

# STUDENT HANDBOOK

1972-1973



# 1972

**JANUARY**

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## STUDENT HANDBOOK 1972 - 1973

### Committee

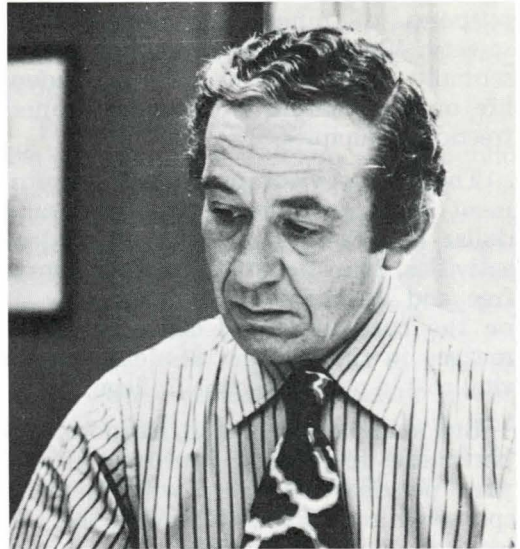
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Published by the Department of Student Personnel  
Staten Island Community College  
715 Ocean Terrace; Staten Island, N.Y. 10301

President & Dean of Students Greetings  
College Organization  
Student Personnel Staff  
Academic Procedures  
Facilities & Health Center  
Student Activities Center  
Student Associations  
Services & Organizations  
Intramural Coed Sports  
Campus Conduct  
Board of Higher Education By-Law XV



**Dr. William M. Birenbaum**  
**President**

#### PRESIDENT'S GREETING

“This College is not a high school. Almost all of our students are eighteen or older: old enough to vote for a President of the U.S.; old enough for Vietnam (hundreds of our students are veterans of that war); old enough to earn a living and to regulate their own lives.

We assume our students are adults. In fact, most of them are adults for the

purposes of functioning in American society. We assume our students are essentially self-regulating. Thus, student life on this campus is organized around freedom-principles.

There is a vigorous student government here controlling a multi-thousand dollar budget in support of all student activities. The student newspaper here is free and uncensored. Students now sit on the curriculum and other key committees in the Collegè. Students play a vital role in governing this College.

But student power and freedom: opportunities to regulate your own affairs, your personal life: carry with them responsibilities for the welfare of the college community as a whole.

For example, ecology. On a campus where more than 8,000 people work together, ecology begins at home. Ours is one of the newest and finest campuses in CUNY. We aim to keep it that way.

We have been and will be crowded. But our numbers do not mean that we need destroy or mutilate our own environment. Every dollar we spend to repair the furnishings and the buildings, to clean up the messes that thoughtless people may make around here, are dollars subtracted from student aid funds,

from budgets desperately needed to support constructive and forward-moving programs.

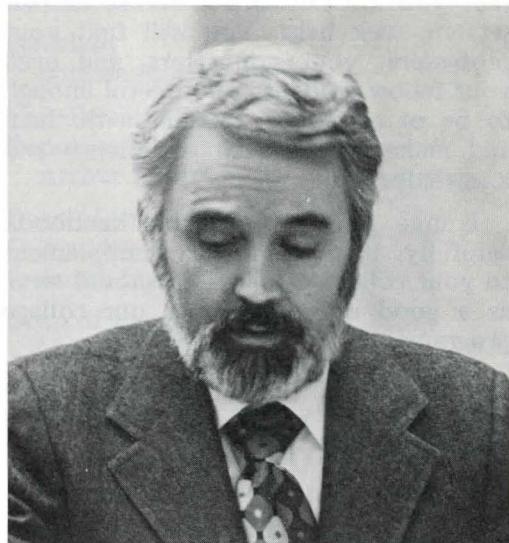
For example, narcotics and alcohol. We are a public institution with a public mission, committed to upholding the laws of this land. We are an institution whose central purpose is to bring people rationally to grips with reality: not to avoid or escape from it. We respect the privacy of our citizens. But our own public life on this campus is very much our common concern. A student stoned will not learn much here. He will find that the laws of the campus and of the government of the College will encourage him to leave.

For example, leadership and change. Lots of things in this world, in this country, in this college, in ourselves can stand improvement. Intelligent criticism is usually the first step toward constructive change. But many people seem to get their kicks out of telling others what's wrong, steering clear of the hard work, the nitty-gritty of the follow-up, of putting things back together again. This is a change-oriented campus.

In CUNY and nationally, this College has a reputation for its innovative and experimental work. Mere noise-making is no particular virtue here. Achieving sub-

stantial change is. And our faculty and students have had a great deal of experience distinguishing between the two.

SICC is a place whose students have a tradition of winning: on the athletic fields, in the classrooms, in their own heads. The faculty, the administration and our student leaders want you to succeed. But success requires the will to win, and this will requires clear choices by you.”



**Stamos O. Zades**  
**Dean of Students**

Welcome to Staten Island Community College. I know that the next two years will prove to be exciting and productive. As a member of the college community you will be expected “to do your part.” If you do, I can assure you that we will do everything to reinforce your efforts.

You will find that going to college is equivalent to a full-time job. It is a challenge which, at times, has its frustrating moments; however, remember

that you are not alone. Before despair sets in, seek help. You will find your professors, your counselors, and even your fellow students resourceful enough to be of assistance. Consult with them and make use of their experience and knowledge.

I urge you to read this handbook carefully. It is designed as a supplement to your college catalog and should serve as a good introduction to our college programs.

Find enjoyment in your work. If you need help in any way, you will find my office door open. Come in.

## COLLEGE ORGANIZATION

President

William M. Birenbaum

Vice-President and  
Deputy of the President  
Arthur Kaufman

Dean of the College for  
Operations & Devel.  
James L. G. Fitz Patrick

Dean of Faculty  
Martin A. Kuhn

Dean of Students  
Stamos O. Zades

Dean of Administration  
Leonard T. Kreisman

Dean of Experimenting Programs  
Felix F. Cardegna

Associate Dean of Faculty for  
Evening Session  
Roslyn R. Atkinson

Associate Dean of Faculty for  
Summer Session  
J. Stanley Barlow

Associate Dean of Faculty for  
Open Admissions  
Abraham I. Habenstreit

Associate Dean of Students  
Joseph R. Harris

Assistant Dean of Faculty  
Mildred Hagermann

Assistant Dean of Experiment-  
ing Programs  
Henry T. Harris

Assistant Dean of Administration  
Carl D. Clarke

## ACADEMIC DEPARTMENTS

### Department and Chairman

Biological Sciences  
Prof. Ann Merlino

Business  
Prof. Raymond Kudda

Chemistry  
Prof. Peter Mazzella

Computer Technology  
Prof. John Owens

Economics, Government and History  
Prof. Lawrence Schwartz

Electrical Technology  
Dr. Nathan Weiner

English and Speech  
Dr. Judith Stelbom

Health and Physical Education  
Prof. Ira Sweet

Modern Languages  
Prof. Marion Holt

Mathematics  
Dr. David Jacobson

Mechanical Technology  
Dr. John Nankivell

Nursing  
Prof. Harriet Levine

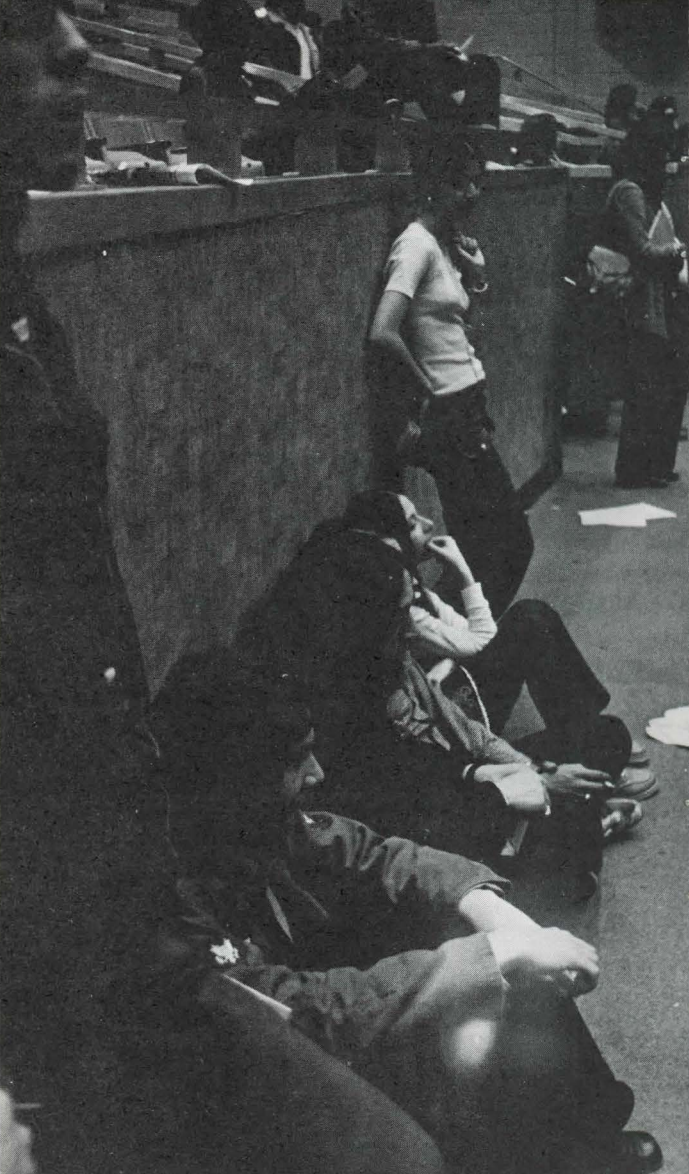
Performing and Creative Arts  
Dr. Mortimer Schiff

Physics and Geology  
Dr. Reuben Benumof

Psychology, Sociology and Philosophy  
Dr. Arthur Field

Department of the Library  
Dr. Daniel Vann

Department of Student Personnel  
Prof. Stamos Zades



## STUDENT PERSONNEL DEPARTMENT

### Dean of Students

Stamos O. Zades

### Counseling & Advisement Center

Joseph Hannam, Director

Mary Ellen Arrington

Gilbert Benjamin

Irwin Blatt

Mary Ruth Culbert

Paul Davis, MD

Norman de Moose

Lawrence Genco

Kathryn Lum

Sonya Moore

Deanna Nass

Paul Siegel

Evelin Smith

Ivan Smodlaka

Harold Stamps

Frank Torre

Steven Zuckerman



## **Student Activities Center**

Martin Black, Director  
Jerrold Hirsch, Evening Director

Arthur Cornwell  
Padma Mahajan  
Charlotte McPherson  
Nancy Muniz

## **Health Center**

Walter Rothman, MD, Director

Mildred Collins, RN  
Ruth Minutello, RN  
Maria Pizzuto, RN  
Elizabeth Spina, RN  
Mary Lou Valero, RN

## **COUNSELLING AND ADVISEMENT CENTER**

The staff of the Department of Student Personnel is available at all times to give careful and serious consideration to students who seek assistance in connection with problems concerning educational adjustment, personal needs, college transfer, post college and vocational planning. A special effort is made to identify those students who may be in need of specialized services at any time during their enrollment in the college. An appointment for an interview with the Dean of Students or a member of the counseling staff can be made at any time.

## **FACULTY ADVISOR**

You will be assigned a faculty adviser who will aid you in the selection of courses of study and advise you on problems related to your overall academic performance as well as employment opportunities in your field of study. The best counseling is done when you voluntarily bring your concern either to your instructor, your faculty adviser or to a member of the staff in the Department of Student Personnel. Faculty advisee lists are posted on the bulletin boards approximately during the

third week of the semester. Make it a point to introduce yourself to your adviser as soon as you can after the list becomes available.

## ACADEMIC REGULATIONS

If you have to withdraw from college or wish to reduce your program, you should initiate consideration of these actions through a counselor in the Department of Student Personnel. Also, in the event that you wish to change your curriculum or seek a reconsideration of your probationary status or have to be absent from final examinations, you should fill out petition forms available in the Department of Student Personnel. These forms are then transmitted to the Committee on Course and Standing for review and recommendations. You will be notified by the Registrar by mail of the action taken by the Committee in regard to your petition.

## ACADEMIC PROCEDURES

Your participation and attendance at SICC is expected to lead to the AA, AS, or AAS degree. In addition to meeting the general course requirements, you must be cleared by the Business Office and Library with regard to financial obligations, and must be recommended by

the college faculty for the degree.

The total number of credits required for a degree in your curriculum is specified in the college catalog.

## Grades

Grades and their interpretation can be found in the college catalog. If you have a question about a grade you should discuss it with your instructor immediately.

## Transcripts

All applications for "Official" and "Unofficial" transcripts should be made in the Registrar's Office. The fee is \$2.00.

An "Official" transcript of your grades bears the College seal and the signature of the Registrar, and is mailed directly to the college considering your application for admission.

An "Unofficial" transcript is issued to a student requesting a record of his grades and is marked "Student's Copy."

If you plan to transfer to another unit of The City University of New York or the State University of New York, transcripts will be sent free of charge.

## Appealing Grades

All instructors are available for consultation with students for 48 hours after

posting of final grades. If you wish to appeal a grade you should go to the department office within this specified period and submit a request in writing.

### **Make-Up Final Examination**

If you are absent from the final examination of any course you will receive a grade of "M." A make-up final examination may be taken after the following procedures have been completed:

1. Obtain the correct form from the Office of the Registrar immediately.
2. Fill in information requested.
3. Obtain the instructor's signature and make an appointment to take a make-up examination.
4. Attach to the form medical documentation, if available, to substantiate request.
5. Pay a \$5.00 fee in the Business Office. (This receipt must be shown to the instructor before a student may take the test.)
6. Return the completed form to the Registrar's office promptly.

Be sure to check the college catalog for the deadline for changing such a grade. Failure to comply with the deadline means a failing grade in the course.

### **Withdrawal From Class**

Ceasing to attend a class for which you have registered is not sufficient for withdrawal from that class.

You may withdraw without penalty from any course in which you are enrolled up to the end of the seventh week of the semester provided that there remains on your program not less than 12½ credits, if you wish to remain a full-time student. On the basis of the estimates of your work which are submitted to the Registrar by the end of the seventh week, your faculty adviser or instructor may counsel you to drop a course without academic penalty up to the end of the ninth week, if you still are carrying 12½ credits. You should consider this recommendation very seriously. The change of program fee is five dollars.

After the ninth week of the semester, you will not be permitted to drop a course without penalty. If there are sufficiently extenuating documented medical circumstances to warrant this action, you may appeal through the Department of Student Personnel to the Committee on Course and Standing for withdrawal without penalty.

1. See a counselor in the Department of Student Personnel in regard to the

advisability of dropping the course.

2. Pick up forms from Registrar's Office.
3. Fill in requested information on all forms then:
4. Have instructor initial in appropriate place.
5. Have Faculty Adviser sign in appropriate place
6. Bring cards to the Business Office and pay fee.

### **Withdrawal From College**

If you wish to take a leave of absence or withdraw from the college, this process must be followed for the college to take action upon the request. The time for withdrawal without academic penalty is limited by the college and is stated in the college catalog. Take the following steps:

1. See a counselor in the Department of Student Personnel regarding the withdrawal.
2. Pick up forms from Registrar's Office.
3. Fill in requested information on all forms then:
4. Have Faculty Adviser sign in appropriate place.

5. Have Librarian sign in appropriate place.

6. Bring cards to the Business Office and pay fee.

### **Quality Points**

In addition to earning a letter grade for each course, which is reported on your official report card and transcript, each letter grade carries an assigned number of quality points for each credit. Your scholastic standing is measured in terms of these quality points, which are assigned, per credit, as follows:

A earns plus	4 quality points per credit
B earns plus	3 quality points per credit
C earns plus	2 quality points per credit
D earns plus	1 quality point per credit
F earns	0 quality points per credit

Since a scholastic average of "C" is required for graduation, you must have a quality point average of 2.0 or better.

As an example, the following represents a hypothetical record achieved by a SICC student:

Subject	Grade	Credits	Quality Points	Result
English . . . . .	A	3	4	+12
History . . . . .	C	3	2	+ 6
Mathematics . . . . .	F	3	0	0
Chemistry . . . . .	D	4	1	+ 4
French . . . . .	B	3	3	+ 9
		<u>16</u>		<u>+31</u>
<u>No. of Quality Points</u>		<u>31</u>	<u>= 1.9 Quality Point Index</u>	
<u>No. of Credits</u>		<u>16</u>		

Therefore, the student represented above has a quality point average of 1.9, which is less than a "C" average that is required for a student to be in good academic standing. Consequently, he will have his records reviewed by the Committee on Course and Standing and be put on the necessary probation, which will limit his course load for the following semester.

### Academic Standing

The Committee on Course and Standing reviews and takes action on the records of students who fail to maintain a "C" average. One of the premises under which the committee operates is that a lengthy period of adjustment is sometimes required by entering students with poor study habits or whose initial choice of curriculum was unwise. Therefore, the committee assigns an academic probation as a preventive action, designed to reduce the credit load earned by the

student in a given semester so that he may move toward a quality of work which will bring his average to at least a "C" by graduation. Students placed on probation may be dropped from the college for poor scholarship if they fail to meet two successive probations.

### Matriculation

In cases where a student is accumulating less than a "C" average, which indicates that he probably cannot successfully complete the required program in his current curriculum, his matriculation is removed. The student may not re-register in the same curriculum. Such an action permits attendance in the Evening Session as a non-matriculant, or under certain conditions, transfer to another curriculum within the college.

### Academic Dismissal

In those cases where the grade record is so poor for the total number of credits completed satisfactorily as to prevent recovery to a "C" average in the balance of course work required for graduation, the Course and Standing action is an A.D., or "Academic Dismissal." This action prohibits the student's registration in any course, in any session of the college.

Students may appeal to the Committee if they feel that they have special extenuating circumstances concerning their situation.

### Appeals

The following are typical types of appeals to the Committee on Course and Standing:

1. Change of grade from H to J.
2. Exemption from degree requirements.
3. Permission to take more than 19½ credits for a student in good academic standing. See catalog for maximum credit load.
4. Permission to repeat courses in which a passing grade has been received.
5. Restoration of matriculation after the Committee on Course and Standing has removed it. (Readmission to Day Session)
6. Permission to take courses in another curriculum while remaining in the original one.

The student should see an appeals counselor from the Counseling Center in person.

### Maintaining Scholastic Standing

The college requires that an overall average of "C" must be maintained each semester. Students who fail to maintain this average will automatically have their records reviewed by the Committee on Course and Standing at the end of each semester. The Committee may rule as follows:

1. You may receive a warning letter.
2. You may be placed on academic probation in the same curriculum.
3. You may lose matriculated status.
4. You may be given an academic dismissal from the college with permission denied to re-enroll in the college under any circumstances.

If you are on probation you are limited to 12½ credits or 4 major courses plus physical education as long as the total number of credits is not greater than 14½ credits.

If you are below a 2.0 average you are not permitted to participate in the college athletic programs or to hold major offices in Student organizations.

If you have less than a "C" average (2.0) you should contact a Student Personnel counselor or your curriculum adviser immediately to keep from jeopardizing

your future academic career.

### **Procedures For Changing Curriculum**

All Students with a 2.0 average may request a change of curriculum in writing to the Registrar. Students are urged to discuss a possible change in curriculum with their curriculum advisers and with a counselor in the Department of Student Personnel.

All students with less than a 2.0 average must see the Appeals Counselor in the Student Personnel Department for information about the process of requesting a curriculum change.

Every curriculum change regardless of scholastic index should be examined carefully by you with the aid of a counselor since you may be penalized academically and financially before you receive your degree.

A curriculum change is seldom permitted during the first semester a student is at Staten Island Community College and the permission for any such change is based primarily on course and credit entrance requirements for the specific curriculum and high quality of academic performance at the college.

### **Deans' List**

You are eligible to be on the Dean's List if you have attained a "B" (3.0) Average for the last 30 credits with no failures. This list is published each semester.

### **Absence and Lateness**

You are not permitted any quota of unexcused absences and failure to comply with this regulation may result in debarment from classes.

If you are a sophomore with a cumulative average of 2.0 or better you will be permitted unlimited absences in all your courses except physical education, foreign language, laboratory science and speech. All other students will be permitted a number of absences not to exceed 15% of the meetings of any course.

Unless you immediately file a statement with evidence explaining an absence you will be charged with an unexcused absence. You should proceed as follows:

1. Procure from the Registrar's Office an absence statement form.
2. Fill in the statement and attach to the form necessary evidence.
3. Have the form initialed by all instructors.

4. File the form and evidence with the Registrar.

Unless you are in your seat at the time the bell rings, you may be considered absent and the instructor at his discretion may exclude you from the class

#### **Access to Student and Faculty Records by Non-College Authorities**

The Board of Higher Education, at its meeting of February 24, 1970, adopted the following position regarding student and faculty records: "College records with respect to students, by their very nature, carry with them an assumption by the students that academic and non-academic records accumulated during their attendance, will be treated with the utmost circumspection and prudence. Faculty members have similar expectations with respect to records concerning their association with the college." It is with this in mind that the following guidelines for providing access to such records by non-college authorities are proposed. College records concerning a student's name, attendance dates, student classification, home address, present address, telephone number, major or minor fields of study, degree and if with honors, and social security number and college records concerning a faculty

member's name, employment, dates, faculty classification, department, home address, present telephone number, and social security number shall be given to persons having a legitimate interest in this information except that the home address, present address, or telephone number, shall be withheld if the student or faculty member expressly so requests. However, unless there are exceptional circumstances, the parent or guardian of a student under twenty-one years of age shall be entitled to the address and telephone number of such student. All information other than that enumerated above should not be released unless the student or faculty member concerned consents. Students should, if they wish, sign consent forms in the Dean of Students Office, Room A-141.

Information concerning students shall be given to college personnel when necessary, in the opinion of the Dean of Students, for the performance of official duties.

In the event that a subpoena is served requiring the production of such "other" information the student or faculty member concerned should be notified of the issuance of the subpoena. The subpoena shall be complied with although the col-



lege in an appropriate case may consider whether a motion to quash the subpoena should be made as, for instance, where the information sought consists of a physician's or psychologist's records.

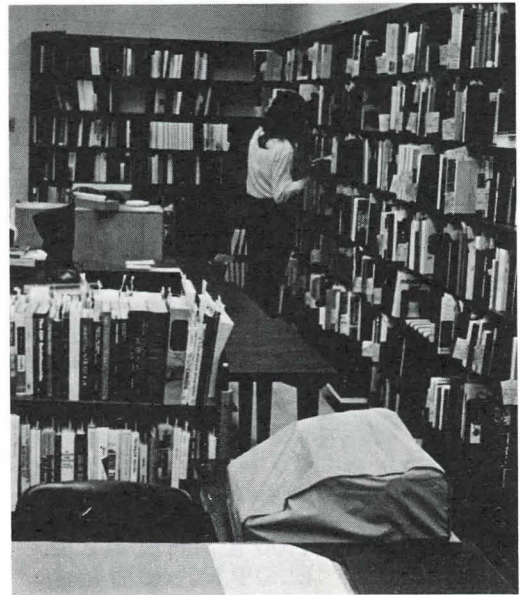
Access to the records is to be supplied in the following manner:

1. The original records are not to be produced, even in response to a subpoena, unless so ordered by a court.
2. A photographic reproduction shall be made of such records. There shall then be appended thereto a certification that such reproduction is a true and accurate reproduction of the original records.
3. Such certification shall be signed by the Dean of Students, Dean of faculty, the College Physician, the Business Manager, or the head of the division of the college having custody of the records.
4. In case of a subpoena, before any information is given, the student or faculty member concerned and the President and General Counsel shall be notified.
5. The certified reproduced records shall then be delivered and a receipt for such records be obtained from the agency or its designee.

## COLLEGE FACILITIES AVAILABLE

### Library

SICC's central Library with more than 40,000 books, magazines, newspapers, and pamphlets is located on the second floor of A Building and is open every day of the week during fall and spring semesters. Hours, including shorter hours during recesses and summer, are posted on the front entrance, A-200.



The Music and Spoken Word Listening Room containing recordings and its parent Instructional Resources Center containing other audio-visual materials are Library divisions which follow the same schedule as the central Library except that they are not open weekends.

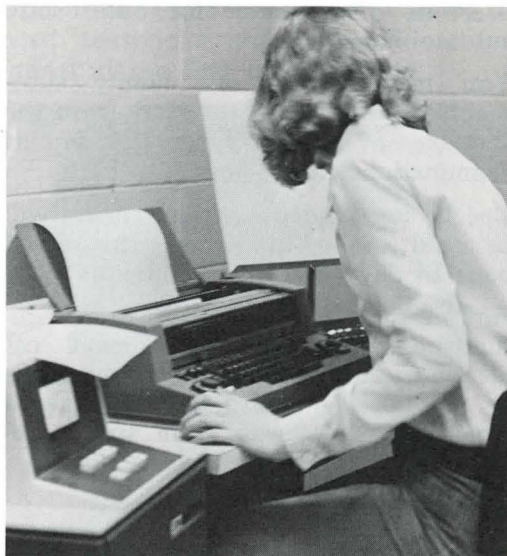
Professional faculty of the Library Department are always available in the central Library and the Instructional Resources Center to answer questions and assist students in finding information and materials. Your student ID card is your library card and will be necessary to borrow materials or use audio-visual materials in the Listening Room. Library rules for borrowing materials, fines and other information can be found in the Library Handbook. Ask for a copy.

### Cafeteria

In order to maintain moderate food prices, the dining room is operated as a self-service, self-bussing enterprise. It is open Monday through Friday except holidays, 7:30 A.M. to 8 P.M.

Serving hours:

- Breakfast — 7:30 A.M.—11:00 A.M.
- Lunch — 11:00 A.M.—2:30 P.M.
- Dinner — 2:30 P.M.—8:00 P.M.



### Parking

Because parking spaces are limited, parking permits are distributed according to priorities established by the Administration.

The Business Office registers all automobiles and issues parking decals. The following information must be presented at time of registration:

1. Proof of family ownership
2. Driver's license.

3. Proof of insurance for out-of-state automobiles.

You may register one family automobile, and permits are valid from the first day of classes to the last day of examinations each semester.

Decals for student parking areas will be sold on a first-come, first-served basis to day or evening students.

Parking fees are not pro-rated or refundable. If you have a small car please try to park it on Milford Drive or Staten Island Blvd. If you have a large car, stay away from spaces designed for cars 15 feet and under.

### College Bookstore

The Staten Island Community College bookstore is a non-profit enterprise organized to serve the faculty and student body of SICC. In addition to carrying such items as the required textbooks and supplies, the bookstore stocks such items as study aids, school rings, jackets, sweaters, gym suits, drafting supplies, slide rules and stationery.

The regular hours of the bookstore are posted on the bulletin board of the bookstore.

Your instructors will usually indicate what textbooks and materials are required at the first class meeting.



### Placement Services

Placement counseling and employment assistance are available, free of charge to all SICC students. Placement Services help find employment suitable to your education. You are assisted in preparing personal resumes, giving prospective employers an accurate picture of your

education, work experience, skills and interests.

A library of brochures and informational materials, including employment applications for many occupations and individual companies is available for you to explore professional directions. In addition, a directory of part-time jobs is maintained for those who find it necessary to supplement their income to meet educational expenses. No appointment is necessary. If you are seeking career and placement information, you are always welcome to stop in the Placement Office.

### **Lost and Found**

The Lost and Found is located in Room A-109 (Platform). Articles may be brought there or recovered from there during the regular hours from 9:00 A.M. to 5:00 P.M. After 5:00 P.M., articles may be brought to Room C-128.

### **Discount Tickets**

Discount tickets to various cultural events around the city are available for students and faculty at the Box Office and the Student Activities Office.

### **Financial Assistance**

The college participates in both the Federal (National Defense Student Loan Fund) and State (New York Higher

Education Assistance Corporation) loan programs that are available to full-time students. Specific information about these programs and necessary application forms can be obtained in the Financial Aid Office.

A very limited amount of money is available through the Staten Island Community College Association, Inc. and the Alumni Association for scholarship assistance. In addition, there are several special scholarships and awards offered by Staten Island civic, service and fraternal organizations. For further details, check the Financial Aid Office. Completed forms should be submitted by May 15 for the fall semester and by January 15 for the spring semester.

The Business Office disburses checks received for students eligible for scholarships under the Regents Scholarship Program.

### **Veterans**

Men with prior military service are encouraged to consult the Veterans Administration regarding eligibility for one or more of the V.A. programs and also the veterans counselor.

Students with prior military status follow the regular registration procedures and pay full college fees at registration.

## COLLEGE HEALTH CENTER

### Office Hours

8:00 A.M.—10:00 P.M. Daily  
Room D-136

At other hours contact the Department of Student Personnel or the Dean of Evening Session.

### Accident or Emergency

In case of accident or other emergency, you should contact the Medical Office or the Department of Student Personnel immediately.

Obtain Accident Insurance Form, if needed, from the Medical Office.

### Accident Coverage

The general fee paid by each student includes accident coverage provided by the Staten Island Community College Association, Inc. For full-time students of the college, the plan gives protection up to \$500 for any accident, occurring anywhere, 24 hours a day, 7 days a week, for the entire school year (from the first day of registration through commencement day), while they are enrolled. Part-time students have on-premises coverage during the school year.

When a student requires medical services

because of an accident, and follows the proper claim procedure, the Staten Island Community College Association, Inc. will pay the actual cost incurred within 26 weeks from the date of accident, up to \$500 for each accident. The plan will pay for any or all of the following:

Medical and surgical treatment by a physician

Hospital confinement and nurse's services

Miscellaneous hospital expenses

Dental treatment made necessary by injury to natural teeth

Ambulance expense

### First Aid and Claim Procedure

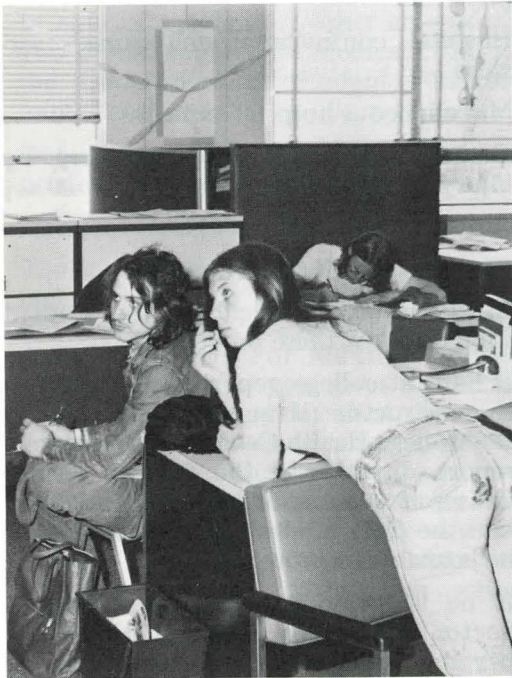
In the event of accident, the student should follow these procedures:

If he is at college, report immediately to the instructor (if in class) and then to the College Health Center. If not in class, report directly to the College Health Center if possible or have someone contact the College Health Center for him if he is unable to move;

If he is away from school, consult a doctor and follow his instructions. Notify the College Health Center as soon as possible.

Accident claim forms and instructions on claim procedures are available at the College Health Center, Room D-136, Monday through Friday, during class hours.

Benefits may be claimed under this plan in addition to any benefits to which the student may be entitled under private health or accident insurance plans.



## STUDENT ACTIVITIES CENTER

A professional staff is available through the Student Activities Center to assist students and student organizations in their various activities. The staff jointly and individually works with various programs.

Martin Black

Director of Student Activities

Jerrold Hirsch

Coordinator of Student Center

Arthur Cornwell

Padma Mahajan

Nancy Muniz

Mrs. Jayne Waller

Secretary to the Director

### Campus Leadership Training

In this college, the students have great opportunities to tap their leadership potential. The Student Activities Staff helps students who are interested in possessing certain knowledge and skills required for many campus leadership positions.

As the college governance body has student members with equal rights on almost every committee of importance, quite a number of motivated and

knowledgeable students are needed to take care of these responsibilities.

### **SPAD 100 – Campus Leadership Theory and Practice**

This course is being offered by the Department of Student Personnel, to educate students on the matters of governance. It will be given in the form of informal seminars and workshops. Independent study, written projects, field work and individual conferences will be developed. At the end of the semester, the group may go on a retreat in the mountains for group experience. Topics like Techniques of Leadership, Parliamentary Procedures, How to Resolve Group Conflicts, Art of Conversation and Debate, Skill in Advocating, are a few of many others discussed in the course.

### **Issues in Social and Human Relations**

Another course that focuses on personal leadership development is sponsored by another staff member and is offered in the Experimental College program as course XFJHJ003 "Issues in Social and Human Relations." A brief description of the courses is as follows:

To increase the student's understanding of his qualities, particularly of those

characteristics which are the result of his membership in the student body of the college and society, is the focus of the course.

No tight system of social theory will be put forward but rather a series of ideas in developing within the individual, an increased understanding of the social situation in which the student interacts. An increased understanding of the obvious is of prime importance. Much learning can come from the knowledge gained in ordinary social living. As this living becomes more complex, the need grows for understanding and skills in human interaction and development.

If you need to have further information, just drop in C-129, and we will be very glad to help you be a student leader.

## STUDENT ASSOCIATIONS

### Day Session

The Day Session Student Association is the entire day session student body which sponsors all student activities, with the exception of sports, such as departmental clubs, special interest clubs, fraternities and sororities, religious organizations, publications, and social and cultural events through the Day Session Student Association Government.

Every student at SICC is eligible for membership in the Student Association Government, which offers an ample democratic forum in which the student body can have its views considered and acted upon.

Any questions you may have concerning your participation in the S.A.G. will be answered by its president.

### Evening Session

The Evening Session Student Association sponsors a wide variety of activities, which are open to all students at Staten Island Community College. For more information about the programs, see the Evening Student Government President or the Evening Session Activities Faculty Advisor.

Evening Session Student Government  
1972-73

#### Executive Board:

Mr. Roy Kohl, President  
Mr. Jerry Kissell, Vice President  
Mr. Ed Gray, Treasurer  
Ms. Kay Pestile, Secretary

#### Faculty Student Disciplinary Committee:

Robert Wielgus

Students at Large: Maryann Juskiewicz,  
Joseph Mendez, Robert Bernstein,  
Yvonne Hall, Florence Rodin, Bruce  
Jones

Student Activities Center Evening Secretary, Mrs. Audrey Smith

### SICC Association, Inc.

The Staten Island Community College Association is a non-profit membership organization, incorporated Nov. 5, 1956, in the State of New York primarily "to promote and cultivate educational and social relations among the students and the faculty of the Staten Island Community College . . . and to aid the students and faculty of the Staten Island Community College by assisting them in every way possible in their study, work, living and extra-curricular and curricular activities." The membership of the organization consists of equal representation from the student body, the faculty and



the college administration. The business of the Association is managed by a Board of Directors, which is elected annually by the membership from the administration and faculty representatives.

The Association supervises the financial operation of student activities such as the Student Association, the clubs and athletic teams. All units of the Association are required to prepare their own annual budgets in advance of the following academic year, and upon ultimate approval of the budgets by the Board of Directors, to live within them. The Business Manager of the college serves as treasurer of the Association as well as central treasurer for all clubs and organizations.

## STUDENT SERVICES

### Audio-Visual Service

Through the Student Activities Office, student organizations may request the use of audio-visual equipment such as 16 mm motion picture projectors, tape recorders, public address amplifiers, screens, and 35 mm slide projectors and camera for preparing and presenting programs by and for student organizations.

### Blood Bank

One of the major programs sponsored by the Student Government is the Staten Island Community College Blood Bank, under the auspices of the New York-New Jersey Red Cross Blood Program which conducts two annual Blood Bank drives on campus each year. The blood collected is available to all faculty, staff, and students and their relatives whether or not they have donated blood. Alumni who donate blood are also entitled to full blood benefits because the college belongs to the Blue Cross-Blue Shield Program.

There is no charge for the blood or hospital administration.

Requests for blood are processed through the College Health Center, Room D-136, or call 390-7561. For

detailed information, contact the Blood Bank Chairman in the Student Government Office or call the College Health Center.

### **Book Exchange**

Usually both the Day and Evening Governments set up their own used book exchange services for the first two weeks of the semester. Check with your Government Office, C-132 or C-111, for information.

### **Care for Students' Children**

The Student-Parents' Cooperative cares for day session, and the Evening Child Bank cares for evening session students' children.

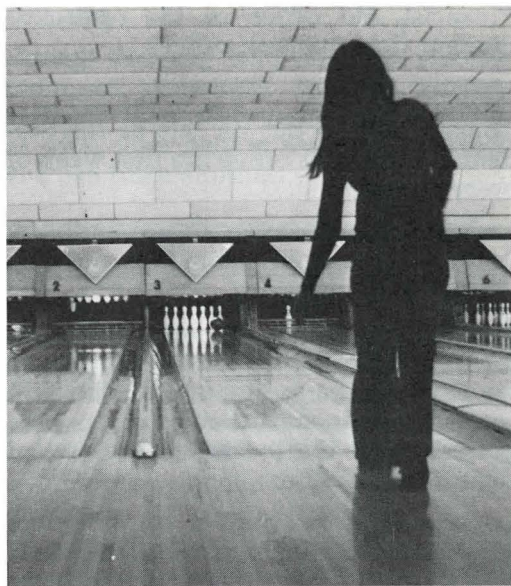
### **Graphics Center**

All student organizations — day and evening — are provided graphic services in C-134. This includes duplicating, IBM photocopier, poster printing, typesetting for publications, as well as large type preparation (headlines) for publications, posters, brochures and handbills.

Assistance and training is provided groups who wish to initiate publications or publicity programs.

### **Kaleidoscope**

The Kaleidoscope Committee, has gained



prestige over the years, for planning and implementing a diversified cultural program of lectures, concerts, live theater productions, and films. In selecting the program, the Kaleidoscope Committee is guided by a desire to educate as well as to entertain.

### **Loan Funds**

Both the Day and Evening Student Governments have established emergency loan funds for their students. Information may be obtained from the

Financial Aid office or the respective Student Governments' offices.

### **Lockers**

Lockers will be put on sale at the Student Government office the first week of every semester.

Locker holder assumes all responsibility for locker. It is advisable that no valuables be kept therein.

Should you desire to keep the same locker for two semesters, both fees must be paid at the beginning of the first semester. You may thereby keep your possession in the locker till the end of the second semester.

Lockers must be vacated on or before the last day of final exams of each term whereupon combination shall be changed and everything left in lockers shall be removed to Lost and Found.

Although provision is made for insertion of padlocks on locker handles this is neither necessary nor desirable. Locks not removed by the end of each term shall be "clipped".

Should your locker malfunction, notify the Student Government office. All funds derived from the sale of locker space go to Student Government to be used for student activities.

### **Tutoring**

During the day and evening sessions there are voluntary tutoring services available. Feel free to request help and to offer your help in a subject in which you can tutor another.

### **DAY STUDENT ORGANIZATIONS**

Club activity is sponsored by the Student Association, the student governing body in which you are also a vital part. In order to accommodate clubs and activities with meeting space and time, no classes are schedule for Wednesdays between 1:30-3:13 P.M. This time is reserved for student club meetings and activities.

You are invited to participate actively in as many groups as you can. Only current students with a 2.0 average may hold office in an organization.

You must obtain parental permission to participate in off-campus school sponsored functions. Parental permission forms are obtained in the Student Activities Office. Participation in social activities with other colleges must be scheduled through the Student Activities Office.

## **Advocate**

This organization prepares a publication of written English. Its first issue appeared in newspaper format and later in magazine format.

## **Black Fashion and Design**

This group provides an opportunity to show creativity in designing through sewing, knitting and crocheting.

## **The Black Student Union**

The Union has sponsored student political parties on campus, endorsed candidates, and in general attempted to make its presence known to the college community in jointly sponsored programs with other groups.

## **Chai**

This organization aims to provide religious, social and intellectual activities based on Jewish culture.

## **Chess Association**

They promote an interest and development in chess strategy and compete in tournaments with other colleges.

## **Chinese Culture Club**

This organization promotes and preserves integral parts of Chinese Culture.

## **Coffee House**

On alternate Friday evenings — a place to gather — and to share your thing and enjoy.

## **Computer Science Club**

For students interested in the field of computers this organization serves as a source of information and instruction.

## **Day Art Club**

This club seeks to promote artistic creativity in the field of visual arts, to serve as a vehicle for the exploration of new and old forms of art, to provide facilities for and to foster art exhibits.

## **Dolphin**

This publication is the official SICC newspaper and is published periodically during the school year. Its staff is composed entirely of undergraduate students, who are given the opportunity to express themselves on matters of academic, local or cultural interest. In addition, they become acquainted with special skills relating to reporting, feature and editorial writing, composition, layout and proofreading.

## **Electronics Society**

This organization is a combination of two groups. Audio-engineering is spe-

cialized in the development of multi-channel sound systems; the ham radio group will carry on a part of a world wide network of radio communications.

### **Environmentalists Association**

This organization provides information on ways of preventing pollution and preserving natural beauty.

### **Geology Club**

The purpose of this club is to serve as an extension and supplement to the course curriculum in Geology, through field trips to caves, and camping trips focused on fossil analysis.

### **The Haitian Cultural Club**

This club's goal is to develop closer relationship between the Haitian community and students of SICC.

### **Horizons**

The annual yearbook, prepared by a staff of students. This activity serves as an everlasting reminder of the college days of the student.

### **International Center**

This center serves as an information service for students of various cultures and students from other countries.



### **Language Club**

This organization active since the first year of the college's existence, aims to stimulate student interest in and greater understanding and appreciation of foreign cultures. Members of the club take trips to the United Nations, see foreign films, eat in foreign restaurants, and arrange parties with a foreign flavor.

### **Martial Arts Club**

The club teaches Karate, Judo, and Ju-Jitsu. Its purpose is to build the body, mind and spirit of each of its members in

keeping with the oriental tradition.

### **Musicians Group**

Students participate in group musical activity without academic credit. They co-sponsor the Chorus and the Jazz Workshop. Faculty musicians assist, and their participation is invited.

### **Natural Science Club**

This club promotes an interest in the natural sciences through the use of films, lectures and discussions.

### **Newman Club**

This club, affiliated with the National Newman Club Federation, develops religious, social and intellectual activities based on interests of Roman Catholics.

### **Outing Club**

This organization plans skiing, hiking, and canoeing excursions, thereby providing members with a much needed escape from the tensions of city life.

### **Photography Club**

This club seeks to bring together students with varying degrees of interest in photography in order to promote free interchange of ideas and philosophies. The club also seeks to accomplish its purposes through the use of guest

experts, discussions, and critiques of members' work.

### **Phi Theta Kappa (Pi Zeta Chapter)**

The purpose of this national organization is to unite the students of SICC who have attained the highest scholastic standings. Business meetings are devoted to an interchange of intellectual and cultural ideas among its members.

### **Psychology Workshop**

Programs with speakers of current interest.

### **Puerto Rican Organization**

This organization provides Spanish-speaking students and the general Spanish community with a social and cultural program relevant to their unique interests.

### **Punto**

The Bilingual, English-Spanish Newspaper.

### **Rifle Club**

This club seeks to promote interest and understanding in the safe use of firearms, sportsmanship and marksmanship. They participate in competition matches among themselves and with other colleges.

### **Skiers Club**

The purpose of this club is to promote an interest in skiing. They plan ski trips and give instruction in the safety aspects and techniques of skiing.

### **Sigma Beta Rho**

A social fraternity — for men of good will — to benefit the college and each other.

### **Social Science Club**

This club explores the many challenging and perplexing questions facing modern society. Students, faculty members and non-academic experts participate through symposiums, panel discussions and lectures to further understanding of our complex world.

### **Student Handbook**

Annual information guide for freshman.

### **Sports Car Club**

This club promotes an interest for enthusiastic drivers to utilize their skills.

### **Student Nurses Club**

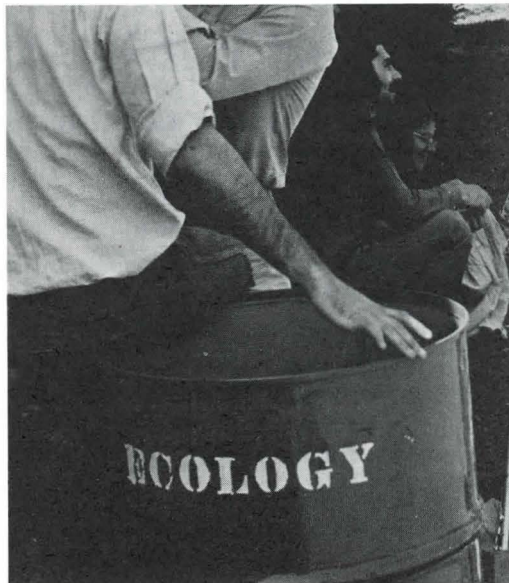
Their purpose is to promote and maintain high educational and professional standards for students in the Nursing curriculum.

### **Theatre Workshop**

The purpose of this organization is to develop an interest in the theatre and acquaint them with the functioning and performing aspects of the theatre.

### **Women's Liberation League**

Programs planned by this group are designed to educate members of both sexes to the important contributions of women to our culture and to halt any exploitative measure presently practiced



against the female population.

### **Yoga Club**

Under expert leadership, we practice and learn together.

## **EVENING STUDENT ORGANIZATIONS**

### **Club Hour:**

An Evening Session Club Hour was adopted by the Student/Faculty Committee on Activities and Services to enable students to participate in the extra-curricular activities at the college. This activity hour is scheduled four times a semester from 7:15 to 8:35 P.M. each month. For 1972-73 the schedule is as follows:

Convocation: Tues. Sept. 5th  
Jan. 30th.

### **Evening Activity Hour (7:15-8:35 P.M.)\***

Tuesday, September 26  
Wednesday, October 18  
Thursday, November 30  
Friday, December 22  
Tuesday, February 27  
Wednesday, March 21  
Thursday, April 26  
Friday, May 18

### **Holiday and Arts Festival**

Thursday, December 21

Friday, December 22

\*When evening activity hours are scheduled, classes meet on a modified schedule as follows:

- Early classes end at 7:15 P.M. The activity period is from 7:15 P.M. to 8:35 P.M.
- Middle classes meet from 8:35 P.M. to 9:25 P.M. (or 9:50 P.M. for four-hour classes.)
- Late classes meet from 9:30 P.M. to 10:20 P.M.

*For further information about the evening session, students consult the dean of the evening session.*

### **Engineering and Technology Society**

Was formed to promote and encourage active participation in the technologies. The Society promotes lectures, films and seminars by the faculty, industrial facilities and social functions to advance professionalism.

### **The Evening News**

The official paper of the Evening Student body, is committed to freedom of expression of all points of view.



### **Natural Science Club**

Explores the fields of biology, ecology, and the natural sciences, through organized lectures and demonstrations.

### **Newman Club**

Sponsors a program embracing the three-fold purpose of its founder Cardinal Newman with religious, intellectual, and social activities.

### **Photography Club**

Makes available school darkroom facilities and professional advice to Evening Students who want to learn techniques of shooting good pictures or processing



their own photographs.

### **Political Science Club**

Carries out an educational and social program through the school year.

## **GENERAL INFORMATION CONCERNING STUDENT ORGANIZATIONS**

### **Activities Schedule**

The Student Government and the Activities Office is interested in planning a balanced calendar of events and preventing conflicts in scheduling similar functions.

To achieve this, all organizations planning to sponsor college-wide events on weekends must submit their request for a date to the Student Activities Office.

### **Eligibility**

All day session students at Staten Island Community College regardless of race, religion, national origin or sex may be members in student organizations.

### **Field Trips**

In order to attend field trips on any outside activity with a student organization, a student must submit a signed form from his parents. These slips are

obtained from the Student Activities Office.

If a student is over 21 years he-she may sign the form himself-herself. If the student is independent of his-her parents, or is an emancipated student he-she should contact the Director of Student Activities for further information.

### **Election of Officers**

Election of new officers for all organizations takes place in the Spring Semester. These newly-elected officers will be invited to attend a leadership training conference planned and held jointly by the Student Association Government and the Activities Office and will take part in planning their organization activities and budget for the following academic year.

### **Faculty Advisers**

All Student Association organizations must have a faculty adviser, selected every year by the members of the organization. Faculty advisers must be present at all functions and should be well informed of the scheduled events. Joint responsibility will be shared by the faculty advisers and the student leadership. If an organization wishes to change its adviser it may request a resignation from its adviser and select another.

### **Forming Student Organizations**

The authority to charter a new student organization rests in the student government as authorized by the Board of Higher Education under Article 15.2.

If a group of students wishes to form a new organization on campus, the following items must be submitted to the Student Government President.

1. A copy of the Organization Constitution.
2. A full membership listing.
3. A list of all organization officers.
4. The name of a faculty advisor.

These will then be submitted to the following committees for approval: Student Senate Constitution Committee and the Senate.

Note: Athletic clubs are limited to intramural competitions. All students participating in intramural programs must undergo a medical examination.

### **Charter Renewal Necessary**

At the beginning of each semester, every organization must submit two copies of a Charter Renewal Form and a report evaluating the activities of the group during the past semester. One copy goes to

the President of Student Government and one to the Director of Student Activities. Failure to do so will suspend the budget of the organization.

This form must be submitted not later than the second week of each semester. Information concerning student organizations will be prepared and distributed.

### **Active Club Status Maintained**

The Student Government reserves the right to set a minimum membership number for an organization to be considered active. An organization with less than this minimum may be considered active with the permission of the Student Senate.

Each student organization must register with the President of Student Government and the Director of Student Activities Center each semester.

### **Preparing A Budget Request**

Although it is difficult for organization officers to fully anticipate the needs of their successors, organization advisers can be helpful in providing guidance for reasonable estimates of need based upon past experience. The Activities Office staff and the Corporation Treasurer also stand ready to offer advice when needed.

The Student Senate and the other reviewing bodies ask that budget requests be clear and detailed in order to justify serious consideration.

Note: An organization may modify its budget without authorization up to 10% of its annual budget; all other modifications require the same approval as a new budget.

All detailed requests should be categorized under the following broad headings:

### **Supplies**

Exclude general office supplies, which should be requisitioned from the Student Activities Office.

### **Services**

Printing, posters, duplicating, photographic services, speakers' fees, membership fees, repairs to equipment, film rentals, registration fees for meetings or tournaments, etc.

### **Social Activities**

Refreshments, decorations, tickets, tablecloths, cups, trophies, etc., whether for an organization social or a community welfare project. Alcoholic beverages are prohibited on campus.

## **Travel Expenses**

Include carfare, tolls, meals, etc., within 50 mile radius or to The City University of New York-sponsored event. (Include special nation-wide conferences.)

## **Equipment**

Storage units, record players, athletic or recreational items, music stands, electronic equipment, rifles, flags, banners, etc. DO NOT request items which can be properly purchased by the college through departmental allocation of educational equipment funds, e.g., laboratory equipment.

## **Miscellaneous**

Not a lump sum contingency item, but one which cannot be categorized under one of the above headings.

## **WITHDRAWING FUNDS FROM AN ORGANIZATION ACCOUNT**

### **Reimbursement**

1. The organization treasurer should obtain a Voucher form from the Student Government Treasurer.
2. Fill in all requested information.
3. Obtain the required validating signatures on the Voucher.

4. Staple all receipts of funds spent to the completed Voucher form.

5. Send completed Voucher and receipts to the Executive Treasurer of the SICC Association at the bookstore, who will then issue a check to requester.

### **Advance Payment**

This procedure is followed if an organization wants payment in advance for an exact amount or does not know beforehand the exact amount of money needed from its account for an activity. A request is made for an advance of the exact or estimated amount of funds as follows:

1. The organization treasurer should obtain an Advanced Expense form and a Voucher form from the Student Government Treasurer.
2. Fill in ALL requested information on the Advanced Expenses form.
3. Obtain the required validating signatures on the Advanced Expenses form.
4. Send completed Advanced Expenses form to the Executive Treasurer at the bookstore.

After the funds have been spent, the following procedures should be followed:

5. The organization treasurer should fill in all requested information on the Voucher form.
6. Obtain the required signatures.
7. Staple all receipts to the completed voucher.
8. Return all unspent funds or indicate a reimbursement of funds with this Voucher.
9. Send completed Voucher form to the Bookstore.

### **Bulletin Boards**

Each organization may use the Activities Bulletin Boards to advertise its programs. Bulletin Boards are to be kept neat and up-to-date or the privilege to use them will be removed by the Student Senate. (See poster regulations.)

### **Rules For Signs And Flyers**

1. Fill out "Requisition Form" one (1) week in advance.
2. No more than 12 posters will be made for each request.
3. No more than 300 flyers will be made.
4. No more than 20 flyers may be hung on the walls in place of posters.

5. Signs and any flyers to be hung must be approved and stamped by the Student Activities Centers.

6. All material to be hung is restricted to the first floor of each building.

7. No posters or flyers are to be hung on exterior walls of Student Lounge, any window or glass door.

8. Masking tape must be used — NOT scotch tape.

9. Nothing is to be hung on exterior of any building, nor on entrance doors of Cafeteria, nor pillars. Use side walls.

10. Individuals hanging signs are expected to REMOVE SIGNS and FLYERS after the event has occurred, or by the latest — the following morning.

**Student Activities Center Aides Will Remove Any Signs Or Flyers That Have Been Hung Contrary To Above Rules.**

### **Obtaining Supplies**

All chartered organizations and organizations in the process of becoming chartered may requisition office supplies for their use from the Student Activities Office. The Graphics Center will supply poster materials.

### **Inviting Outside Speakers**

The outside-guest policy of Staten Island

Community College is predicated on a commitment of the college to the independent search for truth and to the preservation of an atmosphere of free inquiry. Students can therefore invite to the campus speakers of their choice. It goes without saying that such speakers do not necessarily represent the views of the faculty, the administration, or the students.

When inviting an outside speaker, student organizations are to fill in the Outside Speaker section of the Activity Registration form in the Student Activities Office. Be sure to fill in all requested information.

The signature of the faculty advisor will signify that, to the best of the adviser's knowledge, the organization will comply with the preservation of an atmosphere of free inquiry and an independent search for truth.

When government officials are invited to speak, notice should also be given to the college President's office.

### **Publicizing Organization Activities**

A student organization wishing to publicize its activities in an outside news media should contact the Office of Public Information. If an organization wishes to publicize its events on campus,

it should contact "The Dolphin" or other campus publications for newspaper coverage, the Student Association Government for public address announcements, the Office of the Dean of Students for coverage in the "Calendar."

### **Reserving Space for Meetings**

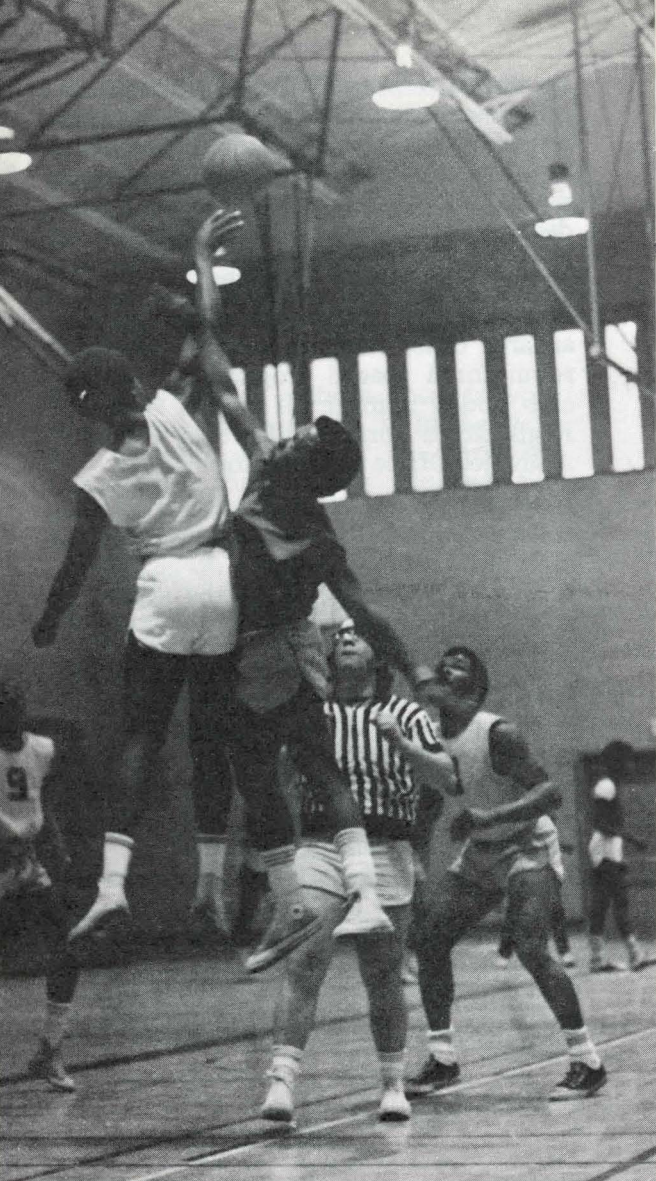
If a student organization wishes to use an area other than its assigned meeting room for a special program during the club hours, it must fill out an Activity Registration form available in Student Activities Office to apply for a room.

If a student organization wishes to use college facilities for weekend activities it must fill out an Activity Registration form two weeks prior to the event to apply for permission from the Student Activities Office.

After the request has been approved, signed copies will be forwarded to all persons involved, including the requesting organization. If the request has not been approved, the requesting organization will be notified through the mail.

### **Conducting Charity Drives**

All charity drives held on or off campus must have the approval of the Student Activities Center. Such drives are restricted to recognized philanthropic works.



## INTRAMURAL CO-ED SPORTS CALENDAR

### Fall 1972

SPORT	ACTIVITY	DATE*	ENTRIES CLOSED	PLACE
Football	League	10/4	9/29	Athletic Field
Tennis	Tournament	10/4	9/29	Tennis Courts
Women's Basketball	League	10/11	10/6	Gym
Volleyball	Tournament	10/18	10/13	Gym
Table Tennis	Tournament	10/18	10/13	Gym
Karate	Meet	11/1	10/27	Gym & Outdoor Cts.
3-Man Basketball	Tournament	11/1	10/27	Gym & Outdoor Cts.
Turkey Run	Meet	11/22	11/22	Track
<b>Spring 1973</b>				
5-Man Basketball	League	2/28	2/23	Gym
Bowling	League	3/7	3/2	Colonial Lanes
Softball	Tournament	4/25	4/13	Athletic Field
Paddleball	Tournament	4/25	4/13	Outdoor Courts
Free-Throw Shooting	Meet	5/2	5/2	Gym & Outdoor Cts.
Archery	Meet	5/2	5/2	Baseball Field
Track & Field	Meet	5/9	5/4	Athl. Field & Track

\*These dates are tentative.

Check Intramural Bulletin Board for official dates and deadlines.

**William Birenbaum  
President**

Above all other colleges in CUNY, Staten Island Community College is blessed by its athletic fields and facilities. These are supported by a thorough and vigorous athletic program, including the physical education curriculum, the collegiate teams, and the Intramural Sports Program.

The Intramural Sports Program provides a marvelous opportunity for all S.I.C.C. students to participate in individual and team sports. My advice to you is to take full advantage of these opportunities. Involving as they do an integral connection between thought and action, you will find that athletics will form an important part of your learning at this institution.

**Ira Sweet  
Chairman,  
Department of Physical Education**

A time to play, to recreate, is as important to the average college student as success is to him in the classroom!

Our Intramural program offers all students that opportunity. Programs are arranged to fulfill the needs, interests, and attitudes of every small group of our students.

Competition on all levels is something that we should all experience. It is something that we should enjoy and our attitude toward it should be "It is great to compete!" We are not so concerned with winning or losing, as we are with participating.

I know you will enjoy being a part of our Intramural program either as a participant or administrator. Your interests will be met by your contributions to the program. Its success depends on you!



## INTRAMURAL CO-ED SPORTS STAFF

- Ira Sweet . . . . . Chairman  
Department of Health  
& Physical Education  
D-131  
390-7612,7610
- Richard Kamen . . . . . Director  
Intramural Sports Program  
D-105  
390-7612,7613
- Evan Pickman . . Faculty Advisor ((Men)  
D-105  
390-7612,7613
- Gladys Meyer .Faculty Advisor (Women)  
D-128  
390-7614
- Intramural Council . . . . . Harley Berlant  
Paul Blanchard  
Gladstone Campbell  
Bob Ciambriello  
Salako Hamilton  
Jeff O'Connor  
Patty Rogers  
Dickie Ward

## INTRAMURAL PHILOSOPHY

The purpose of the Intramural Sports Program is to provide an opportunity for ALL students, faculty and staff to enjoy satisfying experiences related to their particular needs, varying from the highly competitive type to those of a noncompetitive and recreational nature.

The intramural philosophy is based on the concept that students should have freedom of choice, equality of opportunity, and responsibility for sharing in planning, supervising, and administering the program.

## INTRAMURAL COUNCIL

The Intramural Council is the organized voice of the participating athlete in all intramural activities. Council members are student volunteers possessing a strong interest in sports and athletics.

The Intramural Council convenes weekly to consider the interpretation of rules, regulations and protests.

Council members are also responsible for the administration of a particular phase of the program, such as scheduling, publicity, recruitment, etc.

Membership to the intramural Council is open to any student desiring to gain

first-hand experience in the administration of a diverse recreational sports program.

## OFFICIAL INTRAMURAL REGULATIONS

How to Enter Tournaments

Eligibility Rules

Competition

Tournament Regulations

Co-Ed Sports

Protests

Forfeits

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Publicity

Officiating

Awards

Tote Baskets, Lockers and Uniforms

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Extramurals

Football Rules

Volleyball Rules

Basketball Rules

Softball Rules

Paddleball Rules

Tennis Rules

Bowling Rules

Three-Man Basketball Rules

## HOW TO ENTER TOURNAMENTS

The vast majority of students at Staten Island Community College are *independent* of organizations. Many of these students wish to participate in intramurals but hesitate because they do not know other people in the same situation who want to play on a team. The intramural program is making it easier for the independent athlete to participate.

You don't have to be a member of a team to participate in individual sports such as table tennis, karate, archery, etc. Individuals may enter the scheduled events by signing-up in the *Intramural Office, D-105*. All pertinent information regarding the intramural program is contained in the office.

For team sports such as football and basketball there are many individuals interested in forming a team for one event. If you desire to play in a team sport, but haven't an entire team, come to the Intramural Office. We will be happy to introduce you to athletes like yourself.

Groups of students having the required number of players for a particular team sport should file a *Team Roster*, complete with players' names, addresses

and telephone numbers, with the Intramural Office before the final entry date.

## ELIGIBILITY RULES

All male and female students currently enrolled at Staten Island Community College are eligible to participate in the intramural program *except* as provided hereinafter.

\*(asterisk) indicates regulations which apply only to male students.

### Team Representation

A player may represent only one team in a sport in a given season. After participating in one league game, *a player may not transfer to another team in that sport.*

New players may be added to team rosters during the progress of a scheduled sport. No new players may be added to a team roster prior to a play-off series or All-College Championship Game.

### Members of Varsity and Club Teams\*

Varsity and club athletes are not permitted to take part in the intramural sport that corresponds to the intercollegiate sport they compete in during the school year.

Varsity and club athletes who have

received a Staten Island Community College Major or Minor Award shall not be eligible to participate in that particular sport. (Having received an award or letter at some other college or university disqualifies a student from competition in the sport from which he earned a letter).

### Training with Varsity or Club Teams\*

Students training with varsity or club teams during preseason are not eligible to participate in that particular sport during this period.

Once a player is placed on the *Varsity Eligibility List* and has been issued a game uniform, he is no longer eligible to participate in that particular sport during that entire academic year.

### Dropped from a Varsity or Club Team\*

Individuals dropped during "try-outs," and prior to placement on the *Varsity Eligibility List*, are eligible to participate in that intramural sport.

Individuals dropped from a varsity or club team, after placement on the *Varsity Eligibility List* and/or receipt of a game uniform, may participate in that intramural sport, *after a period of one academic year*, providing they meet all the other requirements for participation.

## Rules Infractions

Any team using an *ineligible player* shall forfeit the game played, and upon the decision of the Intramural Council and Intramural Director, shall be barred from further play in the tournament, and shall forfeit all remaining games.

Any individual who is found guilty of cheating or violating intramural eligibility rules may be disqualified from all intramurals for the balance of his college career or any part thereof. Some of the infractions which come under this heading are:

1. Playing under an assumed name.
2. Misrepresenting a score.
3. Being a letter winner at some other institution and withholding the fact.
4. Playing illegally on more than one team.
5. Playing without signing the team roster or game card.
6. Failure to return intramural uniforms and equipment.

## Faculty and Staff

Faculty and staff are encouraged to participate in intramural activities and tournaments.

Active participation in sports and athletics provides a welcome variation to the intellectual orientation of faculty members. Aside from the recreational and physiological benefits enjoyed from vigorous participation in sports and games, mixed recreation and competition for faculty, staff and students provides an opportunity for meaningful communication between groups.

## COMPETITION

\*(asterisk) indicates requirements which are not waived for Veterans participating in Intramural or Recreational Programs.

\*\* (double asterisk) indicates uniform requirements which may be temporarily waived during outdoor activities and under inclement weather conditions.

## Tournament Regulations

All tournaments are set-up by the Intramural Director and members of the Intramural Council. All sports shall abide by the official rules for that sport with *modifications for intramural purposes*. Where it is necessary to revise or limit certain rulings, the Intramural Director and/or other authorized persons may establish "*ground rules*" or modifications to the rules.

No game shall begin if either team is short *more than one* of the required number of players for an official team.

### Co-Ed Sports

All sports and activities are designed to provide equal opportunity for participation for men and women. Certain activities, such as co-ed volleyball, enable



men and women to participate in mixed competition. Activities that do not permit mixed competition, such as foot-

ball and basketball, shall be scheduled in separate divisions for men and women.

### Protests

All protests regarding eligibility must be made *in writing* to the Intramural Director within 24 hours after the contest in question.

Protests other than those concerning eligibility must be made on the field of play. No consideration will be given to a protest that has not been made to one of the field supervisors (Physical Education Faculty Member). Protests must be made immediately after the play in question has been completed.

Protests which have been ruled on by a field supervisor may be appealed to the Intramural Director in writing within 24 hours of the game in question. If an error was made *and time permits* the game may be rescheduled.

In most cases games in which a protest is sustained shall be replayed from the beginning of the nearest preceding division of the game, as in softball from the beginning of the half inning in which the protest occurred, in basketball from the beginning of the half in which the protest occurred, etc.

Protests will not be considered when they concern the *judgment* of an official.

### **Forfeits**

If a team or contestant fails to appear at the scheduled location, at the time posted on the Intramural Bulletin Board, the official may declare the contest forfeited to the team or contestant ready to play. A team or contestant must be in the area, ready to play in order to claim a forfeit.

The winning team must also record their line-up for the forfeited game, and must have at least the minimum of one less than the official number of players present.

In most cases, failure to show-up for a scheduled game results in immediate elimination for a team or individual from a tournament.

If a team or individual has prior knowledge that it will be impossible to meet the commitment of a scheduled intramural activity, the team captain or individual should notify the Intramural Director well in advance of the scheduled contest. If time permits, and all parties concerned are available, the contest may be rescheduled at a later date.

### **Time**

Intramural activities are held from 1:23 to 3:20 Wednesday, (Club Hours), and any other time convenient to everyone involved in the program.

### **Publicity**

Tournament announcements and schedules are posted on the *Intramural Bulletin Board*, next to the Training Room, D-109. All interested parties are reminded to check this board weekly, in order to keep abreast of upcoming games and entry date deadlines.

Notices will also appear in the campus publication, the "Dolphin."

### **Officiating**

Officials for intramural activities are Staten Island Community College students who demonstrate a knowledge of sports and rules, and possess a desire to officiate. *Officials are paid two dollars per hour.*

Any student capable of meeting the above requirements, and who is interested in employment, should see the Intramural Director in D-105.

### **Awards**

Intramural Champions will receive in-

dividual awards at the conclusion of the championship game.

Trophies and plaques are on display in the *Intramural Showcase*, located in the "cafeteria corridor," dividing "C" and "D" building.

### **Tote Baskets, Lockers and Uniforms\***

All students using college physical education facilities and equipment must be attired in a Staten Island Community College "gym uniform."

Uniform and locker privileges are obtained by fee payment to the College Bookstore. Students should initially report to the Equipment Room, D-118, to obtain the appropriate forms needed to make fee payment.

\*\*Since a S.I.C.C. gym uniform is required for all physical education classes, intramural and recreational activities, students should arrange purchase during the first week of the semester.

Uniform and Locker privileges apply every semester a student is enrolled at the college. (Fee payment is required only once during one's entire enrollment).

### **Open Recreation**

The gymnasium is open Monday and

Friday, 1:23 to 3:20 for student, faculty and staff recreation.

Equipment and facilities are available on a "first-come" basis, and upon presentation of I.D. *All participants must be attired in Staten Island Community College gym uniforms.*

### **Extramurals**

Post season, city-wide, tournaments are scheduled for certain sports and activities. Intramural champions at Staten Island Community College are eligible for participation in these competitions sponsored by member institutions of the City University and recognized clubs in the metropolitan area.

## **INTRAMURAL EIGHT-MAN FOOTBALL RULES**

NCAA rules shall govern in all situations unless otherwise provided for in the rules.

### **Field of Play**

Varsity soccer field and outfield of baseball field. End zone is soccer side line to beginning at track. End zone area will be marked on baseball field. *Each half will consist of 20 minutes (running time).* Each team is permitted one clock-

stopping time-out per half (one minute). Half time intermission is three minutes. Maximum time to put ball in play is 20 seconds. Clock-stopping time-outs at referee's discretion.

### **Kick-Off and Goal**

From 10 yard line. After second out-of-bounds on kick-off, ball goes to receiver at midfield (if no foul occurs). Goal and kick-off is reversed at second half.

### **Downs and Putting the Ball in Play**

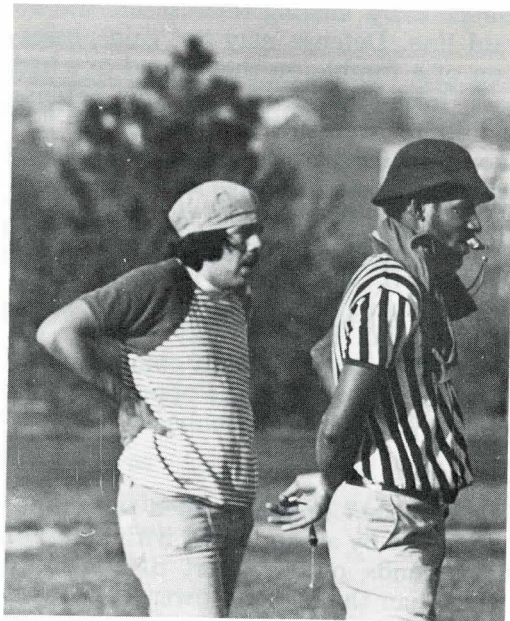
Ten yards in four downs. Ball not in play if picked up by the center. No penalty for this act except for exceeding the 20 second rule. Signals off shall count as a down. No gain or loss allowed. Center may tilt ball in any manner desired. Ball must be put in play midway between sidelines.

### **Line-Up and Forward Pass Eligibility**

At least *five* offensive men at the line of scrimmage. Defense at least one yard behind the ball. The center and the two guards are ineligible. The two ends and three backs are eligible and must wear differentiating jerseys from the interior linemen.

### **Players and Substitution**

Free substitutions during the game unless there is delay of game.



### **Blocking (Offensive)**

Contact with palm side of hand while blocking shall be construed as illegal use of hands. *Blockers may not leave their feet* (Cross-body block), but falling to the ground after a legal block shall not be considered a foul.

### **Penalties and Fouls**

All distance penalties shall be five yards. There should be no penalty for trapping



the punt by kicking team inside the 10 yard line. Defense may not gain possession of a fumble on the ground or a bad pass from the center. If the defense should recover such a fumble the ball should be dead at the spot and should be returned to the offensive team. Recovery by the defensive team in the end zone is a safety. Offensive team may run with a fumble. If any player leaves his feet (dives) in an attempt to recover the loose ball, it shall be a penalty counter off where final tag is made. If committed by the defensive team in the opponent's end zone, it should be a touchback.

### **Dead Ball**

*The ball shall be dead:* when the runner is touched by an opponent with palms of both hands on any part of the body other than the head or lower legs (below knees), simultaneously, or when the ball is fumbled in a forward direction. *The ball shall not be dead:* if the runner accidentally touches the ground without being touched by an opponent. He may get up and run. Tag considered too hard will result in a penalty.

### **Scores and Touchback**

After safety or touchback, ball shall be put into play on 10 yard line. Point after

touchdown shall be made from the 1 yard line.

Successful run after touchdown... 2 points  
Successful pass after touchdown... 1 point

### **Equipment**

Jerseys of contrasting colors, sweat-pants, sneakers. No leather or composition cleats, spikes or street attire.

## **INTRAMURAL VOLLEYBALL RULES**

The rules of the American Volleyball Association shall apply except as indicated below.

### **Playing Area**

Courts will be as close to the 60' x 60' as gymnasium allows.

### **Score**

Two-out-of-three, 15 point games. A game must be won by two points, i.e. 15-13, 16-14.

### **Substitution**

Substitution when the ball is dead. Only two substitutions each half. Substitutes must take the place in the line-up vacated by the player removed.

### **Lifting the Ball**

If a player's hands clearly remain in contact with the ball during an under-

hand pass it shall be deemed a "carry," and point, or loss of serve awarded, depending upon possession of the ball.

### Players

Six players per team, but a team may start with five.

### Hand Over Net

The rule prohibiting a hand over the net will be strictly enforced. *Exception:* follow-through of a spike.

### Touching the Net

The net may not be touched while the ball is in play. This is a basic rule of volleyball often ignored in class games.

### Lines

Lines are good. No player may go beyond the center line.

### Spiking

No back may spike the ball.

### Service

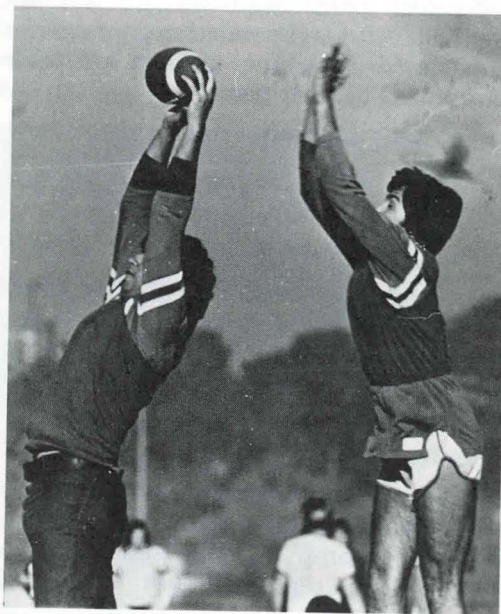
Hitting the net on a service is out.

## INTRAMURAL BASKETBALL RULES

Regular NCAA rules will apply except for the following.

### Time

There will be 2 sixteen minute halves. First fifteen minutes *running time*, last one minute *stop time*. Three minute overtime period, stop time last minute.



### Substitution

Substitution is free, but the ball must be in the referee's hand. Substitution must occur *when the ball is dead*.

## Time-Outs

Each team is allowed two time-outs (30 seconds) per game.

## Scoring

Individual point statistics are not accredited. All players *must appear on the game card* with the number of their jersey next to their name.

## Fouls and Foul Shots

*One-and-one* on the *sixth* foul of each half.

## Team Captains' Responsibilities

Team captains will check out ten shirts from the official and sign for the shirts. Team captains will collect the shirts at the end of the game and return the ten shirts to the officials.

## Forfeits

A game will be forfeited if a team arrives later than their assigned time. Teams must be prompt. Teams scheduled to play should report before time and immediately sign the game cards.

## Uniforms

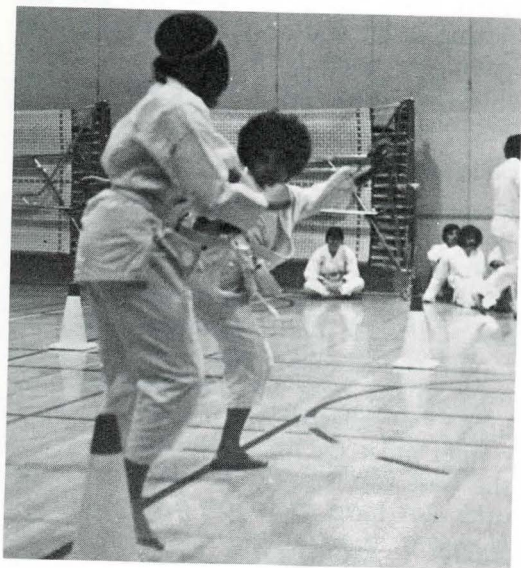
Only players with *sneakers* and *proper uniform* (shorts or sweats, no long pants) are allowed on the courts.

## INTRAMURAL SOFTBALL RULES

Rules of American Softball Association shall govern with these changes.

## Length of Game

*Seven innings or 45 minutes*. No new inning may start after 40 minutes. Teams not ready to start at scheduled time will forfeit.



## Uniform and Equipment

Please wear athletic garb, not street clothes. *All spikes and cleats are pro-*

*hibited.* Masks must be worn by catchers and home plate umpires. We will provide game balls and bats, please bring your own gloves. *All players must wear sneakers.*

### **Pre-Game Procedure**

Players must sign-up with the game officials on the game card at the designated field. Team captains will give the batting order and draw for last at bat. *A team may start with eight men, but it must bat first.* Each team will provide ball retrievers at 1st, 3rd and home.

### **Balls and Strikes**

We play *three balls* and *two strikes.*

### **Men on Base**

Runners must maintain contact with the base *until the ball is pitched.* After the pitch, runner may lead, but is *forced back to the base (no tag need on pick-off).* On overthrow pick-off attempt runner *must tag up.* If the runner leaves the base too soon he is out. The runner does not have to follow a moving base. However, if a runner overruns a base he may be tagged out.

### **Bunting**

Bunting is permitted. Foul ball on *bunt attempt* on second strike is a strike out.

### **Ground Rules**

*No advance is permitted on passed ball or wild pitch.* Overthrows at home plate, 1st and 3rd shall limit runner to one extra base but he must make it. A ball hitting a non-player on the field is in play. A ball hitting a spectator on an overthrow of first and third is dead and runners are awarded an extra base.

### **Pitching Rules**

Both feet on the rubber, no backward step, ball held in both hands before the pitch. No side arm delivery (hand further from side than elbow). Windmill pitch is legal.

### **Delay of Game**

Players must run on and off the field at inning change, *only 15 seconds is allowed.* If a batter is not ready and the pitcher throws, any pitch shall be a strike. If a batter is ready and the pitcher does not serve, it shall be a ball. During play the ball must be pitched within 10 seconds.

### **INTRAMURAL PADDLEBALL RULES**

Matches are scheduled during the following time periods: 1:30, 1:55, 2:20 and 2:45.

All games won in 21 points; and by two in extended games.

Switching hands permitted.

### INTRAMURAL TENNIS RULES

Matches are scheduled during the following time periods: 1:30, 1:55, 2:20 and 2:45.

Each first round match will consist of one (1) six game set. The winner must score by a minimum margin of two games. i.e. 6-4.

Semi-final and final games will be decided by a two-out-of-three set.



### INTRAMURAL BOWLING RULES

Three players per team.

Two games per match.

One point awarded for total wood each game.

One point awarded for total wood for entire match.

### INTRAMURAL THREE-MAN BASKETBALL RULES

Game is won in 21 baskets, straight.

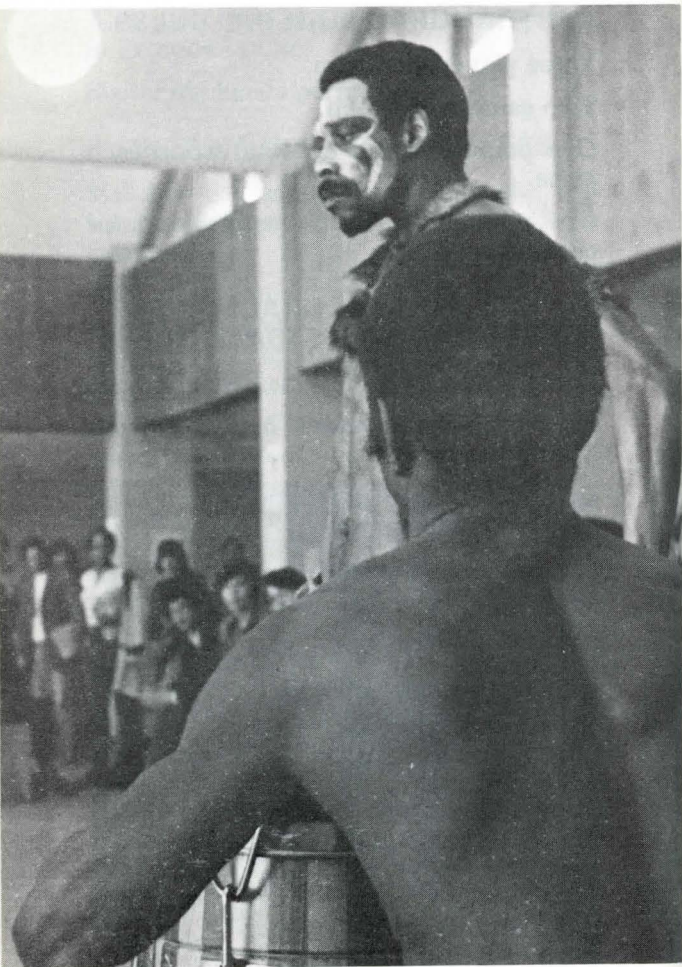
After a score, *winner's ball out*, from behind the key.

After all fouls and violations, ball checked out side of court.

All defensive rebounds must be cleared to foul line extended.

Players call own fouls.

No three-second violation.



## CAMPUS CONDUCT

An important lesson throughout your education is that you must adhere to certain standards of conduct in order for society to function effectively. There exists legitimate means of changing rules with which you do not agree. For Staten Island Community College to function as an effective academic community, certain standards of conduct must be followed.

The following rules and regulations were established by the Student Government.

1. You are expected to live up to a high standard of academic integrity. All your work, whether it be on tests or papers, must reflect your own efforts at all times, unless otherwise noted. There can be no compromise with the fact that cheating on examinations and plagiarizing (an attempt to pass off as one's own, the work of another) are gross violations of a proper code of academic behavior.
2. One of the basic tenets of our society is the right of the individual to possess private property. You should recognize this right and show proper respect to the property of your associates. You should also show proper respect to the property of the institution and help prevent any

acts of theft or vandalism.

3. In the course of your daily life within the college, you will come into contact with many duly authorized officials who may be called upon to issue instructions to you. You should cooperate with these officials to the best of your ability and show them the same respect and consideration that you would like to receive. At all times you should refrain from the following inappropriate types of behavior:

a) Refusal to stop engaging in actions which disrupt the orderly conduct of a class.

b) Abusive behavior toward college employees who are discharging their duties.

c) Failure to comply with the procedures and decisions of the Student Court, including not appearing when summoned.

4. The name of the college can, in one sense, be considered to be its private property. Therefore, unauthorized use of the college's name violates the institutions' rights. Only with proper authorization should anyone ever undertake to use the name of Staten Island Community College.

5. You should make every effort to assist in keeping all parts of the campus clean and litter free. No doubt you are more likely to take pride in your school when its appearance is appealing to the eye.

6. You must observe the rules of the college governing safety, smoking, fire drills, and air-raid drills, are posted around the school.

7. In certain matters you are asked to make your own value judgments rather than adhere to narrowly defined regulations. An example of this principle is the area of dress. Without being too specific,



it can be generally assumed that dress should remain within the limits of good taste.

8. Since the college is located in a residential area, it is only reasonable you respect the rights of the people in the community. One way to accomplish this is to observe the college regulation which prohibits the playing of various games in the surrounding streets.

9. No student is to be permitted in the building after hours unless he has written permission from the Dean of Students or the Director of Student Activities for the C Building, and from the Dean of Administration for any of the other buildings. Students having such permission must also have faculty supervision during the period of time that they are in the buildings.

10. There is to be no consumption of alcohol on the campus except for those official events of the college specially authorized by the president and properly supervised by the college. The sale, possession, and/or use of any drug forbidden by Federal Law is also expressly prohibited on this campus.

11. The campus cannot and will not be a congregating point for those who do not have legitimate business here.

12. All members of the College community are required to have their ID cards in their possession at all times and to present these cards when asked by a member of the staff. Students not presently possessing an ID card should make arrangements through the Security Office for a card immediately.

13. Persons not properly on campus when apprehended will be asked to leave. If such a person refuses to leave, police officials will be called and appropriate charges filed. Any such person who leaves voluntarily when requested but returns again, will automatically, upon being apprehended, face charges.

14. All members of the College community are asked to bring to the attention of the nearest security guard, member of the Dean of Students staff, or other administrative officer of the College, any person appearing to be under the influence of drugs, or alcohol, or any person engaging in the sale thereof. Persons so apprehended will be taken immediately to the Dean of Students Office for appropriate action and referral. Students will be bound to follow the recommendation of the Review Panel which is authorized for this purpose. Failure to follow these recommendations will mean that formal charges under



Article XV of the Board of Higher Education bylaws will be filed and the student will immediately be suspended by the President and will remain under suspension until his case is settled. Students apprehended in an illegal act for a second time will automatically be suspended, and will remain under suspension until the charges brought against him are heard and decided.

The Review Panel referred to afore shall consist of counselors drawn from the Dean of Students Office and College Discovery, members of the Faculty designated by the President, and an equal number of students recommended by the Dean of Students Office and approved by the Student Government.

Students referred to the Review Panel, because of drug overdose will not be permitted to return to classes until they have agreed to follow a course of action prescribed by the Review Panel. Failure to comply to such a course of action may result in the suspension of the student.

15. Each building will be closed at the conclusion of the last evening session class except for scheduled events. Then the Building will be cleared one half hour after the close of a scheduled event.

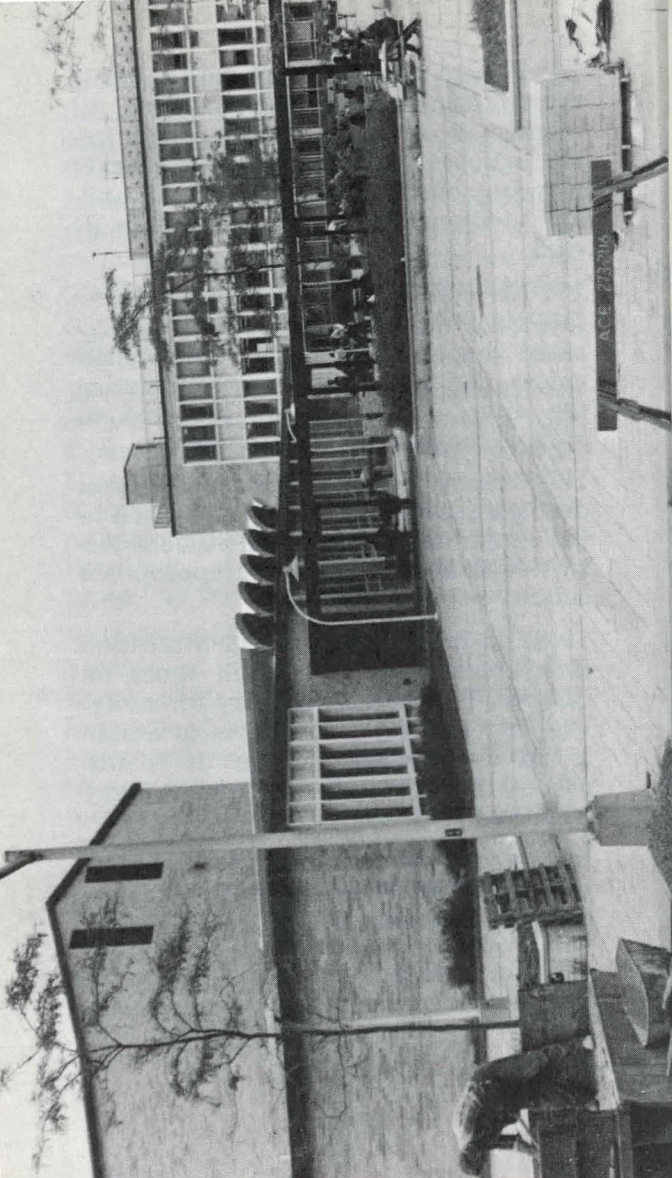
16. Persons attending scheduled events must present a ticket for the event. All events will require tickets. A person losing a ticket or failing to have a ticket may not obtain another ticket (if available) without the presentation of an ID card.

17. No events will be scheduled unless faculty advisers or appropriately designated chaperons have given ample guarantees that they will be present during the entire event and are prepared to enforce the bans on illegal activities.

18. Persons violating these regulations during a scheduled event will be taken to the senior member of the Student Activities Office on duty for appropriate action.

19. You must carry your identification (I.D.) card with you at all times on campus. This card is necessary for verifying your identity as a student at Staten Island Community College. It is also needed if you wish to use various college facilities.

In case you lose your identification card, you should apply immediately for a new one in the Security Office.



## EXCERPT FROM "BOARD OF HIGHER EDUCATION BY-LAWS"

### Article XV—Students\*

#### Section 15.0 Preamble.

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the development of students, and the general well-being of society. Student participation, responsibility, academic freedom, and due process are essential to the operation of the academic enterprise. As members of the academic community, students should be encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth.

Freedom to learn and to explore major social, political, and economic issues are necessary adjuncts to student academic freedom, as is freedom from discrimination based on racial, ethnic, religious, sex, political, and economic differentiations.

Freedom to learn and freedom to teach are inseparable facets of academic freedom. The concomitant of this freedom is responsibility. If members of the academic community are to develop positively in their freedom, if these rights are

to be secure, then students should exercise their freedom with responsibility.

### **Section 15.1 Conduct Standard Defined.**

Each student enrolled or in attendance in any college, school or unit under the control of the Board and every student organization, association, publication, club or chapter shall obey the laws of the City, State and Nation, and the published rules, regulations, and orders of the Board of Higher Education and the duly established college authorities.

The faculty and student body at each college shall share equally the responsibility and the power to establish subject to the approval of the Board more detailed rules of conduct and regulations in conformity with the general requirement of this Article.

This regulatory power is limited by the right of students to the freedoms of speech, press, assembly and petition as applied to others in the academic community and to citizens generally.

### **Section 15.2 Student Organizations**

a. Any group of students may form an organization, association, club or chapter by filing with the appropriately elected

student government organization\*\* of the college or school at which they are enrolled or in attendance and with an officer to be designated by the faculty of the college or school at which they are enrolled or in attendance (1) the name and purposes of the organization, association, club or chapter, (2) the names and addresses of its president and secretary or other officers corresponding in function to president and secretary.

However, no group or organization with a program against the religion of a particular group or against a particular race shall be permitted to organize or continue at any college or school. No organizations, military or semi-military in character, not connected with established college or school courses, shall be permitted without the authorization of the faculty and appropriately elected student government\*\* and the Board.

b. Extra-curricular activities at each college or school shall be regulated by the appropriately elected student government organization\*\* to insure the effective conduct of such college or school as an institution of higher learning and for the prevention of activities which are hereafter proscribed or which violate the standards of conduct of the

character set forth in Bylaw 18.1. Such powers shall include:

1. The power to charter or otherwise authorize teams, (excluding inter-collegiate athletics), publications, organizations, associations, clubs or chapters, and, when appropriate in the exercise of such regulatory power, the power to refuse, suspend or revoke any charter or other authorization for cause after hearing on notice.

2. The power to delegate responsibility for the effective implementation of its regulatory functions hereunder to any officer or committee which it may appoint, subject to the right of any aggrieved student or group to have any adverse action by such officer or committee reviewed, and set aside or confirmed under provisions consistent with Bylaw 15.4 either by the president or by majority vote of the appropriate elected student government under procedures consistent with the provisions set forth in Bylaw 15.3 regarding student discipline.

### **Section 15.3 Student Disciplinary Procedures**

a. Any charge, accusation, or allegation which is to be presented against a student, and, which if proved, may subject

a student to disciplinary action, must be submitted in writing in complete detail to the Office of the Dean of Students promptly by the individual organization or department making the charge.

b. Notice of the charge shall be personally delivered or sent by the Dean of Students to the student at the address appearing on the records of the college, by registered or certified mail and shall contain the following:

1. A complete and itemized statement of the charges being brought against the student including the rule, bylaw or regulation he is charged with violating, and the possible penalties for such violation.

2. The time, the date (which shall be as soon as practicable) and the place of meeting with a counselor from the Office of the Dean of Students or a qualified faculty member designated by the Dean of Students.

3. The student shall be advised of his rights in the proceeding and possible consequences. Specifically the notice shall include:

A. A warning that anything he may say at this meeting may be used against him at a non-college hearing;

therefore, he may have legal counsel present to advise him.

B. A statement of his right to remain silent without assumption of guilt.

C. A statement that the counselor is precluded from testifying in a college hearing regarding information received during the interview.

c. At the meeting with the counselor in the Office of the Dean of Students or qualified faculty member designated by the Dean of Students, the following procedure shall be in effect:

1. An effort will be made to resolve the charges by mutual agreement and where warranted to agree on the disciplinary action to be taken.

2. The counselor, if an agreement is reached, shall report his recommendation to the Dean of Students for affirmation and the complainant shall be so notified.

3. If no agreement is reached, or if the complainant or the student so requests, or if the student fails to appear, a hearing will be scheduled before the Faculty-Student Discipline Committee.

d. The student shall be informed in writing by registered or certified mail or by personal service of the hearing with

sufficient particularity of the charges and of the time and place of hearing. Notice of at least five school days shall be given to the student in advance of the hearing unless the student consents to an earlier hearing. The notice shall advise the student of his right to have legal counsel and witnesses participate at the hearing.

e. At the hearing, before the Faculty-Student Discipline Committee, the following procedure shall apply:

1. The specific charges shall be read to the student. If the student admits the charges are true, he shall be given an opportunity to explain his actions before the Committee shall decide on the penalty. If the student denies the charge or is silent, the hearing must continue, the accusing party proceeding first. Both sides may introduce evidence and cross-examine witnesses.

2. The college shall make a record of each disciplinary hearing by some means such as a stenographic transcript, a tape recording or the equivalent. A disciplined student is entitled upon request to a copy of such a transcript without cost.

3. The student shall have the option to a closed hearing and the right to re-

quest an open public hearing. However, a majority of the Committee shall have the right to hold a closed hearing when an open public hearing would adversely affect and be disruptive of the Committee's normal operations.

f. The student shall be sent a copy of the Committee's decision which shall be final subject to the student's right of appeal.

g. The Faculty-Student Disciplinary Committee shall consist of three faculty and three student members plus a chairman. The faculty members shall be selected by lot from a panel of six elected annually by the appropriate faculty body from among the persons having faculty rank or faculty status and the student members shall be selected by lot from a panel of six elected annually in an election which all students registered at the college shall be eligible to vote. In the event that the Student or Faculty Panel, or both are not elected, the President shall have the duty to select the panel or panels which have not been elected. No member of the Committee shall serve more than two consecutive terms. The Chairman of the Committee shall be selected by the Committee from among the remaining members of the panel and shall have the

power to vote in case of a tie. A quorum shall consist of at least two students and two faculty members. Persons who are to be participants in the hearing as witnesses or have been involved in preferring charges or who may participate in appeals procedures or any other person having a direct interest in the outcome of the hearing shall be disqualified from serving on the hearing panel. A lawyer from the General Counsel's Office of the Board may be present to act as legal advisor to the Committee.

#### **Section 15.4 Appeals.**

An appeal from the decision of the Faculty-Student Disciplinary Committee may be made to the president who may confirm or decrease the penalty but not increase it. His decision shall be final except in the case of dismissals or suspension for more than one term. An appeal from a decision of dismissal or suspension for more than one term may be made to the appropriate Committee of the Board. Any appeal under this Section shall be made in writing within fifteen days after delivery of the decision appealed from. This requirement may be waived in a particular case for good cause by the president or Board Committee as the case may be. If the president is a party to the dispute, his func-

tions with respect to an appeal shall be discharged by an official of the University to be appointed by the Chancellor.

### **Section 15.5**

#### **Suspension or Dismissal.**

The Board reserves full power to dismiss or suspend a student, or suspend a student organization for conduct which impedes, obstructs, or interferes with the orderly and continuous administration and operation of any college, school, or unit of the University in the use of its facilities or in the achievement of its purposes as an educational institution.

A president or full dean may in emergency or extraordinary circumstances, temporarily suspend a student, or temporarily suspend the privileges of a student organization or group for cause, pending an early hearing as provided in Bylaw 15.3 to take place within not more than seven (7) school days.

### **Section 15.6**

#### **The University Student Senate.**

There shall be a University Student Senate responsible, subject to the Board, for the formulation of University-wide student policy relating to the academic status, role, rights and freedoms of the student. The authority and duties of the University Student Senate shall not ex-

tend to areas of interest which fall exclusively within the domain of the student governments of the constituent units of the University. Consistent with the authority of the Board of Higher Education in accordance with the Education Law and the bylaws of the Board of Higher Education, the University Student Senate shall make its own bylaws providing for the election of its own officers, the establishment of its own rules and procedures, for its internal administration and for such other matters as is necessary for its existence. The University Student Senate shall have the full rights and responsibilities accorded student organizations as provided in these bylaws. The representatives to the University Student Senate shall be elected by their respective constituencies.

### **Section 15.7**

#### **College Governance Plans.**

The provisions in a duly adopted college governance plan shall supersede any inconsistent provisions contained in this Article.

### **Section 15.8**

#### **Student Government Activity Defined**

A Student Government activity is any activity operated by and for the students enrolled at any unit of the University pro-

vided, (1) such activity is for the sole and direct benefit of students enrolled at the College, (2) that participation in the activity and the benefit thereof is available to all students enrolled in the unit or student governmental sub-division thereof, and (3) that the activity does not contravene the laws of the City, State or Nation, or the published rules, regulations, and orders of the Board of Higher Education or the duly established College authorities.

**Section 15.9**  
**Student Government**  
**Activity Fee Defined.**

Student Government Activity Fee is that portion of the Student Activity Fee levied by resolution of the Board of Higher Education and which has been established for the support of Student Government activities by referendum of the student body of the College or student governmental sub-division thereof, provided, however, that Student Government Activity Fees now levied shall continue until changed. Conditions and procedures for the holding of referenda shall be established by each College in accordance with the College's governance plan and the definition of an election or referendum as set forth in sub-

division 1 of the "Definitions" of the Bylaws of the Board.

**Section 15.10**  
**Student Government**  
**Activity Fee Use.**

a. Student Government Activity Fees collected by a College of the University shall be deposited with and allocated by an approved College Association. A College Association shall be considered approved for purposes of this section if:

1. its charter and bylaws are approved by the President and filed with the Secretary of the Board of Higher Education, and
2. no less than one-third of the members of the Association or of its Board of Directors or of its governing board are students in good standing enrolled at the College, and
3. the student membership is elected by the student body on a basis which provides equal representation from each student governmental subdivision of the College or the student membership is selected by the respective student governments. The College and the Association and Student Governments shall employ generally accepted accounting and investment procedures in the management of the fees and shall



employ such other procedures as may be necessary to insure that use of the funds is limited to the support of Student Government activities as defined in Section 15.8 of these bylaws and allocated in accordance with paragraphs B and C of this Section.

b. Student Government Activity Fees shall be allocated by the appropriately elected Student Government or other student governmental subdivision where more than one appropriately elected Student Government exists, for its own use and for the use of student organizations, as specified in Section 15.2 of these bylaws, provided, however, that the allocation is based on a budget approved by the appropriately elected Student Government after notice and hearing.

c. Where more than one appropriately elected Student Government exists, the College or College Association shall allocate the Student Government Activity Fees to each student governmental subdivision in direct proportion to the amount collected from the members of each student governmental subdivision.

### **Section 15.11 Disclosure.**

a. The College President shall be responsible for the full disclosure to each of the Student Governments of the College of

all financial information with respect to Student Activity Fees.

b. The Student Governments shall be responsible for the full disclosure to its constituents of all financial information with respect to Student Government Activity Fees.

c. The College Association shall be responsible for full disclosure of all financial information to its membership, to the College and to the Student Governments with respect to all of its activities, including auxiliary enterprises.

d. For purposes of the foregoing paragraphs, full disclosure shall mean the presentation each semester of written financial statements which shall include, but need not be limited to, the source of all fee income by constituency, income from other sources creditable to Student Activity Fee accounts, disbursements, transfers, past reserves, surplus accounts, contingency and stabilization funds and independent audits.

e. Each College shall establish a Student Activity Fee Review Committee in consultation with the various Student Governments. The Student Activity Fee Review Committee shall have the authority to hear and resolve any dispute or complaint which may arise within the

college community with respect to this Section of bylaws or to Student Activity Fees in general.

\*For graduate students at the Graduate Division, the President of the Graduate Division shall, insofar as practicable, establish procedures, consistent with this Article, to implement the provisions thereof.

\*\*The words "appropriately elected" (faculty and students) throughout these bylaws, shall be interpreted to mean, "in which at least 30 per cent of those eligible to vote shall take part. However, if less than 30 per cent take part, the president of the college shall be responsible for carrying out the duties described in this article until such percentage is achieved and until such duly elected body has established regulations in conformity with the general requirements of this article."

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JANUARY							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6	1	2	3	4	5	6	7
7	8	9	10	11	12	13	8	9	10	11	12	13	14
14	15	16	17	18	19	20	15	16	17	18	19	20	21
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28	29	30	31				29	30	31				
FEBRUARY							AUGUST						
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25	26	27	28				26	27	28	29	30	31	
MARCH							SEPTEMBER						
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