings of the student body and alumni. Adviser: Dr. Robert Price.

Foreign Language

PHI SIGMA IOTA

Nancy Loudenslager, President

This is a national honorary society for which only the highest ranking students in the advanced courses in French and Spanish are eligible. Its purpose is to foster the appreciation and study of the Romance literature and culture.

History

PHI ALPHA THETA

Edward Drayer, President

Beta Zeta is the local chapter of Phi Alpha Theta, the national historical honorary fraternity. Students who receive better than a B average in 12 hours of history, who maintain a satisfactory cumulative average and who meet certain character qualifications are eligible for membership. The fraternity sponsors conventions, conferences, films and other educational programs. Adviser: Dr. Harold Hancock.

YOUNG REPUBLICANS AND DEMOCRATS

Dave Sturges, President Rep.
Porter Miller, President Dem.

Formed with the purpose of stimulating an active interest in politics among college students. Members take part in actual electioneering on the local level and secure political speakers and candidates for convocation and other campus meetings. A mock convention is held by the two clubs in conjunction with neighboring colleges and high schools during each presidential election year. Advisers: Dr. Harold Hancock, Rep. — Dr. John Laubach, Dem.

Home Economics

HOME ECONOMICS CLUB

Mary Jo Hendrix, President

Organized for women majoring or minoring in home economics. The group is interested in broadening the outlook of the professional girl as well as extending the highest ideals of home economics through all facets of daily living. Affiliated with the State and National Home Economics Associations. Adviser: Mrs. Mabel Joyce.

Music

A CAPPELLA CHOIR

Tom Beck, President

The A Cappella Choir is an outstanding musical organization, presenting works from the finest church music of the past four centuries in its programs. In addition to their annual tour and home concert the choir provides music for various meetings and special chapel programs. Richard Chamberlain, Director.

BAND

Otterbein has a fine band consisting of approximately sixty-five members. The band plays at all home football and basketball games plus several away games. It participates in chapel programs occasionally and presents two spring and a fall home concert each year. The instrumentation of the band is increasing and its repertoire of concert selections is very well chosen. Alan Bradley, Director.

BRASS ENSEMBLE

A small group of select musicians who hold the distinction of being the only touring choir of its kind in Central Ohio. The group gives campus concerts and tours in the spring. Alan Bradley, Director.

DELTA OMICRON

Carol M. Sheaffer, President

A professional music fraternity which pledges women music majors and minors who have a high scholastic and musical standing. Membership in the fraternity provides musical and professional development for women both during college and after graduation. Adviser: Miss Frieda Myers.

WOMEN'S AND MEN'S GLEE CLUBS

Carol M. Sheaffer, President

Mike Doney, President

These organizations are open to music and non-music students. Each organization gives a concert tour during the year as well as home concerts. Lee Shackson, Director.

KAPPA KAPPA PSI

Tom Beck, President

A national honorary fraternity for outstanding bandmen the group promotes the band and the betterment of band music on the campus. Adviser: Mr. Alan Bradley.

M.E.N.C. STUDENT CHAPTER

James Clawson, President

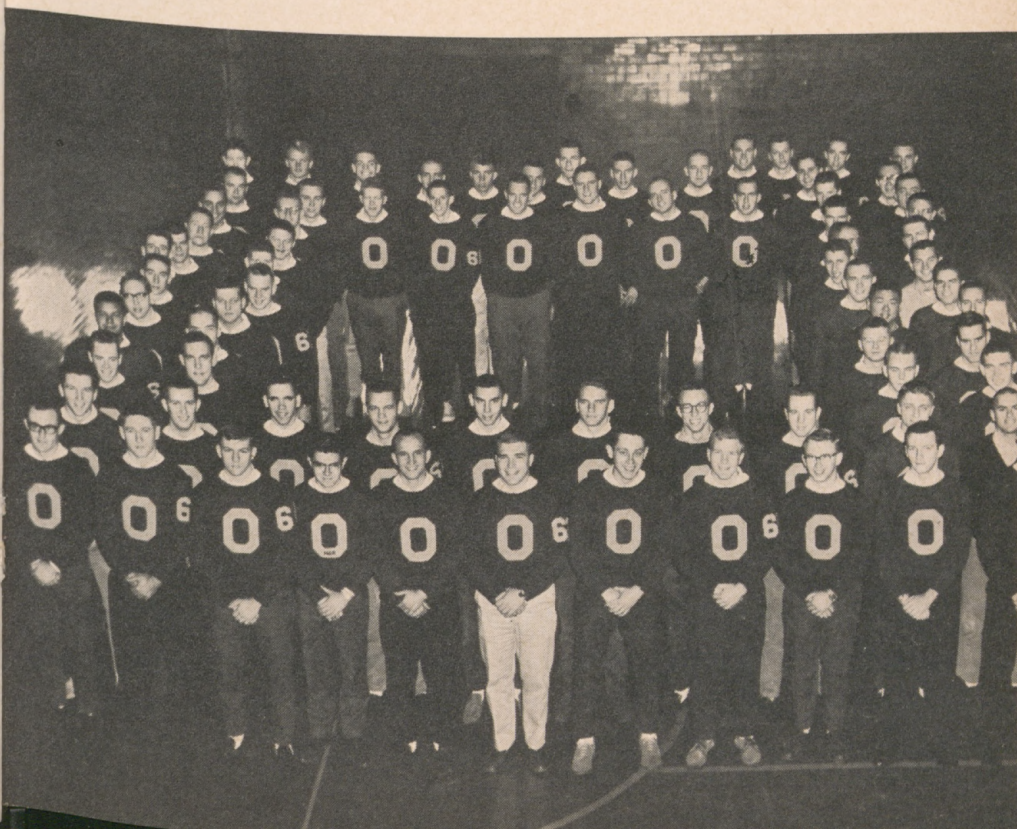
Organized for the benefit of students preparing to become teachers of music in the public schools, affiliated with the Music Educators National Conference. Varied activities include assisting with local contests and clinics, attendance at music conventions, and regular meetings. Adviser: Dr. Lee Shackson.

Physical Education (Men)

VARSITY "O"

Gary Reynolds, President

The Varsity "O" is the lettermen's club organized to promote interest in intercollegiate athletics. The Varsity "O" is a block letter of tan upon a cardinal background. It is awarded for participation in football, wrestling, basketball, baseball, track, tennis, and golf. Adviser: Mr. Kenneth Zarbaugh.



Physical Education (Women)

MODERN DANCE CLUB

Sally Banbury, President

Composed of students interested in creative dance and movement. Two performances are given each year — usually a Christmas program and a spring show. The dancers do some choreography as well as perform. Adviser: Miss Joanne VanSant.

PI EPSILON

Virginia Walker, President

Founded in the spring of 1956, it is dedicated to promoting an intelligent interest in health, physical education and recreation among women. Activities and programs include guest speakers' discussions of topics related to health, physical education, or recreation, sports demonstrations, play days, and outings. Adviser: Miss Judith Jensen.

WOMEN'S ATHLETIC ASSOCIATION

Sue Drinkhouse, President

Organization open to those who participate in intramural sports, achieving membership under a point system. Participation is provided in a variety of individual and team sports. W.A.A. Board is composed of representatives of various sports as well as outing and modern dance. Adviser: Miss Marilyn Day.

Science

SIGMA ZETA

Gene Gangl, President

The purpose of this national honorary society is to encourage undergraduate work in science, and to recognize scholarship. Active membership is limited to Junior and Senior students whose scholarship and character are the highest type and who are majoring in Biology, Chemistry, Geology, Mathematics, or Physics. Advisers: Dr. Roy Turley, Mr. Roger Wiley, Dr. Jean Willis.

ALPHA EPSILON DELTA

Dick Youngpeters, President

Alpha Epsilon Delta is an international honorary society for premedical students. The object of AED is to encourage excellence in scholarship, and to stimulate an appreciation of the importance of premedical education in the study of medicine. It promotes cooperation and contacts between medical and premedical students and educators. Adviser: Mr. Charles Botts.

Scholastic Honoraries

ALPHA LAMBDA DELTA

Pat Price, President

Alpha Lambda Delta is a national scholastic honorary society for freshman women who have attained a 3.5 average by the end of their first semester. The group includes freshmen, sophomore, and junior women who had a cumulative average of 3.5 at the time of initiation. Upperclass women become alumnae members immediately after they are initiated. Advisers: Miss Joanne VanSant, Dr. Jean Willis.

TORCH AND KEY

Harold Zimmerman, President

Founded in 1950, Torch and Key (The Otterbein Scholars) is an honorary organization for the recognition of distinctive achievement in general scholarship. Seniors, and occasionally juniors, who have exceptional cumulative records are elected. A few faculty members and Otterbein alumni are elected each year for distinguished scholarly accomplishment. Adviser: Dr. Robert Price.

Speech

CAP AND DAGGER

Carol Alban, President

Cap and Dagger, Otterbein's local dramatic society, was organized in 1922. The organization co-sponsors all major plays with the Otterbein College Theatre. In addition, Cap and Dagger sponsors several one-act plays each year. All students are eligible for membership, which is based on a point system. Points are earned for work on or behind stage. Advisers: Mr. Charles Dodrill, Mr. Fred Thayer.

PI KAPPA DELTA

Open to those interested in debate or public speaking events. Eligibility is based upon successful participation in intercollegiate debate or public speaking events. There are various degrees in the organization which are a further incentive to those already in the fraternity. Otterbein has the Ohio Epsilon Chapter of Pi Kappa Delta. Adviser: Dr. James Grissinger.

THETA ALPHA PHI

Sandy Williams, President

A national honorary dramatic fraternity. Otterbein's chapter, Ohio Zeta, was formed in 1927. Cap and Dagger members are eligible for membership when point requirements, stipulated by the national office, are met. The national magazine, "The Cue," carried reports of all Theta Alpha Phi chapters. Members visit other college theatre productions and attend regional and national conventions. Adviser: Mr. Charles Dodrill.

WOBN

Ted Baranet, Station Manager
WOBN is the Otterbein College radio station. Otterbein is the second non-land-grant college in Ohio owning and operating its own FM radio station. Its studios and transmitter are located on the campus in Cowan Hall, operating at a frequency of 91.5 megacycles on the FM radio dial. Programs are broadcast nightly between 7 and 11 p.m., as well as all morning chapels and most football and basketball games, both home and away. Students form the entire administrative, engineering, and programming staff. Adviser: Professor Fred Thayer.



Spiritual Life

COUNCIL OF CHRISTIAN ASSOCIATIONS

Ken Smith, President

The Council of Christian Associations was founded in the fall of 1939 to coordinate better the programs and activities of the four campus religious organizations: Y.W.C.A., Y.M.C.A., Delta Tau Chi, and the Otterbein Christian Student Association. The Council is composed of the president and program chairman of each of the above named organizations, one representative from the Student Council, the President of the College, the College Chaplain, and the Pastor of the First E.U.B. Church.

The C.C.A. annually conducts a financial drive, known as Student Sharing Week, for the assistance of students in foreign lands, through such agencies as World University Service, the E.U.B. Overseas Scholarship Fund, the International Christian University of Japan. The Council also plans religious emphasis periods and spiritual life retreats.

DELTA TAU CHI

Dave Andrews, President

A pre-professional religious fraternity open to all who are considering, or who are definitely preparing for, the Christian ministry, the mission field, religious education, or other related full-time Christian vocations. Among the activities of the group is the regular sending of deputation teams to churches in Ohio. The Greek letters, Delta Tau Chi, are symbolic of the Greek words which mean "Servants of Christ." Adviser: Mr. William Amy.

CHRISTIAN STUDENT ASSOCIATION Larry Beck, President
Organized to promote religious expression, understanding, and growth through a program of worship, study, fellowship, and service, the Association offers students a well-rounded program the principal facets of which are as follows:

College Forum—11:00 a.m. each Sunday in the basement of the First E.U.B. Church.

Sunday evening Fellowship—6:30 p.m. each Sunday in the Association Building.

Mid-day Devotions—1:00 p.m. each weekday in the chapel of the first E.U.B. Church.

Mid-week Devotions—8:00 p.m. each Wednesday in the chapel of the First E.U.B. Church.

The program of the Christian Student Association is student-directed and is oriented to student interests and student needs. It seeks to carry out the mission of the Church in campus life without being narrowly denominational or sectarian in character.

Y.M.C.A.

Gene Gangl, President

Organized to provide opportunities for men of Otterbein for service, development of friendships and spiritual growth. Playing a prominent role in the affairs of the Otterbein student, it provides a variety of activities for the men of the campus. Adviser: Dr. Roy Turley.

Y.W.C.A.

Elizabeth Glor, President

The organization strives to enrich college life through better knowledge of social, moral, and religious beliefs.

The Y offers various types of activities throughout the year. It also sponsors the Big and Little Sis Program, Mothers' Week End, Harmony Night, Freshman Talent Show, and May Day Breakfast. Advisers: Mrs. David Waas, Mrs. Norman Woehrl.





Serenades

Students soon become familiar with Otterbein Serenade Songs. Sorority and fraternity groups use some of the songs as part of their traditional serenades to each other during the year. Serenades do not appear regularly which make each event more of a pleasant surprise when it happens.

DOWN IN THE OLD CHERRY ORCHARD—

Down in the old cherry orchard
Under the old cherry tree
Every night by the moon's silvery light
She would sing love songs to me.
There's where I fondly caressed her.
There's where she promised she'd be
Down in the old cherry orchard.
Under the old cherry tree.

ON A CHINESE HONEYMOON—

On a Chinese Honeymoon
In the merry month of June.
Together we will wander
beneath the silvery moon,
And we'll buy a toy balloon
And we'll sail up to the moon,
To the land of tea and roses
On a Chinese Honeymoon.

OH, MR. MOON—

Oh, Mister Moon, Moon
Bright and silvery moon
Won't you please shine down on me.
Oh, Mister Moon, Moon
Great big shining moon
Hiding behind that tree,
Here comes a farmer, with a big shot-gun,
He's gonna shoot me if I start to run,
Oh, Mister Moon, Moon
Great big shining moon
Won't you please shine down on
Please shine down on
Please shine down on me.

SHINE ON HARVEST MOON—

So shine on, shine on
Harvest Moon up in the Sky
I ain't had no lovin' since
January, February, June, or July.
Snow time ain't no time
To sit outdoors and spoon
So shine on, shine on
Harvest Moon for me and my gal.

HONEY, HONEY—

Honey, honey, bless your heart,
My honey that I love so true.
My heart beats true,
I love but you.
My honey that I love so true.

TELL ME WHY—

Tell me why the stars do shine,
Tell me why the ivy twines,
Tell me why the ocean's blue
And I will tell you just why I love you.
Because God made the stars to shine,
Because God made the ivy twine
Because God made the ocean blue,
Because God made you, that's why I love you.

SWEETHEART SERENADE—

Dear little girl of my college days
My youthful heart yearned to make you mine,
Into this song then I sing the praise of my sweetheart of old
Otterbein.

(Chorus)

You are my sweetheart of old Otterbein,
Dearer than all of the world to me.
Though years may pass, you will always be
My Sweetheart of old Otterbein.
Life with its worries has silvered your hair,
Your brow is furrowed with many a care
Yet from your eyes shines that love divine
Which was kindled at old Otterbein.

(James McCloy)

OTTERBEIN LOVE SONG—

In a quiet peaceful village, there is one we love so true,
She ever gives a welcome to her friends both old and new.
She stands serene 'mid tree tops green,
She's our dear Otterbein.

(Chorus)

Old Otterbein our college, we sing of thee today;
Our memories round thee linger, in a sweet and mystic way.
O Otterbein, we love thee, our hearts are only thine,
We pledge anew, we will be true, dear Otterbein.
Her halls have their own message of truth and hope and love;
She guides her youths and maidens to the life that looks
above.
Her stately tower speaks naught but power,
For our dear Otterbein.

(Celia Ihrig Grabill and Glenn Grant Grabill)

OTTERBEIN BATTLE SONG—

We're here to fight for dear old Otterbein
We'll never let her colors trail,
We'll play the game to win for Otterbein,
Hang up the score, we cannot fail.
Fight!—Fight! Fight! Fight to win.
Fight!—Fight! Fight! Fight to win.—
Fight! — Fight.
Fight to win the game for Otterbein.
Come lads remember now we've got to win,
Our Colors shall not touch the ground,
For Alma Mater we will do or die,
In vict'ry let our cheers resound.

(G. G. Grabill)

COME ON DOWN TO OTTERBEIN—

You've seen the sun shine bright in Florida
You've seen the blue skies out in California
Perhaps you've seen the moon beams on a mighty hill
But you've never seen the stars shine until
You come on down to Otterbein.
There's not a place that you will ever find
Where friendship ties are staunch and true
And where a welcome always waits for you.
So come on down to Otterbein.
The welcome there will warm your heart and mine
And this the world is sure to know—
So come down to Otterbein.

(A. R. Spessard)



Constitutions

CONSTITUTION OF THE OTTERBEIN STUDENT SENATE

We, the students of Otterbein College, in order to foster a true enduring spirit of loyalty to our college, to promote the utmost cooperation between the Student Body, Administration, Faculty, and the Board of Trustees, and to instill in each student the ideals of democratic procedure, and having received from the Administration and Faculty of the College the full approval of our aims, and the exercise of powers herein commissioned to us, do hereby ordain and establish this Constitution and Bylaws.

ARTICLE I — NAME

The name of this organization shall be the Otterbein Student Government.

ARTICLE II — PURPOSE

The purpose of the Otterbein Student Government shall be to offer to the student body of Otterbein College the opportunity for active participation in the general life, government, and program of the college in cooperation with the Administration and Faculty.

ARTICLE III — MEMBERSHIP

Membership shall consist of all students of Otterbein College who are duly enrolled in classes and registered in the Office of the Registrar.

ARTICLE IV — STUDENT SENATE

Section 1 — Function — The legislative branch of this student government shall be the Student Senate.

Section 2 — Purpose — The purpose of the Student Senate shall be to create and maintain on the part of the Student Body a desire for the students' share in campus government and responsibilities, and a willingness to assume the responsibilities and duties of such government, as well as its rights and privileges.

Section 3 — Membership — A) Student Senate shall be composed of the following representatives:

1. Six (6) seniors, six (6) juniors, five (5) sophomores, and four (4) freshmen, elected by their classes;

2. One representative shall be elected by and from each of the following organizations: Campus Christian Association, Women's Student Government Board, Men's Student Government Board, Panhellenic Council, and Interfraternity Council;

3. The Presiding Judge of the Student Court shall be an ex-officio member of Student Senate.

4. The presidents of the freshman, sophomore, junior and senior classes shall be regular members of the Senate.

5. All fraternities, sororities and the independent groups shall elect a representative to the Senate, provided that no member of the group is elected by any of the other processes.

B) The Dean of Students shall be the advisor to the Student Senate and serve in a permanent capacity.

Section 4 — Meetings of Senate — A) Student Senate shall hold regular weekly meetings, subject to fluctuation at the discretion of the Executive Committee of Student Senate.

B) A special meeting of Student Senate must be called by the President if a member of Student Senate submits to him a petition asking for a special meeting at a specific time, signed by at least eleven members of the Student Senate.

C) Any member of the Student Senate absent from three consecutive meetings or six meetings in one semester without a legitimate excuse shall be notified of his dismissal from Student Senate and said vacancy shall be filled within two weeks by a special election. Excuses for all Student Senate absences will be judged as to their legitimacy by the Executive Committee and may be appealed only to the Student Senate as a whole.

D) All members shall be fined one dollar (\$1) for each unexcused absence.

E) At all meetings of the Student Senate two thirds of the elected members shall constitute a quorum.

Section 5 — Officers of Student Senate — A) The meeting to elect officers shall be called and presided over by the President of the retiring Student Senate within two weeks after the election of the new Student Senate. At this meeting all members of the retiring and newly elected Senate shall have one vote each. All officers shall be nominated orally and elected by a majority vote conducted by secret ballot.

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B) The officers of Student Senate shall be President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, and Chaplain.

C) It shall be the duty of the President of Student Senate:

1. To preside at all meetings of the Student Body;
2. To preside at all meetings of Student Senate;
3. To preside at the election of the Presiding Judge of the Student Court;
4. To preside at the election of the New Student Senate officers;
5. To bring to the attention of the Student Senate at the proper times such matters of business as by the provisions of this Constitution coming within its jurisdiction;

6. To act as a member ex-officio of all standing committees;

7. To uphold the Constitution of the Otterbein Student Government.

D) It shall be the duty of the Vice President of Student Senate:

1. To assume the duties of the President in case of his absence;
2. To uphold the Constitution of the Otterbein Student Government.

E) It shall be the duty of the Recording Secretary:

1. To keep an accurate record of all transactions, decisions, attendance, and meetings of Student Senate and to transmit all such records to the successor in office;
2. To notify Student Senate members of all fines imposed by the Student Senate;

3. To uphold the Constitution of Otterbein Student Government.

F) It shall be the duty of the Corresponding Secretary:

1. To conduct all in-coming and out-going correspondence;
2. To inform all students in the best possible manner the actions of Student Senate not classified "Confidential" by the President of Senate;
3. To uphold the Constitution of Otterbein Student Government.

G) It shall be the duty of the Treasurer:

1. To receive and pay out at the order of the Student Senate all funds;
2. To keep an itemized account of the same;
3. To transmit all such records to his successor in office;
4. To collect all fines imposed by the Student Senate;
5. To uphold the Constitution of Otterbein Student Government.

H) It shall be the duty of the Chaplain to prepare and deliver short devotions at the beginning of each regular session of Student Senate and to uphold the Constitution of Otterbein Student Government.

Section 6 — Impeachment and Trial of Officers — A) Any officer of Student Senate may be removed from his respective office in the event he fails to fulfill his duties to the fullest extent, as defined in the Constitution of the Otterbein Student Government, or for immoral behavior.

B) Impeachment proceedings must be initiated if a petition to impeach an officer is submitted to any other officer. Three voting members of Student Senate must have signed the petition in order to be valid.

C) Within one school week the Presiding Judge of Student Court must read the petition in a Student Senate meeting, without discussion.

D) Not less than one, nor more than two weeks after the petition is read to the Student Senate, the Presiding Judge must permit ample discussion and must hold a secret ballot vote to decide whether the petition is sustained.

E) If a majority of Student Senate votes in favor of impeachment, the petition is sustained and the officer impeached.

F) The Presiding Judge of the Student Court presides in the trial of the impeached officer.

G) The Jury consists of the members of Student Senate, except the impeached officer, and the seven remaining members of the Student Court. A quorum of thirty members is necessary to try an officer.

H) After the impeached officer has had just opportunity to defend himself, each member of the jury shall vote, by secret ballot, either "guilty" or "acquittal."

I) If two-thirds of those casting ballot vote "guilty", the officer must immediately be relieved of duties and a replacement election be held within two weeks.

J) All members of the Jury failing to attend a session of the trial shall be fined five dollars (\$5) each, for each session.

Section 7 — Election and Recall of Representatives — A) During the last full school week of March the acting Student Senate shall conduct the election for the Student Senate to succeed them on the last full school week before exams of that year.

B) A student shall be nominated by a petition if signed by twenty members of his class.

C) Student Senate shall post a list of the activities and honors of all candidates one week previous to the election.

D) Election shall be by secret ballot with members of all classes voting only to select the representative from their respective class.

E) Ballots shall be counted by a Tellers Committee appointed by the President of Student Senate, with at least one member of the Faculty or Administration present.

F) If an election is decided by less than ten votes, the ballots for that election shall be re-counted.

G) The Tellers Committee shall count the ballots within twelve hours after the closing of the polls.

H) Any vacancy in Student Senate shall be filled by a special election according to parts B, C, D, E and F of this section.

I) A class representative to Student Senate is recalled by the members of his class providing:

1. A petition calling for the recall of the representative be given to any officer of Student Senate;

2. The petition be signed by at least twenty-five percent of the class;

3. In a special class election conducted by Student Senate after ample discussion at least sixty percent of his class votes in favor of sustaining the petition.

Section 8 — Powers of Student Senate — A) Student Senate shall have the authority to enact, establish, and enforce rules, regulations, and ordinances governing scholastic, social, moral and civil codes of the campus.

B) Student Senate shall be the main policy-making body of the Otterbein Student Government.

C) Student Senate shall receive and act in a reasonable length of time upon all petitions presented to it by any student.

D) Student Senate alone shall conduct all elections for class officers and Student Senate representatives.

E) Student Senate shall conduct, or delegate power to conduct, all all-campus elections.

F) Student Senate shall nominate and elect the Standing Committees and the Student Court within one month after the opening of the school year.

G) Student Senate shall levy assessments on the class treasuries for the funds necessary to properly execute the duties of Student Senate. These assessments shall not exceed twenty dollars (\$20) per class per year without approval of the Executive Committees of the classes.

H) Student Senate shall assess all students equally, with their approval, for the funds necessary to carry out the social functions sponsored by Student Senate.

I) Student Senate shall conduct such social affairs of the student body as shall be deemed advisable.

J) Student Senate shall alter any decisions of the Women's Student Government Board, Men's Student Government Board, Panhellenic Council, Interfraternity Council, and Student Court except decisions of unconstitutionality, providing:

1. A petition signed by ten members of Student Senate asking to alter a specific decision is submitted to the President of Student Senate;

2. Both sides of the question as it was discussed in the lower organization be informed of the petition and be given ample opportunity to present their views to Student Senate in either of the next two Student Senate meetings after the petition is submitted;

3. A 2/3 vote of Student Senate favors changing the decision.

K) All legislation passed by Student Senate shall remain in force from year to year, subject to Student Senate's reconsideration.

L) Student Senate shall have the power to fine or otherwise punish all students found guilty by the Student Court of violation of a Student Senate regulation.

M) Student Senate shall have the power to make all laws necessary and proper to execute the forementioned powers.

N) Student Senate shall have the power to pass resolutions reflecting student opinion concerning campus, national, and international affairs.

O) Student Senate shall have the power to call meetings of the entire Student Body.

Section 9 — Limitations of Senate's Power — A) Student Senate shall not demand unreasonable fines.

B) Student Senate shall pass no *Ex-Post Facto* law.

C) Student Senate shall pass no Bill of Attainder.

D) Student Senate shall pass no bills the power for which has not been specified or implied in this Constitution.

ARTICLE V — STANDING COMMITTEES OF SENATE

The Student Senate shall set up the following Standing Committees.

Section 1 — Student-Faculty Relations Committee — The duties of this Committee shall be:

A) To meet with an equal number of faculty members to consider legislation proposed by either the faculty or the Student Senate which would affect the rules, regulations, or ordinances of the corresponding group. The Committee may also consider other matters of Student-Faculty interest;

B) To meet with the Vice-President, Dean of Women and the Dean of Men of the college and act upon such affairs as shall need attention;

C) To bring to the Student Senate from the Faculty its suggestions for rules and regulations pertaining to the social and moral codes of the campus;

D) Voting membership: President of the Student Senate and one Senior, one Junior, one Sophomore, and one Freshman member of Senate.

Section 2 — Student-Trustee Relations Committee — The duties of this Committee shall be:

A) To act as representatives to the Trustees from the Student Government;

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B) To report the operations of the Student Government periodically to the Trustees;

C) To petition the Board of Trustees for further power and authority not granted under this Constitution;

D) To meet annually with the President of the College to nominate the student to represent the Student Government on the following committees of the Trustees, such nominations to be voted upon by Student Senate;

Spiritual and Social Life
Education and Administration
Buildings and Grounds
Publicity and Alumni

E) Membership: President and Vice-President of the Senate.

Section 3 — *Chapel Committee* — The duties of this Committee shall be:

A) To meet with the Faculty Committee to plan the daily chapel programs;

B) Membership: Vice-President of the Senate, one Senior, one Junior, one Sophomore, one Freshman and one C. C. A. representative.

Section 4 — *Lectures and Public Occasions Committee* — The duties of this Committee shall be:

A) To act as representatives to the Public Relations Director and his committee from the Student Government;

B) To report the operations of said committee periodically to the Student Government;

C) Membership: President and one elected member of the Student Senate.

Section 5 — *Social Committee* — The duties of this Committee shall be:

A) To meet the proper authorities and plan the college campus activities calendar;

B) To work with the proper committee of the Faculty to encourage a well-balanced social program to meet the social needs of the Student Body;

C) Upon request of the Student Senate, to plan such social affairs as shall come under the jurisdiction of the Student Senate;

D) Membership: Vice-President of the Senate, one Senior, one Junior, one Sophomore, one Freshman, one interfraternity member, one panhellenic member, and one C. C. A. member.

ARTICLE VI — STUDENT COURT

Section 1 — *Name of Court* — The Judicial Branch of the Otterbein Student Government shall be called the Student Court.

Section 2 — *Membership of Court* — A) Membership in the Student Court shall be made up of one male and one female representative from each class, elected by Student Senate.

B) No member of Student Senate shall be a member of the Court.

C) Seven members shall constitute a quorum.

D) The Dean of Students shall be the Faculty Advisor to the Court.

Section 3 — *Purpose of Court* — The purpose of Student Court shall be to enforce the observance of rules and regulations pertaining to all phases of student life on the campus, and upon the violation of such rules and regulations the Student Court shall render such decisions as are appropriate according to the procedure hereinafter set forth in this Constitution and By-Laws.

Section 4 — *Court Procedure* — A) The Student Court shall be a court of Appeals, or serve as a primary court as provided for in this Constitution.

B) 1. A student may choose to make his petition to the Student Court prior to final Administrative Council or Student Senate adjudication, or he may go directly to the Administrative Council or Student Senate; and the Administrative Council or Student Senate may recommend to the student that he make his petition to the Student Court prior to Administrative or Student Senate action.

2. Student Senate may serve as an indicating body against any violator and as such may refer violations of Student Senate rules, regulations, or ordinances to Student Court for adjudication.

C) 1. In matters concerning college policy the Student Court shall make its recommendation to the Administrative Council; in case the Administrative Council believes the recommendation not to be in accord with college policy, the matter shall be brought before a joint meeting of the Student Court and Administrative Council, whereupon after careful consideration in joint session the Administrative Council shall render a decision, from which there shall be no appeal.

2. In matters concerning Student Senate authority the Student Court shall make its recommendation to the Student Senate. Student Senate shall then assess the penalty as provided for in Article X, Section 1D of this Constitution.

D) The Student Court shall be guided by the following rules:

1. The student, the Administrative Council or the Student Senate shall present the case to the Presiding Officer of the Student Court.

2. The Court will convene within one week following the reception of the petition or appeal.

3. The Student Court shall render a decision after all the evidence has been heard and due deliberation given.

4. All decisions of the Student Court shall be by a majority vote. Any decisions of the Student Court shall be a recommendation to the Administrative Council or the Student Senate.

E) The Student Court shall make recommendations to the Student Senate for further rules and regulations as it shall deem necessary.

F) The Student Court shall establish to the best of its ability an order of court procedure as shall best be suited to the needs of the court.

Section 5 — Sessions of Court — All sessions of the Student Court are special sessions to be called by the Presiding Judge after a case has been received by the Court.

Section 6 — Presiding Judge — The Presiding Judge of the Student Court shall be elected by the members of the Court during the first full week of the first semester of the academic year. The President of the Student Senate shall preside at such election.

ARTICLE VII — RULES OF ORDER

The rules contained in *Robert's Rules of Order, Revised*, shall govern this organization in all cases to which they are applicable and in which they are not inconsistent with this Constitution.

ARTICLE VIII

Section 1 — Duties of the Publications Board — The duties of the Publications Board shall be:

A) To meet with the Dean of the College and the faculty advisors to student publications which make use of student funds; (the *Tan & Cardinal* and the *Sibyl*) to elect the Editor and Business Manager for each of these publications for the following year no later than six weeks before the end of the year.

B) To act as an advisory and critical body to the *Tan & Cardinal* and the *Sibyl* and to preserve the freedom of the student press at Otterbein College.

C) To meet regularly with the Dean of the College and the faculty advisors to the *Tan & Cardinal* and the *Sibyl* to attempt to evaluate the editorial policy of, the general effectiveness of, and the student attitude toward the work being done by the staffs of these publications. Recommendations for any changes or improvements shall then be made to the Editors of the publications.

D) To make periodic investigations of the expenditures of Student Funds by the staffs of the *Tan & Cardinal* and the *Sibyl*. Any recommendations shall then be made to the Business Managers of these publications.

Section 2 — Powers of Board — The Student Publications Board shall have no powers of censorship or direct control of the *Tan & Cardinal* or the *Sibyl*. Action of the Board shall be in the form of recommendations to the parties involved.

Section 3 — Membership A) Voting membership: Vice-President and one elected member of the Senate and one Senior, one Junior, one Sophomore and one Freshman to be elected by the Student Senate.

B) No student holding a major position (Editor or Business Manager) on the staff of either the *Tan & Cardinal* or the *Sibyl* shall serve on the Board. In the event that one of the above should assume a major position on either of these publications, the Student Senate shall elect a replacement to serve on the Board.

C) Non-voting advisory members: The Editor of each of these publications and the Business Manager of each of these publications.

Section 4 — Relationship of Publications Board to Student Senate — A) The Student Senate shall have the power to formulate the policy of the Publications Board or direct such power to the Publications Board.

B) All policies of the Publications Board shall be subject to the approval of the Student Senate, if requested by the Student Senate.

MSGB CONSTITUTION

ARTICLE I — NAME

The name of this organization shall be the Men's Student Government Association of Otterbein College.

ARTICLE II — PURPOSE

The purpose of the Association shall be to promote high standards of social conduct for all men; to interpret and maintain these standards; to cooperate with the Administration and the Student Senate in maintaining all rules of the college.

ARTICLE III — MEMBERSHIP

Section 1. All male students of Otterbein College shall become members upon registration and shall be expected to observe and obey the provisions of this constitution.

Section 2. The Dean of Men shall act as administrative advisor to the Association.

ARTICLE IV — OFFICERS, BOARD MEMBERS & ELECTIONS

Section 1. — The officers of the Association shall be a President, a Vice-President, and a Secretary-Treasurer.

Section 2. — No man shall hold office until his junior or senior year.

Section 3. — There shall be a Men's Student Government Board.

Section 4. — Election of officers and board members.

a. Two weeks prior to the April meeting of the Association, the MSGB shall select a committee of six senior men to nominate two men for each office of the Association. These names will be published at least one week prior to the April meeting. Additional nominations may be made by petition signed by twenty-five (25) members of the Association. Such petition must be submitted to the President prior to the April meeting.

b. Officers shall be elected by plurality vote.
c. The Board members will be represented as follows: the three officers of the Association, one from each social fraternity, one from independent men not living in college housing, and the president of the Freshman Dormitory Council.

ARTICLE V — MEETINGS

Section 1. — The Association shall meet during the fourth week of April for the election of Officers.

Section 2. — Meetings shall be called by the President or at the written request of twenty five (25) or more members.

Section 3. — Meetings will be publicized at least three (3) days in advance.

Section 4. — Fifty (50) members shall constitute a quorum at all meetings of the Association.

ARTICLE VI — LEGISLATION

Section 1. — Legislation may be proposed by fifteen (15) per cent of the members of the M.S.G.A.

Section 2. — The legislative power shall be delegated to the representative members of the Men's Student Government Board.

ARTICLE VII — MEN'S STUDENT GOVERNMENT BOARD

Section 1. — Duties of the Officers.

a. The President of the Association shall preside at meetings of the Association and the MSGB; represent the Association to the college administration; shall appoint committees not provided for; shall serve as ex-officio member of all committees and execute other duties pertaining to his office.

b. The Vice-President shall perform all duties of the President in his absence or at his request; and shall perform all other duties pertaining to his office.

c. The Secretary-Treasurer shall record all proceedings and keep a permanent record of the MSGB and MSGA meetings; be responsible for the necessary correspondence and finances of the organization and shall perform all other duties pertaining to this office.

Section 2. — Function of the Board — The function of the MSGB shall be:

a. To act as the administrative and legislative board of the Association.

b. To enforce the rules of the Association and of the College in case of any infraction.

c. To approve the Constitution and rules governing the Dormitory Council and to act on cases referred to it by the Council.

d. To review the Constitution annually and submit desired revisions to the Association for consideration and action.

e. To elect a representative from the MSGB to the Student Council.

Section 3. — Meetings

a. Meetings shall be called as deemed necessary by the President and/or the Advisor.

b. A quorum shall consist of two-thirds (2/3) of the Board membership.

Section 4. — Judicial Procedure

a. The MSGB will consider the cases referred to it by the Dormitory Council, a member of the Administration, or a member of the Association and try those cases which in the judgment of the Board need adjudication.

b. The Board may take any or a combination of the following steps in dealing with the problems necessitating discipline:

(1) Admonition

(2) Fines not to exceed fifty (50) dollars.

(3) Recommendation to the Administrative Council for the suspension, or expulsion from college housing.

(4) Recommendation to the Administrative Council for probation, suspension, or expulsion from college.

c. The Board shall advise any defendant as to the procedure for his case and his right to appeal to the Student Council.

ARTICLE VIII — AMENDMENTS

Section 1. — This constitution may be amended by a two-thirds (2/3) vote of the members of the MSGA present at any special or regularly scheduled meeting.

Section 2. — An amendment may be proposed by the MSGB or by fifteen (15) per cent of the members of the MSGA.

ARTICLE IX — PARLIAMENTARY PROCEDURE

Section 1. — Except when otherwise stated *Robert's Rules of Order, Revised* shall be followed by the Association.

ARTICLE X — RATIFICATION

Section 1. — This constitution shall become effective in September 1957, following its approval by two-thirds (2/3) vote of the male students of the college.

CONSTITUTION OF THE MEN'S DORMITORY ASSOCIATION

ARTICLE I — NAME

The name of this organization shall be the Men's Dormitory Association of Otterbein College.

ARTICLE II — PURPOSE

The purpose of the organization is to promote better living and social conditions among the members of the residence halls.



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ARTICLE III — MEMBERSHIP

Section 1. — All men living in college housing shall become members and shall be expected to abide by the provisions of this constitution.

Section 2. — The designated Head Resident and the Dean of Men shall act as administrative advisors to this organization.

Section 3. — Upperclass counselors will hold associate membership in the Freshmen Dormitories Council. It shall be the responsibility of these men to assist the freshmen in making judicious and timely decisions.

ARTICLE IV — MEETINGS

Section 1. — House meetings shall be held at the call of the president.

Section 2. — Two-thirds (2/3) of the members of the Association will constitute a quorum.

ARTICLE V — OFFICERS, DORMITORY COUNCIL AND ELECTIONS

Section 1. — The officers of the Freshmen Dormitory Council shall be president, vice president, and secretary-treasurer. These officers shall be elected at mid-semester of the first semester and serve for the remainder of the year.

Section 2. — The officers of the Upperclassmen Dormitory Council shall be president, vice president and secretary-treasurer. These officers shall be elected at the beginning of the first semester and serve for the remainder of the year.

ARTICLE VI — DUTIES OF OFFICERS

Section 1. — The President shall preside over all meetings. The freshman president will further represent the Council at meetings of the MSGB. After mid-semester the upperclass dormitory president will act as said representative for the entire year.

Section 2. — The Vice-President shall perform all other duties pertaining to his office. In absence or at his request; and shall perform all other duties pertaining to his office.

Section 3. — The Secretary-Treasurer shall record all proceedings and keep a permanent record of the Association and the Dormitory Council meetings; be responsible for all necessary correspondence and finances of the organization; and shall perform all other duties pertaining to this office.

ARTICLE VII — THE FRESHMEN DORMITORY COUNCIL

Section 1. — Membership — a. Designated counselors will operate the council until mid-semester. They will elect one counselor to serve on the MSGB until mid-semester.

b. After mid-semester elections the Council shall be composed of the three officers of the organization with representatives from each of the housing units.

c. Two-point (2.00) average is necessary for permanent membership on the Council.

Section 2. — Function — a. To act as administrative and legislative Board for all freshmen living in the dormitories.

b. To enforce rules of conduct established by the Council and the College.

c. To review the constitution annually and submit desired revisions to the Association for consideration and action.

d. To promote better living and social conditions.

Section 3. — Meetings — a. Meetings shall be called as deemed necessary by the president, the counselors, or the Head Resident.

b. A quorum shall consist of two-thirds (2/3) of the Council membership.

c. The designated Head Resident shall act as administrative advisor to the Council.

Section 4. — Judicial Procedure — a. The Council may consider any cases referred to it by any resident.

b. The Council may take any or a combination of the following steps in dealing with problems necessitating discipline.

(1) Restriction to quarters and/or admonition.

(2) Fines not to exceed \$5.00, money to be paid to College Treasurer.

(3) Referring of cases to MSGB for consideration and/or action.

ARTICLE VIII — THE UPPERCLASSMEN DORMITORY COUNCIL

Section 1. — Membership — a. After fall dormitory elections the Council shall be composed of the three officers of the organization, to be elected by the representatives, and representatives from each housing unit.

b. Two-point (2.00) average is necessary for permanent membership on the Council.

Section 2. — Function — a. To act as administrative and legislative Board for all upperclassmen living in dormitories.

b. To enforce rules of conduct established by the Council and the College.

c. To review the constitution annually and submit desired revisions to the Association for consideration and action.

d. To promote better living and social conditions.

Section 3. — Meetings — a. Meetings shall be called as deemed necessary by the president, the counselors, or the Head Resident.

b. A quorum shall consist of two-thirds (2/3) of the Council membership.

c. The designated Head Resident shall act as administrative advisor to the Council.

Section 4. — Judicial Procedure — a. The Council may consider any cases referred to it by any resident.

b. The Council may take any or a combination of the following steps in dealing with problems necessitating discipline.

- (1) Restriction to quarters and/or admonition.
- (2) Fines not to exceed \$5.00, money to be paid to College Treasurer.
- (3) Referring of cases to MSGB for consideration and/or action.

ARTICLE IX — AMENDMENTS

Section 1. — This constitution may be amended by a three-fourths (3/4) vote of the total members of the Association at any special or regularly scheduled meeting.

Section 2. — An amendment may be proposed by the Dormitory Council or by fifteen (15) per cent of the members of the organization.

ARTICLE X — PARLIAMENTARY

Section 1. — Except when otherwise stated, *Robert's Rules of Order, Revised* shall be followed by the organization.

WOMEN'S STUDENT GOVERNMENT ASSOCIATION CONSTITUTION

Revised — March, 1961

ARTICLE I

Name — The name of this organization shall be the Women's Student Government Association of Otterbein College.

ARTICLE II

Object — The object of the Association shall be to direct matters of student life entrusted to this organization; to increase the sense of individual and community responsibility among women students; to cooperate with the Administration and Student Council of the College in maintaining a high standard of scholarship, social life and group living.

ARTICLE III

Membership — All women students automatically become members of this Association. Students in College-sponsored living centers are active. Women who commute daily are associate members.

ARTICLE IV

Dues — Dues shall be \$1.25 per year per active member; \$1.00 to go to the house treasury and \$.25 to the WSGB treasury. Dues are included in the dormitory fee paid by each girl at the beginning of the school year.

ARTICLE V

Meetings — *Section 1* — Meetings shall be called by the President or at a written request of 25 or more members.

Section 2 — Seventy-five members shall constitute a quorum at all meetings of the Association.

ARTICLE VI

Elections — *Section 1* — In the spring the Women's Student Government Board shall select six senior girls, who with the WSGA President and the Dean of Women, will nominate candidates for the WSGA offices. Three women shall be nominated for each office. These names shall be posted in the living centers one week prior to the election.

Section 2 — The Association shall hold an annual election of officers in April.

Section 3 — The candidates receiving a plurality vote shall be installed approximately one week after election, the date being decided by WSGB. The officers shall assume their duties upon installation by the President.

Section 4 — Vacancies during the year shall be filled by special elections conducted in the same manner as annual elections.

ARTICLE VII

Officers of WSGB — The officers of WSGB shall be:

President — elected from incoming Senior Class

Vice President — elected from incoming Junior Class

Secretary-Treasurer — elected from upperclass women.

ARTICLE VIII

Duties of WSGB Officers — *Section 1* — The President shall:

1. Preside at meetings of the WSGA and WSGB.

2. Represent WSGA to the Administration, Student Senate, and on all public occasions.

3. Appoint all committees not otherwise provided for.

4. Be responsible for organizations of WSGA in living centers.

5. Meet with the Standards Committee of each living center to explain its function within two weeks after the election of the Standards Committee.

6. Serve as ex-officio member on all committees.

7. Perform all other duties pertaining to her office.

Section 2 — The Vice President shall perform:

1. The duties of the President in absence or at the request of the President.

2. All other duties pertaining to her office.

Section 3 — The Secretary-Treasurer shall:

1. Record proceedings of all WSGA and WSGB meetings, and keep a permanent record of same.

2. Keep a record of all committee appointments.

3. Be responsible for all necessary correspondence.

4. Be responsible for payment of all debts incurred by the Board at the order of the President on vote of WSGB.

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5. Make an annual report to WSGB in May.
6. Perform all other duties pertaining to her office.

ARTICLE IX

WSGB Members — Section I — The WSGB shall be made up of the above officers, the President of each living center, and the Vice President of each living center having 25 or more residents.

Section II — The Dean of Women shall act as Administrative Counselor to WSGA and WSGB.

ARTICLE X

Board Meetings — Section I — The Board shall hold a meeting every two weeks during the College Year. All other meetings of the Board shall be called at the discretion of the President.

Section II — A quorum shall consist of two-thirds of the Board membership.

ARTICLE XI

Duties of Board — Section I — The Board shall consider all matters deemed by it to be in the interest of the women of the College. It shall strive to promote better living and social conditions and encourage a spirit of loyalty among the members of the Association.

Section II — The Board shall review the Constitution annually and submit desired revisions to the Association for consideration and action.

Section III — The Board shall act on cases of major infractions of constitutional laws submitted to it by house standards committees, any member of the Association, by the Administrative officers, Head Residents, or the Student Council. It shall refer all major infractions of general policies of the College to the proper body.

Section IV — The Board shall act on all cases of illegal entry or exit from a living center.

ARTICLE XII

Dormitory Rule — Section I — Each living center shall meet as an individual unit governed directly by the house officers.

Section II — House meetings may be held Sunday evening at 10:30 or called at the discretion of the House President.

Section III — The constitution of WSGA and function of the board shall be explained by either house or WSGA officers to each living center in either floor or house meetings within the first four weeks of school. Special attention must be given the freshman living centers with a review sufficing for the upperclass centers.

ARTICLE XIII

Dormitory Elections — Section I — In the freshman dormitory an election shall be held the first Sunday evening after the opening of the fall term to elect officers for the first semester. The election shall be conducted by the President, Vice President, Secretary-Treasurer, or upperclass deputies of WSGB. The election shall be by ballot and shall be conducted by parliamentary procedure.

An election shall be held at the beginning of the second semester to elect officers for that semester and shall be conducted in the same manner as above.

Section II — In upperclass dorms officers shall be elected the first Sunday evening after the opening of the fall term. The election shall be conducted by the President, Vice President, Secretary-Treasurer or upperclass deputies of the WSGB. The election shall be by ballot and shall be conducted by parliamentary procedure.

Section III — Each house has the privilege of re-election of house officers on the first Sunday at the beginning of the second semester if they so vote. Otherwise, house officers shall hold office for the entire year.

Section IV — Any vacancy occurring among the house officers shall be filled in the same manner as the original elections.

ARTICLE XIV

Dormitory Officers (Dormitory Standards Committee) — Dormitory Standards Committee shall be comprised of a corps of officers in each living center. These officers shall be: President, Vice President, Secretary-Treasurer, Fire Chief, and Social Chairman. The Head Resident acts in the capacity of counselor. Other officers or representatives deemed necessary shall be included.

ARTICLE XV

Duties of Officers — Section I — The President shall:

1. Act as representative of her house on WSGB.
2. Act as chairman of the Standards Committee.
3. Preside over house meetings.
4. Be responsible to the WSGB for the conduct and reputation of her house.
5. Report any action by the House Standards Committee other than automatic campuses immediately to the Dean of Women who will advise as to whether or not such cases need further action by the WSGB.
6. Make a written report at the end of the year to WSGB on the conditions in her living center during the past year.
7. Perform all other duties pertaining to the office of President.

Section II — The Vice President shall:

1. Act as second representative on WSGB if there are 25 or more residents in her living center.
2. Be responsible for the establishment of a proctoring system with the cooperation of the dormitory and Standards Committee.
3. Assist the President and perform all other duties pertaining to her office.

SECTION III — The Secretary-Treasurer shall:

1. Keep a permanent record of all house meetings.
2. Carry on all dormitory correspondence.
3. Be responsible for the administration of the house-treasury throughout the year in accordance with the wishes of the living center.
4. Keep a record to be audited by the WSGB before commencement each year.
5. Collect assessments as noted by the dormitory.
6. Perform all other duties pertaining to her office.

Section IV — The Fire Chief shall:

1. Appoint an assistant on each floor.
2. Inspect living center for fire hazards.
3. Conduct fire drills two times (a semester) in upperclass dorms and four times a semester in freshman dorms.
4. Post requirements for the drill at the beginning of the year.
5. Notify Head Residents at least three hours before a drill is to be held.
6. Send reports of drills to the Dean of Women.

Section V — The Social Chairman shall:

1. Be in charge of arrangements for all social functions sponsored by the living center.
2. Cooperate with all other living centers' social chairmen in arranging WSGA social functions.

ARTICLE XVI

Dormitory Standards Committee Meetings — Section I — It shall be the duty of this committee to aid the board in promoting better living and social conditions among the members of the living center.

Section II — It shall act on all minor infractions of general dormitory rules and refer major infractions to WSGB.

ARTICLE XVII

Desk Duty — In the freshman living centers a proportion of the desk work is performed by the members of the dormitory.

ARTICLE XVIII

Head Resident — The Administration placed one Head Resident in each living center to act as official hostess and counselor. She acts in conjunction with the Standards Committee in setting up and carrying out dormitory organization according to the WSGA Constitution. However, since the Head Resident represents the Administration, she is responsible to that body for the conduct and reputation of the living center. In case the Standards Committee and/or residents of the dormitory do not fulfill their governmental functions or fail to assume responsibility, the Head Resident shall then confer with the WSGB and the Dean of Women.

ARTICLE XIX

Parliamentary Procedure — The rules contained in *Robert's Rules of Order, Revised* shall govern this association in all matters to which they are applicable and in which they are not inconsistent with these laws.

ARTICLE XX

How to Amend This Constitution — This Constitution may be amended annually by a two thirds vote of the members of the WSGA.

ARTICLE XXI

General Regulations — Section I — *Quiet Hours* — A. Quiet hours may be determined by individual living centers. The following schedule for quiet hours is suggested:

Daily	From 11 P.M. to 11:30 A.M. 1:00 P.M. to 4:00 P.M. 7:30 P.M. to 10:30 P.M.
Saturday	Until 11:30 A.M. and from 12:00 midnight until 11:00 A.M. Sunday
Sunday	From 7:30 P.M. to 10:00 P.M. 10:30 P.M. to 11:30 A.M. the following morning.

B. During quiet hours all women shall refrain from singing or playing any musical instruments, from loud talking, laughing or other disturbing noises in all rooms as well as in corridors and bathrooms. Radios shall be kept low and room doors shall be closed during quiet hours. Each individual member of a living center is responsible to the other members for the observance of quiet hour regulations.

Section II — *Men Callers* — The Standards Committee of each living center shall set up calling hours for that center.

Section III — *Signing Out* — A. For members of the Association spending evening hours out of the dormitories after 7:30 P.M., a sign-out book will be kept on the desk for signing out giving destination and signing in upon return.

B. Members leaving Westerville at any time are requested to sign out and in.

Section IV — *Closing of Residence Halls* — For the protection of the group, no dormitory doors except the main entrance are to be used after 7:30 P.M. The back doors at Clements Hall may be used for emergency exits only.

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Section V — Closing Hours — A. Sunday and weeknight permission for freshmen women shall be 9:00 during the first semester and 10:00 during the second semester upon receiving a 2.00 grade average.

B. Sunday and weeknight permission for upperclass women shall be 10:30.

C. Freshmen are permitted one 10:30 permission per week the first semester.

For all women there will be general 12:30 permissions on Friday and Saturday. Freshmen who attain a 2.00 point grade average at the end of the first semester will get one additional 10:30 permission a week.

D. A girl is not considered "in" until her date has left the dormitory.

E. Beginning the first day of May, senior women who will be graduating in June may have 11:30 permissions every night with the general 12:30 permissions on Friday and Saturday nights.

F. A 12:00 permission may be taken on Wednesday evening. During the semester the following number of 12:00 permissions may be granted.

- Freshmen — 5
- Sophomores — 7
- Juniors — 9
- Seniors — 11

G. Special 1:00 permission may be taken on Friday or Saturday evening. During the semester the following number of 1:00 permissions shall be granted:

- Freshmen — 4
- Sophomores — 5
- Juniors — 6
- Seniors — 8

H. The Dean of the College and the Dean of Women have the power to limit permissions of girls on academic probation.

I. General permissions following approved all-campus functions shall be fifteen minutes after the function is over. Special permissions shall be granted only to groups accompanied by a faculty advisor upon recommendation of this advisor.

J. General permissions for upperclass women the night preceding Scrap Day shall be 11:00. All women shall receive 11:00 permissions preceding Memorial Day. Permissions for Interfraternity and (Panhellenic, individual fraternity and sorority, ROTC Military Ball) formal dances shall be 2:00 A.M. Jump Week Dance permissions shall be 1:00 A.M. General permissions for the night of Fall Homecoming, Winter Homecoming and May Day shall be 1:00 A.M.

K. All girls must return to the dormitory by 11:00 P.M. the night preceding vacation and the night ending vacation.

L. If a girl wishes to change her general permission to a late one, she must do so at least ten minutes before her general permission expires.

M. A faculty member may request late permission for girls to attend events off campus. In this event girls need not take one of their quota of late permissions. However, the faculty member must make his request to the Dean of Women by noon of the day of the event. The girl must check with her Head Resident to see that the event has been cleared before she leaves the campus.

N. Freshman women are to be in rooms at 11:00 P.M. unless otherwise authorized by the Head Resident or Junior Counselor.

Section VI — Opening Hours — No girl may leave her living center before 6:00 A.M. except by special arrangements with the Head Resident.

Section VII — Telephone Calls — Phone calls may be made or received until 11:00 p.m. daily and on Sunday in upperclass dormitories. Freshmen may make or receive calls until 11:00 p.m. daily and on Sunday only if there is *voluntary* desk help on duty. The limit for making and receiving phone calls on Friday and Saturday is 12:30 a.m. for both upperclass and freshmen women. Only long distance calls can be received after the above designated hours. Calls may not be made or received until after 8:00 A.M. Each living center shall provide its own rules regarding length of phone calls. All long distance calls must be made over the pay telephone.

Section VIII — Overnight Permissions — A. At the beginning of the year each girl will submit to the office of the Dean of Women a list of the names and addresses of relatives and friends with whom she may wish to stay overnight during the year. This list, after being approved by parent or guardian, shall be kept on file in the dormitory.

B. When leaving your residence hall for overnight the members of the WSGA shall be *required* to sign the registration card provided for such absences and have it signed by the Head Resident before leaving campus. The address and telephone number of the hostess *must be placed* on the card.

C. Overnight permissions may be taken only on Friday, Saturday, and Sunday nights. Appeals for exception in case of emergency may be made to the Dean of Women twenty-four hours in advance.

Section IX — Special Permissions — Permissions for the following must be obtained in the Dean of Women's office:

1. Being away from the dormitory overnight during the week.
2. Taking a 12:00 permission on a night other than Wednesday, Friday, or Saturday. (Granted only on special occasions).
3. Accompanying a faculty member on a field trip or the like which will result in returning to the dormitory after hours.

4. Returning late to the dormitory for any reason.

In case of illness or death in the family, the Head Resident may give permission for a girl to go home during the week. In case of any emergency after 4:00 P.M., the Head Resident may give permission rather than the Dean of Women.

In order to prevent any misunderstanding concerning permission or refusal of special permission, three slips affirming or negating the special permission shall be filled out by the Dean of Women, one to be given to the Head Resident, one to the girl requesting the permission, and one to be kept by the dean.

Section X — Guests — A. Guests remaining in the dormitory overnight must be registered with the Head Resident at least ten minutes before the latest general permission and must abide by the existing dormitory regulations.

B. The hostess designated will be directly responsible for conduct of the guests during their entire visit.

C. Guests (other than those from other dormitories) have the same permission as that taken by *her hostess* for the evening.

D. Out of town guests will be permitted to stay overnight in the living center on Friday and Saturday nights only.

E. Girls from other living centers may stay overnight on Friday and Saturday nights only.

Section XI — Automatic Campuses — A. For each night that a girl breaks a campus, three additional nights campus must be taken.

B. If a girl is late in returning to the living center, she can submit on arrival a written explanation to the Standards Committee for consideration.

C. A campus shall include being in the living center at 7:30 P.M. each evening and having no callers or local telephone calls after 7:30 P.M. Sorority rooms are not part of the living center in this case.

D. A one night campus shall be given for failure to appear at fire drills for any reason other than illness or absence from the living center, or failure to sign in or out.

E. An automatic campus shall be taken the first week night (Monday-Thursday being considered week nights) after the infraction.

Section XII — Late Minutes — An accumulation of 15 late minutes is allowed each girl per semester to be used in case of emergency. A record of these late minutes is to be kept by the desk girl. If a girl exceeds these late minutes, her penalty will be decided by the Standards Committee of the dormitory in which she is living.

Section XIII — Vacations — A. Vacations which begin at noon: dormitories will close at 5:00 P.M. Vacations which begin at 5:00 P.M.: dormitories will close at 10:00 A.M. the next morning.

Vacations which end at 7:45 A.M.: dormitories will open at 2:00 P.M. the day before the vacation ends. Vacations which end at 12 noon: dormitories will open at 3:00 P.M. the day before the vacation ends.

B. No girls are permitted to stay in the dormitories during any vacation period unless specified by the Dean of Women. A dormitory will remain open between semesters. Dormitories will be closed during Thanksgiving Vacation, Christmas Vacation, and Spring Vacation.

C. Sign out on the sheets provided by the Dean of Women for this purpose, stating time of expected return.

D. If a girl needs to return to the dormitory later than 11:00 P.M., she must have the permission of the Dean of Women.

E. In case of later developments in traveling schedules discovered after leaving the dormitory in which the hour of return will be after that of the general permission, the Head Resident must be notified immediately.

Section XIV — Animals in the Dormitories — No girl may keep in the dormitory any pet which will by its noise, nature, or creation of uncleanness, cause inconvenience or disturbance to other residents.

Section XV — Dress in the Dining Hall — A. Blue jeans may be worn at breakfast, Saturday lunch, and Saturday dinner only.

B. Sunday dinner shall be a dress-up affair.

C. Slacks and deck pants, peddle pushers or similar attire hitting below the knee may be worn to lunch on weekdays, to dinner Friday evenings and Saturday.

D. No girl is permitted to wear hair up in the dining hall.

E. Bermuda shorts are to be governed by the same rule as slacks except that they may not be worn in class.

F. Slacks or bermuda shorts may be worn to final exams and in the dining hall all day during this examination period.

Amendment #1

The senior women chosen to serve as the nominating committee will automatically form a committee to deal with any infractions after the WSGB or the standards committees have disbanded for summer vacation.

CONSTITUTION AND BY-LAWS OF THE WOMEN'S PANHELLENIC COUNCIL

ARTICLE I — NAME

The name of this organization shall be the Otterbein College Women's Panhellenic Council.

ARTICLE II — OBJECT

The purpose of this Panhellenic Council shall be:

- A. To maintain on a high plane sorority life and intersorority relations within our college.
- B. To further fine intellectual accomplishment and sound scholarship.
- C. To cooperate with the College administration in the maintenance of high social standards.
- D. To be a forum for the discussion of questions of interest in the college and sorority world.
- E. To compile rules governing rushing, pledging, and initiation on this campus.

ARTICLE III — ORGANIZATION

A. The Otterbein College Women's Panhellenic Council shall be composed of representatives of eligible sororities, while active members of their sororities.

B. Three delegates from each sorority on this campus shall represent their group in the Panhellenic Council.

C. Delegates from any one sorority are to be the president, one senior delegate, and one junior delegate. When possible, the junior delegate is to be the senior delegate of the following year.

D. These delegates shall be elected by their respective sororities to serve for one college year. In case of a vacancy on the Panhellenic Council, the vacant place shall be filled by a member from the same sorority.

E. The Panhellenic Council shall elect annually from its members a representative to the Student Senate.

F. The Dean of Women shall serve as advisor of the Panhellenic Council.

ARTICLE IV — COUNCIL OFFICERS

A. The officers of the Otterbein College Women's Panhellenic Council shall be president, vice-president, secretary, and treasurer. These officers shall constitute the executive committee.

B. The officers shall serve for a term of one year, and until their successors are elected and qualified, the term of office beginning with the last meeting in May, after observing the previous meeting. The officers shall be held in rotation by each sorority in the order of its establishment on the Otterbein campus (Owls, Tau Delta, Greenwich, Talisman, Arbutus, Kappas, and Arcady). The vice-president, secretary and treasurer shall be junior representatives. The individual serving as vice-president shall automatically become president as a senior the next year.

ARTICLE V — VOTING

A two-thirds vote of the junior representatives shall be necessary to fix the date of pledging, make rules regarding rushing, and make rules regarding other issues referred to the sororities for discussion. A two-thirds vote of the entire Council shall be necessary to carry all other questions.

ARTICLE VI — REGULATIONS

A. If any sorority violates any regulations of this Constitution or any of the By-Laws as set forth in this document, that group shall be subject to the penalties prescribed by the Otterbein College Panhellenic Court, such as:

1. Deferred formal initiation;
2. Reduction of quota by no more than five girls;
3. A fine, not to exceed fifty dollars;
4. Limiting of social functions.

B. Any penalty, and the time it shall continue, is to be decided by the Otterbein College Women's Panhellenic Court.

C. Every offense and penalty must be reported by the Women's Panhellenic Court to the president of the offending sorority and to the Dean of Women of Otterbein College within two days after the penalty is determined.

ARTICLE VII — DUES

A. Panhellenic Council dues shall be \$2.00 per semester for each sorority member, active or inactive.

B. Dues must be paid by the first regularly scheduled council meeting in November and first scheduled meeting in March. Pledge dues must be paid by the last meeting of the council the semester in which pledging takes place. A fine of one dollar a day shall be paid by the sorority for dues not turned in by these deadlines.

ARTICLE VIII — AMENDMENTS

This Constitution may be amended by a two-thirds vote of the junior representatives of the Otterbein College Women's Panhellenic Council.

BY-LAWS

Section I — Meetings, Quorum, Order of Business

A. The Otterbein College Women's Panhellenic Council shall meet regularly every first and third Sunday afternoon at 1:15 in the sorority clubrooms.

B. The order of business shall be as follows: (1) Roll call, (2) Minutes, (3) Reports, (4) Old Business, (5) New Business, (6) Adjournment.



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C. All meetings shall be conducted according to *Robert's Rules of Order, Revised*.

D. The Constitution and By-Laws shall be read and explained at the first meeting of the first semester.

E. A quorum shall consist of representative(s) from three-fourths of the sororities on campus.

Section II — Duties of Officers

A. The vice-president, secretary, and treasurer shall be official junior representatives, but the president shall succeed from the vice-presidency of the preceding year and shall not be counted as a delegate from her sorority. No sorority president shall serve as president of Panhellenic Council.

B. The duties of the officers shall be as follows:

1. *President*: (a) It shall be the duty of the president to preside at all meetings, to appoint all committees, and to perform all other duties her office may require. (b) She shall keep on file all reports to the Council, the Constitution and By-Laws, the rules of the Panhellenic Council, and current correspondence.

2. *Vice-President*: (a) It shall be the duty of the vice-president to fulfill the office of the president in the latter's absence. (b) She shall be responsible for informing sororities of the office, if any, their representatives will assume on the Council. This is to be done at least one week before elections begin.

3. *Secretary*: (a) It shall be the duty of the secretary to keep a record of the minutes and to send a copy of them to each member. (b) She shall inform all council members of the meetings and all committee chairmen of their appointments. (c) She shall be responsible for all correspondence of the council. (d) The secretary shall send a copy of the Constitution and By-Laws to each member of the Council by the meeting in September.

4. *Treasurer*: (a) It shall be the duty of the treasurer to keep a record of the finances of the organization and upon approval of the Panhellenic Council she shall be responsible for paying all bills. (b) She shall be responsible for seeing that the books are audited annually. (c) It shall be her responsibility to notify sororities of the deadline for payment of Panhellenic dues.

5. *Advisor*: The capacity of the advisor shall be that of a consultant; she shall be responsible for the conduct of the group.

Section III — Voting

A. Voting in the meetings of the Otterbein College Women's Panhellenic Council shall be open unless a secret ballot is called for by the president or any member of the Council.

B. If the junior representative of a sorority is not present, the sorority president or senior representative shall have the power to vote in the meeting on matters restricted only to junior representatives.

C. The president of the Council shall vote in case of a deadlock.

D. Upon the request of representatives of two or more sororities, any matter may be referred to various sororities before final actions shall be brought before the Council at the next meeting, whether regular or special.

E. The unanimous affirmative vote of the present chapters on campus plus the approval of the faculty shall be necessary before another sorority is permitted to colonize on the campus; if any chapter dissents, a valid reason must be presented to the Dean of Women.

Section IV — Powers

A. The Council shall have power to regulate all intersorority matters, insofar as these regulations do not conflict with rules laid down by the faculty, the Student Senate, and the Administrative Council.

B. It shall be the duty of the Panhellenic Council to enforce its own rules and to exercise such authority as may be granted it by the Student Senate or the faculty.

Section V — Judicial Regulations and Procedures

A. It shall be the judicial duty of the Otterbein College Women's Panhellenic Court to judge each and every infraction of the Constitution and By-Laws, and to raise or lighten penalties; appeals shall be heard by the Council. This court shall consist of the president of the council and the senior representative or president, depending upon which has more experience with the council's proceedings, as a representative of her sorority. The president of the council shall record the hearing on a tape; the tape shall be kept by the Dean of Women until the case is closed. (It shall be then destroyed.) If the sorority of the president is involved, the vice-president shall fulfill her position. The accused sorority shall not have a representative on the court.

B. All accusations, together with all evidence and names of witnesses against a sorority shall be typewritten and given directly to the president of the Panhellenic Council not later than one week after infringement has occurred.

C. A notice of the accusations shall be sent at once to the accused sorority and to the Dean of Women by the president of the Panhellenic Council.

D. Within twenty-four hours after the receipt of such accusations, the president shall appoint a time for the hearing by the council court.

E. When any sorority or any representative of a sorority is one of the parties of the trial, the representatives of this sorority shall be ineligible to vote. The president of the accused sorority may attend the trial, but shall be unable to vote.

F. It shall be the duty of the accused, the accuser, and all witnesses to appear before the court at the times and place designated in written notices sent by the president.

G. Within not more than seventy-two hours after the first hearing, the court shall render its decision and impose the penalty.

H. A two-thirds vote of the court shall be necessary for the conviction of any sorority brought up before the Council.

I. The decision of the court shall be recorded and presented to the Panhellenic Council.

J. The first decision in regard to the findings shall be the final decision.

K. Unless the decision in regard to the findings be other than acquittal, appeal from this decision may be taken to a higher authority within three days from receipt of this judgment.

L. Appeal may be taken to the executive committee of the Panhellenic Council who shall conduct a hearing on any decision made by the Panhellenic Court.

M. When the evidence presented is sufficient to warrant a retrial, the executive committee shall make such recommendation to the Panhellenic Council.

N. A two-thirds vote of the Council shall be necessary to reconsider an appeal, the retrial being held within twenty-four hours by the Panhellenic Council. The procedure used by the court shall be carried on for the retrial. Each sorority will have one vote except the accused sorority. If the president of Panhellenic is a representative of the accused sorority, the vice-president shall preside over the meeting.

Section VI — Rushing Procedures

A. Informal rush shall cover the period from the beginning of school until pledging. Formal rush consists of Open House, Novelty parties, and Final parties.

B. The following rules are to cover the period from the beginning of school until pledging.

1. Normal contacts between upper classmen and rushees will be maintained on campus during rushing.

2. (a) At the conclusion of the Big and Little Sister program, upperclassmen and rushees are not to visit one another in any dorm.

(b) The freshmen counselors shall carry on normal counseling duties and abide by all other rushing rules.

3. It will be permissible for any sorority girls to wear the customary sorority insignias (i.e., rings, pins, necklaces, bracelets, and any articles of clothing bearing the sorority insignia.)

4. Upperclassmen shall maintain normal contact with transfer students; however these students are to be considered rushees and are subject to rushing rules.

5. The priority of academic responsibilities is recognized at all times. No sorority girl shall absent herself, because of sorority duties, from any regularly scheduled class or academic appointment during the formal rush weeks unless such absence is excused by the Dean of Students.

6. Sorority members shall not be permitted to discuss specific sororities with rushees.

7. Any irregular conduct between rushees and upperclassmen from the last final party until pledging shall be handled by the Council.

8. Sorority opinions in regards to selections of rushees shall not be discussed with rushees.

C. The following are the rules to govern rush parties.

1. Open House: This is an opportunity for rushees to visit all sorority rooms. Dates, time, and program shall be determined by the Panhellenic Council.

2. Novelty Party:

a. Dates shall be set by the Council with each sorority drawing for their time.

b. Expenses which include an estimate cost of any donations for the party shall be limited by the council. A record, including all bills, of all expenses shall be kept and submitted to a committee as established by the council along with the Dean of Women.

c. Each rushee shall receive at least 2 invitations. The number of parties a rushee may attend shall be determined by the Panhellenic Council.

3. Final Party:

a. Dates shall be established by the council with each sorority drawing for their time.

b. In regard to expenses, the same procedure as for the Novelty party shall be followed. The same committee should check both expenses for both parties.

c. The number of parties a rushee may attend shall be determined by the Panhellenic Council.

4. Independents who have been in school one calendar year may be invited to any Rush party. Each may accept any number of these.

D. Any sorority who has not filled their quota may have informal rush parties following the pledge date. In order to do this, a sorority must submit their plans for approval by the council.

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Section VII — Bidding for Pledges

A. 1. The Panhellenic Council shall establish a quota limiting the number of girls to be pledged by a sorority for one year. If necessary this quota may be raised by the Panhellenic Council before preference signing.

2. Freshmen and transfer students entering at second semester of the previous year, and freshmen and transfers entering at the beginning of the current semester, will all be under the same general quota set by the Panhellenic Council.

3. Each sorority may set its own limit on the number of freshmen and transfers it wishes to bid, not to exceed the quota set by the Panhellenic Council for that year.

B. 1. Each sorority must present to the Dean of Women by the time set in the rushing schedule a list of the girls it wishes to bid.

2. The list shall contain a "first list" which shall contain only the exact number of girls the sorority wishes to bid; not to exceed the quota, written in alphabetical order, and the "second list" may contain as many names as the sorority desires, listed in order of preference. After they are turned in to the Dean of Women, all bids will be binding.

3. Rushees shall sign their preference before the Dean of Women (at a time set by the Council) writing down their choices in the order which they prefer.

4. A preference sheet once signed is binding until bids are given out. Any appeals of changes may be presented and handled at the discretion of the Dean of Women.

5. There shall be no oral bidding at any time. Written bids are handled by the Dean of Women, who shall be assisted by a woman approved by the Panhellenic Council.

6. The Dean of Women shall submit to the sororities who have not filled their quota a list of girls who were not accepted by any sorority. This is to be done before any bids are sent out.

7. All sororities who have not filled their quota may place a bid in order of preference for girls who have not received a bid from the sorority or sororities of their choice on the same day of bidding.

8. After the number of pledges to any one sorority has reached the maximum quota set by the Panhellenic Council for that year, no other freshmen or transfers may pledge that sorority until the next pledge date. If a vacancy occurs because of depledging a sorority may be permitted to fill that vacancy.

9. At the same time as the list of those on the quota is distributed, a list of unaffiliated upperclass girls who have previously attended Otterbein will be submitted by the Dean of Women to each sorority. A girl is no longer under a quota on the second regular pledge date from the time she has matriculated.

C. Any girl depledging must send a written announcement to the president of the sorority who shall notify the Dean of Women within twenty-four hours.

D. 1. Any sorority who has not filled its quota who wishes to bid a girl after the regular day of pledging shall notify the Dean of Women on the first Monday of the month. The other sororities not having filled their quota, have the second Monday to discuss whether they wish to extend a bid to this girl. They have until the Wednesday of that week to place their bids in the Office of the Dean of Women. Pledging cannot take place until the third Monday. This rule also includes girls dropped in sorority because of grades. This rule is effective from official date of pledging until the end of the school year.

2. All bids shall be filed in the Office of the Dean of Women who shall notify the girl bid, who must sign a preference sheet in the office (without being told what sororities have offered her a bid).

3. There shall be no limit to the number of times a girl may sign a preference sheet.

4. The number of times a sorority may submit a bid for a given girl shall not be limited.

Section VIII — Pledge Period Standards

A. A pledge program is to fulfill the following purposes:

1. To acquaint pledges with the sorority and its members.

2. To bind together these girls as a pledge class.

3. To encourage pledges to participate in campus activities and thus become a part of campus life.

4. To encourage individual development in such areas as the social, the academic, physical, spiritual and emotional.

5. To help develop good scheduling of time.

B. There shall be no informal initiation and there shall be no required duties on Sunday.

C. No pledge duties are to be given that will interfere with the academic work of the pledge.

D. No informal dress is to be required, unless approved by the Panhellenic Council.

E. Pledge duties during pledge period shall consist mainly of constructive activities which reflect the stated purposes of pledging.



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Section IX — Greek Week

- A. Greek Week is a period of time of informal initiation.
- B. The duration of Greek Week is to be determined by the Council with approval of the faculty.
- C. General conduct, standard of dress and time to be worn are to be decided by the Council each year. A list of specific rules will be submitted to each sorority each year.
- D. A list of each individual sorority pledge's activities during Greek Week is to be submitted to the sponsor by the pledge mistress for approval by Monday noon preceding Greek Week. Any minor violation which is on an individual basis may be handled by the executive committee and sponsors of the sorority involved.
- E. A list of all group activities planned for Greek Week is to be submitted to the Dean of Women by the pledge mistress, after having been approved by the sorority sponsors, in order to check any violations of good standards of conduct.

Section X — Eligibility for Pledging and Activating

- A. No chapter shall initiate any girl until she shall have completed one full semester of collegiate work.
 - B. 1. If a girl does not go active by the end of the second complete semester after the semester in which she pledges, she will be automatically dropped from her sorority.
 2. Upon attaining a 2.0 semester grade, and being off probation, the girl will again become eligible to pledge. All sororities will be notified of the girl's eligibility, and bids may be sent to her through the Dean of Women. The eligible girl will then be able to sign a preference sheet. This girl must then go through a pledge program if she pledges a sorority other than her original choice.
 - C. All rules concerning eligibility made by the faculty shall be binding upon members of the Panhellenic Council.
 - D. In case a girl breaks a pledge to one sorority, she will not be eligible to pledge any other sorority until the next pledging date.
 - E. Any girl deactivating herself from a sorority shall be eligible to pledge another sorority the second pledge period after she has deactivated.
 - F. In order to become active, a girl must not only have a 2.0 semester average for the semester in which she pledged, but also must be off probation. In order to maintain active status, a girl must remain off probation.

Section XI — Sorority Sponsors

- A. Each sorority shall have at least one sponsor.
- B. The responsibilities of sorority sponsors shall be as follows:
 1. Regular attendance at sorority meetings.
 2. The main responsibility, the advising of the sorority in social, cultural, educational, and service standards and activities.
 3. Responsibility for adequate and accurate records of the sorority, with particular emphasis on financial records.
 4. Responsibility for the public appearances of the sorority; whether skirts, initiation garb, etc., whenever the girls represent the sorority, the sponsors should assume responsibility.
 5. Attendance at Panhellenic Council meeting, if the occasion warrants it.
 6. Attendance at meetings of sorority sponsors with the sponsor of the Panhellenic Council.

Section XII — Revisions

A committee shall be appointed by the president each year to consider revisions of this Constitution and the By-Laws.

Section XIII — Amendments

A two-thirds vote of the junior representatives shall be necessary to amend the By-Laws of this Constitution. The amendment shall be read one meeting and discussed then voted on at the next meeting.
(Revised November, 1962)

CONSTITUTION OF THE INTERFRATERNITY COUNCIL

(Approved by the Administrative Council, January 12, 1954 and June 6, 1963)

ARTICLE I — NAME AND OBJECTIVES

Section 1. The name of this organization shall be the Interfraternity Council of Otterbein College.

Section 2. The object of this council is to further the general welfare of the college, to foster cooperation and good fellowship, to promote scholarship, to establish a clearing house of information, to settle and administer judgment on all interfraternity disputes.

ARTICLE II — MEMBERSHIP

Section 1. The Interfraternity Council shall represent the social fraternities recognized by Otterbein College.

Section 2. The Interfraternity Council shall be composed of two representatives from each social fraternity. These representatives shall be active members of their respective chapters.

Section 3. Each member chapter shall elect its own representatives subject only to the requirement that the head of the chapter shall serve as one of the representatives.

Section 4. The representatives shall attend meetings of the organization and not have the power to appoint a proxy within his social fraternity.

Section 5. The Adviser shall be the Dean of Men.

ARTICLE III — ORGANIZATION

Section 1. The regular officers of the Interfraternity Council shall be: President, Vice-President, Secretary, Treasurer and Student Senate Representative; and they shall be vested with the ordinary duties and powers regularly attached to such offices.

Section 2. No two of the regular officers may be from the same fraternity.

Section 3. Council Officers shall be elected on an annual basis, an election being held one month before the close of the second semester.

Section 4. Each officer shall be elected by a majority of the council and by a secret ballot with no nomination from the floor.

Section 5. The president of the council shall not have the power to succeed himself in the following election.

ARTICLE IV — VOTING

Section 1. Each representative shall have one vote.

Section 2. A simple majority shall be required to pass a measure.

Section 3. Three fourths of the council members shall constitute a quorum, provided each fraternity is represented.

Section 4. In the second called meeting in which a particular fraternity is not represented again, two thirds of the council members shall constitute a quorum.

ARTICLE V — LEGISLATION

Section 1. The council shall have power to legislate upon all matters relating to the common interests of the member chapters as provided for in the constitution of the council.

Section 2. All measures passed by this council shall be binding upon all member chapters and their personnel; the representatives being held responsible for informing their respective chapters.

Section 3. The demand of any single member chapter shall be sufficient to indict another member chapter for trial.

Section 4. The council shall have power to act as a court and to try all offenses against this constitution or against any legislation passed in pursuance thereof. Only the unimplicated members of the council shall serve on said council when convened as a court.

Section 5. A four fifths majority of court shall be necessary to render a verdict of guilty in any case.

Section 6. The council shall have power to enforce by penalty, fine, suspension or any combination of these, any infringement of the constitution, or legislation passed in pursuance thereof.

Section 7. The council shall be governed in its penalizations by expressed stipulated penalties for specific misdemeanors as herein listed.

Section 8. Upon any misdemeanors not herein provided for, the court of the council may try and dismiss or penalize according to the desires of the court, as indicated by a four-fifths majority vote of the court.

Section 9. All decisions of the council court may be appealed to the Administrative Council or the Student Court of the college.

ARTICLE VI — MEETINGS

Section 1. The council shall meet at least twice a month during the college year.

Section 2. The secretary of the council shall notify the members, in writing, at least two days before a regular called meeting of the council.

Section 3. A special meeting may be called by the president, or at the request of at least three council representatives.

Section 4. Any member chapter failing to send a representative to a called meeting of the council shall be fined five dollars (\$5.00) unless an excuse is unanimously accepted.

ARTICLE VII — DISPERSING OF FUNDS

Section 1. All money collected from any person or organization upon fines or dues shall be used at the discretion of the council.

ARTICLE VIII — REVISING AND AMENDING OF THE CONSTITUTION

Section 1. Any proposed amendment must be brought up at least a week before it is voted upon by the Interfraternity Council.

Section 2. A copy of the proposed amendment must be posted for a minimum of five (5) days at the house or meeting place of each member fraternity.

Section 3. The constitution may be amended by:

(a) A unanimous vote of a quorum of the Interfraternity Council, provided that all member fraternities are represented.

(b) Initiative — Upon a petition of three fifths of the registered active members of each member fraternity of the council, such clause as outlined on the petition shall become law regardless of any action taken by the Interfraternity Council. The council shall recognize such initiative and adhere to the ruling of the petitioners.

ARTICLE IX — RUSHING

Section 1. For the purpose of orientation of the freshmen with the functions of the fraternities and the council, the following routine shall be followed:

(a) At a meeting of the freshmen men and Interfraternity members during freshmen orientation week, the Interfraternity Council's Constitution and By-Laws shall be explained.

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(b) Either through the Freshman Handbook or some other printed form devised by the council, the requirements and rules governing pledging and active membership in the fraternities shall be briefly stated.

(c) A panel consisting of the fraternity presidents moderated by the Dean of Men shall be held during the final two weeks before pledging to answer any last minute questions which might arise.

(d) The normal routine of association shall exist between fraternity members and non-fraternity men with the provision that *freshmen and first semester transfer* men shall not be permitted on the fraternity property with the exception of Open Houses or similar all-campus functions.

(e) Fraternity men shall not be allowed in the Freshmen Men's Dormitory.

(f) This routine will be followed until the stated period of formal rush as stated by the Interfraternity Council.

Section 2. Formal Rush will begin the first Friday following the start of the second semester and will terminate with the issuing of bids on the Monday following the Final Party.

(a) Rush parties will be as follows:
First week end: Open Rush Party (Freshmen will be divided into three equal groups and rotate to three fraternities on both Friday and Saturday)

Second week end: Rush Party by invitation.
Third week end: Final Rush Party by invitation.

(b) Freshmen may accept only three invitations for the second party and only two invitations for the third party. All invitations must be answered in writing on the day received.

(c) A maximum of \$100.00 will be permitted each fraternity for expenses of all rush parties in a rush period.

(d) During formal rush the fraternity houses will be open to the freshmen. There will be a limit of five guests per meal.

(e) 1. All rush parties must end at 12:00 midnight except when party times have been so arranged to conflict with this limit. No freshman is allowed in the house from the termination of the party until the following 9:00 a.m.

2. No freshmen are permitted in the house on weekdays from the hours of 9:00 p.m. until 9:00 a.m. (Sunday through Thursday)

Section 3. Silent Period

(a) Definition - Silent period is a time between the final rush party and the issuing of bids when the eligible rushee can make his fraternity decision without the pressure of outside sources.

(b) Time-Silent period will be defined by the Interfraternity Council. Silent period shall be in effect from 8:00 a.m. following the Final Party, until pledging at 8:00 p.m. on the Monday following the Final Party.

(c) Rules - Eligible rushees shall not talk to anyone except other eligible rushees during this period. During this period he shall not talk to or date any upperclass or freshmen women. During this period no local telephone calls will be made or accepted at the freshmen men's dormitories unless it is an emergency. No fraternity shall schedule an event involving freshmen men during the period designated as silent hours.

Section 4. Violations

(a) Violations of IFC Rushing Rules by a fraternity member or members may result in the following penalties:

(1) Any fraternity man found in the freshmen men's dormitories may be fined up to \$50.00.

(2) Any individual fraternity man found violating the rushing rules during the silent period may be fined up to \$50.00.

(3) The fraternity may be fined up to \$100.00 and not less than \$50.00, if a non-fraternity man is in the fraternity house at times not specified in the Rushing rules.

(4) The fraternity will be fined not less than \$50.00 and not more than \$100.00 if found to be violating any of the rushing rules.

(b) Eligible rushees, who are parties to any violation of IFC Rushing Rules, will be excluded from that year's rushing program.

(c) (1) All violations will be brought to the attention of any IFC representative and in turn to the IFC as a whole.

(2) The person reporting the violation may be asked to appear before the group if it becomes necessary.

(3) These violations will not be discussed outside the IFC meeting except with college administrators.

(d) These penalties shall be invoked by a two-thirds vote of the council, excluding the fraternity at fault.

ARTICLE X — PLEDGING

Section 1. No fraternity man may give a pin or any form of pledgship to any non-fraternity male student before the date set by the Interfraternity Council. This date will be during the first semester for juniors and seniors in good standing. First semester transfer students and all others will pledge the second semester only.

Section 2. The length of time that all bids (both for upperclass and freshmen men) shall be valid, is to be determined by the Interfraternity Council.



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Section 3. No man shall become an active member of any fraternity until he has completed one semester of college work at Otterbein.

Section 4. (a) A rushee must have a 1.8 before he can pledge.

(b) A transfer must have the equivalent of 12 semester hours of work in order to pledge. He must not be on academic probation.

Section 5. Bidding

(a) All men participating in the rushing program shall be eligible to pick up their bid, except those penalized for a violation of IFC Rushing Rules.

(b) All fraternities must have their bids, alphabetized list and numerical preference list into the Dean of Men's Office by 8:00 p.m. on the Sunday following the Final Rush Party.

(c) All preference cards must be signed by the eligible rushee in the Dean of Men's Office from 8:00 p.m. to 9:00 p.m. on the Sunday following the Final Rush Party. Bids will be picked up by the eligible rushee at a time set up by the IFC. If it is impossible to pick up the bid the freshmen *must* make arrangements with the Dean of Men prior to this time.

ARTICLE XI — PLEDGE TIME OBLIGATION

Interfraternity Council recommends that each fraternity require no more than seven hours of time from each pledge in fraternity obligations per school week.

ARTICLE XII — GREEK WEEK

Greek Week will begin on the Wednesday following the return from Spring vacation, and will terminate on the following Friday.

ARTICLE XIII — HAZING

Section 1. The Interfraternity Council, in accord with the College Administration deems hazing to be:

(A) Any use of the paddle in fraternity activities other than that of an emblem.

(B) Activities defined by the General Code of the State of Ohio.

Section 2. There shall be no hazing in the form of rides or kidnapping. Any fraternity found guilty of violating the above stated regulation shall be subject to the following penalties:

(A) The fraternity shall lose all recognition by the Interfraternity Council. The loss of such recognition is to be reported to the administration of the college and to all other social organizations on the campus. The convicted fraternity shall have the status of a living organization with the single privilege of conducting meetings, the duration of the penalty to be from one to four months as determined by the council.

(B) In the event that the previous penalty is not invoked, a monetary fine of not less than ten dollars (\$10.00) nor more than fifty dollars (\$50.00) shall be levied upon the convicted fraternity.

(C) These penalties shall be invoked by a two thirds (2/3) vote of the council, excluding the fraternity at fault.

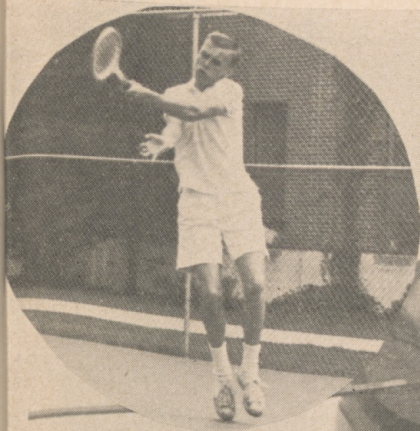
ARTICLE XIV — KIDNAPPING

Section 1. All interfraternity hazing in the form of rides or kidnapping shall be prohibited. Any fraternity found guilty of violating the above stated regulation shall be subject to the following penalties:

(A) The fraternity shall lose all recognition by the Interfraternity Council. The loss of such recognition is to be reported to the administration of the college and to all other social organizations on the campus. The convicted fraternity shall have the status of a living organization with the single privilege of conducting meetings, the duration of the penalty to be from one to four months as determined by the council.

(B) In the event that the previous penalty is not invoked, a monetary fine of not less than ten dollars (\$10.00) nor more than fifty dollars (\$50.00) shall be levied upon the convicted fraternity.

(C) These penalties shall be invoked by a two thirds (2/3) vote of the council, excluding the fraternity at fault.



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