

# JACKSON COLLEGE

## Regulations



Every Student in Jackson College  
is held responsible for a knowl-  
edge of these regulations.

TUFTS COLLEGE

1927

**Constitution and By-Laws**  
of the  
**Student Government Association**  
of  
**Jackson College**

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ARTICLE I

NAME

The name of this organization shall be the STUDENT GOVERNMENT ASSOCIATION OF JACKSON COLLEGE.

ARTICLE II

OBJECT

The object of this organization shall be to encourage self-control, responsibility and loyalty in the student body.

ARTICLE III

MEMBERSHIP

SEC. 1. All students of Jackson College shall be members of the Association.

SEC. 2. One-half the members of the Association shall constitute a quorum for regular meetings.

ARTICLE IV

ADMINISTRATION

SEC. 1. The Council shall be made up of the following:

The Presidents of the three upper classes.

The Presidents of the All Around Club, Athletic Association, and Sociology Club, together with one Senior, two Juniors, and one Sophomore to be chosen

by their respective classes in May, for the following year. At mid-year one Freshman, elected by her class, shall be added to the Council. Members may be added to the Council in accordance with Article V, Section 1.

SEC. 2. The Dean of Women shall be a member *ex-officio* of the Council, and shall have veto power.

## ARTICLE V

### ELECTIONS

SEC. 1 (a). At the beginning of each half-year each house shall choose a proctor, preferably a Senior or Junior. If the student chosen is not a member of the Council, she shall automatically become a member upon her election as proctor. The proctor shall be chairman of the house committee, shall have power to grant permissions specified in Article IV, Section 2 of the dormitory rules, shall keep a record of such permissions granted, and shall confer frequently with the Faculty Resident in regard to matters pertaining to the welfare of the house.

(b). Elections of proctors and house committees shall be subject to approval of the Council.

(c). Council may remove proctors and house committees in case of maladministration of office.

SEC. 2. The President of the Council shall be a Senior, and the Vice-President and Secretary shall be Seniors or Juniors. These officers shall be elected by the Student Government Association in May and January for the following half-year.

SEC. 3. At the opening of the college year, each house shall choose two girls (upper class students, if possible) to serve with the proctor as House Committee. The duties of the Committee shall be to enforce the rules and take charge of all matters pertaining to the welfare of the house, including registry of guests and care of rooms, and to fulfill the functions of the

## ARTICLE VI

### DUTIES OF OFFICERS

SEC. 1. *The President.* 1. Shall preside at all meetings of the Council and Association.

2. Shall represent the Association on public occasions.

3. Shall address the Freshman class at the opening of the college year in September.

SEC. 2. *The Vice-President.* 1. Shall in the absence of the President exercise her functions.

2. Shall confer with each Faculty Resident before the regular meetings of the Council.

3. Shall call a meeting of all the house committees directly after their election, and explain to them their duties.

SEC. 3. *The Secretary.* 1. Shall keep a complete record of all Council and Association meetings, and of all other data that it seems expedient to keep on record.

2. Shall send as early as possible a report of all Council meetings to the Dean.

3. Shall make a report of all Council matters at each meeting of the All Around Club.

## ARTICLE VII

### MEETINGS

SEC. 1. The Student Government Association shall meet twice a semester.

SEC. 2. The Student Council shall meet twice a month at a fixed time and place.

SEC. 3. The President may call special meetings of the Association or of the Student Council at her discretion.

## ARTICLE VIII

### JURISDICTION

SEC. 1. Subject to the approval of the College Administration with whom final authority rests, the

Student Council shall assume responsibility concerning conduct of the student body, shall make decisions and rules, and impose penalties as they become necessary, and shall consider and discuss questions of current importance in student life.

SEC. 2. If cases of maladministration under the self-government rules occur, the officers in question shall be reported to the Student Council by the Vice-President and suitable action taken by the Council.

## ARTICLE IX

### AMENDMENTS

SEC. 1. To amend any part of this constitution there shall be a majority vote at an Association Meeting.

SEC. 2. The amendment must be posted one week before it is voted upon.

## ARTICLE X

SEC. 1. Roberts' Rules of Order shall be the authority in matters of parliamentary procedure.

# Dormitory Rules

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All students are required to familiarize themselves with the following rules. (Ignorance of them shall not be a reason for moderation of punishment.)

## ARTICLE I

### QUIET HOURS

SEC. 1. Quiet hours shall be maintained in the dormitories as follows:

1. Every night from 10.00 P.M. to 7.30 A.M.
2. Monday to Friday inclusive
  - 9.00—12.00 A.M.
  - 2.00— 4.00 P.M.
  - 8.00—10.00 P.M.
3. Saturday
  - 9.00—12.00 A.M.
4. Sunday
  - 7.30—12.00 A.M.
  - 2.30.— 5.30 P.M.
  - 7.30—10.00 P.M.

## ARTICLE II

### GUESTS

SEC. 1. All overnight guests shall be registered in the guest book by 10 o'clock of the same evening. A fee of 25 cents is charged for overnight accommodation. Alumnae are exempt from this fee for one week-end during the year following graduation. The privilege of entertaining will be withdrawn from any student failing to register or pay for her guests.

SEC. 2. Guests in the dormitories are expected to conform to the rules.

SEC. 3. During the year no guest may stay more than two nights in the dormitories without express permission from the Vice-Dean.

### ARTICLE III

#### DOORS AND KEYS

SEC. 1. The front doors shall be locked at 10.00 P.M.

SEC. 2. Those who have been granted permission to return after 10.00 P.M. shall obtain keys from the Faculty Resident, or in her absence from the Proctor.

SEC. 3. Students are strictly forbidden to unlock the doors after they are locked for the night. Any late comers unprovided with keys must wake the Faculty Resident, or in her absence, the Proctor.

SEC. 4. Keys are not transferable, and any girl obtaining a key shall be held responsible for the return of the key before noon of the next day, and for seeing that the door is again locked.

SEC. 5. Except by special permission, students shall be in the dormitories by 12.15 A.M.

### ARTICLE IV

#### SOCIAL PRIVILEGES

Students are expected to exercise proper discretion in their social activities, and to realize that lack of judgment in this respect reflects not only on them individually, but on the college as a whole.

#### SECTION 1

##### CALLERS

1. Calling hours in the dormitories are as follows:  
Monday to Friday inclusive

4.00—6.00 P.M.

7.30—9.50 P.M.

Saturday and Sunday

3.00—6.00 P.M.

7.30—9.50 P.M.

2. Seniors and Juniors in good academic standing may receive callers twice a week; when on probation, once a week.

3. Sophomores and Freshmen in good academic standing may receive callers once a week; when on probation, no callers.

## SECTION 2

### EVENING ABSENCE FROM DORMITORIES

1. Except as specified below, students shall be in their own dormitories by the following hours:

a. Seniors and Juniors: 10.00 P.M.

b. Sophomores: 8.30 P.M. 1st semester; 9.00 P.M. 2nd semester.

c. Freshmen: 8.00 P.M. (During daylight saving time in the Spring, 9.00 P.M.)

2. Students in good academic standing may obtain from the proctor permission to attend on-hill dances and off-hill social functions, provided the number per week (Sunday noon to Sunday noon) does not exceed the number indicated below:

Seniors—4 plus Saturday.

Juniors—First semester 2 plus Saturday; second semester 3 plus Saturday.

Sophomores—2 plus Saturday.

Freshmen—1 plus Saturday.

3. For students on probation the number of privileges indicated in 2 above is limited as follows:

Seniors, Juniors, Sophomores, 1 plus Saturday.

Freshmen 1 (limited to Saturday night.)

4. Sophomores and Freshmen may obtain from the proctor permission to study at the library after the hour indicated in 1 above, or attend on-hill college activities except dances. (For dances see 2 above.)

5. Except on written request from the parents, Sophomores and Freshmen must be chaperoned for all off-hill evening functions other than those indicated in 6 below.



6. Sophomores and Freshmen may obtain from the proctor permission to attend the Medford and Somerville theatres in groups of three or more, unchaperoned, the number of such permissions being deducted from the number specified in Nos. 2 and 3 above.

7. Any special permissions beyond those covered by Nos. 1 to 6 must be obtained from the Head of Student Government or the Dean.

### SECTION 3

#### OVERNIGHT ABSENCE

1. In order to spend the night elsewhere than in her own dormitory, a student must obtain written permission from the Faculty Resident or the Dean.

2. Permission for overnight absence must be obtained before 7.00 P.M., and for absence involving loss of classes must be obtained from the Dean during her office hours.

3. Overnight absences shall deduct from the number of permissions specified in Section 2, No. 2.

## House Rules

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1. The Faculty Resident in each dormitory is the representative of the Administration of the College and is the Head of the House. She has jurisdiction, under the Administration, in all questions pertaining to the welfare of the house, including order and decorum and such matters as are covered specifically by the student government rules.

2. The college reserves the right to transfer students or to close the dormitories during the Christmas and Spring recesses, and at such other times as conditions may necessitate.

3. Students are required to clean their own rooms and keep them orderly, and co-operate with the student cleaners in the general care of the house.

4. Cleaning utensils provided for the students must be returned to their places immediately after use.

5. Students must neither prepare nor serve refreshments in the reception rooms except in case of a general party.

6. The reception rooms must not be used for card playing by more than two couples at a time.

7. Students must not use the telephone more than five minutes at a time, and must not send or receive calls after 10.00 P.M. except by permission of the Faculty Resident.

8. Students' beds are not to be moved out of the dormitories during the college year.

9. Subject to the approval of the Faculty Resident and Dean, each house may use money from its house fund for the purchase of furnishings for the house and daily newspapers. The house fund is not to be used for house parties, flowers, or tips to employees.

10. The occupants of a room are held responsible for any damage or disorder occurring therein. Room damages will be charged on the term bill.

11. General damage to the house will be charged on the term bills, divided equally among the occupants of the house, unless those who caused the damage make payment.

12. Changes in lighting fixtures shall be made only by college authority. Students are provided with electric light bulbs and must return burned-out bulbs before new ones will be issued.

13. Chairmen of committees wishing to employ the college teams to move articles of furniture for entertainments must submit a list of such articles to the Dean or Vice-Dean at least 48 hours before the beginning of the entertainment. Charges will be made for the use of college teams for all entertainments not of academic nature.

## Dining Room

1. At Metcalf Hall:

a. Weekdays:

Breakfast 7.45 to 8.00

Luncheon 12.45

Dinner 6.00

b. Sundays:

Breakfast 8.30 to 8.45

Dinner 1.30

Supper 6.00

c. Trays will be sent to the students' rooms only in case of illness. Charges for trays are payable at the time, at the rate of \$.25 for the first tray and \$.10 each for subsequent trays during the next twenty-

d. Guests:

1. A student bringing a guest to the dining room must present to the waitress a guest ticket previously purchased from the housekeeper.

2. Guest tickets must be paid for at the time of purchase at the following rates:

Breakfast \$.25

Luncheon \$.35

Dinner \$.50

Sunday night Supper \$.35

3. Alumnae during the year following graduation are welcomed as guests of the college for one week end (Saturday dinner to Sunday supper inclusive). Otherwise alumnae pay board as indicated in 1 and 2 above.

2. At the Cafeteria:

a. Weekdays:

Breakfast 7.45 to 9.00

Dinner 11.45 to 1.15

Supper 5.30 to 6.30

b. Sundays:

Breakfast 8.30 to 9.30

Dinner 12.00 to 12.30

Supper 5.30 to 6.30

c. In case of illness, trays will be sent to the students' rooms from the Metcalf Hall dining room subject to the usual charges.

d. Members of groups holding tickets for the Cafeteria will restrict themselves to tables in the section reserved for them.

e. Neither food nor articles of table equipment may be carried from the dining rooms.

## Resident Nurse and Infirmary

1. All students, resident and non-resident, must report to the nurse at the beginning of any illness, and again, unless expressly excused by the nurse, at the conclusion of the illness.

The college Doctor visits the Infirmary daily at 8.00 A.M. for sick call. The Nurse's office hours are 8.30 A.M. to 9.00 A.M. Students should report before 8.30 A.M. except in cases of emergency, and should send a telephone message if unable to report in person.

2. On returning to college after illness at home students must bring a letter from the home physician to the college physician stating the cause and duration of the absence.

3. The College charges each Jackson student and collects with the regular bills, a medical fee of \$5.00 per year. This provides attention as hereinafter stated and furnishes means of safe-guarding the health of the community.

This payment entitles the student to the following services:

a. A thorough physical examination at the beginning of each college year, under the direction of the Medical Advisor and the Department of Physical Education.

b. The attention of the nurse in ordinary illness and the first visit of the College Doctor when deemed necessary by the Nurse.

c. Service in the College Infirmary for 3 days during the college year. Hospitalization in the Infirmary in excess of 3 days' time is paid for by the student at the rate of \$2 a day.

4. Cases of contagious and infectious diseases must be taken care of elsewhere than in the College Infirmary. For such care and for the services of physicians (except the first call of the College Doctor), special nurses, X-ray examinations, operations, medicines, dressings, etc., the student bears the entire expense.