

**Vol. 1, No. 1**

**September, 1960**

**The  
Christopher Newport College  
of  
The Colleges of William and Mary**

**Announcements, Session 1961-62**

**Newport News, Virginia**

**1960**

# CALENDAR

1961

JANUARY							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30	31					23	24	25	26	27	28	29
							30	31					

FEBRUARY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	20	21	22	23	24	25	26
26	27	28					27	28	29	30	31		

MARCH							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30	31		24	25	26	27	28	29	30

APRIL							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
2	3	4	5	6	7	8	1	2	3	4	5	6	7
9	10	11	12	13	14	15	8	9	10	11	12	13	14
16	17	18	19	20	21	22	15	16	17	18	19	20	21
23	24	25	26	27	28	29	22	23	24	25	26	27	28
30							29	30	31				

MAY							NOVEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30	31				26	27	28	29	30		

JUNE							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
4	5	6	7	8	9	10	3	4	5	6	7	8	9
11	12	13	14	15	16	17	10	11	12	13	14	15	16
18	19	20	21	22	23	24	17	18	19	20	21	22	23
25	26	27	28	29	30		24	25	26	27	28	29	30
							31						

1962

JANUARY							JULY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30	31					28	29	30	31			

FEBRUARY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	12	13	14	15	16	17	18
18	19	20	21	22	23	24	19	20	21	22	23	24	25
25	26	27	28				26	27	28	29	30	31	

MARCH							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30	31	23	24	25	26	27	28	29
							30						

APRIL							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	7	8	9	10	11	12	13
15	16	17	18	19	20	21	14	15	16	17	18	19	20
22	23	24	25	26	27	28	21	22	23	24	25	26	27
29	30						28	29	30	31			

MAY							NOVEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30	31			25	26	27	28	29	30	

JUNE							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
3	4	5	6	7	8	9	2	3	4	5	6	7	8
10	11	12	13	14	15	16	9	10	11	12	13	14	15
17	18	19	20	21	22	23	16	17	18	19	20	21	22
24	25	26	27	28	29	30	23	24	25	26	27	28	29
							30	31					

## COLLEGE CALENDAR 1961-1962

### 1961

### First Semester

SEPTEMBER 14.....	Orientation (Thursday)
SEPTEMBER 15.....	Registration (Friday)
SEPTEMBER 18.....	Beginning of Classes: 8:00 a.m. (Monday)
NOVEMBER 8.....	Mid-Semester Reports Filed with Registrar: 9:00 a.m. (Wednesday)
NOVEMBER 23.....	Thanksgiving Holiday (Thursday)
DECEMBER 19.....	Beginning of Christmas Recess: 5:00 p.m. (Tuesday)

### 1962

JANUARY 3.....	End of Christmas: 8:00 a.m. (Wednesday)
JANUARY 18.....	End of classes: 5:00 p.m. (Thursday)
JANUARY 19-21.....	Pre-Examination Period (Friday through Sun- day)
JANUARY 22-30.....	Mid-Year Examinations (Monday-Tuesday)

### Second Semester

FEBRUARY 2.....	Registration (Friday)
FEBRUARY 5.....	Beginning of classes: 8:00 a.m. (Monday)
MARCH 30.....	Beginning of Spring Recess: 5:00 p.m. (Fri- day)
APRIL 9.....	End of Spring Recess: 8:00 a.m. (Monday)
MAY 24.....	End of classes: 5:00 p.m. (Thursday)
MAY 25-27.....	Pre-Examination Period (Friday through Sun- day)
MAY 28-JUNE 5.....	Final Examination Period (Monday-Tuesday)



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## GENERAL INFORMATION

The Christopher Newport College of The Colleges of William and Mary was established and duly authorized by the General Assembly of Virginia in its 1960 session. The College receives its support from the General Assembly, from the community, and from the fees paid by the students enrolled.

The affairs of the College are directed by the Board of Visitors of The Colleges of William and Mary. This Board is appointed by the Governor of the Commonwealth of Virginia. Direct supervision of the Christopher Newport College and the other four branches of The Colleges of William and Mary is charged to the office of the Chancellor, located in Williamsburg. A Director, appointed by the Board of Visitors, is in charge of the actual administration and courses of instruction at the College.

The Christopher Newport College derives its name from that of Captain Christopher Newport, the illustrious English mariner and one of the most important men connected with the permanent settling of Virginia. It was he who was put in "chief command and control" of the small squadron of three vessels, the Discovery, the Godspeed, and the Susan Constant, which made the historic voyage culminating with the landing at Jamestown in 1607.

For many years it was believed without question that Newport News took its name from Captain Newport. Among the most widely accepted versions is that he commanded either a vessel or the entire fleet that arrived at Old Point on June 6, 1610, bringing Lord De La Warr, the "Captin-General and Governor-in-Chief of Virginia," at the moment the starving colonists had embarked at Jamestown with the intention of abandoning the Colony. The story tells of Captain Newport's meeting the colonists at Mulberry Island (some give the point afterward called Newport's News as the place of meeting) and that his news of the arrivals of three vessels with a plentiful supply of provisions and one hundred fifty men caused the colonists to turn back to Jamestown and in gratitude to name the point of meeting Newport's News.

Despite the lack of complete documentation of the facts concerning the naming of Newport News, it is appropriate and fitting that an institution of higher learning located in such an historic setting should derive its name from one who contributed so much to the early history and survival of the area.



## PURPOSE AND PROGRAMS

The purpose of the Christopher Newport College of The Colleges of William and Mary is to afford educational opportunities of an academic and a terminal nature beyond the high school level to a geographical area of Virginia which has undergone in the past decade one of the largest population explosions in the United States. In addition, it is the purpose of the College to provide the first two years of college work for students desiring to enter a four-year college. This program leads to the degree of Associate in Arts. Also it is the purpose of the Christopher Newport College to afford certain opportunities for training of a terminal nature. It is anticipated that for students desiring more technical programs, vocational courses will be offered in future years.

The Transfer Programs preparing for the last two years in a four-year college are described in this bulletin and include preparation for further training leading to degrees in the arts and sciences, in engineering, business, medicine, dentistry, and public health service.

Courses in the Transfer Program will be accepted at face value at the College of William and Mary in Williamsburg, the Norfolk College and the Richmond Professional Institute. Students who expect to transfer to one of these colleges are urged to study carefully the degree requirements at the college, in order that they may more appropriately plan their programs of study at the Christopher Newport College. Students who expect to transfer to some other college or university should study the catalogue of the institution of their choice for similar reasons.

## THE HONOR CODE COMMITTEE

For the Session 1961-62 the Honor System will be in full effect. Since 1961-62 will be the College's first year, and no regular sophomore class will have progressed from freshman standing, the functions of the Honor Council will be assumed and carried out by a committee of four students and two faculty members. This committee will be appointed by the Director and will be known as the Honor Code Committee. This committee will be dissolved at the conclusion of the 1961-62 session. After that date the College's duly elected Honor Council will assume the functions delineated in the Honor Code. Annually, a faculty adviser to the Honor Council will be appointed by the Director.

## THE HONOR SYSTEM

The essence of the Honor System is individual responsibility. It assumes that the principles of honorable conduct are familiar and dear to all students; it assumes that every student is deeply concerned with the strict observance of these principles, for his own sake, for the sake of his fellow students, and for the sake of the College.

## PERSONNEL OF THE HONOR COUNCILS

The Men's Honor Council is composed of four sophomore representatives and three freshman representatives, elected by the men's student body. A Chairman and a Vice-Chairman are chosen by the Council from among the sophomore representatives and a Secretary is chosen from among the freshmen representatives. In the case of a tie-vote for Chairman, Vice-Chairman, or Secretary, the outgoing Chairman will cast the deciding vote.

The Women's Honor Council is composed of a Chairman and three additional sophomore representatives and three freshman representatives, elected by the women's student body. A Vice-Chairman and a Secretary are chosen by the Council from the sophomore and freshman representatives, respectively. In case of a tie-vote for Vice-Chairman or Secretary, the outgoing Chairman will cast the deciding vote.

## PRACTICES

Upon matriculation, each student shall sign a statement to the effect that he understands what is expected of him under the honor system and that infraction of the Honor Code at any time during his student days is punishable by dishonorable dismissal from College. Infractions include cheating, stealing, lying and failure to report an offense. A professor may require the signing of a formal pledge on any work, even though the initial pledge stands as long as the student is enrolled in the College.

The faculty will explain whether or not aid may be given or received on a particular assignment. Giving aid to any student or receiving aid without the consent of the professor in tests, quizzes, assignments, or examinations is cheating. All cheating, whether in tests, quizzes, assignments or examinations, is a violation of the Honor Code.

Physical comfort, as well as usual practice, suggests that students shall occupy alternate seats during an examination. In consideration for others, students should not disturb a class by leaving the examination room except when necessary, or by remaining absent except for a brief period.



Since the student assumes the responsibility for the administration of the Honor System, the College does not practice supervision of examinations by proctors.

### **REPORTING A BREACH OF HONOR**

Any person believing that a breach of the Honor Code has been committed should challenge the student accused of the act and offer him the opportunity to resign from the College immediately or to report himself to the Honor Council (if the accused does not report himself to the Honor Council, the accuser must report the case.).

In such cases where a direct challenge is not feasible, he may report the suspect directly to any member of the Men's or Women's Honor Councils, who will in turn promptly notify the accused of the accusation against him.

### **TRIAL OF THE ACCUSED**

A student accused of a breach of the Honor Code shall be entitled to know the charges against him, the evidence given, and to be confronted by the witnesses.

The accused shall have a right to ask any member of the Honor Council, who will not be a witness (except the Chairman) to be his counsellor. If the accused does not wish such a counsellor, then the Chairman shall direct one member of the Council to withdraw from the Council so far as the trial of that particular case is concerned, to the end that the accused be tried by a council of six.

At the trial the accused shall be at liberty to say what he chooses in his own defense.

### **Duties of the Honor Council Officers**

At the trial of the case, the presiding officer of the Honor Council shall conduct the meeting. Minutes of the trial shall be kept by the Secretary. These minutes shall be the property of the Honor Council, whose duty it shall be to see that they are stored in the College vaults.

### **Witnesses**

A witness called to testify must appear before the Honor Council and must give such testimony pertaining to the case as may be requested by the Council. Lying before the Honor Council is in itself a violation of the Honor Code.

### **Minutes**

The minutes of any trial may be inspected in the presence of two or more members of the Council by persons satisfying the Council of their legitimate interest in the case. In the event that the accused is declared innocent, the minutes of the trial shall be destroyed.

### **Failure to Stand Trial**

Should the accused leave the College without appearing before the Honor Council for trial, the accuser shall report the name of the accused and the breach of honor to the presiding officer of the Honor Council. The Honor Council shall then record the facts of the case and advise the Director of the College that the student withdrew under suspicion of a breach of honor.

### **PENALTY FOR A BREACH OF HONOR**

A violation of the Honor Code is punishable by dismissal from College. The essential basis of the Honor System is that all honor is indivisible and as such calls for the same treatment; but the penalty may be modified when in the opinion of the Council conclusive reasons for doing so exist.

If, after trying a case, five of the six members of the Council are convinced of the guilt of the accused and so cast their votes in a secret ballot, the Honor Council shall immediately report its findings and recommendations to the Director of the College.

Penalties shall be imposed promptly, and, in the case of dismissal, the Director of the College shall have the parents informed, and shall have the facts recorded on all official records.

### **RETRIAL OF HONOR CASES**

A case may be reopened upon the presentation of new evidence bearing directly on the question of guilt. Persons desiring to reopen a case shall appear before the Honor Council to present such new evidence, and the Council shall determine whether this new evidence is sufficiently conclusive to warrant a retrial. Should the case be reopened, it must be entirely retried.



## OFFICERS OF THE COLLEGE

### BOARD OF VISITORS

JAMES M. ROBERTSON.....	<i>Rector</i>
R. WILLIAM ARTHUR.....	<i>Vice-Rector</i>
W. BROOKS GEORGE.....	<i>Secretary</i>

To March 7, 1962

M. CARL ANDREWS.....	Roanoke, Virginia
R. WILLIAM ARTHUR.....	Wytheville, Virginia
FRANK ERNST.....	Petersburg, Virginia
JAMES M. ROBERTSON.....	Norfolk, Virginia
J. ASA SHIELD.....	Richmond, Virginia
EDWARD P. SIMPKINS, JR.....	Richmond, Virginia
J. B. WOODWARD, JR.....	Newport News, Virginia

To March 7, 1964

W. FRED DUCKWORTH.....	Norfolk, Virginia
W. BROOKS GEORGE.....	Richmond, Virginia
JOHN P. HARPER.....	Norfolk, Virginia
H. LESTER HOOKER.....	Richmond, Virginia
CHARLES K. HUTCHENS.....	Newport News, Virginia
T. EDWARD TEMPLE.....	Danville, Virginia
H. HUDNALL WARE, JR.....	Richmond, Virginia

WOODROW W. WILKERSON

*The State Superintendent of Public Instruction, Ex-Officio*

### OFFICE OF THE CHANCELLOR

ALVIN DUKE CHANDLER.....	<i>Chancellor of The Colleges of William and Mary</i>
HUGH H. SISSON, JR.....	<i>Comptroller</i>

### DIRECTOR, FACULTY AND STAFF

H. WESTCOTT CUNNINGHAM.....	<i>Director</i>
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Appointments will be made of a business manager, a librarian, a registrar, and ten teaching faculty members of appropriate faculty rank prior to the opening of the 1961-62 Session. This staff and faculty will be augmented at later dates commensurate with the academic and administrative needs of the institution.

### THE BUILDING

The Christopher Newport College is located at 222 - 23rd Street, Newport News, Virginia in the building formerly occupied by the John W. Daniel Elementary School. The classes and laboratories are located on the four floors of this building which has approximately 40,000 square feet.

### THE LIBRARY

The Christopher Newport College Library seeks to provide an active collection of books, periodicals, maps, etc., to meet the curricular needs and recreational interests of its students and faculty.

The Library, centrally located on the main floor, contains a comfortable reading area adjacent to an open-shelf collection of about 3,500 volumes. The resources of the Library of the College of William and Mary (about 450,000 volumes) are available through interlibrary loan or direct loan from the Williamsburg campus. Such loans will also be available from the library of the Norfolk College of William and Mary.



# ACADEMIC POLICIES

## SUPERVISION OF STUDENTS AND COLLEGE REGULATIONS

### Supervision of Students

The College endeavors to follow carefully the progress and behavior of every student and by personal oversight and advice to insure proper conduct and attention to duties.

Reports showing the standing of students in their classes are sent to parents or guardians at the middle and the end of each semester. Students who in any semester make thirty-three quality points with at least 3 hours of A and at least 9 hours of B and with no grade below C, in academic subjects, and who make a quality point average of at least 2.0, are placed on the Dean's List for the following semester.

For guidance at registration each student is assigned a faculty adviser.

### Student's Program

All students, other than part-time students, are required to carry the normal program of at least fifteen and no more than seventeen semester hours, with the following regular exceptions:

- (1) Any student may, with the consent of his adviser, carry eighteen semester hours.
- (2) Sophomores who can complete the degree requirements by carrying less than the normal program are permitted to carry as few as twelve semester hours.
- (3) Veterans who have received credit for military service may be permitted to carry as few as fourteen semester hours in each semester of the freshman year.

Further deviations from the normal program, when warranted by special circumstances, will be permitted by the Committee on Academic Status after the registration period; students desiring this permission should apply in writing to the Registrar. Only to exceptionally able students, however, will the Committee on Academic Status grant permission to carry more than eighteen semester hours.

### Changes in Registration

In order to add a course to or drop a course from the program of courses for which they originally registered, students must make application for such a change to the Registrar. The Registrar records any such change on the student's registration card and informs the instructor or

instructors concerned. Unless a course-change has been made in that manner it has no official standing and will not be recognized as valid by the College. After the first week of classes in a semester, the only course-changes which are permitted by the Registrar are those initiated by the faculty or by the administration.

### Quality Points

The grades of A, B, and C are given quality rating on the following basis:

- A—3 quality points per credit hour
- B—2 quality points per credit hour
- C—1 quality point per credit hour

The grade of D, though passing, receives no quality rating. This grade is not recommended for transfer credit.

The quality point average is computed on the total number of credit hours of all courses, including grades of F and repeats, but excluding withdrawals. Non-credit courses are not included in quality point averages.

A sophomore must have completed 24 semester hours in academic subjects and have earned 24 quality points.

### Withdrawal from College

Students who desire to withdraw from college should apply to the Registrar for permission to withdraw. The permanent record card of any student who withdraws from college without permission from the Registrar will carry the notation "Withdrew unofficially."

### Continuance in College

A freshman must accomplish for the session at least 18 semester credits in academic subjects and earn at least 12 quality points. During the first semester he must pass at least five semester credits of academic work. An upper classman or an unclassified student must accomplish for the session at least 20 semester credits in academic subjects with at least 20 quality points. A student who has not met the requirement pertinent to his status may not register in the regular session, except by the advice and consent of the Committee on Academic Status. Finally, when a student is not profiting by his stay at college, or whenever his influence is detrimental to the best interest of the College, such a student may be required to withdraw.

A student who has failed to complete the requirements for the degree of Associate in Arts within five semesters of residence in college will be automatically debarred from further attendance at the College; provided, however, that when a student has been permitted to reduce his schedule



below that normally required, the total period of residence permitted for the completion of the degree requirements shall be extended in proportion to the reduction permitted.

### Absence From Classes and From College

An educational system centered upon classroom instruction justifies a set of regulations and procedures to aid in assuring satisfactory class attendance. These attendance regulations are designed by the faculty to limit the number of unnecessary class absences since irregular class attendance jeopardizes the student's progress and detracts both from instruction and from learning.

#### Registration

Students are expected to keep their registration appointments. Unless excused by the Registrar, students who fail to present themselves at the appointed time for registration will be placed on absence probation.

#### Class Attendance

1. Students are expected to be present at all their regularly scheduled classroom appointments.

2. All absences are recorded by the instructor. Whenever a student has accumulated a total of one unexcused absence per credit hour, the instructor shall report him to the Registrar, who will issue a warning to the student. The instructor shall immediately report any subsequent unexcused absence; on the first such absence, the Registrar will place the student on absence probation.

3. Students, unless on the Deans' Lists, or unless excused by the Registrar, who fail to keep their last scheduled classroom appointment in each of their courses preceding and their first scheduled classroom appointment in each of their courses following the Thanksgiving, Christmas, and Spring holiday periods will be placed on absence probation.

4. After the completion of one semester of regular college work beyond the one in which the absence probation was incurred, absence probation will be removed.

A student placed on absence probation under any of the above provisions (whether for absence from a registration appointment, for absence immediately before or after a holiday, or for absence from classes at other times) who, before that absence probation is removed, incurs a second absence probation, shall be subject to suspension from the College by action of the Committee on Academic Status, and, if suspended, may not apply for readmission until a full semester has elapsed, but a student readmitted after such suspension shall not be considered as being on absence probation.

5. Attendance regulations, with the exception of registration appointments, do not apply to students on the Deans' Lists, or to those students who are enrolled in a course for which they will not claim college credit.

### Examinations

The examinations, given at the end of each semester, take place at the times announced on the examination schedule, which is arranged by the Director and posted at least two weeks before the beginning of the examination period. Students are required to take all of their examinations at the time scheduled, unless excused on account of illness or other sufficient reason by the Registrar. Students should present their reasons for an expected absence to the Registrar in advance of the examination. No excuse on the ground of illness will be accepted unless it is approved by a physician.

Deferred examinations are provided for students who have been excused by the Registrar from taking their examinations at the regular time. The deferred examinations for courses in the first semester are given in the fourth week of the second semester; the deferred examinations for courses in the second semester are given during the orientation period in September. Except under very exceptional circumstances students are not permitted to postpone the taking of a deferred examination beyond the first occasion thus regularly provided; and in no case will permission to take a deferred examination be extended beyond a year from the time of the original examination from which the student was absent. The schedule of the deferred examinations, arranged by the Director, will be posted several days in advance of the time at which they are given, and a copy of it will be mailed to each student who is entitled to take a deferred examination. Examinations will be scheduled for any day in the week except Sunday.

The College does not authorize re-examinations.

### Standards and Rules of Social Conduct

#### General Statement

Registration as a student at the Christopher Newport College implies that the student will familiarize himself with the rules and regulations governing the conduct of students, and that he will abide by such regulations so long as he remains a student at the College.

The College assumes that men and women of college age are able and willing to maintain standards of self-discipline appropriate to membership in a college community. Therefore, the College purposefully refrains from promulgating a rigid code of discipline. However, it reserves the right to take disciplinary measures compatible with its own best interest.



The discipline of the College is vested in the Director by the action of the Board of Visitors. Infractions are considered by the Discipline Committee, which represents administration, faculty, and students. When men and women are jointly involved in misconduct or violations of College regulations, they will be held equally responsible.

The College reserves the right at any time to suspend or dismiss a student whose conduct or academic standing is in its judgment unsatisfactory.

### **Manners and Habits of Living**

Manners and behavior that would not be tolerated in the student's home cannot be tolerated in the classroom or the dining hall. Long experience has shown a striking correlation between irregular and slovenly habits of living and lack of adequate performance in the classroom.

### **Dress**

Maintenance of high standards of personal dress which is to characterize the women students of the Christopher Newport College necessitates the establishment of certain regulations concerning the wearing of sports attire. Shorts, pedal pushers, slacks, dungarees, gym suits, or other such clothing are not to be worn in academic buildings.

### **Vandalism and Disturbances**

The College strongly disapproves of all forms of vandalism and disturbance. Students who deface property or destroy fixtures will be dealt with summarily. The defacement or destruction of state property is a violation of the laws of the Commonwealth of Virginia. Students who through noisiness or other disturbance continually annoy their neighbors or who participate in riots or mob action will be required to withdraw.

### **Hazing**

Hazing, or the subjection of a student to any form of humiliating treatment, is forbidden. The hazing of students in a state-supported institution is a violation of the laws of the Commonwealth of Virginia.

### **Alcoholic Beverages**

The College wishes to encourage and to promote the highest standards of conduct and personal behavior on the part of Christopher Newport students. Since the College does not believe in the use of alcoholic beverages by students, a statement of policy is necessary in the interests of the College community.

The possession or consumption by Christopher Newport students, or their guests, of alcoholic beverages of any kind, or alcoholic content anywhere on the campus or in any College building, is prohibited; nor may alcoholic beverages of any kind or content be served or consumed at any dance or other social function given in the name of the College or sponsored

by any student organization or group. It shall be the responsibility of the sponsoring student organization or group and its officials to enforce this regulation. Violation of this regulation may be punished by loss of social privileges, probation, suspension, or separation from the College.

### **Public Performances**

No person or group of persons associated with the Christopher Newport College shall give either in Newport News or elsewhere a public performance of any kind unless prior to the first rehearsal the said person or group of persons shall have obtained from the office of the Director permission to present the entertainment. In order to secure permission, those in charge of the performance must make written application to the Director of the College.

## **ADMISSION**

Applicants for admission must present their applications on printed forms secured from the office of the Dean of Admissions, College of William and Mary in Virginia, Williamsburg, Virginia. Applications will be considered for admission in September and February of each academic year.

It is strongly urged that those expecting to apply for admission to the College begin early in their high school careers to plan their courses toward the meeting of the entrance requirements. The Director and other members of the faculty will gladly assist in preparing a desirable program of studies.

### **Selection**

The essential requirement for admission to the Christopher Newport College of The Colleges of William and Mary is graduation in the upper half of the class from an accredited secondary school, with a minimum of sixteen acceptable units or the equivalent of this requirement as shown by examination. The College selects those candidates who present the strongest qualifications in scholarship, personality, performance in extra-curricular activities, and breadth of interests.

The high school record, the recommendation of the principal, and any other such sources of information as may be available will be utilized in determining the applicant's fitness for selection. A personal interview by a representative of the College may be required of the candidate.

### **Scholarship**

Evidence of superior achievement in the secondary school is considered of prime importance in determining selection for admission. High rank in the graduating class will be taken as presumptive evidence of superior scholarship and will weigh heavily in the applicant's favor.

Although the College does not prescribe specifically the high school



units to be presented, preference will be given to candidates for the two-year program leading to admission at a four-year college if they present at least four units of English, three in a foreign language (ancient or modern), or two in each of two foreign languages, two in history, two and one half in mathematics, and two in science. The remainder of the sixteen units should consist of additional credits in these preferred subjects.

In admission to the terminal programs, the College will give preference to those candidates who present twelve units of credit from the fields of English, history, mathematics, and science. The other four units to complete the sixteen required entrance units may be drawn from other subject fields for which the secondary school regularly awards diploma credit. These do not constitute a set of absolute requirements, as the College reviews each application for admission on its total individual merit.

### **Personal Qualifications and Ability to Adjust**

Evidence of good moral character and of such traits of personality as will make for desirable adjustment to the College will be considered of importance equal to the student's academic achievement; such characteristics as determination, enthusiasm, self-discipline, imagination and ability to work with others are as important as academic achievement and competence. It is understood that these terms necessarily deal with intangibles. In general, however, the student whom the College desires to enroll is the person of genuine intellectual ability and moral trustworthiness; in addition he or she should possess the qualities that will make for friendly and congenial relations in the college group. Recommendations from alumni may be requested when the College deems them necessary. Also, other references may be asked to supply information pertinent to the character and other qualifications of the candidate.

### **Performance in Extra-Curricular Activities**

A record of interested participation in extra-curricular activity when accompanied by good achievement in the field of scholarship increases the likelihood of the applicant's selection. The College feels that evidence of such a balance is worthy of serious consideration. Participation in such fields as publications, forensics, athletics, and the arts is taken into consideration.

### **Tests of the College Entrance Examination Board**

All candidates for admission to the freshman class of the Christopher Newport College of The Colleges of William and Mary must take the Morning Section Scholastic Aptitude Test of the College Entrance Examination Board. For information concerning testing dates and testing centers, candidates should write to The Educational Testing Service, Box 592, Princeton, New Jersey. The College prefers that candidates take the De-

cember or January test, but scores from the February, March and May tests are acceptable.

## **FEES AND EXPENSES**

THE COLLEGE RESERVES THE RIGHT TO MAKE, WITH THE APPROVAL OF THE PROPER AUTHORITIES, CHANGES IN TUITION AND OTHER FEES AT ANY TIME.

### **Payment of Accounts**

Principal fees are payable in advance by the semester, remittance being made by check drawn to the Christopher Newport College. The College has a special payment plan for those who are unable to pay the entire semester account by the date of registration. Information concerning the plan may be obtained by writing the Business Manager. Failure to meet the payments when due results in automatic suspension of the student from the College until the account has been brought up to date.

Students will not be allowed to complete registration unless their registration cards have first been approved by the Business Manager. This preliminary procedure can be accomplished by mail and should be completed upon receipt of the student's statement of account.

Students who present themselves for registration without making preliminary arrangements must be prepared to pay their accounts in full. Otherwise, their registration will be delayed until satisfactory arrangements have been made.

First semester accounts or first payments on accounts under the special payment plans are due on or before September 1. Second semester accounts are due on or before January 15.

### **Refunds to Students Withdrawing**

Subject to the following regulations and exceptions, all charges made by the College for fees are considered to be fully earned upon the completion of registration by the student.

1. A student withdrawing within a period of five days after the scheduled registration is entitled to a refund on charges except that \$10.00 shall be retained by the College to cover the expense of registration.
2. A student withdrawing at any time within the first 30 days after the scheduled period of registration shall be charged 25 per cent of the semester's fees.
3. A student withdrawing at any time within the second 30-day period after the scheduled registration shall be charged 50 per cent of the semester's fees.
4. A student withdrawing at any time after 60 days following the date of registration shall be charged the full semester's fees.



### Withholding of Transcripts and Degrees in Case of Unpaid Accounts

Transcripts or any other information concerning scholastic records will not be released until college accounts are paid in full. Degrees will not be awarded to persons whose college accounts are not paid in full.

### Cashing of Student Checks

The College does not have facilities for handling deposits for students' personal expenses but the Business Manager's Office is prepared to cash checks up to \$25.00. All such checks should be made payable to the student or to cash. Under our regulations as a State institution, we are not permitted to cash checks made payable to Christopher Newport College.

## FEES AND OTHER EXPENSES

Tuition and General Fee (\$150.00 per semester for State Students and \$300.00 for Out-of-State Students) is a payment towards the general maintenance and operating costs of the College.

Part-time students are charged \$10.00 per semester credit hour. A student who enrolls in three or more courses is considered a full-time student for tuition purposes.

### The Act affecting residency is as follows:

"Be it enacted by the General Assembly of Virginia, That no person shall be entitled to the admission privilege, or the reduced tuition charges, or any other privileges accorded by law only to residents or citizens of Virginia, in the State Universities, Colleges and other institutions of higher learning unless such person has been a bona fide citizen or resident of Virginia for a period of at least one year prior to admission to said institution, provided that the governing boards of such institutions may require longer periods of residence and may set up additional requirements for admitting students."

## INCIDENTAL EXPENSES

It is impossible to estimate the exact cost to students of clothing, travel and incidental expenses. These are governed largely by the habits of the individual. The College endeavors to cultivate frugality on the part of the students, and equally to minimize temptations to extravagance. As the demands for extra money are small, parents are advised to furnish only a small sum.

The cost of books depends somewhat on the courses taken, but will seldom be less than \$25.00 a year and does not usually exceed \$50.00 a year.

Money for books cannot be included in checks covering college expenses; books should be paid for in cash or by separate check when

purchased. Checks for books should be made payable to the Christopher Newport College.

## THE ASSOCIATE IN ARTS DEGREE

The Board of Visitors of The Colleges of William and Mary has authorized the Christopher Newport College to confer a degree of Associate in Arts. To be eligible for this degree, a candidate must file a formal application by March 15 of the year in which he plans to receive his diploma.

To qualify for this degree a student must complete one of the prescribed two-year programs, or he must complete a minimum of sixty hours of academic credit according to the following plan:

1. The student must have earned a minimum of sixty (60) semester credits. Thirty-two of these semester credits must consist of:
  - a. Six semester credits in English 101-102 and six semester credits in English 201-202.
  - b. Eight semester credits in Biology, Chemistry, or Physics.
  - c. Six semester credits in History, Economics, or Government.
  - d. Six semester credits in Mathematics.
2. The student must have attained a minimum quality point average of 1.00.
3. The program must be completed in five semesters.
4. The Associate in Arts degree will not be granted until the applicant has been in residence at least one college year and made a minimum of 30 semester credits at the College. This period must include the last year of the work required for the degree.

### Typical Program for The Student Who Expects to Transfer to a Four-Year College at the End of Two Years.

FIRST YEAR	1st	2nd
	Semester	Semester
English 101-102.....	3	3
Chemistry 101-102.....		
Biology 101-102.....	4	4
Physics 101-102.....		
Modern Language.....	3 or 4	3 or 4
History 101-102.....	3	3
Economic Geography.....	3	3
	16/17	16/17



SECOND YEAR	1st Semester	2nd Semester
English 201-202.....	3	3
Mathematics 101-102.....	3	3
Modern Language.....	3	3
Economics 201-202 or Government 201-202.....	3	3
Business 201-202 or History 201-202.....	3	3
English 209.....	—	3
	<hr/> 15	<hr/> 18

### ASSOCIATE IN ARTS DEGREE PROGRAM IN BUSINESS

This program is planned to acquaint the student with the fundamentals of modern business organization so that he may take a position in business life after two years of college.

FIRST YEAR	1st Semester	2nd Semester
English 101-102.....	3	3
Business 201-202 (Prin. of Accounting).....	3	3
Economics 201-202.....	3	3
Mathematics 101-102.....	3	3
History 201-202.....	3	3
	<hr/> 15	<hr/> 15

SECOND YEAR	1st Semester	2nd Semester
Business 301-302 (Intermediate Accounting).....	3	3
Government 201-202.....	3	3
Chemistry, Biology or Physics.....	4	4
English 201-202.....	3	3
Economics 101.....	3	—
English 209.....	—	3
	<hr/> 16	<hr/> 16

### PROGRAMS IN PREPARATION FOR ENGINEERING (Two-Year Programs)

FIRST YEAR	1st Semester	2nd Semester
#1 English 101-102 (Grammar, Composition and Literature).....	3	3
Math. 101-102 (Freshman Mathematics).....	3	3
Chemistry 101-102 (Elementary General Chemistry).....	4	4
Physics 101-102 (General Physics).....	4	4
Graphic Arts 101 (Engineering Drawing).....	3	—
Graphic Arts 102 (Descriptive Geometry).....	—	3
	<hr/> 17	<hr/> 17

SECOND YEAR	1st Semester	2nd Semester
English 201-202 (English Literature).....	3	3
Math. 201-202 (Calculus).....	3	3
Modern Language.....	3 or 4	3 or 4
History 101-102.....	—	—
Government 201-202.....	3	3
Economics 201-202.....	—	—
Physics 208 (Mechanics).....	—	4
Physics 207 (Geometrical and Physical Optics).....	4	—
	<hr/> 16/17	<hr/> 16/17

FIRST YEAR	1st Semester	2nd Semester
#2 English 101-102 (Grammar, Composition and Literature).....	3	3
Chemistry 101-102 (General Chemistry).....	4	4
Graphic Arts 102 (Descriptive Geometry).....	—	3
Graphic Arts 101 (Engineering Drawing).....	3	—
History 101-102 (Modern European History).....	3	3
Math. 101-102 (Freshman Mathematics).....	3	3
	<hr/> 16	<hr/> 16

SECOND YEAR	1st Semester	2nd Semester
English 201-202 (English Literature).....	3	3
Economics 201-202 (Principles of Economics).....	3	3
Math. 201-202 (Calculus).....	3	3
Physics 101-102 (General Physics).....	4	4
Physics 207 (Geometric and Physical Optics).....	4	—
Physics 208 (Mechanics).....	—	4
	<hr/> 17	<hr/> 17

FIRST YEAR	1st Semester	2nd Semester
#3 English 101-102.....	3	3
Mathematics 101-102.....	3	3
Chemistry 101-102.....	4	4
Physics 101-102.....	4	4
Modern Language (French or German).....	3 or 4	3 or 4
	<hr/> 17/18	<hr/> 17/18

SECOND YEAR	1st Semester	2nd Semester
English 201-202.....	3	3
Mathematics 201-202 (Calculus).....	3	3
Modern Language (French or German).....	3	3
History 101-102.....	—	—
or Government 201-202.....	3	3
Physics 207.....	4	—
Physics 208.....	—	4
	<hr/> 16	<hr/> 16

A student who completes one of these two-year programs will be prepared to enroll with two years' credit in pre-engineering at a four-year engineering college as a candidate for the engineering degree.



## TWO-YEAR PROGRAM IN PREPARATION FOR MEDICINE, DENTISTRY, AND PUBLIC HEALTH SERVICE

### PROGRAM I

#### FIRST YEAR

	1st Semester	2nd Semester
English 101-102.....	3	3
Chemistry 101-102.....	4	4
Biology 101-102.....	4	4
Mathematics 101-102.....	3	3
	<hr/> 14	<hr/> 14

#### SECOND YEAR

	1st Semester	2nd Semester
English 201-202.....	3	3
German or French.....	3 or 4	3 or 4
Physics 101-102.....	4	4
Chemistry 301-302.....	4	4
Elective.....	3	3
	<hr/> 17/18	<hr/> 17/18

### PROGRAM II

#### FIRST YEAR

	1st Semester	2nd Semester
English 101-102.....	3	3
Mathematics 101-102.....	3	3
Biology 101-102.....	4	4
Chemistry 101-102.....	4	4
	<hr/> 14	<hr/> 14

#### SECOND YEAR

	1st Semester	2nd Semester
English 201-202.....	3	3
Chemistry 301-302.....	4	4
Biology 201-202.....	4	4
German or French.....	3 or 4	3 or 4
Elective.....	3	3
	<hr/> 17/18	<hr/> 17/18

Following these programs, students will complete two more years' training at a four-year college before enrolling in a medical or dental school.

## COURSES OF INSTRUCTION

### Biology

101. *Botany*. First semester; lectures three hours; laboratory three hours; four credits.

The structure and function of the various tissues and organs in higher plants. Morphology of reproductive structures and life cycles of typical representatives of the major groups of plants. Evolutionary and ecological relations of plants; their geographical distribution and economic importance.

102. *Zoology*. Second semester; lectures three hours; laboratory three hours; four credits.

Survey of the general principles of zoology. The structure, physiology, taxonomy, and development of the chief groups of animals. The behavior and structure of representative types are studied in the laboratory by use of microscopes, dissections, and demonstrations.

201. *Comparative anatomy of Vertebrates*. First semester; lectures three hours, laboratory six hours; four credits. Prerequisite: Biology 102.

Phylogenetic study of the development of the different systems of the higher vertebrates. Dissections and demonstrations by the student.

202. *Embryology of Vertebrates*. Second semester; lectures three hours, laboratory six hours; four credits. Prerequisite: Biology 201 or consent of instructor.

Comparative description and analysis of development in representative vertebrate embryos. Lectures and laboratory on spermatogenesis, oogenesis, and normal development of amphibians, birds, and mammals; lectures and laboratory designed to illustrate the general principles governing growth and development.

### Business

201, 202. *Principles of Accounting*. Continuous course; lectures two hours, laboratory two hours; three credits each semester.

A study of the elementary principles and procedures of individual proprietorship, partnership, and corporation accounting.

301, 302. *Intermediate Accounting*. Continuous course; lectures three hours; three credits each semester. Prerequisites: Business 201, 202.

An analysis of balance sheets and profit and loss statements, together with the theory of valuation underlying the various accounts used in these statements.



### Chemistry

101, 102. *Elementary General Chemistry*. Continuous course; lectures three hours, laboratory three hours; four credits each semester.

An introduction to the study of the common non-metallic and metallic elements with emphasis upon chemical laws and the development and application of chemical principles.

201, 202. *Analytical Chemistry*. (Qualitative and Quantitative) Continuous course; lectures two hours, laboratory six hours; four credits each semester. Prerequisites: Chem. 101, 102.

Chemical equilibrium and qualitative analysis. Theory and practice of gravimetric and volumetric analysis. Additional lectures and laboratory hours will make it possible for students who require quantitative but not qualitative analysis to take Chem. 202 without Chem. 201.

301, 302. *Organic Chemistry*. Continuous course; lectures three hours, laboratory five hours; four credits each semester. Prerequisites: Chem. 101, 102.

Chemistry of the various organic functions. Reactivity is correlated with electronic and three-dimensional aspects of compounds of carbon.

### Economics

201, 202. *Principles of Economics*. Continuous course; lectures three hours; three credits each semester.

This course deals with the theory of market price, the theory of distribution, the theories of money and banking and of foreign trade and foreign exchange, as well as the practical problems associated with these aspects of economic systems. Labor problems, transportation, the trust problem, public finance, and possible reforms in the economic system as a whole are also studied. Special attention is given to current economic problems during the second semester.

101. *Economic Geography*. First semester; lectures three hours; three credits.

The study and interpretation of geographic factors and resources as they relate to economic and political developments in world affairs.

### English

101, 102. *Grammar, Composition and Literature*. Continuous course; lectures three hours; three credits each semester.

English 101, 102 is designed for the student who has had no more than the usual training in grammar, composition and literature. The course covers a careful review of central principles of grammar and rhetoric, the writing of themes and a research paper, the reading and dis-

cussion of selected prose and analysis of the literary types of the short story, the novel, the drama and poetry.

201, 202. *English Literature*. Continuous course; lectures three hours; three credits each semester.

A survey of English literature, with collateral readings, discussions and reports.

209. *Composition*. Both semesters; lectures three hours, three credits.

Practice in writing under criticism; regular themes and conferences. The chief stress is placed on expository writing. (This course is open to all students of the sophomore level.)

### Government

201, 202. *Introduction to Government and Politics*. Continuous course; lectures three hours; three credits each semester.

In the first semester the student is introduced to the nature of political problems and the operation of political institutions. Chief attention is given the problems and institutions of the United States but comparisons are made with Britain, Canada, France, and other countries. In the second semester the student will study international relations. Emphasis is given to the concept of peace as a continuous political process rather than as a static condition.

### History

101, 102. *History of Europe*. Continuous course; lectures three hours; three credits each semester.

A general introduction to the history of Europe from the end of the Roman Empire to the present time. The first semester goes to 1715; the second, from 1715 to the present day.

201, 202. *American History*. Continuous course; lectures three hours; three credits each semester.

The development of the United States. Special emphasis is placed on the period since 1776.

### Mathematics

Graphic Arts 101, 102. *Engineering Drawing and Descriptive Geometry*. Continuous course; laboratory six hours; three credits each semester.

Fundamentals of Engineering Drawing and Descriptive Geometry. Orthographic projection, auxiliary views. Isometric, oblique projection and drawing; perspective; machine parts such as screws, gears, valves,



cams. Lettering. Graphic and analytic solutions of engineering and geometric problems. Intersection and development of surfaces.

101, 102. *Fundamentals of College Mathematics*. Continuous course; lectures three hours; three credits each semester.

101: Review of algebraic operations. Graphs in rectangular coordinates. Function. Geometric series. Limits. The derivative with applications to geometry, maximum and minimum values, and to plane motion. The anti-derivative with application to areas and plane motion. Graphs and zeros of polynomials. Determinants. Common logarithms.

102: Logarithms. Numerical and analytical trigonometry. Derivatives of some transcendental functions. Polar coordinates. Analytic geometry of lines, circles, and conics.

201, 202. *Calculus*. Continuous course; lectures three hours; three credits each semester. Prerequisites: Math. 101 and 102, or the consent of the instructor.

Differentiation; applications of algebraic and transcendental functions; parametric and polar equations; differentials; integration of standard forms, and special devices for integration; definite integral with application to areas, length, volumes, work, and liquid pressure.

### Modern Language

101, 102. *Elementary French*. Continuous course, including training in pronunciation, aural-oral comprehension with the use of audio-visual techniques. Lectures five hours, four credits each semester. Students who have acquired 2 high school credits in French may not take French 101, 102 for credit.

201. *Graded Readings in French Prose*. Both semesters; lectures three hours; three credits. Prerequisite: two high school units or the equivalent. Students who have acquired three high school units in French may not take French 201 for credit.

Reading course that includes a grammar review.

202. *Readings in Modern Literature*. Second semester; lectures three hours; three credits. Prerequisite: three high school units or French 201 or the equivalent.

Selected readings from the literature of the nineteenth and twentieth centuries.

101, 102. *Elementary Spanish*. Continuous course, including training in pronunciation, aural-oral comprehension with the use of audio-visual techniques. Lectures five hours; four credits each semester. Students who have acquired 2 high school units in Spanish may not take Spanish 101, 102 for credit.

201. *Intermediate Spanish Readings*. First semester; lectures three hours; three credits. Prerequisite: two high school units or the equivalent. Students who have acquired three high school units in Spanish may not take 201 for credit.

A reading course which includes a grammar review.

202. *Reading in Modern Literature*. Second semester; lectures three hours; three credits. Prerequisite: three high school units, or one 200 course or the equivalent.

Selected readings from the literature of the nineteenth and twentieth centuries.

101, 102. *Elementary German*. Continuous course, including training in pronunciation, aural-oral comprehension with the use of audio-visual techniques. Lectures five hours; language laboratory two hours; four credits each semester.

Students who have acquired 2 high school units in German may not take German 101, 102 for credit.

201. *The German Speaking Peoples and Their Civilization*. First semester; lectures three hours; three credits. Students who have acquired three high school units in German may not take German 201 for credit.

A reading course which includes a grammar review.

202. *Readings in Masterpieces of German Literature*. Second semester; lectures three hours; three credits. Prerequisite: three high school units or 201 or the equivalent.

Selected readings from the masterpieces of German literature.

### Physics

101, 102. *General Physics*. Continuous course; lectures three hours; laboratory two and one-half hours; four credits each semester.

Mechanics, heat, and sound first semester. Electricity, light and modern physics second semester. Required of all students concentrating in physics, all pre-medical students, and all students preparing for engineering.

207. *Geometrical and Physical Optics*. First semester; lectures three hours, laboratory three hours; four credits. Prerequisite: two semesters of physics and enrollment in calculus.

Geometrical optics; theory and use of prism spectrometer; diffraction phenomena, interferometry; polarization phenomena; application of the theory of physical optics; experiments in photography and spectroscopy.

208. *Mechanics*. Second semester; lectures three hours, laboratory three hours; four credits. Prerequisite: two semesters of physics, one semester of calculus, and enrollment in second semester calculus.



## **SCHOLARSHIPS, LOANS AND STUDENT EMPLOYMENT**

The College offers financial assistance to deserving students who wish to defray a part of their total college expense. The types of aid include scholarships, loans, and student employment. Inquiries concerning financial assistance should be directed to the Business Manager.

All awards are made on the basis of need, character, and scholastic ability, and are made for one year only.

### **Virginia Teachers Scholarships**

The General Assembly has made an appropriation for Teacher Training Scholarships available to freshman and sophomore students who are residents of Virginia and who plan to teach in the Virginia Public Schools. These scholarships are valued at \$350 per academic year. Address all inquiries to the Director of the Christopher Newport College.

### **National Defense Student Loans**

Under the National Defense Education Act of 1958, Congress authorized substantial funds for the establishment of low interest, long-term student loans in institutions of higher learning. Any full-time student or prospective student may apply for a loan under this Act. The applicant must be in good standing in his course of study, and he must be able to demonstrate need for financial assistance.

### **Virginia Undergraduate Scholarship and Loan Program**

By Act of the General Assembly in 1960 a Scholarship-Loan Program was established for needy students attending tax-supported institutions of higher learning in the State. Awards are made on the basis of need and character and in each case, one half of the award is made in the form of a loan. A maximum of \$700 per annum was established. Address all inquiries to the Director of the Christopher Newport College.

### **Student Employment**

A limited number of student employment opportunities exist in the offices of the College. Inquiries concerning these opportunities should be made to the office of the Business Manager.



# WESCOTT CUNNINGHAM, EDWARDS AND STUDENT EMPLOYMENT

The College will continue to offer students the opportunity to work a part of their own college expense. The college will continue to offer a variety of student employment opportunities. Students who are interested in student employment should contact the Student Manager.

A variety of work opportunities are available for students who are interested in student employment.

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H. Wescott Cunningham gave this catalogue to me in May of 1963 to encourage me to attend the new Christopher Newport College. Mine was the first class to graduate from the new campus in 1965. This is the first catalogue for CNC and is given to the CNU Library in honor of my nephew who graduated with the last CNC class in 1992: Wesley Todd Dangerfield. JR '65