

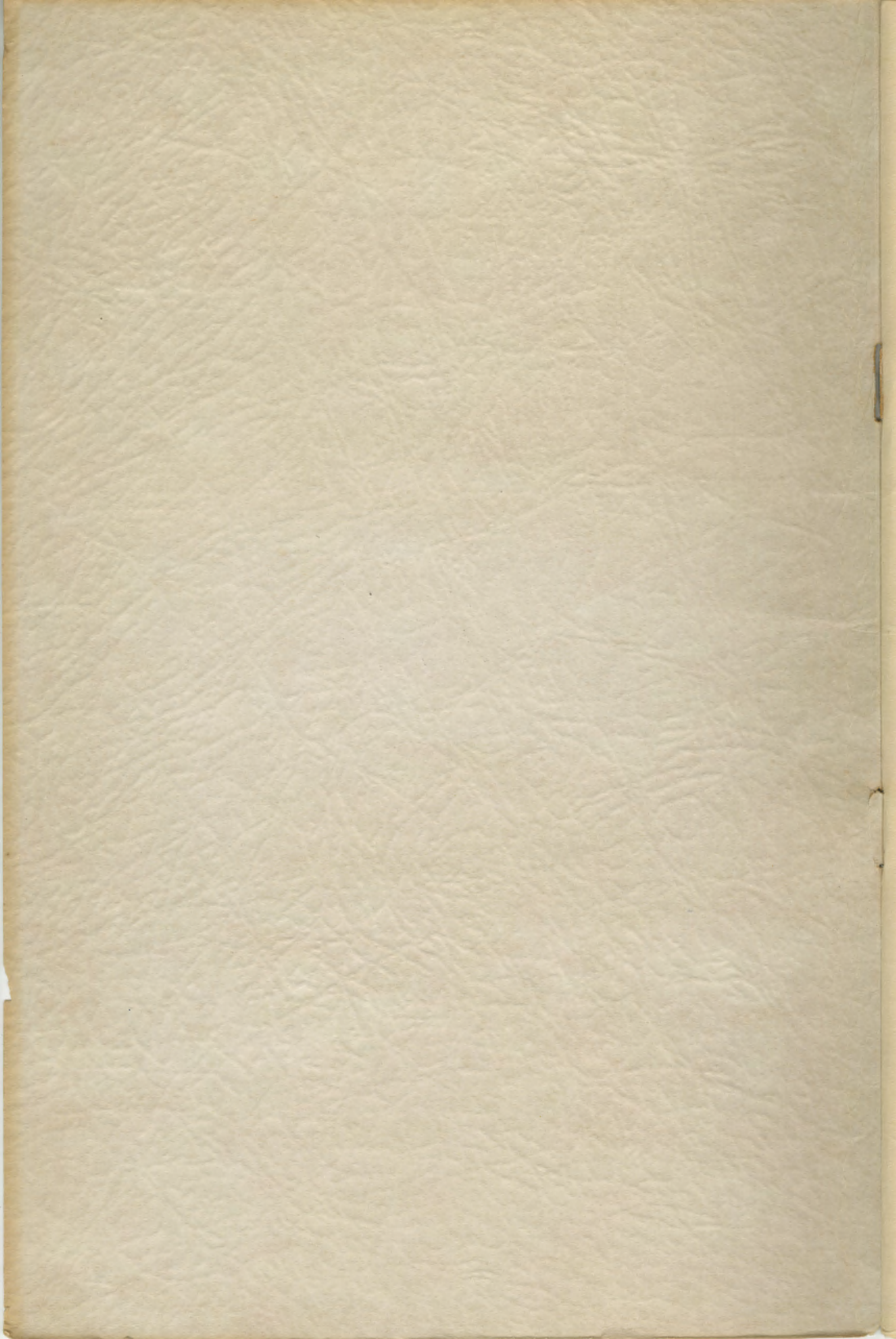
Looking Forward

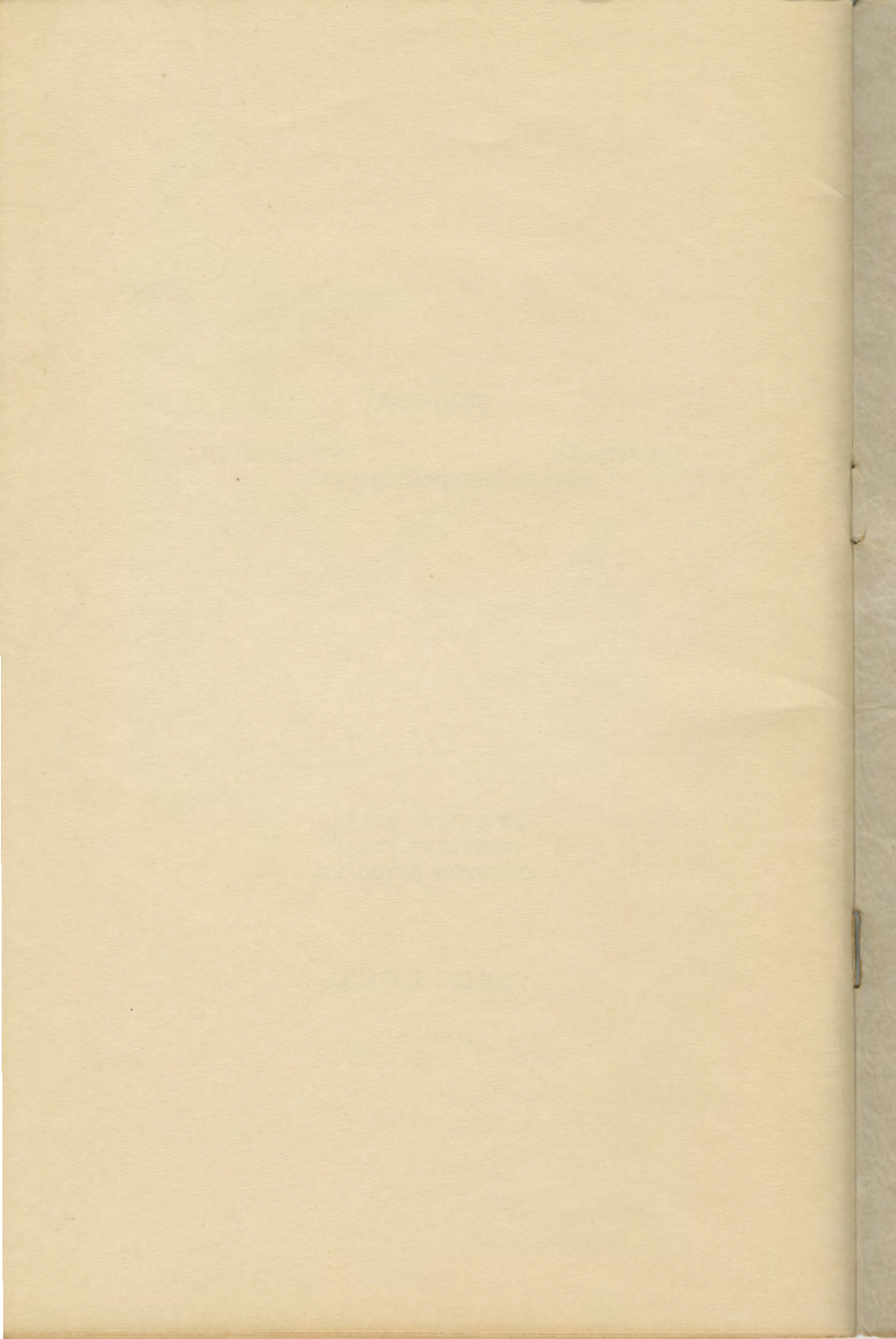
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State Teachers College
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LOOKING FORWARD

Freshman Guide to
Successful Living
in Waller Hall

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Bloomsburg Pennsylvania

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Welcome Frosh,

The staff of Looking Forward would like to welcome you to Bloomsburg and to Waller Hall.

Before beginning any new experience, we have many questions. This handbook has been prepared to answer those questions, to help you plan your needs for college, and to give you a little insight into some of the events that make living in our dorm exciting.

To you, the new students, we extend our sincerest wishes for a happy and successful college career.

-The Staff-

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Rosemary Hughes, '62, Diagrams
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Sue Greenland, '59, Student Adviser
Mrs. Elizabeth Miller, Adviser

GREETINGS

With you, I am anticipating the opening of school and the start of another great adventure. For you, it will be the adventure of living away from home and of living with a large group of people; for me, it is the adventure of working with many young women who are for the first time assuming the responsibilities of adults.

Our staff is prepared to help make your education the most exciting, stimulating and satisfying adventure of your life. We hope that you will find living in Waller Hall a truly great adventure in group living.

Elizabeth Miller
Dean of Women

... WELCOME!

Waller Hall wants to say "Hi" to all of you and to welcome you to its cordial atmosphere. Our residence hall holds interesting experiences for you, who for the first time, are entering its doors. Within its walls we hope you will find a new home and many new friends whom you will cherish through the years. The happy times, the fun, the serious moments, and the impressive occasions all help to make "our home" a wonderful place.

Waller Hall, striving to accomplish the teaching of valuable lessons in adjustment, tolerance, self-control, and working with others, asks your co-operation. Much will be gained from working for these goals, and your home will be a more pleasant place in which to live.

May your years spent in Waller Hall be enjoyable and rewarding.

Sincerely,

Becky

Rebecca Henry
President of Governing
Board

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CHECK LIST

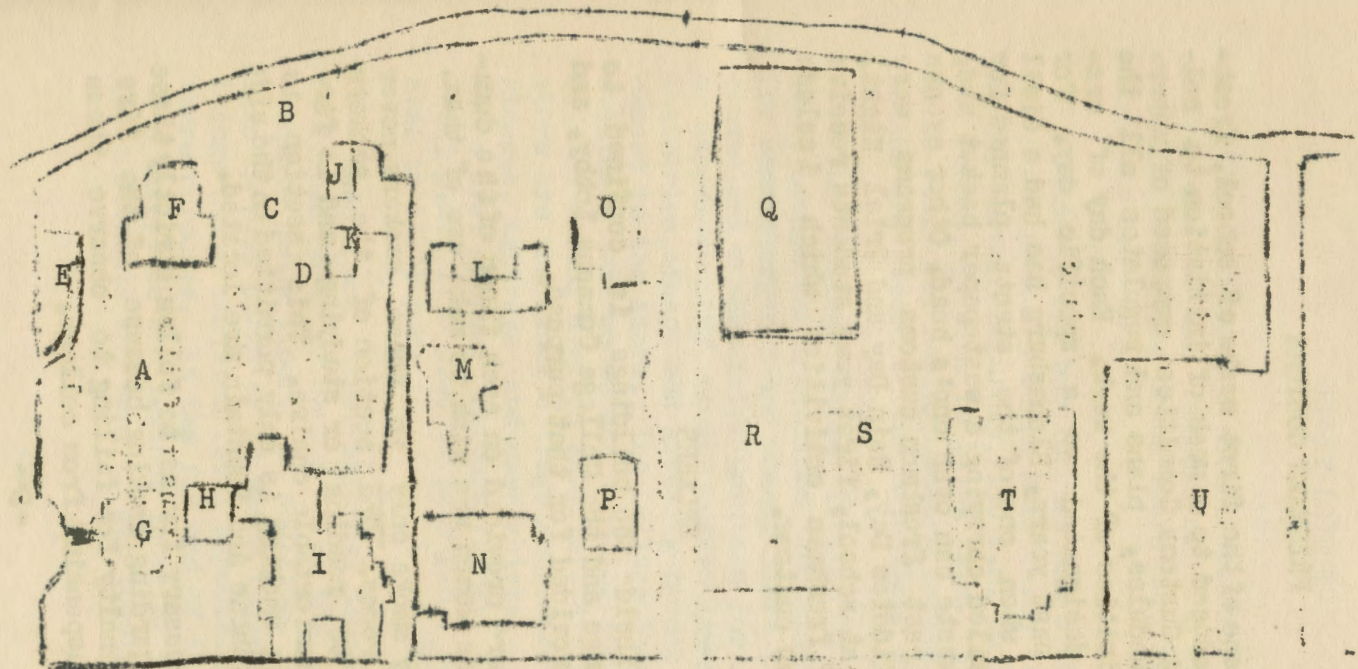
This list has been prepared to give you some suggestions of items you may want to bring with you. Many girls do not like to buy curtains, bedspreads, washable throw rugs, dust mop, bureau covers and other such items until they have consulted their roommates. Articles such as the mattress pad, pillow cover, blankets, towels and washcloths are examples of the necessary articles a Waller woman must have.

- | | |
|---|--|
| <input type="checkbox"/> address book | <input type="checkbox"/> garment bag |
| <input type="checkbox"/> alarm clock | <input type="checkbox"/> hair brush and comb |
| <input type="checkbox"/> blankets | <input type="checkbox"/> hair dryer |
| <input type="checkbox"/> bedroom slippers | <input type="checkbox"/> hand mirror |
| <input type="checkbox"/> and/or shower | <input type="checkbox"/> hat box |
| <input type="checkbox"/> shoes (soft-soled) | <input type="checkbox"/> high school year- |
| <input type="checkbox"/> calendar | <input type="checkbox"/> book |
| <input type="checkbox"/> camera | <input type="checkbox"/> iron |
| <input type="checkbox"/> can opener | <input type="checkbox"/> jewelry box |
| <input type="checkbox"/> clothes brush | <input type="checkbox"/> laundry bag (s) |
| <input type="checkbox"/> coat hangers | <input type="checkbox"/> (more than 1 is |
| <input type="checkbox"/> desk blotter | <input type="checkbox"/> helpful) |
| <input type="checkbox"/> desk lamp (not | <input type="checkbox"/> laundry soap |
| <input type="checkbox"/> fluorescent; metal | <input type="checkbox"/> mattress pad (36"- |
| <input type="checkbox"/> or glass shade | <input type="checkbox"/> 72") |
| <input type="checkbox"/> required) | <input type="checkbox"/> name tags for |
| <input type="checkbox"/> dishes | <input type="checkbox"/> clothing |
| <input type="checkbox"/> dresser scarves | <input type="checkbox"/> pencils, pen, ink |
| <input type="checkbox"/> drinking glass | <input type="checkbox"/> phonograph and |
| <input type="checkbox"/> (plastic) | <input type="checkbox"/> records |
| <input type="checkbox"/> eating utensils | <input type="checkbox"/> pillow cover (plas- |
| <input type="checkbox"/> evening gown (for | <input type="checkbox"/> tic or cloth, 21"- |
| <input type="checkbox"/> the college recep- | <input type="checkbox"/> 27") |
| <input type="checkbox"/> tion) | <input type="checkbox"/> plastic bucket |
| <input type="checkbox"/> dust rags | <input type="checkbox"/> (good for hand |
| <input type="checkbox"/> first aid kit | <input type="checkbox"/> laundry) |

_____ playing cards	_____ soap container
_____ radio	_____ and soap
_____ rainwear and um-	_____ stationery and
_____ brella	_____ stamps
_____ scissors	_____ stuffed animals
_____ sewing kit	_____ sunglasses
_____ shoe boxes or bag	_____ tennis racket
_____ shower cap	_____ toiletries
_____ skirt hangers	_____ toothbrush, tooth-
_____ small pan or pot	_____ paste
_____ sneakers	_____ typewriter
_____ towels	_____ waste basket (metal)

REGISTRATION

As is expected of all new students and those who have not pre-registered, all freshmen must register to become an official member of the college community. Centennial Gymnasium, located on the map in this handbook, is the place where registration is held. All fees, part of the requirements of entrance, are paid at this time. For those new students who have not had physical examinations previous to their acceptance at Bloomsburg, doctors are present to give the required check-up. In addition, a photographer is ready to take students' pictures for their identification cards. Other phases of registration include: receiving schedule cards and meal tickets, registering of automobiles and obtaining post office box numbers. By paying a dollar at the post office, located in Waller Hall, registered students receive mailbox combinations and room keys.



A. Flag Pole
 B. Grove
 C. Percola
 D. Lagoon
 E. Heating Plant

F. Science Hall
 G. Carver Hall
 H. Noetling Hall
 I. Waller Hall
 J. Laundry

K. Shops &
 Storage
 L. New North
 Hall
 M. Old North
 Hall

N. Commons
 O. Navy Hall
 P. Ben Franklin
 Hall
 Q. Athletic Field
 R. Tennis Courts
 S. Sutliff Hall
 T. Gym
 U. Park-
 ing

FRESHMAN CUSTOMS

During one of the first weeks of school, freshmen are introduced to a week of initiation to college life. A Customs Committee composed of upperclassmen, schedules, plans and regulates all the freshmen activities of the week. Each day of customs week is designated as a specific day. For instance, in past years, Bloomsburg has had a Civil Defense Day, when one of the stunts planned for freshmen entailed carrying a wastepaper basket and, putting the waste can over one's head. Other events included in past freshmen customs programs were Indian Day, Kiddies Day, Rain Day and Trial Night. Upon arrival at school, first year students receive a schedule of freshman activities which include these freshman customs.

SMCKERS

Smoking inside the buildings is confined to the Husky Lounge and the College Commons Lobby, and other rooms provided for that purpose.

Smokers are provided on each floor of the dormitory for those women who wish to make use of them.

Women may smoke only in these smokers, never in individual rooms. One section of the smokers is dedicated to reading or studying and is furnished with comfortable chairs. This section is used for study; smoking is only permitted on the side where the telephone and fountain are located.

It is necessary for us to follow strictly these regulations regarding smoking because of the fire hazard. The penalty for failing to observe these rules may be suspension from college.

HUSKY LOUNGE

The Husky Lounge, established for the use and convenience of all members of the student body, provides a meeting place where many varied activities are centered.

Students may buy lunches and other refreshments at the Husky Snack Bar, which is open daily, Monday through Saturday, 7:30 a.m. to 10:00 p.m.; and Sunday, 9 a.m. to 11:00 a.m., 5:00 p.m. to 11:00 p.m. For eating, modern tables, chairs and booths are placed on the main floor of the lounge.

The College Store is also a part of the Husky Lounge which provides additional services for Bloomsburg men and women. Since it is often inconvenient to make trips downtown for some notions or supplies, many of the needed items, including toiletries, stamps and greeting cards, can be purchased in the store. The College Store also has available text books and supplies for all courses offered during a given semester. Available in the store are the usual college souvenirs such as mugs, glasses, ashtrays and sweatshirts. Book store hours are: Monday through Friday, 8:30 a.m. to 12:15 p.m., 1:30 p.m. to 5:15 p.m.; Saturday 8:30 a.m. to 12:15 p.m.

Record and other informal dances are an established part of campus life; the lounge has an adequate dance floor. In addition, for those who like to play cards or to watch television, Husky Lounge has an elevated level especially suited for these purposes. At the far end of the main floor is a fireplace and leather lounging furniture for those students who want to get together.

MAIL SERVICE

For the convenience of all Waller women, the night watchman will collect mail in the dormitory if it is placed on the telephone desk in the smokers. This mail will leave campus at 8:45 the following morning.

Mail will be collected from the college post office at 8:45 each morning and from the mail box at the rear entrance to Carver Hall each afternoon at 5:00.

TELEPHONE RULES

Telephone Duty. Every resident is expected to take phone duty for one evening a semester. The list of assigned nights will be posted on the floor bulletin boards by the Telephone Chairman. Failure to report will result in the loss of a late permission.

Procedure. If the telephone rings during the day, answer it by saying, quietly and pleasantly, "Waller Hall, _____ Floor." Check the bulletin board for the girl's room number. If she is not in her room, check the B. R., pressroom, or smoker; record the message on the message pad. Leave a note on her door if the message is important. In locating the girl, use your feet and not your voice!

Be sure to check the message book at regular intervals, because you may have had a call.

Telephone Hours. The telephone should not be in use after 11:00 p.m. unless an emergency should arise. In order that everyone has an opportunity to use the telephone, calls should be limited to ten minutes.

Calls for resident faculty members should be recorded including the date, hour, message, and the name of the person receiving the call. If the person cannot be located, leave a written message on her door.

TELEPHONE NUMBERS

Waller Hall Dormitory

Central 2nd Floor - ST 4-9862
Central 3rd Floor - ST 4-9882
W. 3rd Floor - ST 4-9891
Central 4th Floor - ST 4-9802
W. 4th Floor - ST 4-9811

North Hall - Men's Dormitory

1st Floor - ST 4-9813
2nd Floor - ST 4-9820

PERSONNEL

Mrs. Elizabeth Miller, Dean of Women, Rooms 200, 201, 202, St 4-9862.

Mrs. Althea S. Hoke, Resident Advisor, Room 365, ST 4-5464.

Mrs. Margaret Anderson, Resident Advisor, Room 400, ST 4-9802.

Mrs. Helen Loreman, Housekeeper, Room 232.

Mr. Jennings Knoebel, Superintendent of Grounds and Buildings, ST 4-4660, Ext. 4.

M E A L S H O U R S

DINING HALL HOURS

	Mon-Fri	Saturday	Sunday
Breakfast	7-8	7-8	7:45-9:00
Lunch	11:15-1:15	11:15-1:15	12:30*
Dinner	6:00*	5:30-6:15	5:30-6:15

*Denotes Table service.

C L O T H I N G

SUGGESTED MINIMUM WARDROBE

This is the approximate amount of clothing that a freshman woman will need during her first year at B. S. T. C. Since the following list does not imply that you must have as many or as few articles as it suggests, you may add or limit your wardrobe at your own discretion.

skirts

winter	5
summer	5

(Be sure to pack enough summer clothes for those last few warm days in the fall.)

blouses	6-10
---------	------

footwear

dress shoes	1-3 pair
school shoes	2-3 pair
sport shoes (sneakers)	1 pair
socks	5-7 pair

nightwear

bathrobe, housecoat or duster	1
soft-soled slippers and/or shower slippers	1-2 pair
pajamas or nighties	2-4

coats

dress coat	1
sport coat	1
raincoat	1
blazer	1

dresses

dressy 2-3
sporty 2-3

(One gown or cocktail dress is required for the President's reception early in the school year.)

sportswear

bathing suit 1
bathing cap 1
bermudas and/or
slacks 2-3 pair

sweaters

4-6

accessories

scarves
gloves, mittens
hat or hats
purse or purses

PROPER WEARING APPAREL

A few helpful suggestions as to what to wear when are:

1. For Sunday and weekday dinner, suits or sport dresses and stockings are appropriate.

2. For fraternity meetings, dress-up apparel is usually worn.

3. For church, all Waller Hall women wear hats.

4. For classes, skirts, sweaters, and socks are favorites.

5. For sport, slacks, bermudas or gym suits are most practical.

6. While in the dorm, jeans or bermudas are comfortable for lounging or studying. When around during free hours, dress properly in a housecoat, class-wear, or sport clothes.

NOTE: Other than for active sport or dorm wear, sport clothes are not allowed.

7. For sunbathing, sunsuits or bathing suits may be worn. The terrace between Waller Hall and the Grove is reserved for this purpose for women only. Sunbathing is permitted in no other place. This means no sunbathers on the roof! Sun Lamps are not permitted in the dorm due to the danger of a severe burn, and overloading the circuit.

LAUNDRY

Soiled laundry is collected from firetower C and from the laundry chute located near firetower D, across from the bathroom, every Monday morning before 8 a.m. The clean laundry can be picked up at the laundry building Thursday afternoon, Friday, Saturday until noon, and Monday. Mark your laundry as follows:

- A. Sew name tapes securely to your clothes.* Plain tape, marked with the owner's name in indelible ink, can be substituted for name tapes.
- B. Place this identification on the waist bands or collar bands of clothing to facilitate sorting at the laundry.
- C. Mark your laundry bag.

*We have found that press-on tapes come loose after a few wearings.

P E R M I S S I O N S

OFF-CAMPUS PROCEDURES

Day permissions: Resident women may be off-campus until 6:00 p.m. every day without signing their destination card. Cut-of-town permission must be obtained from a Dean. If you leave the campus during the day and do not expect to return before 6:00 p.m., sign out on your card.

Evening permissions: Resident women have off campus privileges until 10:00 p.m. each evening during the week, 11:00 p.m. on Friday, 11:50 p.m. on Saturday.

For permissions later than 10:00 p.m., ask the Dean on duty for approval before 8:00 p.m. or after 10:00 p.m. No permissions are granted between 8:00 p.m. and 10:00 p.m.

First semester freshmen may be granted one 11:00 p.m. and one 11:50 p.m. each month. During the semester one 11:00 p.m. may be substituted for a 12:30 a.m. Freshmen who take two eleven o'clock permissions when only permitted one, lose their 11:50.

Second semester freshmen may be granted two 11:00 p.m.'s and two 11:50 p.m.'s each month. During the semester one 11:00 p.m. may be substituted for a 12:30 a.m.

Sophomores may have 11:00 p.m.'s on request. They may also have eight 11:50 p.m.'s a semester;

two of these may be until 12:30 a.m. and one other may be later than 12:30 a.m.

Juniors may have late permissions on request. They may have three late as 12:30 a.m. and two later than 12:30 a.m. during the semester.

Special general permissions will be given for college events, and these permissions will be posted on the bulletin board in the Dean of Women's office.

If you come in late on a later permission, you must forfeit one later permission and one regular late permission.

All special later permissions are granted for specific and special purposes only.

You must sign out if you are not in your room after 6 p.m. This is done by placing a note on your door, indicating your destination.

Weekend permissions: An Overnight Permission Card must be filled out and filed in the Dean of Women's office before you leave campus for a weekend or overnight.

Women students return to campus from the weekend by 11:00 p.m. Sunday. Under very unusual circumstances, if you cannot return by 11:00 p.m. on Sunday, please notify the Dean of Women by telephone.

Procedures: To sign out, fill in the necessary information on your destination card and file

it under "Out." We have a policy that women students do not leave campus alone at night.

To sign in, complete your destination card and place it in the proper slot above the filing cabinet. After signing in, you are expected to go to your living quarters immediately.

After your weekend permission has been approved, sign your destination card and file it under "Overnight." If you are leaving for an overnight after 7 p.m., your parents' written permission must be obtained.

Sign your own card. No student may sign in or out for another person.

Vacation: Sign your name, means of transportation, date, and time leaving and returning on the vacation sheet provided at the desk in the Dean of Women's office.

R O O M S

The new freshman coed will find dormitory life both entertaining and educational. All women, with the exception of seniors, live in Waller Hall. This building is conveniently located within a short distance of all classroom buildings. The girls are encouraged to furnish their own rooms to their individual taste.

CARE OF ROOM

The use of tape, tacks, paste, or nails on the walls, woodwork, and doors is prohibited. Permanent picture hooks, drying racks, and curtain rods are provided in every room. All women residents are responsible for damage to college property due to carelessness or violation of regulations.

REPAIRS

If your room is in need of repairs, please report this in writing to the Superintendent of Grounds and Buildings, Mr. Knoebel, whose office is located opposite the Post Office.

BED LINEN

Bed linen is exchanged every Tuesday between 11:00 a.m. and 2:00 p.m. By removing the bottom sheet and pillow case and taking them to your floor's linen closets, you may obtain a clean sheet and pillow case.

ELECTRICAL EQUIPMENT

The double outlet in the side wall is sufficient for:

1. a 60-watt desk lamp
2. a 60-watt table radio, electric clock, or a floor lamp.

The shade of the lamp is to be of metal. No two or three-way lamps may be used.

All electrical cords must be in excellent condition. Extension cords and three-way plugs are not permitted. All electrical items are subject to inspection at any time. If they do not conform to standards they must be removed immediately.

ROOM SUPPLIES

Every room should be equipped with a dust mop and dust cloth. A dust pan has also been found helpful. Rugs and mops are taken to the fire tower to remove the dust. Do not brush dirt into the halls. Empty all waste-baskets into the large trash containers in the towers or pressrooms. Large boxes are placed on the floor near these receptacles. Drain all liquids from containers before discarding.

No perishable food should be kept in the room for a long period of time. All food must be stored in metal containers; also, please keep the window sills free of food.

PERSONAL PROPERTY

All personal property should be labeled. To protect against loss, lock your door. Do not keep valuables or large sums of money in your room. Large sums can be deposited in the Business Office for safekeeping. The college is not responsible for loss of money or personal property.

INSPECTION

Be prepared for room inspection at any time, as there will be frequent unannounced inspections.

VACATIONS

Waller Hall must be in spic and span condition before vacations. These requirements are to be met before leaving:

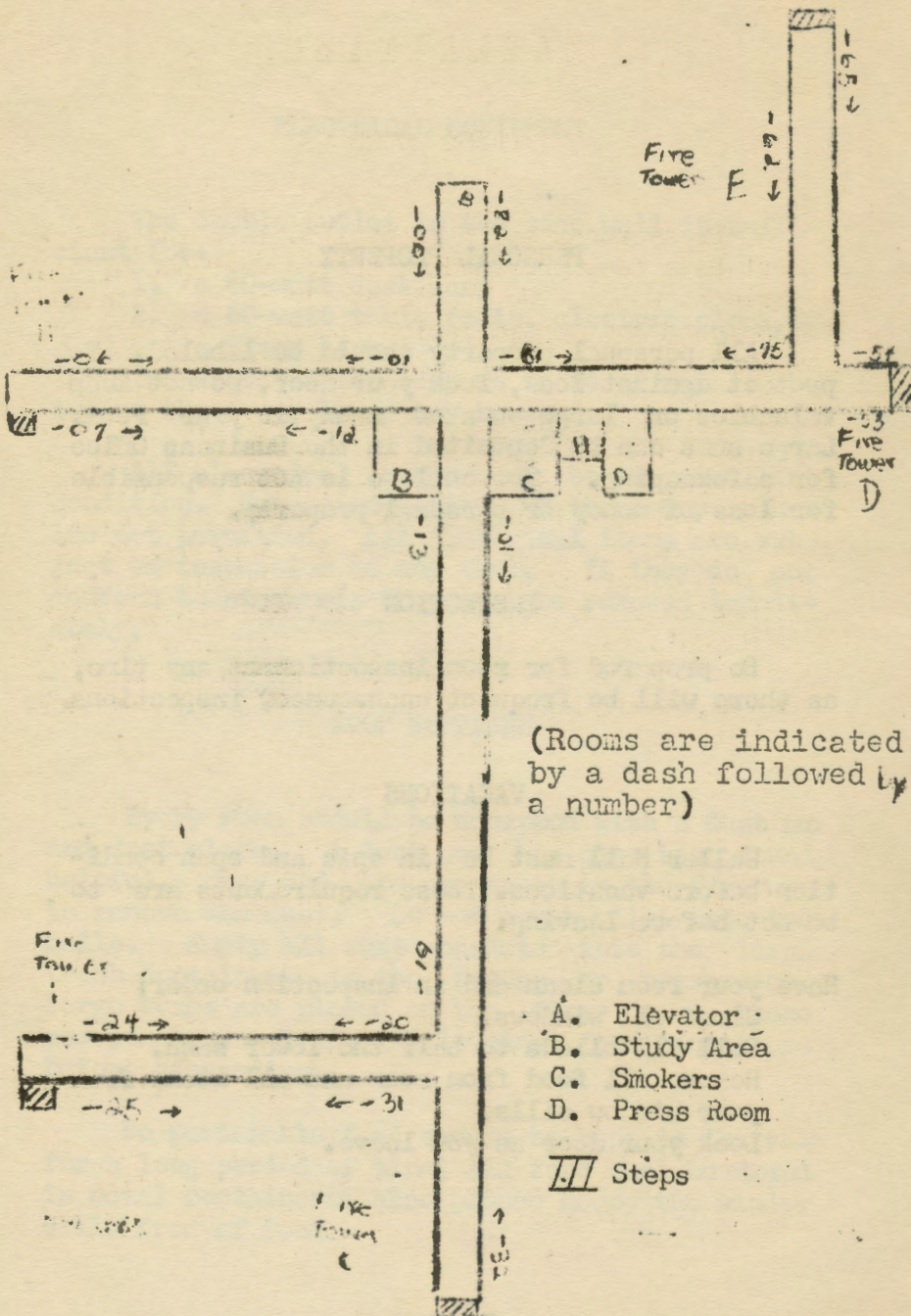
Have your room clean and in inspection order:

Close all windows.

Pull all blinds to half the lower sash.

Remove all food from room and all items from your window sills.

Lock your door as you leave.



F A C I L I T I E S

PRESS ROOMS

Press rooms with special outlets and equipment have been provided for the convenience of all resident women. We should handle these with the same care and consideration that we give our appliances at home.

Personal appliances. Percolators, grills, steam irons and hot plates may be used only in press rooms where special outlets are provided. Hair dryers may be used in the press rooms or B.R.'s. All of these appliances must be approved by the college electrician each year. Fill out two registration cards which are available in the Dean of Women's office. Take your appliance to the Superintendent of Grounds and Buildings for approval. A duplicate of the registration card will be returned to the Dean of Women.

Care of the bathrooms. Since we all use the bathrooms, we must do our part to keep them clean. Here are a few suggestions:

1. Deposit sanitary napkins in the cans provided for them.
2. Turn off faucets and showers completely.
3. Use only towels for drying hands.
4. Throw empty boxes, tissues, or paper in the provided waste cans.
5. Keep the washbowls free from dirt and hair.
6. Do not cut hair over basins. Be sure to clean the floor after cutting hair.
7. Basins are not to be used for washing clothes.

FIRE SAFETY MEASURES

FIRE DRILLS

Silence, speed, and order are necessary during fire drills to clear the building quickly and safely. To prevent panic and confusion, know who your fire chiefs are and learn the following rules so that you will respond automatically when the fire alarm is sounded.

Put on a long coat, hard-soled shoes, and remember to take a towel with you to cover your face.

Close your windows, put up your shades, leave the lights on, and open your door.

Specific instructions will be given for leaving your room and going to the proper fire tower.

Fourth floor will walk single file staying on the inside near the banister. Third floor will walk single file staying on the outside near the wall until the landing is reached. Then third floor will take the middle second section of the stairway. The second floor will walk single file, staying on the outside near the wall.

Second and third floor doors open inward toward the corridor. The first two girls reaching the doors will hold them until everyone from their floor has left. The first reaching the doors of Long Porch will push them outward and hold them until the building is empty.

In evacuating Waller Hall we are expected to line up away from the building, following the direction of our fire wardens.

In case of an actual fire, the fire chiefs will direct the women to the campus between Waller Hall and Carver Auditorium, and between Waller Hall and Science Hall.

Each woman will be alert for further instructions from her fire warden.

During a drill, remain in your assigned area until otherwise notified.

Fire wardens have authority to enforce the silence regulations.

Fire towers are safety islands if doors are kept closed.

In case of fire alarm during the day, follow the same procedure unless you are on another floor. In this case, use the nearest fire exit. If no official is checking your floor, take this responsibility yourself.

FIRE PREVENTION

To insure the safety of all in Waller Hall, each woman has certain responsibilities which she must accept. These regulations are for your protection and we urge you to observe them carefully.

1. Do not overload the electric circuits in your room.
2. Be certain that there are no defects in the lamps, radios, and clocks. The attached cords must also be in good condition.
3. Use hairdryers or percolators only in the bathroom or the pressroom. Use no appliances in your room.
4. Be sure the hot plate and irons are turned off before you leave the pressroom.
5. You are not allowed to smoke in your rooms at any time. Be careful with all lighted matches and cigarettes in the smokers. Never have an open flame outside the smoker.
6. Do not use an inflammable lampshade.
7. Leave no obstructions in the halls. This means no clothes dryers, umbrellas, or boots.
8. Do not remove hot plates from the pressroom.
9. Do not lock your door at night.
10. In the pressrooms, replace the hot irons in their holders.

B I G - L I T T L E S I S T E R S

Before the close of school in May, residents may select their "little sisters" for the next term. Once the "big sister" has chosen a name, she usually writes to her "little sister" during the summer, and is on hand to greet her in the fall if possible. In addition to the Waller Counselors, "big sisters" are able to straighten out many complications that "little sisters" may face.

C O U N S E L O R S

WALLER COUNSELORS

As part of the program planned for the orientation of freshman women, Wallor Counselors are available to explain rules, general customs and regulations to the new women students.

Crandall, Ann - Head Counselor	
Andrews, Diane	Hockenberry, Nola
Bassett, Myrna	Ker, Alice
Brooker, Betty	Knapp, Louise
Brown, Marietta	Lammy, Helen
Burrows, Nona	Leiter, Sheila
Collins, Janice	Nork, Ginney
Del Vecchio, Carol	Pecht, Penny
Drendall, Evelyn	Redman, Mary
Engel, Nancy	Reifsnyder, Elaine
Evans, Nan	Scott, Frances
Gilson, Jane Ann	Stahler, Carol
Ginnick, Margie	Thomas, Barbara
Gutgesell, Joan	Williams, Marti
Handshaw, Nancy	Winkleblock, Mary
Hastie, Irene	Yeagley, Mary Louise

S T U D Y

LIBRARY

The college library, an excellent place for study as well as for doing reference work, is conveniently located on the first floor of Waller Hall. In order that we may make the best use of the library facilities at our disposal, the library is open at hours most convenient to the students.

Library hours are posted on the library bulletin board.

QUIET HOURS

In order to enable students to study and sleep in their rooms, it is necessary to have a few rules regarding excessive noise in the residence hall during certain hours of the day. By cheerfully complying with these rules for quiet hours we show courtesy and thoughtfulness for others.

1. Quiet for sleep:
 - a. 11:00 p.m.--9:00 a.m. (10:00 a.m. on Sunday.)
2. Quiet for study
 - a. 7:30 p.m.--11:00 p.m. except Saturday.
 - b. 2:00 p.m.-- 4:00 p.m. each afternoon.
3. During quiet hours, there should be no:
 - a. Loud talking and/or laughing in the rooms, halls, smoker, lobby, press-room, and B.R.'s.
 - b. Loud playing of radios.
 - c. Slamming doors.
 - d. Running in halls.
 - e. Playing the radio, talking, typing with the door open.

If these rules are not observed, the violator will be asked to appear before the Governing Board.

4. Late Lights

- a. Freshmen should have their lights out by 11:00 p.m. Sunday through Friday.
- b. Freshmen may have seven late-light permissions a month. This enables them to leave their lights on one hour later. Proctors will check each night to see if this privilege is desired.

Proctors and Governing Board members giving a warning to freshmen about late lights should make a note of it on cards.

5. Lobby and Smoker

- a. In this area phonographs and radios can be played only between the hours of 4:30 p.m. and 9:30 p.m. on the weekends.
- b. Girls are allowed in the smoker after midnight as long as they are quiet.
- c. If there is excessive noise Governing Board members or Proctors may close the smoker and remove smoker privileges.

STUDY AREAS

In addition to the library, there are several other study areas located on each floor of the dorm and furnished with soft chairs, sofas, and lamps. On second, third, and fourth floors there are study areas across the corridor from the smokers; on third and fourth floors study areas are also located in the west wing.

ENCYCLOPEDIAS ON THIRD FLOOR

For the convenience of the resident women, a set of Encyclopedia Britannica has been placed in the third floor study area adjacent to the smoker.

GUESTS

Your friends are always welcome at Bloomsburg whether it be for just a day or a weekend. You, as hostess, are responsible for them and their comfort during their visit.

Arrangement must be made with the Dean of Women's Office in advance, if your guests are staying overnight. This consists of filling out both sections of the guest card. After this slip is approved, file one section in the Dean of Women's Office and take the other to Mrs. Loreman who will supply clean linen.

A charge of one dollar is made for each night the guest remains in the dorm. This fee is payable, in advance, in the office of the Dean of Women.

If your guests are eating in the college commons, the fees for meals are as follows:

Breakfast	\$.50
Lunch	\$.75
Dinner	\$1.00

The fees are paid to the head waiter either before or after the meal.

These suggestions are intended to make you a perfect hostess.

"B" CLUB

The women's sports organization, "B" Club, tries to create and to increase interest in sports and sportsmanship.

"B" Club sponsors the sale of necessary personal supplies. These are available in Room 19 on any of the floors.

Every Wednesday, from 3:00 p.m. to 5:00 p.m., women's intramurals are held in Centennial Gymnasium. Those interested women students can stay in good physical condition by participating in almost any sport at that time. Basketball, swimming, ping pong, volleyball, and archery are just a few of the activities that the "B" Club includes in its program. Certain days are set aside for coed swimming, usually Tuesday and Saturday.

For the time spent participating in sports or athletic activities, women receive points which will accumulate. After earning 500 points in individual and group sports, girls are eligible for "B" Club Membership.

TEAS

Every young woman is aware of the importance of acquiring social grace. You, as a Waller Hall girl, will find it advantageous to attend the various teas given throughout the year.

A Freshman tea is held in the autumn and is sometimes referred to as "The Big and Little Sister tea." Your big sister will introduce you to the members of governing board and upperclassmen.

In the spring following election of the governing board members, a Governing Board Dessert is held to introduce you to the new officers. They will represent you during the following year.

Besides these teas, there are many other parties given throughout the year. They are planned by the Community Government Association.

OPEN HOUSE

Waller Hall, usually closed to male visitors, is open during set hours on Parent's Day and Homecoming. Men are not permitted in Waller Hall student rooms at any other time. Waller Women take extra care that their rooms are in good order on visitors' day.

HOMECOMING

One weekend during the football season is set aside as "Homecoming." On this special weekend we all stay and open our doors to the visiting friends, relatives, and alumni.

Beforehand, the rooms are judged by a committee of students, faculty, and prominent citizens. The bases for this judging are:

1. Attractiveness (impression of whole room)
2. Suitability for dorm life
3. Furniture arrangement
4. Wall decoration
5. Color
6. Neatness
7. Originality
8. Livability

Awards are given to the rooms that best meet these standards. A helpful hint: the judges are more interested in how clever you are than the amount of money you spend.

Guests and judges are entertained by the Waller Hall Governing Board immediately afterward.

CHRISTMAS SPIRITING

As Christmas approaches, many of the girls decorate not only their doors but also the smokers. Since electric light bulbs are hazardous, they are used only with special permission, and then only in the smokers or study areas.

Every year the week before vacation is dedicated to "Christmas Spiriting." The names of all the girls on each floor are placed in a box. Each girl then draws a name, and becomes a "Spirit" to the girl whose name she has drawn. For six days she does a kind act such as making her bed, or leaving a small inexpensive gift by the door.

To climax all the events of the week, a Resident Women's Christmas Party is held. Each girl finds out the name of her Spirit in the exchange of gifts that highlights the festivities.

Down through the years Christmas Spiriting has become a delightful tradition in Waller Hall.

S O C I A L R U L E S

SOCIAL CONDUCT AND LAWS

There are no set rules regarding the social behavior except those of good taste and courtesy.

The entrance at Long Porch is locked every night at 10:00 p.m.; all students use the front entrance after this hour. Couples say good-nite in the Lobby. Action will be taken against couples parking by Long Porch.

The campus behind Waller Hall is considered out-of-bounds after 8:00 p.m. This means that the back entrance at the trunk landing should not be used after this time.

We, as college women, are considered adults and are expected to know and do what is socially acceptable. Therefore, the social customs of Waller Hall are based on standards of good judgement.

The possession of liquor or being under the influence of alcohol either on campus or in the town of Bloomsburg will be cause for dismissal from college.

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BLOOMSBURG STATE COLLEGE
Bloomsburg, Pennsylvania

GOVERNING BOARD OF THE WALLER HALL ASSOCIATION

The Governing Board is the student administrative unit of the Waller Hall Association, of which all women residents are members. This organization is a combination of legislative, executive, and judicial bodies.

GOVERNING BOARD MEMBERS

President.....Rebecca Henry
Vice-President.....Carolyn Cribbs
Secretary.....Kay Gaglione
Treasurer.....Argery Zevas
Social Chairman.....Judith Goss
Assistant Social Chairman.....Elaine Anderson
Senior Representatives.....Joanne DeBrava
Gloria Glahn
Patricia Oley
Lola Rigel
Junior Representatives.....Gail Hurter
Mabel Keafer
Eileen Wolchesky
Sophomore Representatives.....Ruthanne Baer
Alexandria Galli
Barbara James
Advisors:.....Mrs. Elizabeth Miller
(Dean of Women)
Mrs. Althea Hoke
(Resident Advisor)
Mrs. Margaret Anderson
(Resident Advisor)

GOVERNING BOARD DUTIES

Floor officers, Governing Board members, and proctors have certain specific duties and responsibilities entrusted to them.

1. Responsibilities and Duties of Floor Officers:
 - a. Preside at all floor meetings.
 - b. Post list of late light checkers on floor.
 - c. Supervise enforcement of late lights and floor quiet hours.
 - d. Assist Governing Board members and Proctors in enforcing quiet hours and regulating late lights.
 - e. Proceed as follows in regard to repeated violations of quiet hours:
 - (1) Report offenders to the Governing Board President and Dean of Women for Governing Board summons and action.
2. Responsibilities and Duties of Governing Board Members:
 - a. Enforce late lights and quiet hours on the floor.
 - b. Assist or reinforce proctors in controlling noise and regulating late lights.
 - c. Notify floor officers of continued violations of quiet hours and advise them if a Governing Board notice is warranted.
 - d. Assist the President in enforcing regulations and in carrying on the activities of the Waller Hall Association.
3. Responsibilities and Duties of Proctors:
 - a. Enforce late lights and quiet hours on the floor.
 - b. Notify floor officer of violations of quiet hours and advise if a Governing Board notice is necessary.

COMMITTEES APPOINTED BY GOVERNING BOARD

The Governing Board appoints several committees to expedite Waller Hall activities, business, rules, and regulations, and to help to bring about gracious social living in our residence hall.

1. Art Committee

Chairman - Connie Aumiller

In this committee is vested the responsibility for Homecoming Day decorations in Waller Hall, such as awards for the most attractive rooms, autograph books for visitors, and attractive designs for the doors. This group also makes the signs and posters announcing dormitory social affairs.

2. Counselors

Chairman - Ann Crandall

Counselors explain rules, general customs, and regulations to new women residents. They also advise new students.

3. Fire Drill Committee

Chairman - Carol Higby

This committee explains the rules of fire drills and how to safeguard against fire hazards. They also conduct fire drills and enforce these rules during the fire drill.

4. House Committee

Chairman - Carol Mazza

House Committee is responsible for the attractiveness and cleanliness of the residence hall.

5. Smoker Committee

Chairman - Judy Keiser

The responsibility for seeing that the floor

smokers are kept clean and attractive is placed on this committee.

6. Publicity Committee
Chairman - Margie Ginnick
The Publicity Committee is in charge of publicizing Waller Hall activities in the Maroon and Gold and The Morning Press, the local newspaper, and Bulletin Boards.
7. Social Committee
Chairman - Judy Goss
Plans are laid by this committee for all dormitory social events, with the cooperation and assistance of various other committees.
8. Telephone Committee
Chairman - Myrna Bassett
The Telephone Committee assigns each woman resident to telephone duty two evenings during the college year.
9. Remembrance Committee
Chairman - Rita Botteon
This committee sends cards and flowers to members of our association who are ill or have a death in their family.
10. Elections Committee
Chairman - Frances Scott
This committee must see that all elections of the Waller Hall Association are conducted correctly and in an orderly fashion.

CONSTITUTION
WALLER HALL ASSOCIATION

Article I - Name

The name of this organization shall be the Waller Hall Association of the State Teachers College, Bloomsburg, Pennsylvania.

Article II - Object

The object of this association shall be to initiate and carry on co-operative government and to encourage high standards of living among the women residents of Waller Hall.

Article III - Membership

All women students living in Waller Hall are, ipso facto, members of the Association.

Article IV - Officers

Section 1. The officers of this Association shall be: a President, a Vice-President, a Secretary, a Treasurer, a Social Chairman, and twelve elected Representatives. Together these officers and representatives shall constitute the Governing Board.

Section 2. The President of the Association shall be a junior elected by the entire membership of the Association. She shall be President of the Governing Board and representative to the Community Government Association.

The Vice-President, Secretary, and Treasurer shall be juniors, or sophomores elected by the entire membership of the Association.

The Social Chairman of Waller Hall shall be a junior or a sophomore elected by the Association.

Section 3. Any vacancies in office shall be filled within two weeks in the manner provided by this Constitution excepting in the case of Class Representatives when the vacancy shall be filled by appointment by Governing Board.

Section 4. The term of office of the President Vice-President, Secretary, Treasurer, and Social Chairman and all members of the Governing Board shall be for one year unless re-elected for a second term of office.

ARTICLE V - Elections

Section 1. Each class shall meet for the purpose of selecting nominees. The list of nominees shall be posted one week before the elections that will be held when the particular classes vote for their representatives.

Section 2. One week before the day set for the election of the President, Vice-President, Secretary Treasurer, and Social Chairman of the Association, the Governing Board shall post for each office a list of nominees approved by the Dean of Women and Dean of Instruction.

Section 3. Elections of President, Vice-President, Secretary, Treasurer, and Social Chairman and all members of the Governing Board shall be held not later than the last week of April.

Section 4. A majority of association members must vote, and those nominees receiving a plurality shall receive the position.

Section 5. In case a vacancy occurs in the office of President, the Vice-President shall automatically become President and a new Vice-President shall be elected by the association. Vacancies in any other office shall be filled

within two weeks in the manner provided by this Constitution in Article V, Sections 1, 2, and 4.

Article VI - Amendments

This Constitution may be amended by a majority vote of the Association. Revision must be recommended by the Governing Board and posted not less than a week in advance of the time of voting.

BY LAWS

Article I - Meetings

Section 1. Meetings of the Association may be called by the President at the request of the Dean of Women or the Governing Board.

Section 2. The Governing Board shall have a meeting twice a month.

Section 3. A majority of the Governing Board shall constitute a quorum.

Section 4. A vote of a majority of the membership of the Association shall be necessary to execute any major legislation.

Article II - Duties

Section 1. The duties of the President shall be to preside over all regular meetings of the Association and Governing Board and to call all special meetings. She shall be responsible for seeing that the business of the Association is conducted.

Section 2. It shall be the duty of the Vice-President to preside over meetings and to conduct the business of the Association in the absence of

the President. She shall be responsible for supervising the functioning of committees.

Section 3. It shall be the duty of the Secretary to keep a record of all business in both the Association and the board and to attend to all correspondence and notices. At the expiration of her term, she shall deliver to a college authority all books, papers, and other property belonging to the Association and Governing Board.

Section 4. It shall be the duty of the Treasurer to receive funds, keep accurate accounts, disburse monies of the Association, properly balanced to the responsible college authority.

Section 5. It shall be the duty of the Social Chairman to plan and execute the social program of the Waller Hall Association.

Section 6. It shall be the responsibility of Governing Board to make and enforce regulations, to appoint chairmen of standing and special committees, to direct the social life of Waller Hall, and to promote the general welfare of resident women students.

Section 7. All actions of Governing Board shall be subject to the approval of the Dean of Women.

Article III - Dues

Dormitory dues of one dollar, to be included in the Community Activities fee, shall be collected as part of the registration procedure. An additional assessment may be made by a majority vote of the Governing Board and the Waller Hall Association. Any such assessment shall be collected by the Treasurer of the Waller Hall Association.

Article IV - Parliamentary Authority

The rules of parliamentary procedures shall be followed when it is feasible.

Article V - Amendments to the By Laws

These By Laws may be amended by a majority vote of the Association. Revision must be recommended by the Governing Board and posted not less than a week in advance of the time of voting.

AMENDMENTS TO THE CONSTITUTION

Amendment I - pertaining to Article IV - Officers

1. The Social Chairman of Waller Hall shall be a junior who has served as Assistant Social Chairman of the previous year.
2. The Assistant Social Chairman of Waller Hall shall be a sophomore elected by the Association.

Amendment II - pertaining to Article II of By Laws Duties

1. It shall be the duty of the Assistant Social Chairman to aid the Social Chairman in Planning and executing activities for the year.

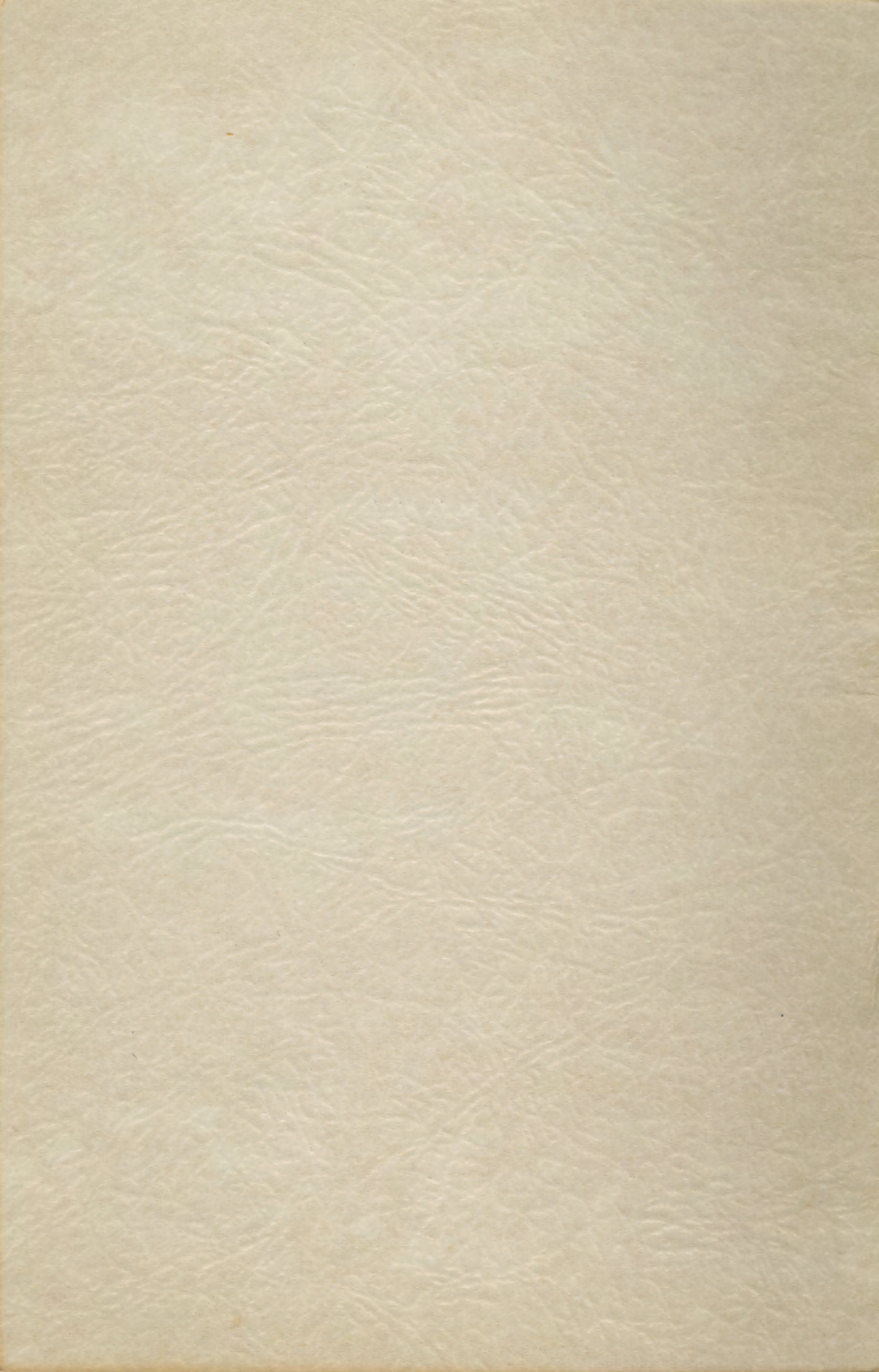
Amendment III - pertaining to Article IV - Officers

1. The outgoing president shall serve on the Governing Board the following year.
2. The President of the Association shall be a junior elected by the entire membership of the Association unless, in the case of resignation of the President, her successor is a sophomore.

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