THE

CAMPUS HANDBOOK

A Guide to Successful College Living

at

INDIANA CENTRAL COLLEGE
WHY SHOULD I READ THIS?

There are always a million questions to be asked and answered when a new group of students enters college. It is impossible to foresee all of the things about which new students will ask, but there are some questions which are always asked and some information which every student should have.

It is to answer such questions and give such information that these pages have been prepared. It will help you to "Get off on the right foot" in your college life at Central if you will read it carefully and follow its precepts. Its helpful hints will give you self-confidence and assist you in organizing your life routines in harmony with the accepted customs of your college.

Many of your questions have already been answered by information which is contained in the college catalog. If questions arise, for which neither this "handbook" nor the catalog gives a satisfactory answer, you should not hesitate to ask some member of the faculty. A safe rule is, "If in doubt, ask first".

We wish you every success as you begin your college career.
1. **You Learn to Live with Others.** The book "Live Alone and Like It" was not written for college students who live in a dormitory. Dormitory life is an experience in cooperative living. It should be an experience of real value for every student. It is a very vital part of an American college education. This experience in cooperative living can be made to contribute greatly to your personal, social, and cultural development, and at the same time be very pleasant and enjoyable.

   In cooperative living little things are important. Watch them carefully. Courtesy is always appreciated and is one of the distinguishing marks of a lady or gentleman. Cultivate the courteous attitude toward all. A "thank you" or "I am sorry", meaningfully expressed, will help a great deal. Be considerate of those around you. People in the next room probably do not care to hear your radio program. Your roommates will have individual ideas just as you have, and has paid for half of the room. America stands for the democratic way of life, and monopoly is the antithesis of democracy. Ask few favors; render many services. And remember - your smile may make others happy while your frown will make you lonely.

2. **You Always Play by the Rules.** There are rules by which every game is played and the most disliked person is the one who breaks the rules in the games he plays. There is something fundamentally dishonest about the person who ignores the rules or insists upon making his own. The surest way to make your college life a failure and your campus life miserable is to insist upon considering yourself an exception to the rules. Campus rules are concerned with class and dormitory regulations, with affairs of the administrative offices, and with the general deportment of men and women on campus. Acquaint yourself with these regulations and organize your life within their permissions. It will help to make your experience of campus living pleasant and enjoyable.
3. You Strive Sincerely and Intelligently for Self-Improvement. The years which you spend in college will be years of growth and development. The direction in which you grow and develop will be determined by your own attitude and effort. If your growth is to be in the direction of self-improvement, you will have to put forth a sincere and intelligent effort to make it so. You will need to have a definite purpose and strive earnestly to accomplish it.

A college cannot develop your life; you alone have the power to do that. A college may hold aloft the light by which you seek for the truths which are eternal, and Indiana Central College professors will hold that light for you, but only you, by your own effort, can make those truths a living part of your inner self. Wise counsel and guidance will be constantly available to you, but you alone have the power to incorporate it into your life. A sincere and intelligent quest for those things which will enrich your own life will help to make your campus life beautiful.

4. You Protect the Honor of Your College. Through the years every institution acquires a character and personality. This is especially true of a college. There are some distinctive characteristics about Indiana Central College, of which its successive generations of students are justly proud. They are proud that it is a Christian college, organized, sponsored, and directed by the United Brethren Church, and that it is true to the ideals and standards for which the Church stands. These ideals and standards have become sacred to the hearts of her alumni and you will want to guard and protect them—yes, enrich and enhance them by the quality of life you live on campus. They are proud of its reputation for honesty, integrity, and good sportsmanship; that reputation can only live as you keep these qualities alive within yourself. Remember that any single thing which you do, or attitude which you express which discredits you, brings discredit to your college. Both for the college and for yourself, "A good name is rather to be chosen than great riches". The worthy character of your college will be a great asset to your life.
BETWEEN US GIRLS

Becoming Attire: It has been said that the most used phrase in the feminine vocabulary is, "I haven't a thing to wear". There is a very real sense of assurance in knowing that one is in proper dress for any given occasion. But proper dress is much more a matter of good taste than of a large budget. Simplicity has always been the key-note of style. Sweater and skirt and the simple cotton frock, are the stand-bys in any college wardrobe. We wear them for class and most extracurricular functions on campus. With these, anklets and hair ribbons are appropriate accessories on most occasions, but when we go to church or in town, long hose, hat, purse, and gloves are considered in better taste. For formal or semiformal occasions, long dresses are of course in vogue, and one such dress will do for many occasions.

Wise girls avoid all extremes both in dress and make-up. Extreme styles never bring really favorable attention to anyone. Odd combinations in colors or clothing should be avoided like poison; and carelessness in matters of pressing, cleaning, and those little extra touches in dressing which make one appear "neat" instead of "sloppy" is inexcusable. Careful attention to the care of hair and nails will also pay dividends in personal attractiveness.

When We Go on Dates: Yes, girls, believe it or not there still are such things—occasionally. But boys are scarce these days and in fairness to all the girls, probably should be passed around a little. It is seldom wise to become too closely attached to any one boy during the early years of one's college career. Never permit a boy to feel that, just because you have consented to a date, he has a ninety-nine year lease upon your time and affections.

When you make a date, always keep it. And we don't keep the young man waiting after the appointed hour. When he rings at the dorm, steps in, and informs the desk girl that he has come for you, you should be ready. Waiting in such surroundings is never good for a boy's
nerves or disposition. But not too anxious, come quickly without hurrying. The girl who desires to be popular will be careful to know and to observe all of the social conventionalities. She will insist that campus regulations of getting permission, signing out, and returning on time, are followed, so that an otherwise lovely evening is not spoiled by the necessity for explanations and disciplinary procedures. Be natural, be companionable, be careful of his pocketbook, and you will have a really swell time.

Our Dorms Have Schedules: In a democratic society, the individual must give up certain personal rights and privileges so that he may live in harmonious relation to the rest of society. In dormitory living the same principle also applies. That is the reason it is necessary for us to have schedules and regulations in the dormitory. These schedules and regulations have been worked out by the dormitory councils and approved by the administration of the college. We believe that they are fair and reasonable. They may be changed when proper presentation of the desired changes is made by the dormitory councils through the dean to the administration and approved by the administration. If present regulations should need changing, that is the procedure to follow, but all regulations should be observed while they are in effect. There will be a meeting in which the dormitory schedules will be presented to you and discussed in detail but you will need to be acquainted with the following general schedules now.

Sleeping hours: 10:00 P.M. to 6:15 A.M.
Study Hours: 8-11:00 A.M.; 1-3:30 P.M.; 7-9:30 P.M.
Late Hours: 9:00 P.M. All girls are to be in dorms by 9:00 on Monday, Tuesday, Wednesday, and Thursday 10:15 is the deadline on Sunday night, even if you have been home over the week-end. 12:15 A.M. may be permitted on Friday and Saturday nights, but it is perfectly proper to be in before that time.

All girls sign out at the dorm when they leave campus at any hour (the corner drugstore is considered "on campus") and must get special permission in advance to go in automobiles or to be out after regularly scheduled
hours. Additional information will be given in your dorm meetings and girls, if we all play by the rules, it is much more pleasant and much more fun.

If You Want to be Another's Pet Peeve:

Borrow her dresses, sweaters, skirts, shoes and ribbons. Be sure not to return them until she comes to get them and then present them to her soiled and unpressed.

Barge in on her without knocking or announcing your coming, and without regard to what she may be doing or to the hour of the day or night.

Bang the doors as you go in and out of your room or the bath. Slam your shoes on the floor and your books on the table. Clatter up and down the halls with hard soled shoes or slippers during quiet times.

Blurt out anything at any time so everybody can hear what you have to say. Be sure your voice will carry welldown the hall so that the entire floor will be disturbed. Call loudly from one end of the building to the other and don't forget to sing loudly early in the morning and late at night.

These are all good rules to follow, that is if you really want to be your dorm's "Pet Peeve".
BOYS LET'S REMEMBER

Life is More than a Song: The business of living is serious business and preparation for it should be adequate. Music helps to make life enjoyable but one cannot expect to get through college without doing more than singing and playing. The "Play Boy" is no longer the popular American young man. Of course, one should have a good time while in college, but if we want to get along well, we will remember that serious study and work come first. The days are past when a bluster and a bluff will win friends and influence people. It doesn't work any more, even on college professors.

Yes, it is a serious world which you will face when you leave these halls of learning and now is your opportunity to make preparation to meet it. You will prepare yourself best if you learn to study hard, work hard, play hard, and give each—study, work, and play—its rightful place in your life. There should be a song in everyone's life but life is more than a song for the successful college student.

Conversation is Half Listening: The young lady may like your line but think what you are missing by not learning that she has a line of her own. It pays to listen as well as to speak. The first requirement of a good conversationalist is that he be a good listener. Talking is the one activity of which the human being is capable by which he learns the least. The ancients had a proverb for it which said, "The head that is full of wisdom doesn't leak at the mouth". It may generally be assumed that you will find your proper place in a conversation if you take the total time, divided by the people involved, and use no more than your share. It might be added in passing that when you do talk, it is usually helpful if you will have something to say.

Few Folks at College are Hard of Hearing: The megaphone voice is highly prized in a cheer leader and may on occasion be serviceable as a fog horn, but it is an abomination to a man's dorm and the surrounding neighborhood. Your popularity will probably be in adverse proportion to the noise you make. A distinct and well-modulated voice is an asset which every boy can well
afford to cultivate. And if on occasion you must send a long distance message, we suggest the use of a telephone.

Property Is Valuable: Most people will be willing to admit that a young man entering college is strong and robust, but if you must persist in demonstrating the fact, be sure that property or persons do not become the victim of your exuberance. Not only is property valuable, but most things now are extremely hard to obtain. Let's learn to use furniture only for the purpose for which it was intended. Report broken articles in time so that they may be easily repaired. When school property is placed in our care, let us be just as careful of it as if it were our own and we personally had to pay its cost and upkeep. Of course no one of college age and intelligence would willfully destroy property, but the cost of our carelessness is a considerable sum each year. Added thoughtfulness will be appreciated.

Pranks May Be Innocent — But: Yes, "Us boys must have our fun." Life wouldn't be worth living without a joke or prank once in a while, but caution should be the keynote in this regard. Many things which start out innocently enough end in disaster because someone does not know when to stop. Injury to persons or destruction of property cannot be justified no matter how innocently the affair started. Fellows who are occasionally victimized should be good sports, but no prank should be permitted to get out of hand. Before you engage in "pulling a joke" on anyone, consider how you yourself would take it if he pulled it on you. Experience has taught that though the first water thrown in a dorm usually comes from a glass, the last will be from a bucket; let's remember and not throw the first. We can have a good time among ourselves and still do it within proper limits, let's all remember.

We Are Responsible:
1. For signing the "Dorm Book" when we leave campus. Emergencies may arise at any time and college authorities should be able to ascertain whether or not we are on campus, and the general location in which we may be
found.
2. For seeing to it that our "dates" are in on time. When girls go on dates with us it is our responsibility to have them back on schedule, and failure to do this will bring disciplinary measures upon us even more than upon the girls.
3. For conducting ourselves as Christian gentlemen at all times. The world watches our acts and our attitudes and will judge Indiana Central by us.
WE ALL WANT TO GET ALONG

With the Faculty - So, we:

1. Learn to address them properly. A faculty member who has a doctor's degree is most commonly addressed as Doctor _____. Any faculty member may be addressed as Professor _____. Occasionally a faculty member will prefer to be addressed simply as Miss, Mrs., or Mr. _____, but it is never in good taste to address a faculty member by the last name alone or the first name.

2. Arrive at class promptly with proper books, notebooks, pencils, etc., ready for work.

3. Get all assignments in on time without being prompted, and have them in proper form and legibly written.

4. Are attentive to class procedures and courteous to our instructors.

With the Business Office - So, we:

1. Meet all of our financial obligations promptly on schedule.

2. Bring checks which we wish cashed to the office before noon one day in advance.

3. Learn and follow accepted business practices in matters of check endorsements, etc.

4. Make prompt and accurate reports of our "working time" when we are employed by the college.

5. Do not visit or loiter in the college office.

With the Administration - So, we:

1. Read the catalog carefully and follow its instructions.

2. Obey the campus regulations and carefully guard the good name of our school.

3. Make our complaints, if any, only to those who are in a position to remedy the situation.

4. Make helpful, well-thought-out suggestions for the improvement of the college.

5. Boost Indiana Central wherever we go.

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INDIANA CENTRAL SPIRIT

Will Inspire and Challenge You to do your very best. It is a spirit of helpful cooperation in which all work together for the mutual benefit of everyone. It is a spirit of cheerfulness which helps you feel happy and contented and very much at home even though the surroundings are new to you. It is a spirit of dynamic strength characterized by the energetic endeavors of an alert student body. It is a spirit of Christian devotion to high ideals and noble purposes which inspires you to put your all into the studies and activities in which you engage. When you enter Indiana Central, you become a partaker in a very rich heritage which those of past student generations have created for you. You will have an opportunity to make your contribution to this heritage for those who will follow you. May this spirit of Indiana Central become a living part of you, and you a vital part of it.

Is Built Upon Some Worthy Traditions

Several years ago the Class of 1928 presented to the college the flag pole which stands near the corner of Hanna and Otterbein Avenues. Out of respect for the flag which it flies, this pole is traditionally reserved for the National Emblem. The flag and the lives of Central students that have been dedicated to the defense of that flag are not profaned by the display of other emblems on the flag pole.

In the spring the student body elects from among the women of the junior class, as Queen of the Roses, the woman who, because of her grace and spirit, best typifies the Indiana Central woman. Each spring at the Festival of Roses the queen-elect is crowned by the reigning queen during a festival presented by the women of the Department of Physical Education.

Freshmen at Indiana Central proudly wear the universal emblem of freshmen everywhere—the green cap.

Shortly after the opening of the fall semester, the sophomore and freshman classes match their strength in a "Tug-of-War" at Lick Creek, a short distance south of the campus. This event is usually followed by an all-school picnic and the informal campfire ceremony.
of "burying the hatchet."

In the conduct of class elections, the classes observe the courtesies of completing their class organizations in the following order: seniors, juniors, sophomores, freshmen. The freshman class does not organize on a permanent basis until after the mid-semester. Information relative to the qualifications and requirements of class officers may be obtained at the Office of the Registrar.

Is Expressed in Songs we all Learn and Sing:

HAIL ALMA MATER

Hail to our Alma Mater
Hail to Thee
Here's to the friendships
Formed at I. C. C.
Loyal to Crimson and the Gray we'll be,
Forward and win, Indiana Central,
Hail to Thee!

I. C. C.'S PRAISE

Oh! Come, let's sing I. C. C.'s praise,
And songs to Alma Mater raise;
While our hearts, rebounding, thrill
With joy which death alone can still,
Summer's heat or winter's cold,
The seasons pass, the years will roll
Time and change will sure decree
How firm thy friendship - I. C. C.

Though age may dim our mem'ry's store,
We'll think of happy days of yore,
Frank to friend or foe we'll be,
As sturdy sons of I. C. C.
If on seas of care we roll,
'Neath blackened sky, o'er barren shoal,
Thoughts of thee bid darkness flee,
Dear Alma Mater - I. C. C.
COLLEGE NATIONAL

We come from the North, we come from the South
We come from the East and West,
Of all the schools in all the land
We love our own the best.
We'll make for her a mighty name
And loyal we will be,
We'll make the people hear the fame
Of dear old I. C. C.

Refrain:

I. C. C., I. C. C., I. C. C.,
We'll sing it fervently
We'll make for her a mighty name
And loyal we will be,
We'll make the people hear the fame
Of dear old I. C. C.

There is no place to us more dear,
There is no tie more strong
Than that we form in friendship here,
We love to linger long.
In memory to thee we'll cling
Through all the years to be,
Where'er we go we'll proudly sing
The praise of I. C. C.

Dear Alma Mater, while we sing
Thy praises loud and clear,
The strength of youth to thee we bring
With all we hold most dear.
Our loyalty to thee we'll give,
Our love both full and free,
With grateful hearts while we shall live
We'll sing of I. C. C.