



ON DUTY—Miss Virginia Rogers, left, hands a message to Mrs. Travis Free at the North Carolina College switchboard. The two operators also serve as receptionists, receive telegraph messages, special delivery mail and parcel post, and handle many of the routine—and not so routine—requests for information phoned to the college.

Switchboard Gets Unusual Requests

A student is not in his dormitory room, and the worried parents have to be assured that he is almost certainly safe and out of mischief.

Visitors are looking for the Education Building and must be directed.

Someone wants to know when school opens next fall.

The president of another college sends a telegram urging his boys to defeat NCC in basketball. The wire must be delivered.

"Be My Valentine," say the 25-pound box of candy and the two dozen roses. The beloved young lady must be located before she decides she's been forgotten.

North Carolina College's two switchboard operators serve as a link between the college and the community; as receptionists; as counselors; and as settlers of bets occasionally.

"People are always calling and asking exactly how many seats B. N. Duke Auditorium has, or how many faculty members there are, or how many students exactly," says Miss Virginia Rogers, who handles the morning shift on the switchboard, from 7:30 a.m. to 2 p.m.

Mrs. Travis Free, the afternoon operator, lists the duties she has to perform in addition to operation of the PABX (Private Automatic Branch Exchange) switchboard as follows:

"Receptionist duties; general information clerk; advisor; counselor; assisting in locating students, visitors and guests attending conferences or various affairs on campus; acting as 'go-between' for security officers during emergencies; receiving all wires and cablegrams, special delivery packages and letters."

Posted on the bulletin board beside the switchboard are notices of special events, class schedules, college schedules, maps of the campus and of Durham, football and basketball schedules for the entire CIAA conference, lists of off-campus students and their addresses, and, in addition, notices of special events at neighboring schools.

"A man called me and asked when A & T's graduation was," Miss Rogers recalls.

A Western Union Introfax machine transmits messages to and from the local Western Union office. Mrs. Free estimates that from forty to fifty money orders are received on days before or after holidays, registration periods, and days when fees are due.

New equipment has improved the overall service at the college, the operators say, although some of the new features cause difficulty occasionally.

When 9 is dialed for an outside line, the user then has 12 seconds to complete his number. Previously, many users had dialed 9 to get the outside line (which often took several tries), then held the line while they looked up their number.

Campus users are generally unaware of a special hold feature on the switchboard. If an outside caller wishes to wait until an extension is free, his call can be locked in. If the user of that extension hangs up, then immediately dials again, the call on hold may be lost.

Long distance calls from extensions must be placed by the operators.

The switchboard opens at 7:30 Monday through Saturday, closing at 8:30 p.m. The night service in New Residence Hall is handled by student operators until 12:30 a.m. Central Heating Plant employees then handle all calls until the switchboard opens.

Hundred of local calls pass through the switchboard daily, in addition to from 50 to 75 incoming long distance calls and an average of 50 outgoing long distance calls.

The two operators are assisted by two student relief operators and two student attendants in New Residence Hall.

Two Get McClure Grants For '67-68

Miss Martha Lugenia Byrd of Asheville, N. C., and Miss Regina Ann Gardner of Ellenboro, N. C., have been named recipients of \$400 freshman scholarships to attend North Carolina College by the scholarship committee of the James G. K. McClure Educational and Development Fund of Asheville.

The McClure scholarships are awarded on the basis of high school record for both scholarship and leadership, evidence of Christian character, financial need, intellectual promise and demonstrated ambition.

The awards are limited to residents of the following North Carolina counties: Allegheny, Ashe, Avery, Buncombe, Burke, Caldwell, Cherokee, Clay, Graham, Haywood, Henderson, Jackson, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Swain, Transylvania, Watauga and Yancey.

Rural residents are given preference under the scholarship program.

Applications for the scholarships are submitted directly to specific colleges participating.

Twenty Are Visitors On Summer Faculty

North Carolina College's 1967 summer faculty, which numbers about 80 persons, has 20 visitors within its ranks, a report by Dr. C. L. Patterson, acting director of the Summer School, indicates.

Resident and visiting professors are offering 201 undergraduate, graduate, and professional courses; are conducting federally sponsored programs; are teaching in special programs, such as mental retardation, speech and hearing, and elementary materials; and are supervising theses of graduate students.

According to Patterson, the nine-week session, which began June 12, and the six-week intersession, which began June 26, have a wide range of offerings, among them a continuation of the six-year college program for school administration

and supervision, a workshop in alcoholic studies, competent graduate instruction "with adequate provisions for thesis supervision," and an institute for cooperating teachers.

Drawn from other educational institutions and from teaching and supervisory positions in public school systems, the visiting faculty members are as follows:

Dr. Wippert A. Stumpf, education, Duke University; Dr. Rose Butler Browne, education, retired NCC professor; Nathan Cook, education, Barber-Scotia College; Dr. Charles U. DeBerry, education, Winston-Salem State College; Dr. Joseph Fields, education, Bennett College; Miss Piccola Morrow, education, Winston-Salem City Schools.

Viston Burton Jr., geography, University of North Carolina; Mrs. Esther Fennell, li-

brary science, Baltimore, Md., city schools; Mrs. Ocydee Williams, library science, Waycross, Ga., city schools; Dr. Normal K. Sinha, sociology, St. Augustine's College; Charles Jarmon, sociology, Duke University; Dr. Odell Uzzell, sociology, Fayetteville State College; Mrs. Ruth L. Anderson, education, Roanoke, Va., school system; Mrs. Marian Vick, education, Winston-Salem State College; Dr. David Reilly, education, University of North Carolina.

Dr. Henry Sublett, education, Duke University; Miss Margaret Thorpe, home economics, Delaware State College; Mrs. Elizabeth Barfield, education, Raleigh City Schools; Erwin Johnson, physical education, Durham county schools; and Mrs. Anna Anthony Curry, library science, Baltimore, Md., city schools.

Duplicating Department Offers Varied Services

Printing for college departments, offices and functions can now be done on campus.

The purchase by the college of a Model 1250W Multilith Duplicator Press and the creation of the Duplicating Department, temporarily housed in the Storage Building on George Street, permit printing of various materials for college use.

David Tedder, who joined the college staff as manager of the Duplicating Department on May 15, will offer assistance as required with design and layout of programs, brochures, simple booklets and pamphlets, covers for reports and other materials.

Stationery, business forms, applications, brochures, form letters, brown kraft envelopes, placards, tickets, circulars, memorandums, invitations, and inter-office forms are among other jobs which can be done with the offset equipment.

A major advantage over duplicating processes previously available on campus is accurate

reproduction of glossy photographs and printed illustrations. A special typewriter has been ordered to permit use of various type sizes in brochures, programs and other materials.

Two processes are available with the offset equipment. A metal master copy, prepared by the Duplicating Department from an exact copy of the material desired typed or drawn on smooth white paper, will permit the printing of up to 20,000 clear copies from one master. The metal master can be preserved for future use if less than 20,000 copies are desired initially.

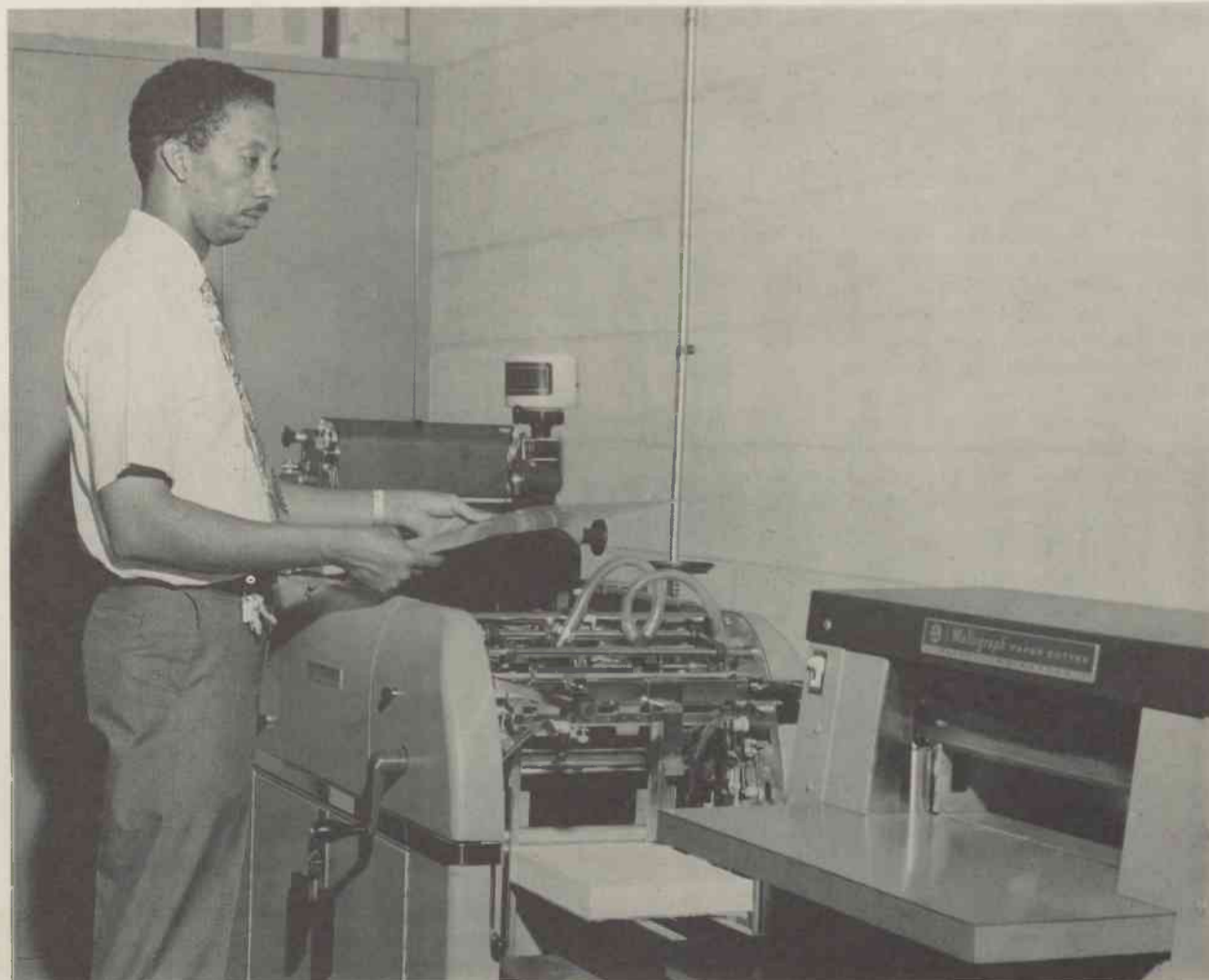
The paper master process will reproduce up to 5,000 copies. Tedder recommends this process for materials which will be required only once, since it is less expensive. Materials for making paper masters, including multilith ribbons for typewriters, multilith erasers, reproducing and non-re-

producing pencils, and the master sheets themselves, may be obtained from the Storage Building.

Other services available from the Duplicating Department include paper cutting, hole drilling, padding, collating (of materials processed in the department), halftone photographic reproductions, folding, and scratch pads (free when available).

For departments and offices, use of the Duplicating Department involves submission of a requisition for duplicating service. Forms are available from the Duplicating Department and the Purchasing Department. These forms are also for use when the Duplicating Department must refer the printing to a commercial printer.

For personal college-related work, the printing charges must be paid in advance. A job cost estimate must be secured from the Duplicating Department.



PRESS RUN—David Tedder, manager of the new Duplicating Department at North Carolina College, inspects a metal master plate for the college's Multilith offset press before beginning a printing job. The new department is temporarily housed in the college's storage building on George Street.