

CONSTITUTION AND BY-LAWS OF THE STUDENT ASSOCIATION OF
THE STATE NORMAL SCHOOL FOR WOMEN AT HARRISONBURG

Article I. Name.

This organization shall be called the STUDENT ASSOCIATION OF THE STATE NORMAL SCHOOL FOR WOMEN AT HARRISONBURG.

Article II. Purpose.

The purpose of this association shall be to preserve student honor; to regulate the conduct of the students of the school; and to enforce such regulations of the institution as do not fall exclusively within the province of the Faculty.

Article III. Members.

Sec. 1.

All students shall become active members of the association upon registration at the school.

Sec. 2.

Two-thirds of the membership of the association shall constitute a quorum.

Article IV. Officers.

Sec. 1.

The officers of the association shall be a President, a Vice-President, and a Secretary.

Sec. 2.

All officers for the ensuing year shall be elected two weeks before the beginning of the spring quarter, and shall begin their duties the first quarter of the next year. The President shall be elected from the incoming Senior Class and the Vice-President from the incoming Junior Class.

Each member of the student body shall hand in one name as a suggested nomination for each of the following officers: President, Vice-President and Secretary. Guided by these suggestions, the Executive Board shall make the nominations, which shall be posted at least two days before the election.

Sec. 3.

The President shall call and preside at all meetings of the association, and shall act as chairman of the Executive Board.

The Vice-President shall serve in the absence of or at the request of the President.

The Secretary shall preserve written records of meetings; attend to necessary correspondence; and report to the Faculty all amendments to the constitution or by-laws adopted by the association. She shall also act as secretary of the Executive Board.

Article V. Executive Board.

Sec. 1.

The Executive Board shall consist of the President, Vice-President, and Secretary of the association, together with three members from each of the following groups: (1) Seniors, (2) Juniors, (3) Sophomores, and of the fourth group, two Freshmen and one Partial Student.

Sec. 2.

Each member of the board shall serve for three consecutive quarters, except as hereinafter provided. At the close of each quarter, the term of one-third of the board shall expire-- this being one member from each group.

Two weeks before the close of each quarter, each group shall meet and elect a successor to its representative whose term expires at the end of the quarter. All members of the board are eligible for re-election. The

newly elected members shall begin their term of service at the beginning of the following quarter. In case of a vacancy the group in which such occurs shall meet at once and elect another representative to serve the unexpired term. A member of the board who, by reason of failure in her studies or for other cause, loses her class rank and becomes a member of another group than that which she was chosen to represent, shall retire from the board, and the vacancy shall be filled in the manner provided. The three representatives of Group 1 will retire at the close of the Spring Quarter each year, thus reducing the membership on the board to twelve until the quarterly election of the Fall Quarter takes place, when the first year students (Group 4) will elect three representatives, two from the Freshman Class and one from the Partial Class. The student from the Partial Class is to serve the two remaining quarters of that year. One student from the Freshman Class is elected for one quarter and one for three quarters. These three representatives shall take office immediately after their election, all serving the remainder of the Fall Quarter in addition to the term for which they are elected. All elections to membership on the Executive Board shall be by ballot, and shall require a majority vote of the whole group enrollment.

Sec. 3

The duties of the Executive Board shall be to receive and act upon reports from Head Monitors, to investigate serious charges, and to administer a complete honor system.

Article VI. Meetings.

Regular meetings of the association shall be held two weeks after the opening of each quarter. Special meetings may be called at the direction of the President or upon the written request of any five members of the association.

Article VII. Monitors.

Sec. 1.

A Head Monitor for each hall in the dormitories and for each rooming-house in town shall be appointed by the Executive Board, at the beginning of each quarter, to serve throughout the quarter.

Sec. 2.

Each Head Monitor shall meet with the students of her hall (or rooming-house in cases where necessary) on the first Saturday of each month, and they shall elect from their number four Monitors to serve a term of one month. The Monitors shall arrange among themselves for each to serve one study night each week during that month.

Sec. 3.

The Head Monitors shall also take whatever steps may be appropriate and necessary to see that proper order is preserved in the rooms and halls, and on the grounds, at other times not included in the foregoing provision.

Sec. 4.

In a case which the Monitor is unable to manage, the Monitor shall appeal to her Head Monitor, and if the Head Monitor is unable to meet the situation, she shall appeal to the Executive Board.

Article VIII. Appeals.

Sec. 1.

Students have the right of appeal from the Monitor's decision to the Executive Board, such appeal to be made through the Head Monitor.

Sec. 2.

Any student has the right of appeal from the Executive Board to the Faculty by filing notice with the board and a written statement of the case.

Article IX. Amendments.

The constitution may be amended by a vote of two-thirds of the members of the association present at the meeting held for that purpose. The amendment must be proposed and posted, together with the date set for its consideration, at least a week before action is taken upon it. Such amendments shall become a part of the constitution only when approved by the Faculty.

BY-LAWS

I.

A Censorship Committee, consisting of one student from each dormitory and one from each rooming-house in town, shall be appointed by the Executive Board. The duty of this committee shall be to exercise censorship over the appearance and conduct of students in public places.

II.

A Welfare Committee, consisting of five members, shall be appointed by the Executive Board. This committee shall investigate and suggest to the board any desirable change in the social and domestic life of the students.

III.

The foregoing committees shall serve for three consecutive quarters; and the Executive Board is hereby vested with the authority to make any changes in the membership of the said committees that it may deem advisable.

IV.

The Executive Board shall choose each year an Advisory Committee consisting of three members of the Faculty, the said committee to be subject to the approval of the President of the school.

V.

Officers and instructors of the school are recognized as chaperones, but other persons may serve in this capacity when definitely sanctioned by the Matron.

VI.

(1) The honor system, included as a part of these By-laws, requires absolute honesty in all oral and written class work, in all examinations, and in such other work as the instructors shall assign to be done without assistance. This honesty applies as fully to the giving as to the receiving of illegitimate help. It shall also be understood as applying to honesty in all the affairs and relations of student life.

(2) It shall be the duty of anyone believing that a breach of the honor system has been committed to have a personal conference with the offender. If the student who makes the accusation is satisfied with the result of the conference, there shall be no further investigation of this particular offense; but the matter shall be reported, for record only, to the Executive Board. If this conference is not satisfactory to the student upholding the honor system, or if in the first place she has not felt able to bring herself to the interview urged above, she shall report the offender to the President of the Student Association; after which the board shall investigate the matter as quietly and speedily as possible.

(3) After a thorough investigation has been made, two members of the board shall be appointed by the President to go to the accused student and demand of her an explanation of her conduct. If convinced of her guilt, they shall warn her as to future consequences should she again be guilty of any act of dishonesty.

(4) The accused shall have the privilege of demanding a hearing before the Executive Board at any time.

(5) If the offense is repeated, or any other breach of the honor system is committed by the same student and is reported to the Executive Board, they shall summon her to appear before them, by serving a written notice in ordinary letter form.

(6) If, after hearing her explanation and all available evidence, or after her refusal to give an explanation, nine out of the twelve, or twelve out of the fifteen who compose the Executive Board are convinced of the guilt of the accused, and shall so cast their votes in secret ballot, this shall mean that the decision of the board is for asking the student to withdraw from school. Before any announcement of this decision is made the Executive Board shall report the case in full to the Faculty. If the Faculty, meeting independently, shall come to the same decision as the board, the student shall be asked to leave school at once. If the Faculty does not come to the same decision as the board, the board shall meet with the Faculty, and these two bodies conferring together shall reach an agreement.

(7) In the trial before the Executive Board, if necessary, both the accuser and the accused shall appear. Upon request, both sides may be represented by a counsel of one. This counsel may be chosen from the student body, or from the Alumnae. The counsel shall have the privilege of asking questions, but only such questions as tend to bring out the facts of the case. The counsel shall not be allowed to make an argument, but the accused may say what she chooses in her own defense. If the accused refuses to appear before the board, without valid excuse to the President, the board shall meet and render its decision without a trial.

(8) The records of the Executive Board shall be open only to the members of the board and to the President and Faculty of the school.

VII.

Permission must be obtained from the Matron to visit a private home in town the first time; afterwards--registering only--is necessary, unless the Matron finds it necessary for satisfactory reasons to withdraw the permission.

VIII.

Each student must register her name and the place to which she is going, before leaving the campus. The register pads must be looked over carefully by the Head Monitor at the end of every day.

IX.

Students in groups of not less than four may be allowed the privilege of walking for recreation a reasonable distance beyond the city limits.

X.

No student may be allowed to leave the campus or her rooming-place in town after 7 p. m. unchaperoned, except for the purpose of coming to the school buildings.

XI.

There shall be no conversation or other disturbance during chapel ser-

vices, concerts, and lectures.

XII.

There shall be no unnecessary noise in the library or in the hall during class periods.

XIII.

There shall be quiet in the buildings from 7 p. m. till 10 p. m. and from 10:30 p. m. till 6:30 a. m., except in cases of special entertainments.

XIV.

Quiet hour shall be observed from 2:30 p. m. to 4:30 p. m. on Sunday afternoons. Should any one find it necessary to leave the buildings during this time she must do so quietly.

XV.

Students may receive callers on Friday and Saturday nights after having obtained permission from the Matron.

XVI.

Young men may be allowed to escort students to and from church or public entertainments with the approval of the Matron or of the Chaperon in charge.

XVII.

Students may be allowed to go driving with ladies; and driving with gentlemen is permitted provided the approval of the Matron is secured in advance.

XVIII.

No student shall be allowed to hold offices totalling more than ten points, according to the following table:

EVALUATION OF POINTS FOR STUDENT OFFICES.

Counting ten points:

President of the Student Association.

Counting eight points:

Editor-in-chief of the Schoolma'am.

Business Manager of the Schoolma'am.

President of the Y. W. C. A.

President of the Senior Class.

Counting five points:

Vice-President of the Student Association.

Secretary of the Student Association.

Art Editor of the Schoolma'am.

Assistant Business Manager of the Schoolma'am.

Chairman of the Devotional Committee of the Y. W. C. A.

President of the Junior Class

Counting four points:

Other Cabinet Members of the Y. W. C. A.

Members of the Executive Board of the Student Association.

Secretary of the Senior Class.

President of the Athletic Association.

President of the Camp Fire Girls.

Counting three points:

Head Monitor of the Student Association.

President of a Literary Society.

Assistant Editor of the Schoolma'am

President of the other classes.

Counting two points:

Secretary of the Junior Class.

Treasurer of the Senior or Junior Class.

Important parts in plays given for the Annual or Seniors.

Secretary of a Literary Society.

Captain of a Basket Ball Team.

Other officers than President of the Athletic Association.

Counting one points

Chairman of the Program Committee of a Literary Society.

President or leader of other organizations.

Other officers of the Literary Societies.

Other officers of classes.

Glee Club Member.

Other parts in plays mentioned above except the Senior play.

XIX.

Nothing in these By-Laws shall be construed as operating in conflict with any regulations made by the Faculty and printed in the annual catalog, or with any special privileges granted to the Senior Class.

In order to put the plan of the Student Association into effect from its adoption, it is recommended:

(1) That the present Honor Committee be converted into the first Executive Board of this association, and that they assume immediately all the functions and duties of the said board, and that their terms expire as specified.

(2) That the present Chairman and Secretary of the Honor Committee be, respectively, the President and Secretary of the Student Association.

(3) That a Vice-President be elected from the present Junior Class.

(4) That these officers administer the affairs of the association until the close of the present school session.

(5) That vacancies thus occasioned on the Executive Board be filled by the groups concerned in the manner provided.