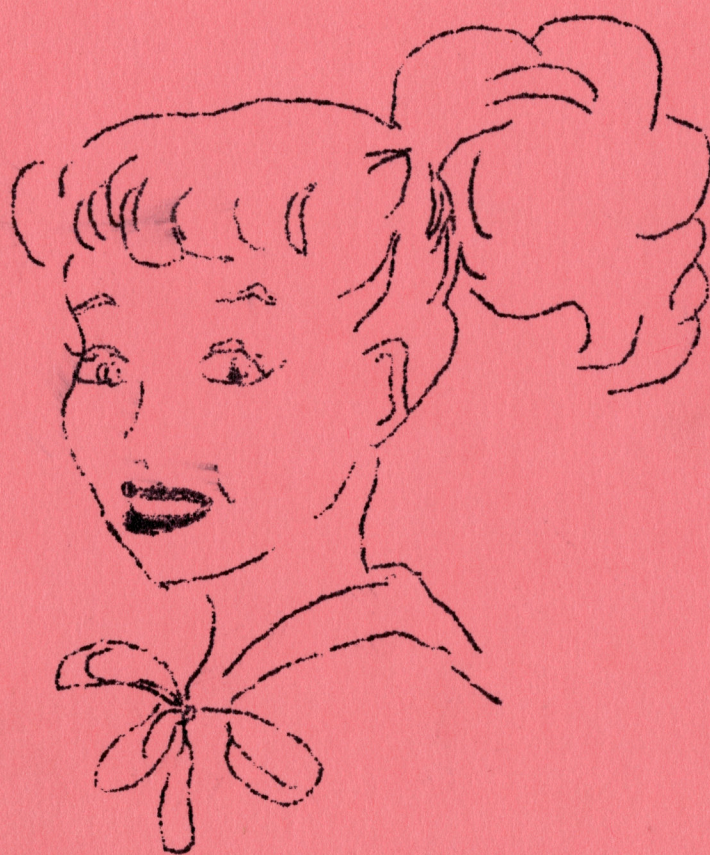


CUES FOR COEDS



CALIFORNIA STATE POLYTECHNIC COLLEGE

SAN LUIS OBISPO

September 1957

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Welcome to Cal Poly! We've been planning for you for a long time and trying to imagine the things you're wondering about as you enroll here. We know you'll make us proud of you as you enter with enthusiasm into life at Cal Poly.

We've had many lengthy discussions at which we all pooled our ideas about what things you'll need to know. Finally we came up with this booklet, CURS FOR COEDS AT CAL POLY. We hope that, along with the WESTERN

you'll soon feel right at home here.

In addition to key persons in your residence hall who stand ready to help you, you will always find the well-known Cal Poly Counseling Center, at your advisor's office, and at the Associate Dean of Students' office.

Drop in for a visit and let us get to know you. We'll help guide your way through these first months. Things to know about Cal Poly are included, as well as the Cal Poly Code.

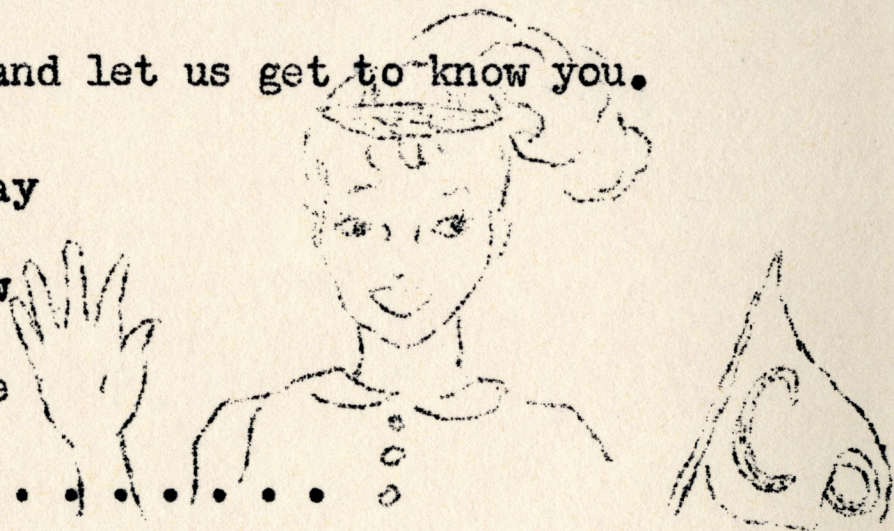
HI, COEDS!

Welcome to Cal Poly! We've been planning for you for a long time and trying to imagine the things you're wondering about as you enroll here. We know you'll make us proud of you as you enter with enthusiasm into life at Cal Poly.

We've had many lengthy discussions at which we all pooled our ideas about what things you'll need to know. Finally we came up with this booklet, CUES FOR COEDS AT CAL POLY. We hope that, along with the MUSTANG HANDBOOK, it will help you get acquainted, and that you'll soon feel right at home here.

In addition to key persons in your residence hall who stand ready to help you, you will always find the welcome mat out at the counseling center, at your advisor's office, and at the Associate Dean of Students' office. Drop in for a chat, and let us get to know you.

To help guide your way through a maze of new things to learn, here is Connie Coed



THE BOOKWORM HABIT . . .

The most important reason for coming to college is, of course, learning. Therefore, developing good study habits is mighty important. There's that all-important grade point average to maintain, not only for yourself, but also for your folks. So it's best to start out right.

Here are some good tips for studying:

1. Help keep Quiet Hours in the dorm -- they're for your benefit.
2. Be sure your study area is well-lighted, fairly comfortable (not so comfortable you fall asleep!), and free from distractions of radio, conversations, and parties down the hall.
3. Budget your time. After you've enrolled in classes, plan for the number of hours you'll spend for your course in study and library work. And most important, try to stick to that plan. It will pay off in better grades, and more thorough learning of your subjects. Then you'll be able to find time for other important things, too . . . like dates and activities.



4. Take clear, concise lecture notes, outlining as

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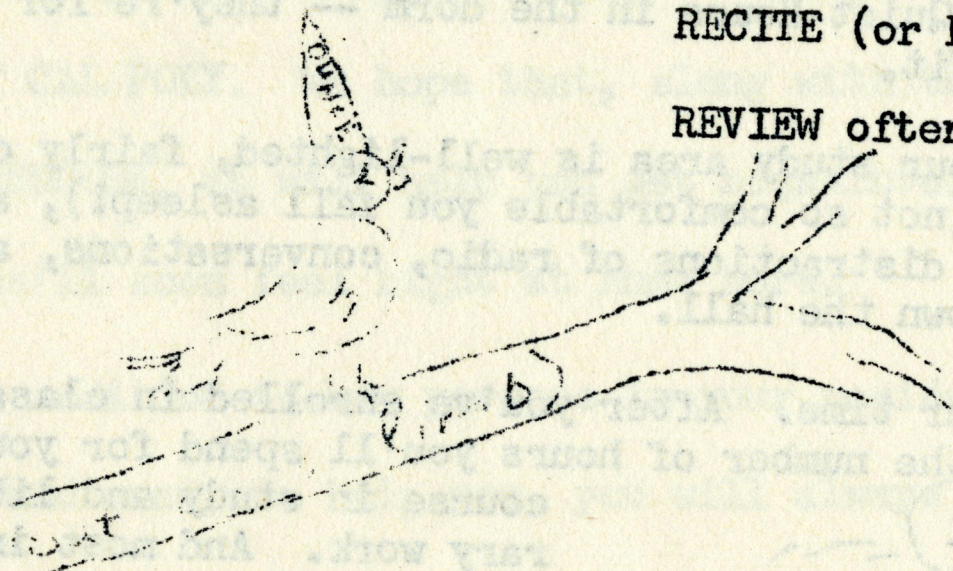
you go, if possible. Try to write down what the instructor emphasizes as important, and not necessarily every word he says. Good notes will help you in reviewing.

5. After reading an assignment, close your book and try to recite or write down the main ideas to remember. Re-reading the important parts will aid retention, too.
6. Review notes and reading assignments often enough to make the important things stick in your mind. Then reviewing before an exam will be much easier. Of course, cramming is strictly for the birds!

Keep these THREE R'S in mind: READ carefully,

RECITE (or RE-WRITE),

REVIEW often.



To figure your own grade point average, here is the formula:

Each unit of A	=	4	grade points
" "	"	B = 3	" "
" "	"	C = 2	" "
" "	"	D = 1	" point
" "	"	E = 0	" points
" "	"	F = 0	" "

Divide the total number of units carried into the

total number of grade points received. The result is your grade point average.

Example:

	<u>Grade</u>	<u>Units</u>	<u>Grade Points</u>
English	A	3	12
Math	B	3	9
History	C	3	6
Science	B	3	9
P. E.	A	$\frac{1}{2}$	2
Music	B	2	6
		<hr/>	<hr/>
Total		$14\frac{1}{2}$	44

$$14.5 \div 14.0 = 3.0$$

You will want to keep that average up for those all-important "specials" which we shall tell you about later. Also a minimum of 2.0 is required to remain in good standing at Poly. In certain curricula this requirement is higher. Your advisor can tell you about the requirements in your particular course of study.

Activities are important at Cal Poly, and you will want to make use of your talents and interests by taking part in clubs, committees, dorm organization, and all-college events. There are lots of ways for potential wheels to get rolling.



For example, there will be many opportunities for you on campus committees which involve dances, rallies, assemblies, carnivals, drama, music, poster work, student government -- almost anything you can imagine. You'll get a lot more out of your college years if you take part in school events.

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What to wear is often a question in a coed's mind as she plans for college. For details, check the clothing chart which follows, but briefly, casualness is the key to campus wear. Blouses, sweaters, and skirts form a practical wardrobe. Comfortable shoes, whether saddles, loafers, oxfords, or bucks, are a must — you'll be doing lots of walking. Be well prepared, too, for our liquid sunshine! From experience we would suggest raincoat and hat, galoshes, and something waterproof for toting books. For those special Western dances you will feel equally at home in Western pants or cotton dresses. Bring something special for formal occasions, and you'll be ready for action. Neatness and good taste are your best bets for being well dressed . . .

NOTE: Jeans, bermudas, pedal pushers, and slacks may be worn on campus only:

1. To breakfast on Saturdays and Sundays and to lunch on Saturdays.
2. After 4:00 p.m. except to class or dinner.
3. To labs requiring them.

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Occasion	Dress	Hat
Campus Wear	Skirts, blouses, sweaters, wool or cotton dresses	No
Athletic Events	Suits, skirts, sweaters, school dresses	Rooter's Cap
Beach	Bathing suits, bermudas, slacks pedal pushers	No!
Teas, Receptions	Dressy date dresses or suits	Yes
Concerts, Plays	Dressy date dresses or suits	Optional
Banquets	Dressy date dresses or suits	No
Church	Simple and Neat	Optional
Dances (Sport)	School clothes	No
Dances (Informal)	Date dresses - Street length	No
Dances (Formal)	Ballerina or long formals	No
Dates	Date dresses or suits	Depends
Sports Participation	Jeans, shirts sweat shirts, bermudas, pedal pushers	Scarf

Shoes	Coat	Purse	Gloves
Saddles, bucks flats, or loafers	Sport or Rain	Yes	No
Saddles, bucks loafers, flats or heels	Depends on the Weather	Yes	Optional
Depends, feet tender or tough?	Only at Night	Optional	Never!
Heels	If Needed	Oh, Yes!	Sure 'nuff!
Heels	Ditto!	Yes	Yes
Heels	Ditto! Ditto!	It'd be handy!	Up to you
Heels	Watch the weather!	Remember the Collection!	Yes
Sport flats	Sporty	Yes	No
Heels	Dressy	Yes	No
Dressy high or low	Dressy, evening jacket	Yes	Optional
Heels, dressy flats, neat loafers	Sport or Dressy	Yes	As you wish!
Saddles, boots, tennis, loafers	Sport Jacket	Billfold	No

IN THE DORMITORIES . . .

A center of activity will be your residence hall. There are lounges in which you may entertain friends, play cards, study, or sing around the piano. Here dorm meetings will be held, and here your dates may meet you in the evenings.

Since the dorm is really your "home away from home", your room will be your castle, so to speak. Here you'll not only study and sleep, but also hold "gab fests". You and your roommate will soon become good friends, and can plan the fixings, such as bedspreads and curtains for your room.

You furnish your own bedding, study lamps, radio -- and don't forget an alarm clock for those eight o'clocks.



You are expected to keep your own room neat and clean at all times. Brooms, dustmops, and dustpans are available in the dorm and should be returned as soon as you have finished using them.



Dorm Organization

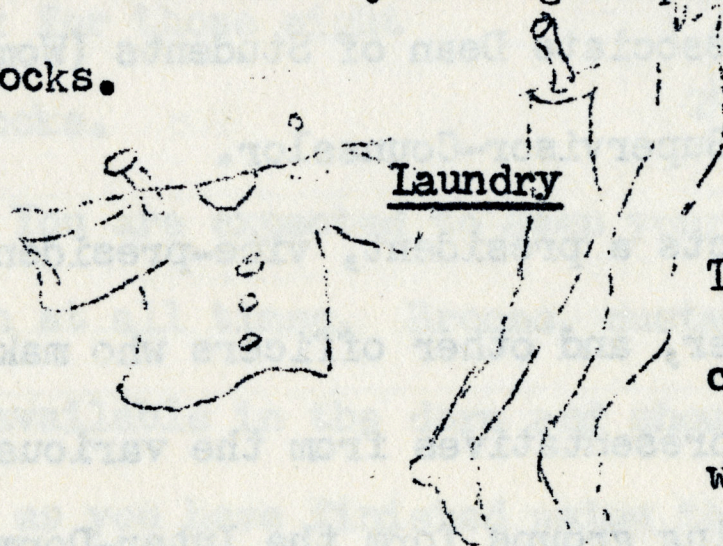
In each dorm there is a Head Resident who is there to help you. When you have a problem, no matter how small, her door is always open. But be considerate of her. Although you will want to treat her as you would your own mother, remember there are 50 other girls for her to help, too.

To assist the Head Resident are the Head Resident Coordinator, the Associate Dean of Students (Women), and the Residence Supervisor-Counselor.

Each dorm elects a president, vice-president, secretary, treasurer, and other officers who make up a house council. Representatives from the various dorms and off-campus living groups form the Inter-Dormitory

Council which helps unite the residences in their many activities. If you're interested, your services will soon be welcomed in organizing good councils. The requirements for council members are interest in working for good dormitory government and at least a 2.0 grade point average. All regular residence group meetings are held on Monday nights.

As in any community, there are certain rules we must have in order for everything to function smoothly. The regulations on the following pages you'll find vital for helping you enjoy dormitory life to the fullest. A spirit of cooperation and working together for the group progress provides the key to happy dorm living -- then rules and regulations will serve you as guideposts, not stumbling blocks.



The laundry room contains an automatic washer and dryer, and

an ironing board. Be sure to follow directions posted over the washer, and do remove your clothes from the laundry room immediately after drying. You'll keep them longer, and they won't be misplaced or lost. Please don't use wash basins for laundry, nor hang clothes in your room to dry.

Luggage

Luggage is kept in the luggage room at all times, clearly labeled with your name and address. Trunks should be unpacked in the luggage room, not in your dorm room. After unpacking, take your suitcases to the luggage room -- leaving them in the halls provides a real stumbling block.

Fire

Smoking is allowed in your room and in the lounge; but for your protection, don't smoke in bed or in any room where metal or glass ash trays are not provided.



The electrical equipment you may use is limited to clocks, radios, phonographs, and desk lamps. Irons, popcorn poppers, hair driers, and percolators are definitely fire hazards and should never be used in the rooms. The circuits aren't wired for such a heavy load. If you want to dry your hair or pop popcorn, check with the Head Resident as to where you might use the appliances.

Trim and Tidy

Be sure your room is always tidied up before you leave for school.

Please use only masking tape or tape-hooks on the walls to hang pictures or bulletin boards. Scotch tape removes the paint and should never be used. If something gets broken or damaged, the Head Resident should be notified so it can be fixed. Any losses or damages to the furnishings or dormitories are



charged to the individuals or groups concerned.

Pets

No pets are allowed in the dormitories. Since everyone would rightfully have the privilege of possessing one if they were allowed, you can imagine the confusion with 50 dogs, for instance!

Alcoholic Beverages

It is a college rule that no alcoholic beverages may be brought into or kept in college dormitories, and no one may enter the dorm under the influence of such beverages. Any violation becomes a disciplinary offense.

Overnight Guests

You may have friends visit you overnight with the following limits:

1. Prior permission must be obtained from the Head Resident.
2. Linens and bedding must be furnished by you or your guest.

3. A donation of 50¢ per night per guest is asked for the dorm treasury.
4. Guests may not be entertained during finals.
5. Guest privileges are limited to a maximum of two guests per girl at any one time and to a stay of not more than two consecutive nights.

Phone Calls



Because so many of you use the same phone, courtesy is absolutely necessary. Be sure to limit your conversations to five minutes, and take your turn at phone duty. When

answering, do so with a

pleasant and well-modulated

"This is Heron Hall, Connie speaking." Buzz, don't yell,

for the girl called. If the

girl is not in, be sure to ask, "May I take a message?"; then be certain the message is de-

livered.

You may not place or receive calls between 11:00 p. and 7:00 a.m. Sunday through Thursday, nor between 1:30 a.m. and 7:00 a.m. Friday and Saturday. Excepted, of course, are emergency calls from home, which the Head Resident will handle on her personal phone.

Dress

When visitors are likely to be in the dorm, watch the way you dress if going into the lounge or the entrance hall. It's embarrassing and certainly not in good taste to have someone waltz through, hair up, and in a house-coat, while you are entertaining a guest.

While on desk duty you are the official hostess for the dorm, so look the part.

Sunbathing

Your cooperation is requested in refraining from sunbathing on the dormitory lawns. As soon as possible, a suitable place will be provided.

Best Foot Forward

We've found that the thing which makes college life most enjoyable is consideration for others. In your living group the Golden Rule applies to all problems, such as answering phones, helping your neighbors by keeping quiet hours, and showing consideration for your Head Resident by observing closing hours.

It's really up to you to do your share in observing rules. They have been formulated, not to deprive you of your freedom, but to make community living more agreeable and enjoyable for everyone. You can keep it that way by being cooperative.

SOCIAL REGULATIONS . . .

All living groups, both on- and off-campus, operate under the same set of regulations. Your off-campus home has been approved with the understanding that your landlady will follow the same checking and reporting procedures that the campus Head Residents follow. Please cooperate with her, as she is trying to fulfill her responsibility to you and to the

College.

Signing Out

For any absence from your residence after 7:00 p.m., you must sign out, giving all information requested -- and please, no ditto marks, abbreviations, or first names only! Always sign your own card unless an emergency prevents it. In that case, the person signing you out must initial the card. On your return, be sure to sign in.

Weekend Sign-Out

Weekend privileges are granted in accordance with your parents' requests. A form is sent to them on which they list the names and addresses of friends and relatives whom you may visit for a weekend. This form is filed with your Head Resident and you may check out to any of these addresses from Friday noon to Sunday night. The Head Resident must be informed, however, not later than 5 p.m. of the day you wish to check out. When you have signed out for the weekend, a postal

card is sent to your folks informing them that you are on your way. This is a precautionary measure in case of accident en route.

Opening and Closing Hours

Residences open at 6:30 AM. Closing hours are as follows:

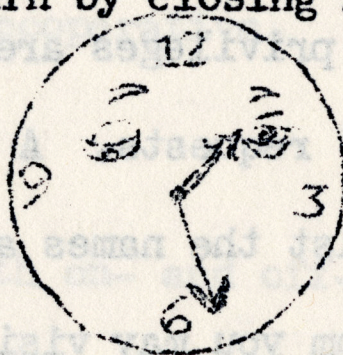
<u>Hours</u>	<u>Weekdays</u>	<u>Fri.-Sat.</u>	<u>Sunday</u>
Freshmen	10:30	1:30	10:30
All Others	10:30	1:30	11:30

"Lights-out" is one-half hour after closing.

If emergency* prevents return by closing hours:

1. Call Head Resident before closing time.

2. If unable to call (which would be extremely rare), return to dormitory and awaken Head Resident to be admitted.



(Note: Second emergencies will be examined searchingly.)

*Car repairs are generally not considered an emergency.

Specials

A "special" is permission to be out on a week night after 10:30, but never later than 12:00 midnight. You are permitted a certain number each quarter depending on the preceding quarter's grade point average. A "special" should be requested before you check out for the evening. Under no circumstances will it be granted after 10:00 PM.

Specials Allowed Per Quarter

Freshmen

1st quarter 2

All Former Students dependent on grade points

Below 2.00 (C) none

2.00-2.49 4

2.50-2.99 6

Over 3.00 (B) unlimited

Transfers

1st quarter dependent on transfer grade
points

Below 2.50 none

2.50-2.99 4

3.00-3.50 6

Over 3.50 unlimited

Graduating Seniors (last quarter)

Over 2.00 unlimited

Holidays and Vacations

On a night before a college holiday, the closing hour is 12:00 midnight. During vacations, such as Christmas and Easter, regular closing hours are in effect.

Quiet Hours

By quiet hours we mean radios off or low enough not to be heard outside the room, and each girl in her own room studying or in the lounge. Quiet hours are:

Monday, Tuesday, Wednesday, Thursday

8:00 a.m. - 11.30 a.m.

1:30 p.m. - 4:00 p.m.

7:30 p.m. - 6:30 a.m.

Friday and Saturday

8:00 a.m. - 11:30 a.m.

1:30 a.m. - 11:30 a.m. the next day.



Sunday

- 11:30 a.m.

7:30 p.m. - 6:30 a.m. Monday

Visiting Hours

All visitors must observe "Quiet Hours". Your dates may call for you anytime from 8:00 a.m. to 10:00 p.m. but may remain as guests only during the following hours:

Monday, Tuesday, Wednesday, Thursday

4:00 p.m. - 8:00 p.m.

Friday

4:00 p.m. - 1:15 a.m.

Saturday

12:00 noon - 1:15 a.m.

Sunday

12:00 noon - 10:15 p.m.

Although most students realize the need for regulations in any group living situation and cooperate to the fullest extent, there are always a few who find it hard

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to discipline themselves. For these occasions penalties become necessary and the following are the ones used at Cal Poly.

PENALTIES . . .

For infractions of regulations concerning hours, dress, signing out and in, etc., points are assessed. For example - one point is charged for each minute late, for an incorrect entry on sign-out card, or for a violation of quiet hours. Points are cumulative for one quarter, and penalties are as follows:

15 points accrued	Friday night campus
30 " "	Friday and Saturday night campus
45 " "	Referral to dorm council (inter-dorm council for off- campus residents)
60 " "	Referral to inter-dorm council

A "campus" must be started within seven days of issuance, and if broken, the penalty is doubled. In serving a "campus", you must

1. Report to the desk at 7:30 p.m.

2. Go to your room immediately after reporting.
3. Remain in your room with no visitors until 6:30 a.m. the next morning. You may leave for the restroom only.
4. You may receive no telephone calls except in cases of emergency.

Points and campus penalties are assigned by the council or Head Resident or assistant.

AND THAT ABOUT DOES IT . . .

At least, as far as rules go. But we hope you know there's more to be added in the way of Cal Poly traditions and customs regarding women students . . . and you'll probably help add them. In the years to come, your suggestions for improvements will no doubt make a big difference.

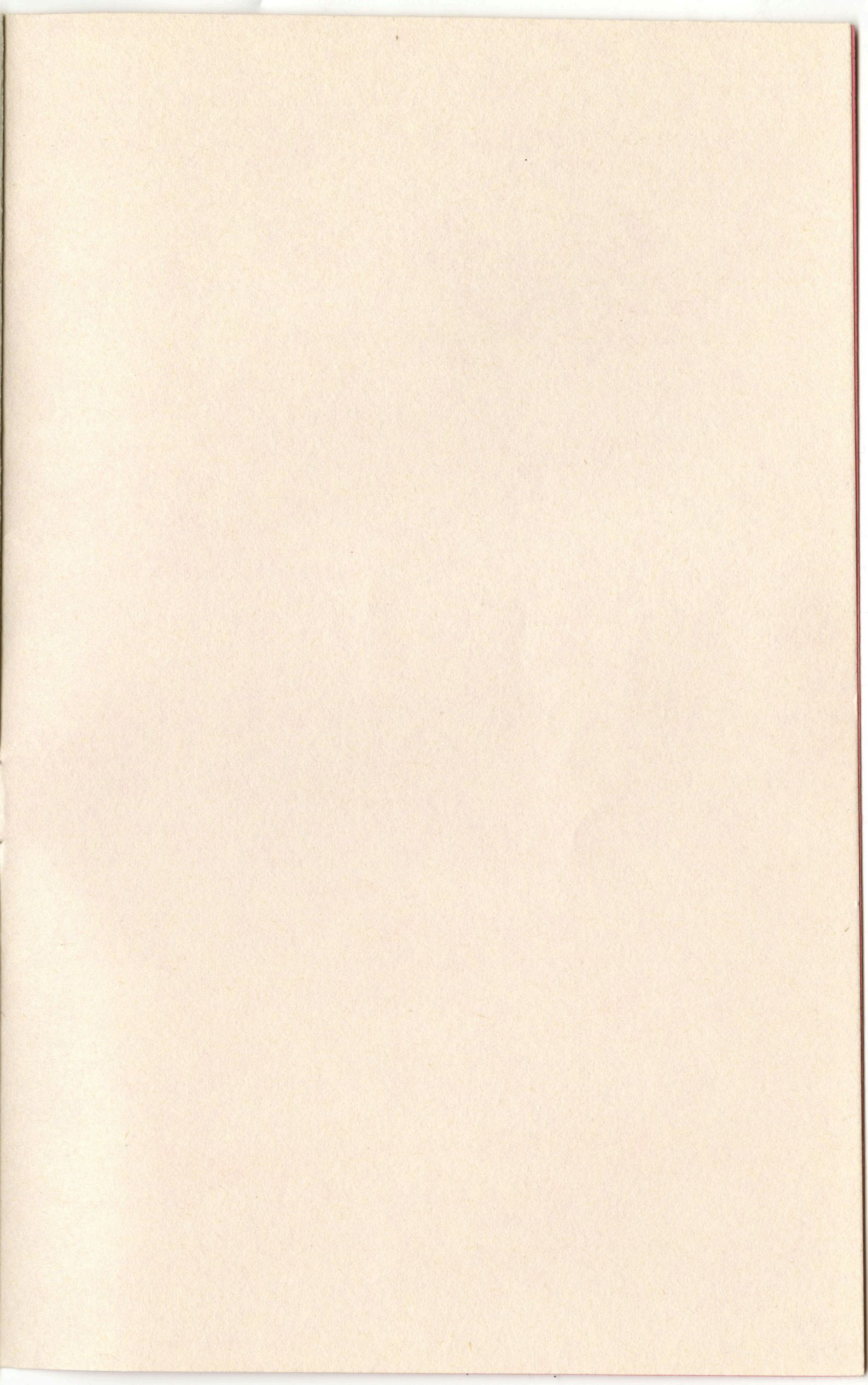
We hope this little handbook will help you "keep in step" and that it's answered some of your questions. There are many things we've left out, but we had to stop somewhere. There are lots of people around

campus to help you out, though, so don't hesitate to ask.

Instead of the customary word of farewell at the end, we want this to be a great big "Hello" to all you new Cal Poly coeds. We're looking forward to seeing you around campus.

Best Wishes!





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ask.

Instead of the customary word of farewell at the
end, we want this to be a great big "hello" to all you
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you around campus.

Best wishes!



