1918

Summer Term of the Western State Normal School 1918

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SUMMER TERM

OF THE

Western
State Normal School

KALAMAZOO, MICHIGAN

Monday, June 24 to Friday, August 2
1918
FACULTY OF THE SUMMER SCHOOL 1918

D. B. WALDO, A. M., LL. D., President
FANNIE BALLOU, Beginning Reading.
MAUDE BAUGHMAN, English.
MAUDE BERGEN, B. S., Domestic Art.
AMELIA BISCOMB, English.
ARTHUR BOWEN, Manual Arts.
W. R. BROWN, Ph. D., English.
ERNEST BURNHAM, Ph. D., Director of Rural Education.
MARY ENSFIELD, A. B., Rural Education.
JOHN P. EVERETT, A. M., Mathematics.
E. E. FELL, A. M., Superintendent of Schools, Holland, Education.
JOHN FOX, A. B., Physics.
LUCY GAGE, Early Elementary Education.
CYNTHIA A. GREEN, Commissioner of Schools, Eaton County,
Management and Method.
H. P. GREENWALL, B. L., Penmanship.
THEODOSIA HADLEY, M. S., Agriculture.
LUCIA HARRISON, A. B., Geography.
L. H. HARVEY, Ph. D., Biology.
H. GLENN HENDERSON,  
Public School Music.

T. S. HENRY, Ph. D.,  
Education.

T. PAUL HICKEY, A. B.,  
History.

M. AMELIA HOCKENBERRY, A. B.,  
French.

ELEANOR JUDSON,  
Art.

L. L. LIVERMORE, Commissioner of Schools, Branch County,  
Review Grammar.

M. W. LONGMAN, A. M., Supt. of Schools, Owosso,  
Mathematics.

ARTHUR L. LORING, A. B.,  
Commerce.

VERA LUTJE, A. B.,  
History.

WILLIAM McCracken, Ph. D.,  
Chemistry.

MADELEINE McEVOY,  
Commerce.

CAROL McMILLAN, A. B.,  
Speech.

HARPER C. MAYBEE,  
Public School Music.

GLENN S. MAYER, B. S.,  
Manual Arts.

LAURA MICKEY, A. M.,  
Mathematics.

FRED A. MIDDLEBUSH, Ph. D.,  
History.

MARY MOORE,  
Domestic Science.

JESSE A. PLACE, A. M.,  
Biology.

ELEANOR RAWLINSON,  
English.

ROSAMOND REED,  
Physical Education.
SAMUEL RENSHAW, A. B.,
Education.

PAUL ROOD, A. B.,
Physics.

LOUSENE ROUSSEAU, A. B.,
Speech.

M. J. SHERWOOD,
Manual Arts.

MARIAN SPALDING,
Physical Education.

WILLIAM H. SPAULDING, A. B.,
Director of Athletics.

MARGARET SPENCER,
Art.

LAVINA SPINDLER,
Education.

ELAINE STEVENSON,
Art.

EMILIE TOWNSEND,
Education.

CAROLINE WAKEMAN, A. M.,
History.

SUSAN WALSH, Director County Normal, Ionia,
Management and Methods.

CHARLES C. WILCOX, A. B., Kalamazoo High School,
Geography.

MILDRED WILLIAMS, A. B., Director County Normal,
Croswell,
Management and Methods.

ELISABETH ZIMMERMAN, A. M.,
German.

**TRAINING SCHOOL**

EDITH SEEKEL,
Acting Director.

FLORENCE ALLEN,
Public School Music.

LAVERNE ARGABRIGHT,
Critic.
MINNIE CAMPBELL, Critic.
FRANCES COPPENS, Critic.
IVA FERREE, Critic.
RUTH MILLER, A. B., Critic.
MARY MUNRO, A. B., Critic.
KATHERINE MULRY, Critic.
ROSE NETZORG, Public School Art.
LOUISE STEINWAY, B. S., Critic.

LIBRARY

ESTHER BRALEY, A. B.,
ANNA L. FRENCH,
MARY T. McMANIS,

OFFICES

KATHERINE NEWTON,
NATALIE E. MURPHY, A. B.,
BERNICE HESSELINK,
MARIE C. COLE,
LEAH SMITH,
LUCILE FLEUGAL

STANDING COMMITTEES, 1918
The President is ex-officio a member of each committee.
Appointment Committee—Seekel, Hickey, Burnham.
Athletics—Spaulding, Hickey, Renshaw.
Extension—Hoekje.

Program, Records, and Schedules—
(1) Life Certificate and Limited Certificate Courses—
   Everett, Burnham.
   Junior and Senior Cards—Newton.
Recorder—Murphy.
Entrance Requirements—Hickey.
Early Elementary Life Course—Gage, Ballou.
Later Elementary Life Course—Henry, Ferree.
Junior High School Life Course—Rawlinson, Seekel.
Senior High School Life Course—Fox, Zimmerman.
Art—Spencer.
Commerce—Loring.
Household Arts—Moore, Bergen.
Manual Arts—Mayer, Bowen.
Music—Maybee.
Physical Education—Reed.
Extension—Hoekje.
Rural Education—Burnham.
Graded—Harrison.

(2) High School—Baughman.

(3) Review Courses—Burnham.
Extra Studies—Henry, Burnham, Baughman.

Advanced Standing—
  Life Certificate and Graded Courses—Everett.
  Rural Education Courses—Burnham.
  High School—Blair.
  Health—Harvey, Gage, Place, Hadley.
  Social Life—Wakeman, Brown, Rousseau, Renshaw.
  Y. W. C. A.—Baughman.
A CALL TO SERVICE

Superintendents, principals, and commissioners are urged to impress upon all high school graduates the advisability of taking a normal course as a preparation for teaching. The war has so diminished the teaching force of the state that there are calls for teachers in all departments of school work. Wages are better, but school boards are demanding trained, efficient teachers. A normal course is the best investment that the young people who wish to become teachers can make. No better chance for patriotic work can be found than that of teaching the youth of the nation.

FRED. L. KEELER,
Superintendent of Public Instruction.
The fifteenth annual Summer Term of the Western State Normal School will open June 24, 1918, and continue six weeks, closing August 2. Students will be enrolled and classified on Monday, June 24, and classes in all departments will begin recitations on Tuesday, June 25. Nearly all of the regular instructors of the Normal School will remain in residence during the Summer Term, and will be assisted by a number of outside teachers selected for their efficiency in special lines of work.

LOCATION

The Western State Normal School is located at Kalamazoo, the county seat of Kalamazoo County, in the heart of southwestern Michigan. Kalamazoo, with a population of 45,000, is a city rich in industries, beautiful and healthful as a place of residence. The Normal School is in the residence section on a hill affording a most magnificent panoramic view of the city and surrounding country.

Kalamazoo is an important railroad center easily accessible from all parts of Michigan and adjoining states. It is the halfway point between Detroit and Chicago on the main line of the Michigan Central Railway. The Grand Rapids and Indiana, the Lake Shore and Michigan Southern, and the Chicago, Kalamazoo, and Saginaw railroads, all running north and south, pass through Kalamazoo. In addition to these main lines, the South Haven branch of the Michigan Central, the Kalamazoo Lake Shore, and Chicago, and the Grand Trunk railroads, together with the Michigan Railway Company trolley lines east and north, afford convenient travel to and from all points in southwestern Michigan.

PURPOSE OF THE SCHOOL

The purpose of the Normal School as constituted by law is to prepare teachers for the public schools, and to this end especially the work of the school is organized and conducted. Recognizing that scholarship, familiarity with children, and a
proper attitude toward the work of teaching are fundamental in all professional preparation of teachers, the courses of study in the Western State Normal School have been planned to give as thorough knowledge of the subject-matter as possible in the time devoted to the work, to emphasize the principles underlying the teaching process, and to keep before the student the fact that the highest aims of education are character and service. Every possible means is provided for accomplishing these purposes and for bringing the student into direct acquaintance with the best in modern thought and life. The spirit of hearty cooperation between faculty and students in enterprises and interests of the school is fostered at all times.

Responsibility for the proper attitude of students toward the school and community is, for the most part, necessarily thrown upon the students themselves. While it is the purpose of the school to incite the student continually to higher and better ideals of character and public service, it is impracticable for the Normal School to attempt the task of reforming young men and women. No personal effort will be spared to assist students in every possible way, but those who are manifestly lacking in the essentials of good character, or in ability to become efficient instructors of children, will be requested, whenever the evidence of their unfitness is complete, to withdraw from the school.

During the Summer Term special attention will be given to those who are already teaching and to those who plan to teach during the coming year. Courses of study, plans of work, and methods of instruction, will be arranged to meet the needs of teachers engaged in the profession.

BUILDINGS

1. Administration Building. This structure contains in addition to the administration offices, fourteen classrooms, the assembly room, and the library and reading-rooms. The Normal Co-operative Store is located on the first floor. The site occupied by the Administration building is well known for the panoramic view of Kalamazoo and the surrounding country.

2. Training School Building. This building, 118 feet long and 100 feet wide, consisting of two stories and a basement, is one of the best planned training school buildings in the country. In completeness and convenience the building is a model. The
kindergarten, 1st, 3rd, 4th, 6th, and 7th grades will be in regular session each forenoon during the entire term, affording students opportunity for observation. The Training School building will also provide recitation rooms for review classes.

3. Gymnasium. The gymnasium is the largest among the normal schools of the country. The main floor is 119 feet long and 68 feet wide, entirely clear of posts or obstructions of any kind. The running track, $9\frac{1}{2}$ feet wide, is suspended from the structural steel supporting the roof of the building. In the basement are lockers, shower baths for men and women, and a swimming pool 52 feet long. All classes in public school gymnastics will meet in the Gymnasium.

4. Science Building. The new Science building is located directly west of the Gymnasium and covers a ground area 148 feet long and 78 feet wide. The building is three full stories above the basement. The first floor affords classrooms and laboratories for the departments of Psychology and Geography. The Department of Biology is housed on the second floor, and on the third floor are classrooms and laboratories for the departments of Physics and Chemistry. The new building and its splendid equipment greatly increase the efficiency of the several departments of science.

5. Manual Arts. The building recently purchased from Mr. Eames is at present the home of the Department of Manual Arts. This building is located on Oakland Drive just across the street from the Normal School campus. It consists of a large shop, a room for mechanical drawing, and several offices. It is in every way thoroughly equipped for first-class work.

THE LIBRARY

The Library at present numbers 16,500 volumes. All books have been selected with great care to avoid excessive duplication, and, since all purchases have been made within the last thirteen years, the library is entirely free from antiquated and useless material. The books have been chosen to represent adequately all departments of the school, and to provide generous opportunity and encouragement for cultural reading.

One hundred and ninety periodicals are taken and forty-eight complete sets are shelved in the reading-rooms. Students are given free access to reading-rooms and stackroom.
A representative selection of children's books is furnished by the State Library to supplement the Children's Library in the Training School. This collection is open for inspection and gives an unusual opportunity for teachers to become acquainted with the best books for children in the most suitable and attractive editions.

The Kalamazoo Public Library with a collection of 45,000 volumes is open to all students of the Normal School.

**CREDIT**

Credits applying on the certificate courses may be earned in any of the subjects regularly required. Twenty-four weeks (one-half of a full term's credit) is usually the maximum credit for any student during the Summer Term. Classes reciting daily ordinarily earn six weeks of credit, while those reciting twice each day earn twelve weeks of credit.

**DEMAND FOR TEACHERS**

There is an increasing demand for trained teachers throughout the state and in the country at large. The tendency of salaries is upward, and teaching is nearer a profession than ever before. Graduates of the Western Normal are in demand, and much care is exercised in placing students of the school where the likelihood of success and the opportunity to serve are greatest.

**EXPENSES**

The tuition fee is $4.00 for all students who reside in Michigan. For those living outside of Michigan the fee is $6.00. There is a fee of $1.00 for the support of athletics.

**BOARDING AND ROOMING**

There are convenient rooms in the vicinity of the school sufficient to house 1,200 or more students. The cost of room and board varies. The average cost of rooms is from $1.50 to $2.00 per week per person; the average cost of board from $4.00 to $5.00 per week. The Normal Lunchroom will be open during the Summer Term. Excellent food is provided at very low prices.

Men and women students should not room in the same house. Women students should expect the privilege of entertaining their callers in a down-stairs room assigned for that purpose.
A list of good rooming and boarding houses can be obtained from the Secretary in the General Office or from the Dean of Women. It is advisable for students to see the rooms before they definitely engage them.

HEALTH

Kalamazoo, according to the records in the office of the State Health Department, is one of the healthiest cities in the country. Its splendid water supply and efficient Health Department mark it as unusual in its sanitary conditions. The great majority of the non-resident student body is housed in the most desirable sections of the city. Realizing that with the enrollment of the student the School becomes responsible for his health as well as for his educational development, and that the efficiency of the student depends upon his condition of health, a committee on student health has been created to serve as an advisory committee to the student body. Students are urged to bring all cases of physical indisposition to the attention of some member of this committee. Any case of contagious disease should be immediately reported to some member of the Health Committee or to the Dean of Women.

STUDENT CLUB ROOM

A Students' Clubroom located in the Administration building, is used by the young women for quiet study or rest between classes.

THE NORMAL CO-OPERATIVE STORE

The Normal Co-operative Store, which has been in operation during the past five years, will be open during the Summer Term, affording opportunity for students to purchase books and other necessary supplies at low prices.

The Co-operative Store enjoys a large student patronage. During the present school year the store will transact a business of approximately $15,000.

THE KALAMAZOO NORMAL "RECORD"

The Record serves as a clearing house for the educational activities of the school. Timely articles on present questions are contributed by members of the faculty. The various departments of the school furnish many articles of practical value to teachers. This material is usable and serviceable as it is the
record of successful work in the Normal School. The subscription price is fifty cents a year. The *Record* is now published quarterly as a forty-eight page magazine. Inquire at the office for samples of one of the numbers issued in 1917-1918.

**THE WESTERN NORMAL "HERALD"**

The *Herald*, the official weekly publication of the School, made its first appearance in the Summer Term of 1916. It is issued as a four-page paper, newspaper size, each Wednesday morning. The *Herald* endeavors to chronicle faithfully all the important activities of the School. From time to time throughout the year special numbers are issued. These are devoted to art, music, industrial training, athletics, co-educational activities of a special nature, and other particular school interests. Every student and faculty member is a paid subscriber. The alumni also are giving the paper hearty support. The subscription price is one dollar for the forty-two issues of the year. Summer Term numbers included. Subscriptions may begin at any time.

**ATHLETICS**

Due attention will be given to various forms of athletics during the Summer Term. Baseball and tennis will be prominent features of outdoor athletics. Eight tennis courts will be at the disposal of students. Attention will also be given to other outdoor games and sports that may be used in public schools.

The new athletic field of 14 acres lies just across Oakland Drive from the Normal School campus and is one of the finest in the Middle West. The baseball diamond and the new up-to-date quarter-mile track will be in use during the Summer Term.

**SOCIAL LIFE**

As in former years, the Social Committee of the faculty will provide special entertainment with a view to securing a variety of interests and affording opportunities for extending acquaintance among the students. Social gatherings similar to those of last summer, which will be so pleasantly remembered by all students who were in attendance, are to be included in the general program which has been planned for the enjoyment of members of the Summer School. General student parties are scheduled for the following dates: Friday, June 28, and Wednesday, July 10.
The Young Women’s Christian Association of the school has for its purpose the spiritual development of the young women and the promotion of social service among them. Beginning with the second week, meetings will be held every other week during the Summer Term, in the Students’ Club Room.

LECTURES

During the Summer Term students will be given many opportunities to hear lectures by noted men and women on subjects vital in education and on topics related to the war. Early in the term Miss Mabel Carney, of the Department of Rural Education, Teachers’ College, Columbia University, will lecture on “Country Teachers’ Part in War Reconstruction” or some other topic related to rural education. Miss Carney is well at the front in her chosen field of work. She has lectured at the Western Normal before and always has much to say that is truly worth while.

Later in the term, Dr. Charles H. Judd, Director of the School of Education, University of Chicago, will lecture on some subject of immediate interest to teachers. Dr. Judd is universally recognized as one of the leaders in educational work today. He is a pleasing, forceful speaker and always has a real message for his audience.

The war is the great event of our generation, and a teacher who is not fully alive to its scope and significance cannot be all that a teacher should be in the schools of a democracy. In order that teachers may know more clearly the true nature of the conflict that has engaged us, lectures on different aspects of the war will be given by noted men who can speak from first-hand knowledge and experience.

CHAUTAUQUA

For the sixth successive year the Redpath Chautauqua will be held on the Normal grounds the fifth week of the Summer School. Programs will be given morning, afternoon, and evening. Prominent lecturers and musical organizations will appear, and the students will be offered the same high grade attractions of previous years. Season tickets will be sold to students at reduced rates.
Courses Offered

The courses offered in the Summer Term are as follows:
1. Regular certificate.
2. Review.
3. Extension.
4. Lecture.

REGULAR CERTIFICATE COURSES

A large number of classes will be formed in the branches included in the regular certificate courses. Several of these classes in the Life, Graded, and Rural Certificate groups will meet twice daily, thus enabling a student to cover the work of two twelve weeks' courses during the Summer Term. Classes will be formed in a wide variety of subjects in all the departments of the school.

REVIEW COURSES

Review classes will be formed in all of the common school branches. These classes will be of special benefit to students and teachers who are preparing for the county examinations to be held in August. Opportunity will be offered for reviewing subjects included in the first, second, and third-grade examinations. As there will be no summer schools or institutes this year in the counties near Kalamazoo, all teachers are urged to take advantage of the unusual privileges offered at the Western State Normal. Credits earned during the six weeks' term are recorded, and in some subjects apply on certificate courses. There will be thorough reviews, and in addition, courses will be so arranged in many subjects that students attending two or more Summer Terms may pursue work in a given study without duplicating subject-matter.

The subjects in which review courses will be offered are: Agriculture, Algebra, Arithmetic, Botany, Civil Government, Course of Study, General History, Geography, Geometry Grammar, Orthography, Penmanship, Physics, Physiology, Reading, School Law, Theory and Art of Teaching, and United States History.

The School Commissioners of the counties which are affiliated with the Summer School urgently recommend that teachers and
students preparing for county examinations elect, when possible, regular certificate courses.

COUNTY NORMAL DIRECTORS AND CRITICS

There is offered this summer a course in County Training Class Problems, and demonstration of rural school teaching will be given each forenoon in the Oakwood Rural School. This course is especially for teachers who are planning to teach in County Training Classes.

COUNTY COMMISSIONERS CONFERENCES

Commissioners of Schools of the co-operating counties will be at the Normal School on Monday and Tuesday of the first week of the term and the last two days of the last week. The Commissioners will announce rooms and hours for meeting with teachers from their counties, who may wish to consult them. Conference on questions of county administration and supervision are being arranged and programs in detail for these meetings will be sent to the Commissioners.

NORMAL EXTENSION DEPARTMENT

Through the Extension Department the Western State Normal School offers opportunities for home study for credit to capable students who are unable to be in residence during the regular year. Such non-resident credit when combined with resident credit earned during summer terms is accepted on the various certificate courses.

All instruction is given by members of the regular faculty in classes which meet at frequent intervals, usually on Saturdays, in centers within range of the school or by means of carefully organized courses offered by correspondence. As nearly as possible, all subjects are equivalent to corresponding subjects in residence.

A special announcement of this department will be furnished on application to the Extension Director.
THE EXTENSION LIFE CERTIFICATE

The Western State Normal was authorized in 1905 to grant extension life certificates to mature students who comply with the following conditions:

1. Graduates from a high school, or its equivalent.
2. Six years of successful teaching.
3. Completion of the following work under direction of the faculty of the Western State Normal:
   a. Three summer terms in residence.
   b. Two years of non-residence work, either
      1. Class work at a center within range of the school, or
      2. Correspondence work under direction.

The object of the course is to meet the needs of those who otherwise would be deprived of opportunity for growth and advancement. Extra credits or substitutions for residence study on the basis of work done elsewhere are not accepted. Numerous students already have completed the Extension Life course.

Special announcements bearing on the workings of the Extension course will be mailed to those interested, if they address The Extension Director, Western State Normal School, Kalamazoo, Michigan.
Details of Departments

Courses bearing numbers from 1 to 99 are offered in the Review and High School courses; those from 101 to 199 receive credit in the Rural, Graded School, and Life Certificate courses.

Courses in the High School and Rural School departments which are the same as the courses in the Graded School and Life Certificate work, are given the numbers of the latter.

ART

101. **Introductory Art.** A course in art for students who have not had work in art in the grades, or who are lacking in the ability to express form in drawing and painting. The course consists of drawing and painting nature forms, principles of perspective as expressed in simple type forms, principles of design as expressed in simple borders, surface coverings and printing, picture study and blackboard sketching. Elective. 12 weeks' credit.  
MISS STEVENSON

102. **Teachers' Art.** A course of study will be planned with the students covering the grades in which the students are preparing to teach. Practice lessons will be given by the students before the class. All students will be required to do some practice teaching in art in the Training School. Required in Early and Later Elementary courses. 12 weeks' credit.  
MISS JUDSON.

103. **Construction.** This course includes the various problems in hand and wood work applied to all grades. Paper and cardboard construction work, weaving basketry, clay-modelling, book-making, book-binding, and other household art problems are included in this course. 12 weeks' credit.  
MISS SPENCER.

**Note**—This course is open to students without previous art work, and is of greatest importance to the grade teacher.
BIOLOGY

REVIEW AND HIGH SCHOOL COURSES

10. Physiology. An elementary review course for teachers preparing for the fall examinations. While the functions of the various systems of the body will be especially emphasized, yet enough anatomy will be given to furnish an understanding of the various organs. Peabody's *Physiology* will form the basis of the course. Bring all available textbooks.

MR. PLACE.

11. Botany. A review course designed to prepare teachers for the county examination. Bergen’s *Elements of Botany* will form the basis of the course. Bring all textbooks available.

MISS HADLEY.

12. Agriculture. A review course designed to prepare teachers for the fall examination. This course will cover the whole general field of agriculture, dwelling on those phases which seem practical. Students should bring whatever textbooks on agriculture they have for reference. *High School Agriculture* by Mayne and Hatch will form the basis of the course.

MISS HADLEY.

RURAL, GRADED SCHOOL, AND LIFE CERTIFICATE COURSES

101. Fundamentals of Biology. This course is introductory and is planned to present the great fundamental truths of biology to the end that the student may acquire the biological point of view which is an essential desideratum in modern educational, sociological, and ethical considerations. An effort will be made to develop in the student the scientific attitude of mind. Evolution, heredity, and eugenics receive special treatment. 12 weeks' credit.

DR. HARVEY.

111. Nature Study. The place of nature study in the curricula of the elementary and rural school is definitely assured. Most teachers feel a lack of preparation not only in regard to subject-matter, but in methods of presentation. The purpose of this course is to present the ideals and methods of nature study, to acquaint the student with available materials and give him
grasp of the literature of the subject. School gardens receive attention. Seasonal phenomena of plant and animal life are treated. Field and laboratory work are devoted to identification and ecology of our common plant and animal forms—special stress being placed upon tree, bird, flower, and insect study. Kalamazoo offers in its diverse habitats many localities of unusual interest, making an ideal center for nature-study work. Students should bring clothing suitable for tramping, collecting cases, hand lenses, etc. Four afternoons of each week will be devoted to the work. 12 weeks' credit. MISS HADLEY.

114. School Hygiene. A course for teachers dealing primarily with such problems as malnutrition in school children, factors influencing growth, physiological differences between children and adults, schoolroom ventilation. Personal hygiene and prevention of contagious diseases will not be lost sight of. Terman’s “The Hygiene of the School Child” will form the basis of the course. 6 weeks' credit. MR. PLACE.

117. Hygiene. The factors of both personal and social hygiene are considered, with special emphasis on the causes of ill-health and disease, and their control and prevention. 12 weeks' credit. MR. PLACE.

119. Field Biology. Arranged to meet the demands of any who may desire special work along this line. Such a course will embrace the detailed study, under direction, of some habitat or region, or of some group of plant or animals. Collections and reports are required. The credit is determined by work done.

DR. HARVEY, MR. PLACE.

120. Organic Evolution. The main purpose of this course is to present to the general student a comprehensive introduction to our present-day knowledge of the factors and phenomena of organic evolution to the end that he may acquire a philosophy of nature and a recognition of man's place in nature as a basis of thought and action. No prerequisite required. 12 weeks' credit. DR. HARVEY.
CHEMISTRY

2, and 102. General Inorganic Chemistry. This course covers the second term's work. Laboratory work is required. Twice daily, 12 weeks' credit. DR. McCRACKEN.

108. Chemical Nature Study. This course is designed to give the student some knowledge of chemical facts and experiments that may be of use in the grades. No previous knowledge of the subject is required. Twice daily, 12 weeks' credit. DR. McCRACKEN.

NOTE: If there are enough students wishing to begin chemistry (Courses 1 and 101) a class will be organized. If there are students wishing special laboratory work they will be, as far as possible, accommodated.

COMMERCE

101. Bookkeeping. The general principles of debit and credit, trial balances, subsidiary journals, the simple statement, account classification and analysis and special drill on negotiable paper are considered in the first course. Required. 12 weeks' credit. MR. LORING.

101a. Household Accounting. The first half of the course will be taken with students in Bookkeeping 101. The later applications will be based upon the problems of household expense. Elective. 12 weeks' credit. MR. LORING.

102a. Farm Accounting. An application of accounting principles to farm costs and consideration of farm valuation. Prerequisite, a knowledge of elementary bookkeeping. Elective. 12 weeks' credit. MR. LORING.

101. Shorthand. This course covers the fundamental principles of Gregg Shorthand found in the first six lessons of the Manual, with special emphasis placed upon phonetics. Penmanship drills are required and some time is devoted to the preparation of the primary certificate drill plates. A test is given on each lesson. Required. 12 weeks' credit. MISS McEVOY.
101. **Typewriting.** This course is designed to give the pupil a thorough command of the keyboard. Emphasis is placed upon the correct method of operation. Rhythm drills add interest to the work. Required. 6 weeks' credit. **MISS McEVOY.**

113. **General Business.** The following course is recommended for those teachers who desire a knowledge of the rights and responsibilities of the ordinary citizen in his relation to the business world. The arithmetical and legal phases of the subject will receive special attention. Elective. 6 weeks' credit. **MR. LORING.**

**EARLY ELEMENTARY EDUCATION**

( **KINDERGARTEN—FIRST AND SECOND GRADES**)

101. **Early Childhood Education.** A fundamental course planned primarily to acquaint students with childhood—its impulses, instincts, interests, together with attendant activities—play and work. Specific studies of children in play and work situations by means of observation and reminiscences will be required in addition to stated readings, reports, and class discussion. The course offers a work basis for, and runs parallel with **Content of Curriculum 102.** Required in Early Elementary course. 6 weeks' credit. **MISS GAGE.**

102. **Content of the Curriculum.** This course aims at a psychological presentation of the subjects of the curriculum of the kindergarten and the first two grades. It will center largely around industry, history, and civics, and will include a consideration of the social needs for subject-matter; the organizing of the materials and problems according to the mental development of the child; and a limited study of the specific subjects of the curriculum in their more logical development, including forms of handwork, nature study, language, arithmetic, etc. This course is based upon and runs parallel to **Early Childhood Education 101.** Required in Early Elementary course. 6 weeks' credit. **MISS GAGE, MISS COPPENS.**

103. **Current Educational Problems.** This course pre-supposes a familiarity with general educational principles. The purpose of the course is to test out these principles and apply them to early elementary practice problems. A comparative study of
modern theorists and types of modern schools will form the basis of further discussion for evaluation. Required in Early Elementary course. 12 weeks' credit. MISS GAGE.

104. Beginning Reading. This course deals largely with the physiological, psychological, and pedagogical problems found in teaching little children to read. A study is made of kindergarten activities which may be used as a basis for beginning reading. Emphasis is placed on the study of some of the modern methods now in use, such as Aldine, Beacon, Merrill, and Gordon. Standards for judging methods and material are worked out. Students will be given opportunity to give some of the reading tests which are now being used in school investigations. 12 weeks' credit. MISS BALLOU.

ENGLISH

REVIEW, RURAL II, AND HIGH SCHOOL COURSES

7. Review Grammar. The purpose of this course is a thorough review for those who are making preparation for the county examinations. It is not accepted as credit for the regular course in grammar, English 104. One-half of the county examination questions in grammar will be based on Leiper's Language in the Grades. MR. LIVERMORE.

98. Classics. This course is intended for high-school students who need to earn a credit in English, and for teachers who have not had a high-school course and need more work in literature. The time in class is spent in reading several classics. This work is supplemented with outside reading. 12 weeks' credit. MISS BAUGHMAN.

99. Preparatory Composition. The elements of composition are treated under both form and content. The course deals with punctuation, word usage, paragraph and sentence structure, and business and social forms in letter-writing. Daily practice is afforded in both oral and written composition. Credit in this course is accepted in Rural II course as part credit in Third-Year High School English. 12 weeks' credit. MISS BAUGHMAN.

NOTE—Either 98 or 99 will be given according to the number of students.
RURAL I, GRADED SCHOOL, AND LIFE CERTIFICATE COURSES

101. Composition. This course aims to help the student in the use of composition as a practical art. Emphasis is placed upon sound organization of material and clear expression of ideas. To this end some time is given to the reading and analysis of several representative prose selections, and much practice work is done in the writing of short themes. A number of detailed outlines are developed, and at least one exposition of approximately 1000 words is undertaken, preferably upon some subject of interest and value to the individual student. While a knowledge of the principles of punctuation, grammar, and rhetoric is presupposed, critical attention is paid to their application and to the observance of the ordinary manuscript conventions. 12 weeks' credit.

MRS. BISCOMB, MISS BAUGHMAN.

101b. Advanced Composition. A general discussion of the four forms of discourse with the analysis of specimens of each form. Most of the time will be devoted to the writing and correction of themes. 12 weeks' credit. DR. BROWN.

103. Literature for Children. This course aims: (1) to give a general survey of the field of literature suited to the needs and tastes of children; (2) to get at the general principles which underlie the selection of literature for children under any given conditions; (3) to organize and give new meaning to the mass of suitable literature already read, and to add largely to its content by further reading. While this is primarily a course in literary material for class use, some attention will be paid to the subject of general reading for children, both inside and outside of school. MacClintock's Literature in the Elementary School will be used as a basis for the discussion of principles. Students will save time by bringing with them a good collection of fairy tales; an anthology of poetry for children; a mythology; the Iliad, the Odyssey, the Nibelungenlied, the Song of Roland, the Morte D'Arthur, the Old Testament, and Beowulf, or any simplified stories founded upon these; Gulliver's Travels; Alice in Wonderland. As to prerequisites, some knowledge of child psychology and much knowledge of literature
are desirable but not indispensable. This is a course in reading and in the application of principles. Notebooks will be kept and brief reports will be submitted, but no long papers will be written. 12 weeks' credit. MISS RAWLINSON.

104. Teachers' Grammar. The aim of the course is to help the prospective teacher to an independent mastery of the subject of English grammar. The English sentence, word order, parts of speech, and inflection are thoroughly studied. Special attention is given to the more abstract and difficult principles of grammar that clearness of conception may be assured. Much time is devoted to practical application and testing of devices and methods usually used in teaching the subject. 12 weeks' credit. MRS. BISCOMB.

113. The English Novel. A rapid reading course in the English novel. Such writers as Defoe, Richardson, Fielding, Smollett, Sterne, Jane Austen, Dickens, Thackery, and George Eliot will be studied. Each member of the course will be requested to make a detailed report to the class upon some English novelist. 12 weeks' credit. DR. BROWN.

SPEECH

REVIEW COURSES

1. Reading and Orthography. A careful study of the chapter on the teaching of reading in the Manual and Course of Study for County Normal Training Classes will be made, and Pattengill's Orthography will be reviewed. MR. LIVERMORE.

RURAL, GRADED, AND LIFE CERTIFICATE COURSES

101. Reading. This course aims to develop expressive reading and effective teaching of reading. It puts special emphasis on fundamental principles and therefore should precede other courses. 12 weeks' credit. MISS ROUSSEAU.

102. Voice. A scientific study of the speaking voice. Aims to eradicate speech defects, to give practice in the diagnosis of speech defects in children, and to suggest methods of correction. 12 weeks' credit. MISS McMILLAN.
104. **Story-Telling.** A study of the purpose of storytelling in school and of selection of stories. Daily practice in telling stories. 12 weeks' credit. MISS McMILLAN.

108. **Principles of Presentation.** This course will deal with methods of staging plays, festivals, and pageants, coaching debates, extempore speaking contests, oratorical and declamatory contests, and the planning of programs for literary societies. Lists of plays, publishing houses, manuscript houses, costume houses, speeches for use in contests, and selections for readings will be prepared. 12 weeks' credit. MISS ROUSSEAU.

**FRENCH**

101. **Elementary French.** A study of the fundamentals of French grammar, a beginning in the practice of the spoken language and in reading easy French. 12 weeks' credit. MRS. HOCKENBERRY.

107. **Advanced French.** The work will be planned to meet the needs of the students, but will probably include the reading of a variety of texts, discussions of the same in French, and free reproductions. Supplementary reading on the authors and background of the texts. 12 weeks' credit. MRS. HOCKENBERRY.

**GEOGRAPHY**

**REVIEW COURSE**

5. **Review Geography.** Several sections will be formed for review work in geography. Work adapted to those who are preparing for the state examinations. MR. WILCOX.

**RURAL, GRADED SCHOOL, AND LIFE CERTIFICATE COURSES**

101. **General Geography.** Part I. The nature and scope of geography; the various map projections in common use; the elements and controls of climate; the characteristics and distribution of the major climatic types; causes of weather changes; an elementary study of life responses to climatic conditions. 12 weeks' credit. MISS HARRISON.
105a. The Geography of South America. A study of the relation of the continent to the world as a whole; the physical features, climates, and resources of the continent, and their influences upon the development, life, and prospects of the several countries; the geographic conditions affecting commercial relations between North America and South America. Lectures and supplementary reading.

NOTE.—If the program does not permit regular enrollment in this course, much that will be of benefit in the teaching of the continent can be gained from visiting the course systematically. 6 weeks’ credit. MISS HARRISON.

107. Geology. The features of the earth treated with special reference to their origin and significance; elementary study of minerals and rocks; the most important events in the geological history of North America. This course provides the geologic basis necessary for advanced work in geography. Text, laboratory, field trips. Elective. 12 weeks’ credit. MISS HARRISON.

108. Commercial Geography. A study of the materials of commerce and industry, the geography of the occupations, and the economic geography of the leading commercial nations. 12 weeks’ credit. MR. WILCOX.

GERMAN

114. German. The study of some drama or prose narrative selected to meet the needs of the class. A review of German grammar and syntax, and practice in speaking and writing the language. 12 weeks’ credit. MISS ZIMMERMAN.

115. German. This will be primarily a course in German conversation, especially designed for those who feel that their knowledge of the spoken language is inadequate for present-day demands in modern language instruction. The work will consist of the discussion of German texts in German and the writing of compositions and reproductions. 12 weeks’ credit. MISS ZIMMERMAN.
HISTORY

REVIEW, RURAL II, AND HIGH SCHOOL COURSES

12. General History. A review course for students expecting to take the examination for second-grade certificate. The class will meet twice daily. 12 weeks’ credit in High School course. MISS LUTJE.

13. United States History. A review course to meet the needs of students preparing for the August examination. Four sections will be formed. Bring any textbooks available. School may be earned. The President’s War Message of April, 1917, will be carefully studied. DR. MIDDLEBUSH.

14. Civil Government. This course is planned primarily for students who wish to prepare for the August examinations. Four sections will be formed. Bring any textbooks available. Sparks’ Government as a Business will be used as a text. DR. MIDDLEBUSH.

RURAL I, GRADED SCHOOL, AND LIFE CERTIFICATE COURSES

101-2, or 3. United States History. Emphasis will be laid upon the different periods according to the needs of the class. Special attention will be given to choice of subject-matter and bibliography suitable for grade work. 12 weeks’ credit. MR. HICKEY, MISS LUTJE.

105. Modern Europe Since 1815. Beginning with a review of the Congress of Vienna, the course plans the interpretation of today in terms of the more immediate past. The cause of the Great War, its many aspects, particularly economic, will prove interesting matter for study. Elective. 12 weeks’ credit. MR. HICKEY.

106. Greek History. A brief sketch of the political history of Greece, with emphasis upon Greek civilization and its expansion. 12 weeks’ credit. MISS WAKEMAN.

111. English History, 1603-1914. A survey of the history of the period with emphasis upon expansion, methods of governing possessions, and foreign relations. 12 weeks’ credit. MISS WAKEMAN.
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HOUSEHOLD ARTS

FOODS AND COOKERY

107. Cookery. This course offers practical work in the cooking of all classes of foods, such as cereals, vegetables, meats, eggs, breads, pastry, salads, and deserts. Breakfasts, luncheons, and dinners are planned, cooked, and served by the group. 6 weeks' credit.  MISS MOORE.

108. Home Dietetics. The object of this course is to teach the group proper selection, nutritive value, and preparation of food, and the importance of a well-balanced diet for adults and children. Some work will be given in food substitution. 6 weeks' credit.  MISS MOORE.

TEXTILES AND CLOTHING

107. Clothing. A combination of machine and hand work in the making of a four-piece suit of underwear; discussion of pattern-making, materials, the making of fundamental stitches, and various methods of finishing and trimming. 6 weeks' credit.  MISS BERGEN.

108. Clothing. A course in millinery, consisting of a study of line, color, and general fitness to the individual; the making of buckram frames from paper pattern work; practice in wiring and covering; various edge and crown finishes; rewiring and remaking ready-made frames, and the making of wire frames from given measurements. Special attention will be given this year to the renovation and use of old materials. 6 weeks' credit.  MISS BERGEN.

LIBRARY

101. Library Methods. General work consisting of daily discussion of children's books, use of lists and bibliographies, and of reference books most helpful in all departments of school work. The purpose of the course is to give the teacher standards of comparison in the purchasing of school libraries, and a working knowledge of books as tools. 6 weeks' credit.  MISS BRALEY, MISS FRENCH.
MANUAL ARTS

Mechanical Drawing. Five separate courses in mechanical drawing taking up elementary drafting, principles of orthographic projection, surface developments, intersection, isometric and cabinet projection, machine details, and architectural drawing. 12 weeks’ credit. MR. BOWEN.

Concrete Construction. Practice in building forms, mixing and laying walks, garage floors, and garden furniture, such as bird-baths, garden seats, sundials, and jardinières. Discussions will be given on testing chemistry, and manufacturing of cement. 12 weeks’ credit. MR. BOWEN.

Automobile Service. A course in the rebuilding and repair of the modern chassis. Practical experiments in valve grinding, piston and piston ring fitting, ignition and valve timing, babbitting and scraping bearings, and “trouble shooting.” 12 weeks’ credit. MR. SHERWOOD.

Machine Shop. The operation of milling machine, planer, lathe, drill press, grinders, and layout work using precision tools. 12 weeks’ credit. MR. SHERWOOD.

Building Construction. In this course instruction is given in actual building operations. Models of balloon, and braced bungalows or houses are built to scale. 12 weeks’ credit. MR. MAYER.

Industrial Education. The present status of national, state, and local legislation regarding industrial education is summarized: the functions and organization of industrial arts and vocational education are pointed out, and their relation to the public school curriculum indicated. 12 weeks’ credit. MR. MAYER.

NOTE—Courses in elementary wood-working, wood-turning, advanced machine and architectural drawing will be given if there is a sufficient demand.

MATHEMATICS

REVIEW, RURAL II, AND HIGH SCHOOL COURSES

7. Plane Geometry. Designed for those who are preparing for teachers’ examination or for students who wish to review the subject as a preparatory course. Much attention is given to method of attack. One section. MRS. MICKEY.
13. **Arithmetic.** A review for those desiring to prepare for teachers' examination. Sections will be organized for all grades of county certificates. **MR. LONGMAN.**

14. **Algebra.** Review course for those preparing for teachers' examination or for students who wish to review the subject as a preparatory course. Two hours daily. **MRS. MICKEY.**

**RURAL I, GRADED SCHOOL, AND LIFE CERTIFICATE COURSES**

101. **Arithmetic.** A teachers' course. To elect this course the student should have a knowledge of geometry and of the beginner's course in physiology. The work consists of two parts, divided as follows:

(a) A study of the origin of number and its use. The history of the development of the subject-matter of arithmetic, and methods of teaching the subject. Assigned readings and classroom discussions form a prominent part of this work.

(b) Review of some of the more difficult parts of arithmetic. 12 weeks' credit. **MR. EVERETT.**

102. **College Algebra and Analytic Geometry.** Rectangular and polar coordinates, simultaneous linear equations, determinants, relations between straight lines. 12 weeks' credit. **MR. EVERETT.**

103. **Plane Trigonometry.** This is equivalent to the work done during the regular session. Solution of triangles by both natural and logarithmic functions. 12 weeks' credit. **MR. EVERETT.**

**MUSIC**

101. **Elements of Vocal Music.** This is an academic course, and should precede the Teachers' Course in Music. It presupposes no previous knowledge, but deals with the very rudiments of vocal music. It consists of the cultivation of the ear, the voice, and the beginning of sight singing. The course covered is that of Book One of any of the standard music courses, and may be eliminated by examination. 12 weeks' credit. **MR. MAYBEE.**
103. **Voice Culture I.** This course includes both concert and individual work. Correct breathing, proper placing of the voice, clarity of tone, articulation and enunciation will be treated specifically. Some songs will be taken up for interpretation. This course is open to all students. Laboratory credit, 3 or 6 weeks.

MR. MAYBEE.

106. **Teachers' Course in Music.** This must be preceded by course 101 or its equivalent. Advanced sight reading and ear-training are taken up in this class; discussion of methods, and practice teaching during the class period as a preparation for teaching this subject in the first eight grades. Observation is made in the Training School. 12 weeks’ credit.

MR. MAYBEE.

108. **Primary Songs and Games.** This course is a suggestive one for teachers in the primary grades as well as for specializing students. The following phases will be developed: Rhythm—feeling for and interpretation of different rhythms through games, balls, percussion instruments, folk dances, and rhythmic steps. Songs—a sequence applicable to seasons and school festivals and taken from the best composers of children’s songs will be learned. The care of the child’s voice and the presentation of these two phases to the child will also be taken up. Ability to play the rhythmic studies and accompaniments is desirable and is required from specializing students in the Early Elementary and Music courses. Observation may be made in the Training School. 6 weeks’ credit.

MISS ALLEN.

**SPECIAL SUPERVISORS' COURSES**

109. **Harmony and Ear-Training.** This course is offered to meet the demand of the work in ear-training, melody writing and elementary harmony in the upper grammar grades and high school. 6 weeks’ credit.

MR. HENDERSON.

113. **Musical Appreciation and Biography.** This course will cover the lives and works of the great masters from Bach and Handel down to the present time. Biographical notebook and programs suitable for grades and high school will be worked out. The victrola will be used in this course. 6 weeks’ credit.

MR. MAYBEE.
114. Advanced Harmony and Musical Composition.—This course consists of a review of elementary harmony and advanced work. It should be preceded by a year's work in elementary harmony. This course will be of exceptional value for supervisors of music. 6 weeks' credit. MR. HENDERSON.

122. Chorus. In view of the increasing demand for high-school chorus concerts, a cantata will be given suitable for the average high-school chorus. The chorus will meet for two rehearsals each week. Chorus is required of all students enrolled in Music courses as a part of their regular work. The course is open to all students.

MR. HENDERSON, MR. MAYBEE.

Orchestra. All who have instruments and wish to join the Normal School Orchestra will find it both pleasant and profitable.

MR. MAYBEE.

129. Song Interpretation. This course is designed to meet the demand for new material to be used in the grades and high school. Song interpretation will be a feature of this course. 6 weeks' credit.

MR. MAYBEE.

PENMANSHIP

The aim of this course is to give the student a knowledge of method and technic in penmanship as well as to develop a practical style of writing.

Students preparing for the county examinations should consult with their commissioners in order to find out whether or not it would be advisable for them to enroll for penmanship in the Summer School.

A credit in penmanship is now required of all candidates for normal-school certificates in this state. The work done in the Summer Term will count on that credit. Persons who have credits for penmanship from other institutions or who hold a Zaner or Palmer certificate should present the same for consideration on entrance.

MR. GREENWALL.

PHYSICAL EDUCATION FOR WOMEN

101-102. Physical Education. This course consists of Swedish and German gymnastics; advanced light apparatus
work and folk dancing; games for outdoor and indoor use. 6 weeks' credit in physical education.

Combined with either Tennis or Swimming, 12 weeks' credit and equivalent to 101 or 102 of the regular school year.

MISS REED.

103-104. Physical Education. This course presupposes Physical Education 101-2. It consists of more advanced work in all lines. Students are given opportunity to arrange lessons and conduct classes. 6 weeks' credit in physical education.

Combined with either Tennis or Swimming, 12 weeks' credit and equivalent to 103 or 104 of the regular school year

MISS SPAULDING.

105. Physical Education. Playground Organization 123 may be substituted.

123. Playground Organization. The theory of the growth and advancement of playgrounds with attention to their organization. Laying out of grounds and the choice and arrangement of apparatus is given due consideration. Play activities from the simplest form to the highly organized competitive games are carried on in the gymnasium. 12 weeks' credit.

MISS REED.

Instruction in Tennis will be given each morning at 7 o'clock.

Instruction in Swimming will be given on Monday, Tuesday, and Wednesday.

Note.—All students taking courses in physical education must take medical examination by school physician.

A gymnasium suit is required for courses 101, 102, 103, 104. (White middi, dark bloomers and black gymnasium shoes.)

PHYSICS

Review Physics. A general review of elementary physics designed for those whose work in the high school has been weak in this subject; for those who have had limited opportunities in the way of laboratory work; for those who wish to review the subject preparatory to teaching it; and for those who are preparing to take an examination for second grade, first grade, or the state certificate. Credit may be earned in the Rural and Preparatory departments commensurate with the work done. Class meets from 7 to 9 daily.

MR. FOX.
Elementary Laboratory Work. This course may be elected to accompany Review Physics, or may be elected as an independent course by students who have had good classroom instruction but have had little opportunity for individual laboratory work. Laboratory will be open from 1 to 4, and credit will be allowed according to work done. MR. FOX.

GRADED SCHOOL, RURAL, AND LIFE CERTIFICATE COURSES

104. Physical Nature Study. A comprehensive review of selected portions of physics necessary to the analysis of problems which arise in the grades. Special attention given to methods of organizing and presenting grade work. 12 weeks’ credit. MR. FOX.

Advanced Laboratory Work. Open to students who have had courses 101, 102, and 103. Credit granted according to work accomplished. Advanced laboratory will be open from 1 to 4 daily. MR. FOX.

Photography. Students will have an excellent opportunity to advance themselves in the art of photography during the Summer Term. The Department of Physics possesses a fine new dark room which will be open to students from 1 to 4, three days in the week. The work will be informal, the student pursuing any phase of photography in which he may be interested.

PSYCHOLOGY AND EDUCATION

PSYCHOLOGY

101. Introductory Psychology. The course consists of lectures, recitations, quizzes, and laboratory work. Required in all courses. 12 weeks’ credit. DR. HENRY, MR. RENSHAW.

102. Educational Psychology. This is an advanced course in the psychology of education. Special stress is laid upon the exercises in the laboratory, which comprises at least half of the work of the course. Prerequisite—Course 101 or its equivalent. 12 weeks’ credit. DR. HENRY, MR. RENSHAW.

103. Child-Study. A general othogenics course comprising prenatality, infancy, and childhood to the 8th year. Required in Elementary Life Certificate courses. Prerequisite, Psychology 101. 12 weeks’ credit. MRS. TOWNSEND.
110. Clinical Psychology. A course in mental and intellectual tests and measurements. In this work the student is made familiar with the standard tests and measurements and their technique. In addition to the studies made in class, laboratory, and clinic, visits are made to other institutions. Kalamazoo offers an abundance of material for examination in retarded, delinquent, dependent and all types of atypical children. Admission to the course is only after consultation. 12 weeks credit. MR. RENSHAW, DR. HENRY.

EDUCATION

127. History of Modern Education. This course traces the development of the modern school in its relation to other social organizations. Special attention is given to the historical conditions and to the men most significant in current educational practice. Special reports on current educational problems, and required readings in literature pertaining to the subjects studied in class are required. Elective, 12 weeks' credit. MR. FELL.

129. School Administration. This course is intended primarily for those who expect to engage in school administration, whether as superintendents, principals, or supervisors. Because most effective administration is not possible without thorough-going co-operation on the part of all within a given school system, teachers who wish to understand better the conditions under which they work will be accepted as students in this work. The course involves a detailed study of school support; administrative units; school boards and supervisory officers; training, appointment, tenure of office, promotion, rating of teachers; school surveys; school equipment; control of textbooks; classification and progress of children in the schools (compulsory education, promotion, retardation, acceleration, elimination, special classes, etc.). Concrete material will be collected by members of the class from contact with actual field conditions. Prerequisites: Psychology 101 and 102, Principles of Teaching 101. Elective. 12 weeks' credit. MR. FELL.

RURAL EDUCATION

A belief is rapidly becoming common that teachers of rural schools must be asked to meet, as rapidly as circumstances will
allow, the requirements in scholarship and professional training demanded for good elementary school teaching anywhere.

Courses of training for rural teachers are already in print which definitely outline four years' preparation beyond the high school. It will take some years to reach this standard, but requirements of one-year and two-year training courses are immediately at hand. Young people who expect to teach should not miss the significance of these facts.

Three courses of study are offered here for the preparation of rural-school teachers:

**A Life Certificate in Rural Education** may be secured by high-school graduates after an attendance here of two years. Students are compensated for the expense involved in two years' schooling by salaries ranging from $60 to $100 per month, and districts paying such salaries seem warranted in demanding full life certificate preparation on the part of teachers they employ.

**A Certificate in Rural Course I** good in any school in Michigan for three years in all grades up to the tenth may be secured by high-school graduates after an attendance of one year and one Summer Term. The graduates of this course may justly anticipate consideration by districts paying $50 to $60 per month.

**A Certificate in Rural Course II** good in one, two and three-room schools for a limited time may be secured by graduates of the eleventh grade after an attendance of one year. Some young people cannot raise the money for a larger investment in preparation than this to begin with, and they are seeking the best schools they can secure on the basis of such preparation as they have been able to get.

The foregoing courses are administered by a special Department of Rural Education in which questions of advantageous enrollment for students beginning their preparation; for graduates of County Normal Training Classes, who wish more preparation for teaching rural schools; or who seek the second renewal of their certificates; for teachers who may wish to change from town or city to rural teaching; for teachers of experience who wish to prepare to teach in County Normal Training Classes; and for teachers who have taken limited normal-school courses for rural teaching and desire to go on, are given due considera-
Consultation with the director of this work should be sought.

The subjects of study offered in this department, may be briefly summarized in three groups: first, such as give a knowledge of children and of their organization, management, and instruction; second, such subjects as give power for localizing the curriculum in natural, industrial, and domestic illustrations and applications; and third, a group of subjects intended to develop social intelligence and inspire purposes of participation and leadership in rural community life. Details of undifferentiated courses are given in descriptions of subjects in the departments to which they belong.

**RURAL, GRADED SCHOOL, AND LIFE CERTIFICATE**

101. **School Management and Law.** It will be the aim of this course to make as thorough a study as time will permit of the State Course of Study for Rural Schools, the General School Laws, and School Management. Students who own books on school management and related subjects should bring them. This course is intended to aid all who are preparing for the August county teachers' examination, in three regular examination topics: Theory and Art, Course of Study, and School Law. 6 weeks' credit. This course will be combined with the course in Method and Observation for an eighteen weeks' credit toward a Normal School certificate.

MISS GREEN.
MISS WALSH.
MISS WILLIAMS.

107. **Rural School Methods.** In this course special problems of method and subject-matter for rural schools will be considered. Special emphasis will be given to teaching reading and to seat work possible in rural schools. At least one-half hour daily of observation in the Training School and assigned observation in the Oakwood Rural School are required.

This course will be combined with the course in School Management and Law and Observation for an eighteen weeks' credit toward a normal-school certificate. MISS ENSFIELD.

The Rural Demonstration School at Oakwood will be in session each forenoon of the 2d, 3d, 4th, and 5th weeks of the term. Teaching in elementary grades will be demonstrated. The Oakland car south from the Normal School goes directly to Oakwood.
Observers may come and go at any time, but are urged to use all possible care to avoid distracting the attention of pupils.

MISS MUNRO.

101. Rural Education. A study of the organization, administration, and curricula of rural schools. The possibility of industrial subjects in rural schools will be considered. Lectures, class discussions, and special reports will be supplemented by conferences to be announced in which visiting lecturers and others will participate. Elective. 12 weeks' credit.

DR. BURNHAM.

201. Rural Education. This course is the work described in 101, adapted to the needs of mature summer-school and extension students. 12 weeks' credit. DR. BURNHAM.

103. Rural Sociology. A study of social relations and the agencies for social progress in village and country. The place of school in community welfare is the large question considered. Rural Course I and elective. 12 weeks' credit.

DR. BURNHAM.

203. Rural Sociology. This course is the work described in 103, adapted to the needs of the more mature and experienced students who enroll in Summer School and in the Extension Department. 12 weeks' credit. DR. BURNHAM.

TEACHING

101. Principles of Teaching. (1) A study of the elementary school curriculum with consideration of the subject-matter best suited to the interests and needs of each period of childhood. (2) The problem of motivation of school work. (3) A discussion of types of lessons and the making of lesson-plans. (4) Systematic observation of different phases of grade work in the training school with reports and class discussion. 12 weeks' credit. MISS SEEKEL, MISS SPINDLER.

102. County Training Class Problems. Demonstration of rural-school teaching will be observed in the Oakwood Rural School. There will be observation in the Training School, and the specific questions of the organization and teaching of County Normal Training Classes will be considered in round-table conferences. 6 or 12 weeks' credit. MISS ENSFIELD.
TRAINING SCHOOL

The kindergarten, first, third, fourth, sixth, and seventh grades of the Training School will be in session from 8 to 11 a. m. each day for the six weeks of the Summer Term, to accommodate those who wish to observe teaching in the grades. A few of those finishing life certificate courses will be allowed to do practice teaching. The regular supervisors, special teachers in drawing, music, manual arts, physical training, and household arts, will have charge of this work. The work will aim to present proper material for use in the various subjects of the curriculum, such as nature study, geography, reading, language, and the special branches, including handwork, as well as to show good methods of teaching.

It is hoped that large numbers of the students will avail themselves of the help thus afforded. Commissioners may arrange with the director for reports of attendance of their teachers. Observation will be required in connection with the courses in Principles of Teaching and Rural School Methods. In addition to the observation in the Training School, observation in the Rural Observation School will also be required. Each supervisor will reserve the eleven o'clock hour for conference and general discussion with the observers in the grade. It is expected that students observing for credit will attend at least one conference each week.

Students taking observation in any course for credit should fill out cards in the office of the Training School as soon as their regular enrollment is completed. These cards must be returned to the Director of the Training School before any credit can be given.

MISS SEEKEL AND SUPERVISORS.