

# **STUDENT HANDBOOK**

## **ASSOCIATED STUDENTS**

**1964 - 65**

**CALIFORNIA STATE COLLEGE  
AT HAYWARD**



Dear Fellow Student:

On behalf of the Associated Student Council and myself it is a pleasure to welcome you to Cal-State.

You are to be congratulated on your decision to become a student at Cal-State. We are a new college, and as such, welcome the help and ideas of all students.

Do take advantage of the vast academic and social activities available to you. As a student, you are invited to take an active role in the student government, clubs, and organizations on campus.

The Associated Students office is always open for you to come in and get acquainted, and to sign up for any Associated Student activities you might be interested in.

Sincerely,

A large, stylized handwritten signature in dark ink. The name 'Scotty' is written in a cursive script, followed by a large, bold 'R' and 'E' that are connected. The signature is written over a light background.

President  
Associated Students

## STUDENT COUNCIL



**DUANE DE MELLO**  
Vice President



**DARBY RUST**  
Secretary



To Be Elected  
Business & Economics



**JOHN LARATTA**  
Creative Arts



**JOAN FULLER**  
Humanities



**SALLY MCKAY**  
Education



**MIKE LEE**  
Math & Science



**JIM RAFRA**  
Social & Behavioral Science



**ROBERT FORBES**  
Advisor

## **ASSOCIATED STUDENTS**

You, like all other students entering Cal-State, upon payment of fees, automatically become members of the Associated Students of Cal-State at Hayward. This fee supports the athletic program, cultural affairs, divisional sponsored events, Student Association expenses, dances, and the Pioneer newspaper. It also provides funds for the Student Union to be built on campus.

During registration you will receive a Student Body card and a Student Activities card. The activities card serves as a ticket of admission to college activities.

While at Cal-State, you are encouraged to participate in student government, and to join clubs and organizations on campus. You are urged to support college functions, for you are contributing financially to these activities.

## **STUDENT EXECUTIVE COUNCIL**

The Student Executive Council, the governing body of the Associated Students, is represented by a President, Vice President and Secretary, elected to office for a term of one year by the entire Student Body at a general election.

The remainder of the council is composed of one elected Representative from each of the six Divisional Councils, and an advisor who is a member of the faculty. Provisions are made for additional representatives to the council by activation of the College Boards.

The Council meets every Wednesday at 11:00 a.m. at a place to be announced. The Associated Students office is in room 169 of the Fine Arts Building.

## **DIVISION OFFICERS**

### **Business and Economics**

Doug Rogers	President
Olin Covington	Vice President
Larry Bricker	Secretary
Henry Copersmith	Treasurer
Gary Moyle	Representative

### **Humanities**

Ron Schmidt	President
Lenore Turner	Vice President
Joan Fuller	Representative

### **Math and Science**

Truman Wuestenberg	President
To be elected	Vice President
Denise James	Secretary
Mike Lee	Representative

### **Social and Behavioral Science**

Harold Fishler	President
Rosalind Wright	Vice President
Linda Gruenbaum	Secretary
Jim Rafta	Representative

### **Creative Arts**

Ken Collins	President
Rennie Baxter	Vice President
Dorothy Smith	Secretary
John Laratta	Representative

### **Education**

Nancy McKay	President
Bonnie Davidson	Vice President
Paula Foster	Secretary-Treasurer
Ninette Moore	Historian
Sally McKay	Representative

## **DIVISIONAL COUNCILS**

The student government and corresponding program of activities at Cal-State is organized around the basic concept of membership within an academic division of the college. At the time that a student indicates his major and completes registration he is considered to be a member in full standing of the academic division council of the college in which his major is located.

The basic constituency of the Student Council is the representation to it from the academic division. Additional members of the Student Council are selected by campus-wide election and by representation from other large governing units of student life. Specific allocations of funds from student fees are made to the academic divisions by the Student Council as provided for in the constitution of the Associated Students.

The chief advantage of the divisional basis for representation rather than the more traditional class representation lies in the fact that the California state colleges are expected to be composed principally of transfer students. As a consequence, organization by classes has less meaning than by the academic unit. A second advantage to the divisional representation scheme is that the central purpose for attending college is more consistent with student government that would be true with representation based on other plans.

It is hoped that all students will find it possible to participate actively in the affairs of the divisional council and in the various activities for which this council is the governing unit.

## STUDENT BUSINESS MANAGER

The Associated Students employ a student business manager, whose duties are to oversee the spending of this year's \$60,000 budget. The student business manager is mainly concerned with keeping expenses within the budgeted contracts, and, the purchase of materials necessary for use

by the Associated Students.

The Associated Students business manager for the 1964-65 year is Lee Bateman. His office is located in the college bookstore.

## CLUBS AND ORGANIZATIONS

Alpha Phi Omega	(Men's Service Honorary)
Alumni Association	(Alumni-Service)
Blackstone Society	(Pre-law - Academic)
Beaux Arts	(Art-Academic)
Calettes	(Lower Division Women Service)
California Park and Recreation Society	(Recreation)
Cal-State Christian Fellowship	(Religious-Interdenominational)
International Club	(Service-Culture)
Jazz Club	(Music)
Music Educators National Conference	(Music Education)
Newman Club	(Religious-Catholic)
Podium Pounders	(Speech and Forensics)
Political Affairs Club	(Political-Educational)
Second Quarter Club	(Women's Service-Women over 25)
Student California Teachers Association	(Education)
Wesley Club	(Religious-Methodist)
Women's Service Organization	(Women's Service-Upper Division)
Young Democrats	(Political)
Young Republicans	(Political)

## Groups in the Process of Organizing

Baptist Club	College Y
Christian Science Club	Latter Day Saints Club
Psi Chi-Psychology Fraternity	Letterman's Club
Rifle and Pistol Club	S.O.L.D. - Lower Division Service
Student Religious Liberals	Organization
Unitarian-Universalists	

# Performing Arts Committee



## HOOTENANY

With professional and  
student talent

Friday, October 30  
7:45 p.m.

## THE VINCE GUARALDI TRIO

Nationally famous  
artist of modern jazz

Wednesday, November 25  
College Hour

## RAGTIME REVISITED

Starring MAX MORATH,  
Nationally famous ragtime piano  
and lecture artist

Friday, February 19  
8:00 p.m.

## MEREDITH WILLSON

Composer of *Music Man*,  
and the *Unsinkable Molly Brown*

Saturday, April 24  
8:00 p.m.

Plus many other famous and local artists, brought onto the campus for your enjoyment and entertainment. Watch for publicity concerning these events and support them.



Richard D. Moore  
Chairman

Barry Collier  
Dean Sutcliffe

Evelyn Sykes  
Jon Alt

Stan Clark  
Advisor





**MAX MORATH  
RAGTIME  
REVISITED**

**HOOTENANY  
October 30**

**MEREDITH  
WILLSON**

**THE  
VINCE GUARALDI  
TRIO**

**Plus many  
other surprises**

All activities sponsored by the Performing Arts Committee will be free to Cal-State Students. Tickets may be picked up in the college bookstore one month before each event.

## DEAN OF STUDENTS

**Dr. Lyle D. Edmison**

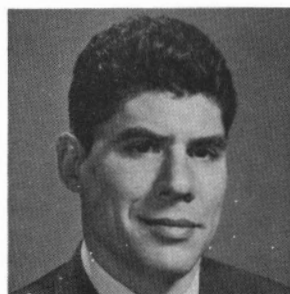


The Dean of Students is responsible to the President for the overall administration of the college's program of student services. As a member of the President's executive staff he is responsible for interpreting, and serves as a representative of, the student society of the campus. Policies pertaining to student life are developed in concert with his staff and recommended to the President. Similarly, policies which affect student life are disseminated through his staff.

By office the Dean of Students serves as chairman of the student association budget committee. As a member of the faculty he may serve on various other college committees.

The Dean of Students is the student disciplinary officer of the college. It is his responsibility to protect the rights and freedoms of students as well as to insure the acceptance of responsibilities which are the marks of mature citizens in a democratic society.

## DEAN OF MEN



**Dr. Howard Slatoff**

The Dean of Men serves as Financial Aids Officer, Housing Officer, and Foreign Student Adviser here at Cal-State. He is also available for dealing with student problems as they arise in the affairs of the college in the fields of counseling, academic advisement, personal matters and financial problems.

### FINANCIAL AIDS

Responsible for and administers all financial aids to students:

1. N.D.E.A. Loan Program
2. United Student Aid Funds
3. Emergency Loans
4. Scholarship Program

### HOUSING

Responsible for currently available approved off-campus residences for students, faculty and staff.

1. Housing within the community
2. The formulation and administration of criteria for Residence Halls in order to insure that they meet the standards, rules and regulations of this college

### FOREIGN STUDENTS

Responsible for arrangements with foreign Consuls, United States Consuls and the Department of Immigration.

1. Establishment of communication between California State College at Hayward and the foreign student applicant
2. The furnishing of all pertinent Department of Immigration forms necessary to insure the matriculation of foreign student applicants
3. Counseling of foreign students regarding housing, financial affairs, academic affairs and other pertinent information. A Foreign Student Handbook is available to students to assist in their academic and social adjustment to this college.

## DEAN OF WOMEN



**Dr. Joan Seavey**

The Office of the Dean of Women is primarily a counseling office where both men and women may seek information and/or assistance. Students are invited to come in at any time, either with or without appointments. The Dean is particularly interested in the adequacy of the total college program, especially as it relates to women students. The Dean of Women also serves as the *coordinator of the Out-of-Class Education program*. She and her assistants are responsible for the over-all coordination and supervision of the activities program of the college. Individuals or groups seeking assistance on the establishment of clubs, organizations, honor societies, social and recreational activities, and other out-of-class programs or activities should clear with the Dean of Women or Activities Adviser in her office. Faculty members and students are urged to stop at the office or call in for assistance on any phase of the activity program.

The Dean of Women serves as coordinator of the Orientation Activities scheduled every quarter for new students. With assistance from the Associated Students and a large committee of volunteer student assistants, the Dean of Women's Office develops a program for new students at the beginning of each new quarter. The fall program includes a week of educational, social, and recreational activities calculated to launch new students on a successful college career.

The Dean of Women serves as liaison between the Student Government (Associated Students) and the college faculty and administration.

## **ATHLETICS AND INTRAMURALS**

Cal-State is a member of the Far Western Conference and in 1964-65 will participate in a full schedule of basketball, football, baseball, swimming, wrestling, tennis, golf, track, and cross country. An intramural athletic program also will be offered to students.

## **VETERANS AFFAIRS**

A Veterans Affairs Coordinator is located in the Student Personnel office to assist students seeking information, counseling, or registration under a V.A. program.

## **JOB PLACEMENT**

Cal-State College at Hayward maintains a Placement Office (FA183) to assist you in obtaining:

1. Part-time jobs while pursuing your academic goals and;
2. Full-time placement after graduation in Education, Business, Industry or Government.

There is no charge for any of these services. You must register with the Placement Office before we can assist you in placement. For part-time jobs, you must keep the office notified of your current class schedule by stopping by in the office and making any necessary revisions at the beginning of each quarter. Part-time jobs are posted on the bulletin board outside FA183. For full-time career placement, you should register with the Placement Office approximately 3 to 4 quarters prior to graduation. School, business, and government interview dates are posted on the calendar outside FA183.

## **ALUMNI ASSOCIATION**

The Alumni Association maintains an office in FA183. Association officers for 1964-65 are as follows:

President	Bill Nachtsheim
Vice President	Ken Ernst
Treasurer	Gerald Linnell
Secretary	Winifred Bozza

Inquiries concerning the Alumni Association should be addressed to this office.

## **PARKING**

Parking is available on campus for students with the purchase of a parking sticker at the cost of \$9.00 per quarter. There is also a coin operated parking lot on campus at a cost of 25 cents per entry.

## **LIBRARY**

The library, located in the North wing of the Science building, has a collection of approximately 95,000 volumes. Besides the general circulation desk, the library also maintains a reference desk and also a large periodical collection.

The library is open from 8 a.m. to 10 p.m. on Monday through Thursday, and from 8 a.m. to 5 p.m. on Friday. On Saturday, the hours are from 8:30 a.m. to 5 p.m.

## **AUXILIARY ENTERPRISES**

### **Bookstore**

The Cal-State Bookstore, located in the Fine Arts Building, will be open from 8:30 a.m. to 4:30 p.m. daily, and from 6:30 p.m. to 8:30 p.m. on Monday through Thursday.

The bookstore will cash checks for students up to the amount of \$10.00

### **Cafeteria**

The cafeteria is located in the Fine Arts Building, and is open from 7:30 a.m. to 9:00 p.m. Entrees are served daily with short orders available for the evening meal.

### **The CAVE**

The Cave snack bar is located in the Science Building. The snack bar and vending machines in the Cave are in operation continuously, and hot food is available from 7 a.m. to 6 p.m. daily.

# Student Health Services

In conformity with the Education Code of the State of California, the objective of our Student Health Services is to protect and preserve the physical and mental health of our students. This encompasses health education, the prevention and treatment of illnesses and injuries and the provision of a safe and healthful environment.

## **HOURS SERVICES ARE AVAILABLE**

The Student Health Services office is open from 8 to 12 a.m., and from 1 to 5 p.m., Monday through Friday. Requests for service should be on an appointment basis if possible. *Emergency care* will be rendered *immediately at any time* on the campus. The facilities are available to all currently enrolled students.

## **BASIC SERVICES**

### **Physical Examinations**

An entrance physical examination is a matriculation requirement prior to a student's admission to the college. This examination is to be completed by a private physician and at the student's own expense. The Student Health Record is the college medical form on which the examining physician's findings are to be submitted in addition to the health history completed by the student.

### **Students Who Must File This Form**

- a. all undergraduate students
- b. graduate students pursuing a General Elementary Credential, a Master's Degree or one who plans to enter the student teaching or credential program of the college
- c. graduate students enrolling as regular students (7 units or more)



*The strongest root of happiness is health.*

Will Durant

\* \* \*

## **CLINICAL SERVICES**

### **Minor Illnesses**

Services for minor illnesses include the following, but are not limited to these: colds, sore throats, headaches, skin conditions, allergies, gastrointestinal conditions, contagious diseases and infections.

### **Minor Injuries**

Injuries of a minor nature which are treated: sprains, strains, burns, eye injuries, foreign bodies, lacerations, abrasions, and emergency treatment for fractures which require referral.

## **LABORATORY PROCEDURES**

X-ray services are not available at the present time. Referrals for X-ray or any laboratory procedure are made upon request.

## **SPECIAL TESTS (when indicated)**

Vision

Audiometer

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Although there is no charge for any services given at the Health Office, it should be recognized that the Student Health Services is supported in part by the State and in part by a portion of the student's Material and Service fee.

## NOTES

STUDENT HANDBOOK COMMITTEE

John Everlastus Longus, Chairman

Scotty Reed

Duane DeMello

Darby Rust

## ALMA MATER

Up from the restful bay  
Stretch Hayward's hills away,  
Into the Eastern sky,  
Mounting their watch on high.

Bounds fade and views expand,  
Up with the mounting land,  
'Til on these rolling hills,  
Visions broad greet the eye.

So may our spirits find these  
Ageless hills a teacher,  
And so may lonely truth reward  
Their flights to reach her;  
Hearts and minds which seek  
The heights!