# BOISE JUNIOR COLLEGE

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1958

# STUDENT HANDBOOK

# BOISE JUNIOR COLLEGE HANDBOOK FOR STUDENTS

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Published by

The Associated Student Body

# INTRODUCTION

The purpose of this handbook is to acquaint the students with the functions, facilities, opportunities, and campus life at Boise Junior College.

As a student enters college there are many questions which must be answered. A student's success during his college days often depends upon the answers he receives while he is in his early days of college life.

This handbook is designed to help answer some of the more important questions about BJC. It is impossible to print all the solutions and the students should have someone to turn to: 'See your advisor,'' he is appointed to help you with whatever problems you may have.

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## EXECUTIVE BOARD

The Executive Board elected by the students controls the affairs of the Associated Student Body.

The Board draws up the budget of the money received from the Student Body cards and allocates its various uses to benefit the greatest number of students. Students may ask for a copy of the ASB budget at any time along with copies of the BJC constitution.

The Board also has the power to initiate, sponsor, and supervise the activities of the student body.

## STUDENT BODY FEES

The activity ticket which the student purchases for $9.00 each semester is allocated on the following basis:

| | |
|---|---|
| Athletics | 27.0 % |
| Publications | 25.0 % |
| Publicity | 10.0 % |
| Social | 9.0 % |
| Entertainment | 5.4 % |
| Music | 4.0 % |
| Debate | .5 % |
| Pep Organizations | 3.3 % |
| Incidentals | 2.1 % |
| Contingencies | 6.0 % |
| Student Union | 7.7 % |

# STUDENT SERVICES

## 1. Business Office

The business office, room 110A of the administration building is the place to pay tuition, fees, board and room.

## 2. Counseling and Testing

There are several agencies within the college designed to help you. Get to know your faculty advisor and also the counseling psychologist and director of testing, both in room 120. The Deans of Men and Women, rooms 211 and 212, are always available to help with personal problems.

## 3. Health Service

Boise Junior College maintains a health service for students. The medical advice of the college physician is available from 8:00 to 9:00 a.m. daily at the health center. Between the hours of 9:00-12:00 daily, a nurse is on duty for treatment of any minor ailment or injury. The college does not assume responsibility for the complete medical care of students.

**4. Library**

The college library, located in the east end of the administration building, includes a large general reading room, a reference room and two combined stack and study rooms. It is open 57 hours a week and all books are on open shelves. The library has a book collection of over 25,000 volumes. During a student's orientation period at BJC he will become acquainted with the library and instructed in its use. A student must sign for every book he borrows regardless of the length of time he wishes to use it. Books in the stack room may be borrowed for two weeks. Overdue fines on books in general circulation are 2c per school day.

Books are placed on the reserved shelf at the request of instructors and are loaned for one hour at a time during the day, and for overnight after 4:00 p.m. A reserve book out overnight must be returned by 9:00 a.m. the following morning. Overdue fines on reserve books are 25c first hour, 5c each additional hour. General reference books do not go out of the library. They are shelved in the reading room and must be used there.

BJC students also have access to the Boise Public and the Idaho State Libraries.

**5. Loans**

There are two types of loans for students attending BJC: the National Student Defense Loan and the Short Term Loans.

Application for the N.S.D.L. should be made in the office of the Vice President. Students may borrow up to $1,000 per year if they qualify.

The short term application forms are obtained in the office of the President.

**6. Scholarships**

Scholarships are awarded on basis of ability and need. To apply for a scholarship you are required to fill out a detailed form secured in room 218.

**7. Student Employment**

The office of the Vice President, room 121, handles all on-campus employment. You may ask for an application if you are interested. The offices of the Deans of Men and Women include informal placement bureaus for part-time employment off campus.

**8. Housing**

All housing, on or off campus, is handled by the Deans of Men and Women. They have a list of approved housing in Boise and they also know when there are rooms available in the dorms.

# WHERE DO YOU GO ?

TO CHANGE A COURSE—Se your advisor.

TO DROP A COURSE—See your Advisor

TO WITHDRAW FROM COLLEGE—Dean of Men and Women, rooms 211,212.

TO INQUIRE ABOUT A LOAN—Regular or National Defense—Vice President's Office.

TO INQUIRE ABOUT A SCHOLARSHIP—room 218.

TO PLACE A SOCIAL EVENT ON THE SCHOOL ACTIVITIES CALENDAR—Dean of Women's office.

TO GET A NOTICE IN THE PAPER—Vice-President's office.

TO GET A POSTER APPROVED—Vice-President's office.

TO OBTAIN A ROOM FOR A MEETING—Vice-President's office.

TO GET HELP WITH A CURRICULUM—See your advisor.

TO SEE ABOUT A JOB—On campus—Vice-President; Off campus—Deans of Men and Women.

TO SEE ABOUT A LOST OR FOUND ARTICLE—Switchboard, room 111.

TO GET MEDICAL ATTENTION — Health Center—8:30-9:30 a.m., daily.

TO USE A TELEPHONE—Pay phones in Science building, Administration building, Student Union, Gym.

TO GET BOOKS—Book store in basement of Administration building.

TO GET SCHOOL SUPPLIES—Book store in Student Union.

TO FIND SOMEONE—Card file in Registrar's office, room 113.

TO REPORT CHANGE OF ADDRESS—Dean of Men and Women.

# STUDENT REGULATIONS

At BJC you will have the same problems in college life as would confront you in any community and there will be special ones because you are a student.

## 1. Student Conduct

In order to be admitted to Boise Junior College a student must present satisfactory evidence of good moral character. The development of character is regarded as a primary aim in education and is emphasized at all institutions of higher education. With this in mind we may then state that:

(a) Students are expected to show a proper respect for good order, morality and integrity.

(b) Conduct must at all times be in keeping with the standards that identify a lady or a gentleman.

## 2. Firearms

Because of their recognized danger, firearms will not be kept in student living quarters. Possession of firearms on campus is strictly prohibited. Possession of a loaded weapon on campus at any time will result in immediate dismissal from the college. Possession and use of fire-

works in any college building are strictly prohibited.

Occupants of college housing and off-campus housing, being within the limits of the city of Boise, are subject to city ordinances and state laws governing the use of firearms and fireworks.

**3. Card Playing** is permitted in the Student Union between the hours of 8:00 a.m. to 11:15 a.m. and 1:00 p.m. to 4:00 p.m. and in the residence hall recreation lounges for residents of the hall only.

**4. Soliciting** by any student, solicitor, agent, or sales person operating in his own interests and for any purpose not directly connected with college interests is not permitted without the written approval of the Vice President of the college.

**5. Publicity and Bulletin Board Procedure**

(a) All posters, banners, or advertising of any type must be approved in office 121, Administration building, and cannot be larger than 14" x 22".

(b) Only those events of organizations recognized by the college, and those ap-

proved for the social calendar, may be publicized until after approval by the Dean of Women and the Vice President.

(d) All publicity for newspapers, radio, and TV must be approved by the Assistant to the Vice President, room 121.

**6. Campus Parking and Traffic**

(a) Park only in designated areas (do **not** park in restricted yellow areas, slots reserved for Staff and Administration, or visitor spaces).

(b) The speed limit on campus is 15 miles per hour.

(c) Observe the flow of traffic on campus, especially at entrances, exits, and directional arows.

(d) **Caution:** Be careful of the Campus Grade School pupils who use our streets and sidewalks.

(e) Pay college parking tickets in room 121. City tickets must be paid at the Police Station, City Hall, 605 Bannock.

**7. Eligibility for Extracurricular Activities**

1. For intercollegiate athletics: Eligibility will be based on the rules and regulations of the Intermountain Collegiate Athletic Conference. Such eligibility will be

determined at each nine week grading period and will remain in effect until the next nine week grading period.

2. For other extracurricular activities:

a. Eligibility will be granted if a student complies with each of the following:

1. Is enrolled as a full time student.
2. Has a cumulative GPA of 2.00 or better.
3. Has a GPA of 2.00 or better for the semester immediately preceding.
4. If an entering freshman, has the recommendation of his advisor.

.b Eligibility will be determined at the end of each semester grading period and will continue for the semester following.

c. The activities governed by this section include:

1. Elective or appointive Student Body Officers, including heads of committees.
2. Elected officers of all officially recognized clubs (including residence hall organizations) exclusive of religious organizations.

3. Committee chairmen appointed by the Social Committee of the Student Executive Board.
4. Participants in school-sponsored, class-centered extracurricular activities unless such participation is required to earn credits in catalog courses. Such activities include plays (both all - school and language), publications, choir, band and orchestra, debate, and radio and television appearance. Not included in this regulation are periodic school promotion programs on radio and television, talent shows, and other special Student Body assemblies.
5. Any other official representation of the school either by election or appointment.

3. It is the responsibility of the coach or advisor of each activity to see that the eligibility of all candidates is certified with the Registrar and filed with the Vice President before such candidates are eligible to participate in extracurricular activities.

**8. Class Attendance.**

Students are responsible for their attendance in their courses. Absences are reported through the registrar's office to the student's advisor and the Dean of Faculty.

If it is impossible for a student to attend school on any day he should call the general office and explain to them the reason or sickness.

If a student has missed so many classes that further participation in the course will be detrimental to the class, the instructor will ask the student to drop.

**9. Grading System.**

A. (90-100) Distinguished Work.
Four quality points per hour.

B. (80-89) Superior Work .
Three quality points per hour.

C. (70-79) Average Work.
Two quality points per hour.

D. (60-69) Passing Work.
One quality point per hour.

F. (Failure).
No quality points per hour.

# A. S. B. PROGRAMS

## 1. Yearbook

The colleg yarbook, LES BOIS, is published by the Associated Student Body. The cost of the publication is paid by student fees, student picture funds, and advertising.

The editor is selected by the Student Executive Board. Any student interested in working on the staff, should contact the Vice President's office, 121 Administration building.

## 2. School Paper

Th college paper, ROUNDUP, is published weekly by the Associated Student Body. The cost of the publication is paid by student fees and advertising.

The student leadership of the paper is divided between two editors, each selected by the Student Executive Board. Each editor serves two semesters, one in the spring as a freshman, and one in the fall as a sophomore.

## 3. Union Night Committee

Sponsoring many social gatherings at the Student Union is the Union Night

Committee which plans and operates all Union Night dances unless they are sponsored by an individual organization.

**4. Social Committee**

A committee of the Student Executive Board, the Social Committee assumes responsibility for sponsoring the major all-school social activities. Either sophomores or freshmen may serve on this committee. The Dean of Women is the advisor.

# GENERAL INFORMATION

## 1. How to Run for Office

A student wishing to run for office must file a petition with at least 25 signatures of full-time students with the election board. The petition must be filed one week before the election in the office of the Vice President. This applies to all ASB offices, individual organizations have their own regulations.

To be eligible to represent the college or student organizations in extracurricular activities a student must comply with the regulations of eligibility on pages 13, 14, and 15.

## 2. Graduation

Boise Junior College confers the title of Associate of Arts upon students completing 64 semester hours with a grade point average of C or better in one of the curricula listed in the catalog or in a general curricula.

A diploma is given any student completing 64 semester hours of work for which the Junior College gives credit. An average of C or better is also required.

### 3. Telephone and Mail Service

Students receiving mail or telephone calls at the college will be notified by a notice on the bulletin board in the main hall of the Administration building. Bulletin boards should be checked daily for such information and other important student announcements.

There are mail boxes in front of the Student Union and the Administration building.

### 4. Outside Speakers

Before engaging special outside speakers, either for classwork or for entertainment, a request must be filed with the office of the Dean of Faculty.

### 5. Clothing Tips for BJC

**Gals . . .**

For campus and class:

Sport dresses, sweaters and skirts, low heels. Slacks, shorts or pedal pushers are not acceptable campus wear.

For dances:

Informal—school clothes.

Semi-or formal—dressy dress, short or long.

**Guys . . .**

For campus and class:

Casual clothes, slacks, levis, khakis, shorts, sweaters. Bermudas are not acceptable on campus.

For dances:

Informal—sport jacket and slacks.
Semi-or formal—suit or tuxedo, tie necessary.

## 6. Closed Period

There is a closed period of two weeks during which no club or school extra-curricular activities will be permitted during the week of and the week prior to semester examinations, with the exception of conference athltic contests. This period begins the Monday of the week before the week of examinations.

## 7. Permits—Chaperones

The social permit is a form procured from the office of the Dean of Women and designed to assure that the calendar is clear for a social function or any club activity other than regular meeting, and that chaperones have indicated their intention to be present at the event. This form should be called for by the presi-

dent of the group or the chairman of the function in question and should be filled out and returned to the Dean of Women at least one week in advance of the function. It is very important that no publicity be released until the social permit is properly filed.

**8. Use of Buildings**

A permit for the use of a particular building or any room within a building must be secured from the office of the Vice President, it must be properly filled out and on file in his office before college facilities can be used. If the permit calls for the use of the Student Union building, it is taken to the Director of of the Student Union and then returned to the Vice President. If the function is of a social nature, the building permit form must be accompanied by the completed social permit before permit to use the facilities will be granted.

# CLUBS AND ORGANIZATIONS

**Associated Women**

Open to all women on the campus. The club sponsors such activities as the Sweetheart Ball, the Big Sister Tea, and several money-making projects.

**President' Council**

Members are the presidents of the clubs on campus. This organization co-ordinates the activities of the clubs with the Student Executive Board.

**Intercollegiate Knights**

Men's service organization to promote school spirit and assist in campus activities.

**German**

Open to all students taking German. The club meets once a month to provide members a chance to use the German they are learning.

**Golden Z**

A sophomore women's service organization requiring a 3.0 average as one requirement for membership. Its purpose is to promote school activities, school spirit and friendliness on the campus.

**Pi Sigma Sigma**

Men's service organization to promote school spirit and assist in campus activities.

**Valkyries**

Sophomore women's honorary service organization. The purpose of the club is to foster a spirit of competition and friendliness on the campus and to assist in campus activities.

**Esquires**

Men's service club of veterans to promote school spirit and assist in campus activities.

**Broadcasting**

Members operate KBJC and receive experience in radio work.

**Cosmopolitan**

Open to all students with the purpose of building better relationship among foreign and American students.

**Engineers**

An organization dedicated to the furthering of interests in the engineering field.

**Forestry**

An organization to further interest in the forestry field.

**French**

Open to students enrolled in French or those who speak the language.

**Homettes**

A club to promote friendly association among faculty and students interested in home economics.

**Tau Alpha Pi**

An organization to encourage good character and to cultivate fellowship among vocational and terminal business students.

**Sigma Mu**

Service organization established for journalism students and staff members of the Roundup and Les Bois.

**Ski**

Open to any student interested in skiing. The club sponsors a four-way ski meet at Bogus Basin and gives instruction to beginners.

**Spanish**

Open to all Spanish students who have completed one and a half semesters of Spanish or the equivalent. At their monthly meeting the club members speak Spanish, play Spanish games, and learn South American songs.

**Student National Education Association**

Composed of students who express a desire to enter the teaching profession, the club promotes enthusiasm and understanding for the teaching profession.

**Nurses**

An organization to develop a spirit of unity among the student nurses.

**Newman**

Open to all Catholic students. The club meets twice a month for discussions and socials.

**Canterbury**

An organization of Episcopal students on campus having as its objectives worship, study, service, and brotherhood.

**Lambda Delta Sigma**

Composed of two chapters, Alpha of Zeta for men and Omega of Zeta for women; the students are members of the L.D.S. church.

**Roger Williams**

Organized for all students interested in education. The club meets for many social gatherings as well as discussion periods.

**Christian Disciples**

Open to members of the Christian church.

**Lutheran**

The purpose of this organization is to deepen the spiritual life and promote fellowship among the students.

**Wesleyan**

A religious group organized for Methodist students.

**Westminster**

An organization to promote Christian cooperation on the campus. This group includes many denominations.

**Inter-Faith Council**

Composed of representatives from each religious group on campus. This organization coordinates religious activities and promotes such programs at the college.

**Phi Theta Kappa**

Theta Mu chapter of the national honorary scholastic society. Open to students with a grade average of 3.5 or better.

**Delta Phi Omega**

National honorary dramatic society. Membership is gained by points earned in working on play production.

# SCHOOL SONGS

**Les Bois**

Bonneville looked at the sun on the forest,
Watched the dark valley grow bright with the flame,
Uttered the word ,to its splendor a tribute,
Uttered the now unforgettable name.

Chorus:

Boise, the beautiful, Boise the wonderful,
Take up the word from the frontiersman's lips,
Sing of the strength in the Idaho forest,
Sing of the hills where the western sun dips.

* * *

**BJC Pep Song**

Hold that line for Boise Junior College;
Broncos, we're counting hard on you.
Fight for tradition and your Alma Mater,
Fight for the Orange and the Blue,
Fight—Fight—Fight!
We'll applaud you from the grandstand, Broncos;
We'll cheer you on to victory.
while we cheer and stand up,
Keep your sand up
For the glory of B—J—C.

# YELLS

**Who's Going to Win Tonight?**

Who's going to win tonight?
We are!
Who said so?
We did!
All right, all right, let's fight, fight, fight.
All right, all right, let's fight, fight, fight.

**Broncos**

B—R—O—N—C—O—S
Fight!

**Go Go**

Go, go. Where, where? We want a touchdown — down there!

**Fifteen Rahs**

Rah, rah, rah, rah, rah,
Rah, rah, rah, rah, rah,
Rah, rah, rah, rah, rah —
Broncos (or Team)!

**Fight 'em Fair**

Fight 'em team, fight 'em;
Fight 'em team, fight 'em;
Fight 'em fair, fight 'em square;
Fight 'em team, fight 'em!

**Blue and Orange**

Blue and Orange, fight, fight.
Blue and Orange, fight, fight.
Who fight? We fight!
Blue and Orange, fight, fight!

**Go Get Them**

Go get them, Broncos,
Go get them!
Go get them, Broncos,
Go get them!
Go get them, Broncos,
Go get them!

**Your Pep**

Your pep, your pep;
You're got it, now keep it;
Doggone it, don't lose it.
LET'S WIN ! !

**Said on a Count of Three: 1-2-3**

Tackle!!
Plaster!!
Get that ball!!
Block that kick!!
Hold that line!!
Here we go!!
Fe fi fo FUMBLE!!
All the way!!
First down!!

**End—Center—Tackle—Guard**

End—center—tackle—guard,
Hit'em high, hit 'em low;
Come on, Broncos, let's go!

**Chant**

Our team is red hot.
(Clap, clap)
Repeat

**Chant**

Go, Broncos, go.
(Clap, clap, clap)
Repeat

**Broncos**

B—rah
R—rah
O—rah
N—rah
C—rah
O—rah
S—rah
RAH! RAH ! RAH !

**Go Get 'Em**

Go—go get 'em,
Go—go get 'em,
Go get 'em, orange,
Go get 'em, blue,
Go get 'em, Broncos,
Go, go, go!