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## Bulletin: Western Michigan University Undergraduate Catalog 1960-1961

Western Michigan University

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UNDERGRADUATE

# *Bulletin*

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**Catalog &  
Announcements**

**1960**  
  
**1961**

**WESTERN MICHIGAN UNIVERSITY**

*Kalamazoo, Michigan*



WESTERN MICHIGAN UNIVERSITY is located in Kalamazoo, midway between Chicago and Detroit. It is served by the New York Central and Pennsylvania Railroads, by Lake Central and North Central Airlines. Three major highways and numerous bus routes connect the city with other mid-western cities. The population of greater Kalamazoo is nearly 100,000.

### DIRECTIONS FOR CORRESPONDENCE

Director of Admissions, Registrar

Admissions, University literature, Credits, Provisional certificates, Scholarships and Transcripts

Comptroller

Business and financial arrangements

Dean of the School of Applied Arts and Sciences

Matters relating to vocational education

Dean of the School of Business

Dean of the School of Education

Professional courses and permanent certification

Dean of the School of Graduate Studies

Graduate offerings

Dean of the School of Liberal Arts and Sciences

Dean of Men or Dean of Women

Student housing and part-time employment

Director of Counseling

Counseling and guidance

Director of Field Services

Adult Education, In-Service courses and credits, Consultative services to schools, Speakers for special occasions

Director of the Division of Military Science

R.O.T.C.

Director of Placement

Teacher placement, Business and Industrial Placement

Director of the Department of Rural Life and Education

Rural life and education, the community college-cooperative teacher education program and state limited certificates

Director of the Summer Session

Summer session offerings

*Bulletin*

**WESTERN MICHIGAN UNIVERSITY**

**KALAMAZOO, MICHIGAN**

**UNDERGRADUATE CATALOG**

**1960-1961**

*with* **ANNOUNCEMENTS**

**FOR 1961-1962**

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**VOL. 55, NO. 4**

**APRIL 1960**

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## CONTENTS

Administration .....	7
Faculty .....	12
The University .....	35
Admission, Degrees and Certificates .....	39
Student Responsibilities .....	51
School of Applied Arts and Sciences .....	63
School of Business .....	139
School of Education .....	159
School of Liberal Arts and Sciences .....	197
School of Graduate Studies .....	309
Miscellaneous Information .....	316

## 1960

[illegible]

## 1961

[illegible]

# UNIVERSITY CALENDAR 1960-61

## FALL SEMESTER

September 10, Saturday	Registration, Seniors and Graduates
September 12, 13, Monday & Tuesday	Freshman Orientation
September 12, 13, Monday & Tuesday	Chem. qual. exams—Graduate
September 12, 13, Monday & Tuesday	Registration, Undergraduate
September 14, Wednesday	Classes Begin
September 23, Friday	Last day for Registration
October 22, Saturday	Homecoming
November 12, Saturday	Dad's Day
November 21, Monday	Mid-semester deficiency reports due
November 23, Wednesday (12:00 Noon)	Thanksgiving Recess Begins
November 24, 25, Thursday & Friday	University Offices Close
November 28, Monday	Classes Resume
December 6, Tuesday	Principal-Freshman Conference
December 17, Saturday (4:00 P.M.)	Christmas Recess Begins
December 23, Friday	University Offices Close
December 30, Friday	University Offices Close
January 3, Tuesday	Classes Resume
January 21, Saturday (2:30)	Mid-year Commencement
January 23-January 28 (Monday-Saturday)	Final Examinations
January 28, Saturday	Semester Ends

## SPRING SEMESTER

February 4, Saturday	Registration, Seniors and Graduate
February 6, 7, Monday, Tuesday	Registration, Undergraduates
February 8, Wednesday	Classes Begin
February 11, Saturday	Final Day Grad. Registration
February 17, Friday	Final Day Undergrad. Registration
March 31, Friday (12:00 noon)	Easter Recess Begins
April 10, Monday	Classes Resume
May 30, Tuesday	Memorial Day Recess
June 2-June 9 (Friday-Friday)	Final Examinations
June 10, Saturday	Commencement
June 10, Saturday	Semester Ends

## SUMMER SCHOOL

June 19, Monday	Registration, first session
June 20, Tuesday	Classes Begin
July 4, Tuesday	Independence Day Recess
July 27, Thursday	Commencement
July 28, Friday	First Session Closes
July 31, Monday	Registration, second session
August 11, Friday	Second Session Closes

## *State Board of Education*

Hon. Stephen S. Nisbet, Fremont	Term expires June 30, 1961
Hon. Chris H. Magnusson, Detroit	Term expires June 30, 1963
Hon. Cornelia Robinson, Kalamazoo	Term expires June 30, 1965
Hon. Lynn M. Bartlett, Lansing	Term expires June 30, 1961

## *State Superintendent of Public Instruction*

Hon. Lynn M. Bartlett

## *Executive Council of Presidents*

Paul V. Sangren, Ph.D.	Western Michigan University
Judson W. Foust, Ph.D.	Central Michigan University
Eugene B. Elliott, Ph.D.	Eastern Michigan University
Edgar L. Harden, Ed.D.	Northern Michigan College

# *Administration*

---

## *Officers*

- Paul V. Sangren, Ph.D., L.L.D., President  
Russell H. Seibert, Ph.D., Vice President for Academic Affairs  
L. Dale Faunce, Ed.D., Vice President for Student Services and Public Relations  
Cornelius B. MacDonald, M.A., Comptroller  
John A. Goldsworth, Director of Physical Plant  
Paul L. Griffeth, Ph.D., Dean of Students  
James H. Griggs, Ed.D., Dean, School of Education  
George E. Kohrman, Ed.D., Dean, School of Applied Arts and Sciences  
Elizabeth E. Lichty, Ph.D., Dean of Women  
Vern E. Mabie, M.A., Director of Placement  
George G. Mallinson, Ph.D., Dean, School of Graduate Studies  
Clayton J. Maus, M.S., Registrar and Director of Admissions  
Budd Norris, M.A., Director of Alumni Relations  
Gerald Osborn, Ph.D., Dean, School of Liberal Arts and Sciences  
John J. Pruis, Ph.D., Director, Summer Session  
Arnold E. Schneider, Ph.D., Dean, School of Business  
Donald N. Scott, M.A., Director, University Student Center and Residence Halls  
J. Towner Smith, M.A., Dean of Men  
Otto Yntema, M.A., Director, Field Services  
Leonard Gernant, M.A., Associate Director, Field Services  
Sterling Breed, B.S., Assistant Dean of Men  
Russell Gabier, M.A., Assistant Director of Admissions  
Bernice G. Hesselink, Assistant Comptroller  
Elizabeth Householder, B.S., Assistant Dean of Women  
John G. Hungerford, M.A., Assistant Director, University Student Center  
Vern Norris, M.A., Assistant Director of Placement  
Keith W. Smith, Ph.D., Assistant Registrar  
Marie L. Stevens, M.A., Assistant Dean of Women  
Robert H. Williams, B.S., Assistant Director, Physical Plant



*Staff*

Irving Barber	Supervisor, Grounds Service
Homer M. Dunham, B.A.	Athletic Records and Publicity
Eva Falk, B.A.	Secretary, Dean of Women
Margaret Feather, B.A.	Advisor, Student Aid
Kenneth R. Hawkins, M.A.	Manager, Campus Stores
Edna L. Hirsch, B.S.	Secretary, Counseling
Virginia M. Jarman	Secretary, Campus School
Lloyd E. Jesson, B.A.	Secretary to the President
Eleanor Linden, B.S.	Secretary, Teacher Education
Archie Potter, M.A.	Director, Housing
John W. Randall	Director, Food Services
Myrna Ross	Secretary, Field Services
Leah M. Smith	Secretary, Field Services
Ralph Willis	Supervisor, Janitorial Services

## ADMINISTRATIVE GROUPS

### THE ADMINISTRATIVE COUNCIL

The Council meets weekly to keep informed on college affairs, to fix general administrative policies, and to coordinate and unify administrative decisions, practices, and services designed to promote the educational program of the university.

The members of the Council are: The President, Vice President for Academic Affairs, Vice President for Student Services and Public Relations, Comptroller, Registrar, Director of Field Services, Director of Placement, Dean of Students, and the deans of the five academic schools.

### THE SENATE

The Senate is composed of members elected by the faculty and others appointed by the President to represent the departments of the University and the University at large. It meets each month to promote the common interests of the faculty and to give the faculty a share in the determination of institutional policy in such areas as the academic program, field services and student services.

Its officers for 1959-60 are:

Albert Becker	President
Frederick Rogers	Vice President
Robert B. Wetnight	Treasurer
Jo Nicolette	Recording Secretary
Leo Stine	Corresponding Secretary

### UNIVERSITY COUNCILS, 1959-1960

The university councils are composed of members elected by the Senate for three-year terms and others who are members by reason of the office they occupy. The terms of elected members expire in June of the year indicated.

Ex Officio	Elected	
<i>Educational Policies Council</i>		
Russell Seibert, Vice President, Chairman	Mitchell Gary	1960
Gerald Osborn, Dean	Don Nantz	1960
George Kohrman, Dean	Reva Volle	1960
James Griggs, Dean		
George Mallinson, Dean	Robert Limpus	1961
Arnold Schneider, Dean	John Pruis	1961
Katharine Stokes, Librarian	Roland Strolle	1961
Clayton Maus, Registrar		
	Leo VanderBeek	1962
	Norman Russell	1962
	Robert Seber	1962

*Administration**Graduate Studies Council*

George Mallinson, Dean, Chairman	Frank Fatzinger	1960
Gerald Osborn, Dean	Lillian Meyer	1960
George Kohrman, Dean		
James Griggs, Dean	George Bradley	1961
Arnold Schneider, Dean	Fred Rogers	1961
Russell Seibert, Vice President		
	Harry Hefner	1962
	Jack Plano	1962

*Student Services Council*

Dale Faunce, Vice President, Chairman	Milton Greenberg	1960
Paul Griffeth, Dean of Students	Candace Roell	1960
Alan Brown, Dean of Chapel	Donald Scott	1960
Towner Smith, Dean of Men		
Elizabeth Lichty, Dean of Women	Elizabeth Householder	1961
Clayton Maus, Registrar	Harry Lawson	1961
Edward Zwergel, Director of Student Health	Thomas Null	1961
Vern Mabie, Placement	Herbert Ellinger	1962
	Avis L. Sebaly	1962
	William Yankee	1962

*Field Services Council*

Otto Yntema, Director, Chairman	Stanley Phillips	1960
Leonard Gernant, Associate Director	Esther Schroeder	1960
George Mallinson, Dean		
Robert Dye, Director of WMCR	Frank Householder	1961
Budd J. Norris, Alumni Director	Betty Taylor	1961
	Edwin Grossnickle	1962
	Donald W. Nantz	1962

**THE ATHLETIC BOARD OF CONTROL**

Cornelius B. MacDonald, Comptroller, Chairman; Dale Faunce, Vice President; Mitchell J. Gary, Director of Athletics; Clayton J. Maus, Registrar; Albert Becker, Robert B. Trader, William V. Weber, John W. Gill, appointed by President; President of the W Club; Sports Editor of *The Western Herald*; President of the Student Council.

## THE FACULTY

1959 - 1960

### EMERITI

Laverne Argabright, M.A.	Associate Professor of Biology
Maude Arthur, M.A.	Associate Professor of Education
Helen M. Barton, M.A.	Assistant Professor of Education
Grover C. Bartoo, M.A.	Professor of Mathematics
Amelia Bauch, M.A.	Assistant Professor of Education
Elsie L. Bender, M.A.	Assistant Professor of Education
Jane A. Blackburn, M.A.	Assistant Professor of Education
Harold Blair, M.A.	Professor of Mathematics
Mary Bottje, M.A.	Associate Professor of Physical Education
William R. Brown, Ph.D.	Professor of English
Grace L. Butler, M.A.	Assistant Professor of Education
William H. Cain, M.A.	Professor of Mathematics
Cora Ebert, M.A.	Assistant Professor of Education
Edith M. Eicher, M.A.	Associate Professor of English
John P. Everett, Ph.D.	Professor of Mathematics
Pearl L. Ford, M.A.	Associate Professor of Mathematics
Marion I. Hall, M.A.	Assistant Professor of Education
Lucia C. Harrison, M.S.	Associate Professor of Geography
H. Glenn Henderson, M.M.	Associate Professor of Music
George H. Hilliard, Ph.D.	Professor of Education
M. Amelia Hockenberry, B.A.	Associate Professor of Languages
Ada Hoebeke, M.A.	Assistant Professor of Languages
Fred S. Huff, M.A.	Associate Professor of Industrial Arts
Leslie A. Kenoyer, Ph.D.	Professor of Biology
James O. Knauss, Ph.D.	Professor of History
Marguerite Logan, M.A.	Associate Professor of Geography
Dezena Loutzenhisser, M.A.	Associate Professor of English
Katherine A. Mason, M.A.	Assistant Professor of Education
Eloise McCorkle, M.A.	Assistant Professor of Education
Florence E. McLouth	Assistant Professor of Education
Floyd W. Moore, Ph.D.	Professor of Economics
Charles S. Nichols, M.A.	Associate Professor of Industrial Arts
Ray C. Pellett, L.H.D.	Dean of Men
Effie B. Phillips, M.A.	Assistant Professor of Education
Don O. Pullin, M.A.	Associate Professor of Industrial Arts
Herbert W. Reed, M.A.	Associate Professor of Physical Education
Sophia Reed, M.A.	Professor of Home Economics
Nancy E. Scott, Ph.D.	Professor of History
G. Edith Seekell, M.A.	Associate Professor of History
Laura A. Shaw, M.A.	Professor of Speech
Marion J. Sherwood, M.A.	Associate Professor of Industrial Education

*Faculty*

Lydia Siedschlag, M.A.	Professor of Art
Bess Baker Skillman, M.A.	Assistant Professor of Education
Marion R. Spear, M.A.	Associate Professor of Occupational Therapy
George Sprau, M.A.	Professor of English
Roxanna A. Steele, M.A.	Associate Professor of Education
Louise B. Steinway, M.A.	Assistant Professor of Education
Louise F. Struble, M.A.	Assistant Professor of Education
Clella Stufft, M.A.	Assistant Professor of Education
Jean Vis, M.A.	Assistant Professor of Education
Elmer C. Weaver, M.A.	Professor of Industrial Arts
Wynand Wichers, LL.D.	Vice President
Elmer H. Wilds, Ed.D.	Professor of Education
Myrtle Windsor, M.A.	Assistant Professor of Languages
Crystal Worner, M.A.	Associate Professor of Physical Education

**FACULTY**

- Acree, Rachel, 1929, Associate Professor of Home Economics  
B.S., Kentucky; M.A. Columbia
- Adams, David W., 1956, Assistant Professor of Education  
B.A., Ohio Wesleyan; M.A., New York
- Adams, Ethel M., 1946, Associate Professor of Music  
B.A., Ball State; M.A., Columbia
- Adams, Sam B., 1946, Assistant Professor of Music  
B.A., Kentucky; M.A., Columbia
- Alavi, Yousef, 1958, Assistant Professor of Mathematics  
B.S., M.S., Ph.D., Michigan State
- Allen, Francis W., 1953, Assistant Librarian  
B.S., Colby; A.B.L.S., A.M.L.S., Michigan
- Allen, William D., 1959, Assistant Director, Division of Field Services  
B.S., M.S.W., Ohio State
- Anderson, Agnes E., Assistant Professor of Business Education  
B.S., Ferris Institute; M.S., Tennessee
- Anderson, Robert H., 1957, Assistant Professor of Chemistry  
B.A., Baker; M.A., Ph.D., Columbia
- Ansel, James O., 1949, Professor of Rural Life and Education  
B.A., Western Michigan University; M.A., Northwestern; Ed.D., Columbia
- Anton, Thelma E., 1946, Assistant Professor of English  
B.A., Michigan; M.A., Middlebury
- Archer, Hugh G., 1939, Associate Professor of Education  
B.A., Central Michigan; M.A., Michigan
- Asher, Eston J., Jr., 1954, Assistant Professor of Psychology  
B.S., Kentucky; M.S., Ph.D., Purdue
- Bailey, Fred, 1958, Coordinator, Muskegon Area Field Service Office  
B.S., M.A., Western Michigan University

- Bailey, Keith D., 1955, Assistant Professor, Campus Schools  
B.S., M.A., Western Michigan University
- Baker, Lee O., 1954, Acting Head, Department of Agriculture  
B.S., Wisconsin State, Platteville; M.S., Wisconsin; Ed.D., Michigan State
- Barlock, Robert J., Sgt., Instructor in Military Science and Tactics  
B.S., Michigan Tech.
- Barnes, Bette E., 1953, Instructor in Biology (On Leave)  
B.A., Kalamazoo; M.S., Wisconsin
- Bartoo, Harriette V., 1948, Professor of Biology  
B.A., Hiram; Ph.D., Chicago
- Batson, Robert J., 1957, Assistant Professor of Political Science  
B.A., Princeton; M.A., Chicago
- Beals, Edith Carlson, 1944, Assistant Professor, Paw Paw Schools  
B.M., MacPhail School of Music
- Becker, Albert B., 1937, Professor of Speech  
B.A., Western Michigan University; M.A., Michigan; Ph.D., Northwestern
- Beeler, Fred A., 1946, Professor of Mathematics  
B.S., Alaska; M.A., Indiana; Ph.D., Michigan
- Beeler, Isabel, 1946, Associate Professor, Counseling Bureau  
R.N., Ford Hospital, Detroit; B.S., M.A., Michigan
- Behling, Robert P., 1956, Assistant Professor of Accounting  
B.S., B.A., Denver; M.S., Illinois; C.P.A.
- Beighley, Kenneth E., 1958, Instructor, Campus Schools  
B.S., Wisconsin State, LaCrosse; M.S., Wisconsin
- Beinhauer, Myrtle T., 1957, Assistant Professor of Economics  
B.A., M.A., Drake; Ph.D., Minnesota
- Beloof, Elmer R., 1946, Associate Professor of Music  
B.M., B.S., Illinois; M.A., Ed.D., Columbia
- Beloof, Margaret Felts, 1946, Assistant Professor of Music  
B.M., Oberlin; M.A., Minnesota
- Bendix, John L., 1955, Associate Professor of Industrial Education  
B.S., Stout State; M.A., Minnesota
- Berger, Owen L., 1947, Assistant Professor of Music  
B.M., M.M., Boguslawski College of Music; B.S., M.A., Columbia
- Berkey, Ada E., 1947, Reference Librarian  
B.A., Mount Holyoke; A.B.L.S., Michigan; M.A., Iowa
- Beukema, Henry J., 1943, Associate Professor of Industrial Technology  
B.S., Western Michigan University; M.A., Michigan
- Bigelow, Howard F., 1924, Professor of Economics  
B.A., Wesleyan; M.A., Harvard
- Billingsley, James F., 1958, Assistant Professor of Education  
B.A., M.A., Michigan
- Birkby, Arthur, 1956, Associate Professor of Music  
B.S., Temple; A.T.C.L., Trinity College, London; Mus.M., Mus.D., Philadelphia Conservatory

*Faculty*

- Black, Donald J., 1952, Assistant Professor of Industrial Technology  
B.A., Kalamazoo; B.S.R.E., Valparaiso Technical Institute; M.A., Western Michigan University
- Blagdon, Charles A., 1957, Assistant Professor of General Business  
B.A., Kalamazoo; M.A., Michigan State
- Bodine, Gerald L., 1957, Assistant Professor of Education  
B.S., Wisconsin State, Milwaukee; M.A., Northwestern
- Boot, Ruth, 1953, Assistant Professor, Paw Paw Schools  
M.S., Illinois; M.Ed., Wayne
- Borr, Earl, 1957, Assistant Professor, Campus Schools  
B.S., M.A., Western Michigan University
- Bosma, Ruth L., 1953, Assistant Professor, Campus Schools  
B.A., M.A., Western Michigan University
- Boven, Donald E., 1953, Associate Professor of Physical Education, Men  
B.S., M.A., Western Michigan University
- Bowers, Robert S., 1937, Head, Department of Economics  
B.A., Kansas Wesleyan; M.A., American; Ph.D., Wisconsin
- Boynton, James W., 1924, Associate Professor of Chemistry  
B.A., Western Michigan University; M.S., Michigan
- Bradley, George E., 1951, Professor of Physics (On Leave)  
B.A., Miami; M.S., Ph.D., Michigan
- Brail, Frederick R., 1958, Coordinator of Student Teaching in Muskegon  
B.A., Central Michigan; M.A., Ohio State
- Breed, Sterling L., 1956, Assistant Dean of Men  
B.S., M.A., Western Michigan University
- Breisach, Ernst A., 1957, Assistant Professor of History  
Matura, Realgymnasium Knittelfeld and Vienna VII; Ph.D., Vienna;  
Dr. rer. oec., Hochschule fuer Welthandel
- Brewer, Richard D., 1959, Instructor in Biology  
B.A., Southern Illinois; M.A., Ph.D., Illinois
- Brill, Richard, 1959, Instructor, Paw Paw Schools  
B.A., Western Michigan University
- Brink, Lawrence J., 1940, Associate Professor of Industrial Education  
B.A., Western Michigan University; M.A., Michigan
- Brown, Alan S., 1955, Assistant Professor of History and University Archivist  
B.A., M.A., Ph.D., Michigan
- Brown, Charles T., 1948, Professor of Speech  
B.A., Westminster; M.A., Ph.D., Wisconsin
- Brown, Helen, 1947, Assistant Professor of Physical Education, Women  
B.S., M.A., Northwestern
- Brown, Russell W., 1951, Assistant Professor of Music  
B.P.S.M., Oklahoma State; M.Mus.Ed., Notre Dame
- Brueckheimer, William R., 1955, Head, Department of Geography and Geology  
M.A., Chicago; M.A., Ph.D., Michigan
- Brune, Elmer J., 1956, Assistant Professor of Industrial Technology  
B.S., M.A., Western Michigan University



- Brunhumer, Walter J., 1957, Assistant Professor of History  
B.A., M.A., Marquette; Ph.D., Northwestern
- Bryan, Roy C., 1937, Director, Campus Schools  
B.A., Monmouth; M.A., Ph.D., Columbia
- Buelke, John A., 1949, Professor of Education  
B.S., Wisconsin State, Oshkosh; M.A., Northwestern; Ed.D., Cincinnati
- Burdick, William L., 1949, Associate Professor of Business (On Leave)  
B.A., Milton; M.B.A., Wisconsin
- Burge, Georgiann, 1948, Assistant Professor of English  
B.A., North Texas State; M.A., Michigan
- Burt, Newell D., 1959, Superintendent, Paw Paw Schools  
B.A., Kalamazoo; M.A., Michigan
- Butler, Charles H., 1937, Head, Department of Mathematics  
M.A., Chicago; Ph.D., Missouri
- Callan, Edward T. O'D., 1957, Assistant Professor of English  
B.A., Witwatersrand; M.A., Fordham; D.Litt. et Phil., University of South Africa
- Carlson, Bernadine P., Instructor in English  
B.A., M.A., Western Michigan University
- Carlson, Theodore L., 1947, Professor of Economics  
B.A., Augustana; M.A., Ph.D., Illinois
- Carter, Elwyn F., 1945, Head, Department of Music  
B.A., Alma; M.A., Ed.D., Columbia
- Carter, Esther M., 1957, Assistant Professor, Campus School Library  
B.A., Earlham; M.S.L.S., Illinois
- Carter, Homer L. J., 1928, Professor of Psychology, Director of Psycho-Educational Clinic  
B.S., Wayne; M.A., Ohio State
- Carter, James G., 1959, Assistant Professor of Accounting  
B.S., Miami; M.A., Michigan State; C.P.A.
- Chahbazi, Parviz, 1959, Assistant Professor of Psychology  
B.A., Colby; M.A., Tufts; Ph.D., Cornell
- Chance, Faye S., 1953, Assistant Professor, Campus Schools  
B.S., M.S., Ball State
- Chase, James K., 1957, Assistant Professor, Paw Paw Schools  
B.S., M.S., Ball State
- Chiara, Clara R., 1949, Professor of Education  
B.S., Miami; M.A., Western Reserve; Ph.D., Ohio State
- Christensen, Arthur L., 1959, Assistant Professor, Campus Schools  
B.A., Michigan; M.A., Western Michigan University
- Christenson, Elmer J., 1957, Assistant Professor, Campus Schools  
B.A., M.A., Michigan State
- Clark, Edith E., 1927, Periodicals Librarian  
B.A., Western Michigan University; A.B.L.S., Michigan
- Clark, Gale W., 1957, Instructor in Business  
B.S., M.S., Indiana State
- Clark, Samuel I., 1948, Associate Professor of Political Science  
B.A., Ph.D., Chicago

*Faculty*

- Cleveland, Bernyce, 1949, Assistant Professor, Campus Schools  
B.A., Western Michigan University; M.A., Middlebury
- Clydsdale, J. Patrick, 1958, Instructor in Physical Education, Men  
B.S., M.A., Western Michigan University
- Cole, Roger L., 1959, Instructor in Languages  
B.A., M.A., Michigan
- Conrad, Maynard M., Special Lecturer in Occupational Therapy  
B.S., Kalamazoo; M.D., Northwestern
- Cooper, George K., 1948, Acting Head, Department of Business Education  
B.Ed., Western Illinois; M.B.A., Indiana
- Copps, John A., 1959, Associate Professor of Economics  
B.S., Ph.D., Wisconsin
- Cordier, Mary E., 1958, Assistant Professor, Campus Schools  
B.A., Iowa State Teachers; M.A., Michigan State
- Cordier, Sherwood S., 1956, Instructor in History  
B.A., Juniata; M.A., Yale
- Crane, Isabel, 1923, Assistant Professor, Counseling Bureau (Retired, Feb. 1960)  
B.S., Battle Creek; M.A., Columbia
- Crawford, Lewis D., 1923, Associate Professor, Counseling Bureau and Dean of the Chapel  
B.S., Western Michigan University; M.A., Michigan
- Crisman, Golda L., 1947, Assistant Professor, Campus Schools  
B.A., Western Michigan University; M.A., Michigan
- Croze, Darrell, 1956, Elementary Principal, Paw Paw Schools  
B.A., M.A., Western Michigan University
- Culp, Robert L., 1957, Assistant Publicity Director  
B.A., Kalamazoo
- Cundiff, Ruth, 1959, Instructor, Campus Schools  
B.A., Western Michigan University; M.A., Michigan
- Dales, George G., 1953, Associate Professor of Physical Education, Men  
B.S., Miami; M.A., Michigan
- Dannenbergh, Raymond A., 1956, Associate Professor of Distributive Education  
B.S., Western Michigan University; M.A., Michigan
- Davenport, James A., 1957, Assistant Professor of Education  
B.A., M.A., Western Michigan University
- Davis, Donald A., 1959, Assistant Professor of Education  
B.A., U.C.L.A.; M.S., Southern California
- Davis, W. Jackson, 1959, Assistant Professor of Biology  
B.S., Virginia Polytechnic Institute; Ph.D., Kansas
- DeBoer, Marvin E., 1957, Assistant Professor of Speech  
B.A. Franklin College; M.A., Northwestern
- Decker, William A., Special Lecturer in Occupational Therapy  
B.S., M.D., Wayne State
- DeChaine, Faber B., 1955, Assistant Professor of Speech  
B.S., Oregon; M.A., Michigan State
- DeMeyer, Hazel M., 1946, Order Librarian  
B.A., Western Michigan University; B.S.L.S., Columbia

- Denenfeld, Philip S., 1956, Assistant Professor of English  
B.A., Wayne; M.A., Ph.D., Northwestern
- Derby, Stanley K., 1955, Assistant Professor of Physics  
B.S., Chicago; M.S., Ph.D., Michigan
- Deur, Raymond C., 1943, Assistant Professor, Campus Schools  
B.S., Western Michigan University; M.A., Michigan
- DeVoogd, Lawrence R., 1955, Assistant Professor, Paw Paw Schools  
B.A., Hope; M.A., Western Michigan University
- DeWitt, Jacob P., 1957, Assistant Professor of Physics  
B.A., Hope; M.S., Iowa
- Diehm, Robert A., 1955, Professor of Paper Technology  
B.S.A. Purdue; M.S., Ph.D., Rutgers
- Dopheide, William R., 1956, Instructor in Speech Correction  
B.A., Western Michigan University; M.S., Pennsylvania State
- Douglass, Eleanor N., 1948, Assistant Professor of Physical Education,  
Women  
B.S., Sargent; M.A., Western Michigan University
- Dunbar, Willis F., 1951, Professor of History (On Leave 2nd Semester)  
B.A., Kalamazoo; M.A., Ph.D., Michigan
- Dunham, Homer, 1929, Sports Publicity Director  
B.A., Western Michigan University
- Duvall, Elven E., 1959, Associate Professor of Education  
B.S., Eastern Michigan; M.A., Michigan; Ed.D., Columbia
- Dye, Robert P., 1958, Instructor in Speech and Director of WMCR Radio  
B.A., Kalamazoo; M.A., Western Michigan University
- Earl, Homer, 1956, Consultant in Field Services  
B.S., Central Michigan; M.A., Michigan
- Egland, George O., 1954, Assistant Professor of Speech Correction  
B.A., M.A., Iowa
- Ellinger, Herbert E., 1944, Associate Professor of Industrial Technology  
B.S., Western Michigan University; M.A., Michigan
- Ellis, Manley M., 1922, Professor of Education  
B.A., M.A., Ph.D., Michigan
- Elsasser, Edward O., 1955, Associate Professor of History  
B.A., Bethany, West Virginia; M.A., Clark; Ph.D., Chicago
- Embertson, Richard E., 1956, Assistant Professor of General Business  
B.B.A., B.S., M.A., Minnesota
- Emblom, William J., 1959, Instructor in Philosophy and Religion  
B.A., Baldwin-Wallace; M.A., Illinois
- Emmert, Bryan, 1925, Assistant Professor, Paw Paw Schools  
Ph.B., M.A., Chicago
- Engels, Carl J., 1953, Assistant Professor, Campus Schools  
B.S., Wisconsin State, Oshkosh; M.A., Michigan
- Engstrom, Robert H., 1959, Instructor in Art  
B.A., M.A., Michigan State
- Epskamp, Robert, 1959, Instructor in Physical Education, Men  
B.S., M.A., Western Michigan University

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- Falan, Wayne A., 1948, Assistant Professor, Paw Paw Schools  
B.S., Western Michigan University; M.A., Michigan
- Fanselow, John R., 1957, Associate Professor of Paper Technology  
B.A., Ellsworth; M.S., Chicago; Ph.D., Wisconsin
- Farnan, Lindsay G., 1948, Associate Professor of Industrial Education  
B.S., New York State; M.S., Iowa State Teachers
- Fatzinger, Frank A., 1951, Professor of Psychology  
B.A., M.A., Lehigh; Ph.D., Purdue
- Faunce, L. Dale, 1956, Vice President for Student Services and Public Relations and Professor of Education  
B.S., Western Michigan University; M.A., Michigan; Ed.D., Michigan State
- Faustman, Marcella S., 1949, Assistant Professor of Music  
B.S., M.A., Columbia
- Feirer, John L., 1940, Head, Department of Industrial Education (On Leave)  
B.S., Stout State; M.A., Minnesota; Ed.D., Oklahoma
- Fidler, Wendall B., 1951, Associate Professor of Distributive Education  
B.S., Ohio State; Ed.M., Pittsburgh
- Fink, Robert R., 1957, Instructor in Music  
B.M., M.M., Michigan State
- Fox, William S., 1959, Instructor, Campus Schools  
B.S., M.A., Western Michigan University
- France, June S., 1957, Instructor, Campus Schools  
B.S., Western Michigan University
- Frederick, Orie I., 1941, Director, Division of Research  
B.A., M.A., LL.D., Findlay; Ph.D., Michigan
- Freund, John R., 1954, Associate Professor of English  
B.A., M.A., Miami; Ph.D., Indiana
- Frey, Jack J., 1951, Assistant Professor, Campus Schools  
B.S., Western Michigan University; M.A., Michigan
- Friedmann, Robert, 1945, Professor of History and Philosophy  
B.A., Goshen; Ph.D., Vienna
- Fries, Robert E., 1958, Coordinator of Student Teaching, Portage  
B.A., Western Michigan University; M.A., Michigan
- Fuller, Anne V., 1947, Associate Professor of Biology  
B.A., Albion; M.A., Michigan
- Fulton, Tom R., 1955, Assistant Professor of Music  
B.M., Western Michigan University; M.M., Eastman School of Music
- Gabel, Edward A., 1948, Associate Professor of Physical Education, Men  
B.S., Eastern Michigan; M.A., Western Michigan University
- Gabier, Russell L., 1958, Assistant Director of Admissions  
B.S., Western Michigan University; M.A., Michigan
- Galligan, Edward L., 1958, Assistant Professor of English  
B.A., Swarthmore; M.A., Columbia; Ph.D., Pennsylvania
- Gary, Lorena M., 1925, Associate Professor of English  
B.A., Western Michigan University; M.A., Michigan

- Gary, Mitchell J., 1928, Director of Athletics and Head, Department of Physical Education, Men  
B.S., M.A., Minnesota
- Gaylor, Barbara, 1956, Assistant Professor, Campus Schools  
B.S., M.A., Western Michigan University
- Gernant, Leonard, 1943, Associate Director, Division of Field Services  
B.A., Western Michigan University; M.A., Michigan
- Giachino, Joseph W., 1939, Head, Department of Industrial Technology  
B.S., Wayne; M.A., Detroit; Ed.D., Pennsylvania State
- Gibbens, Helen E., 1946, Assistant Professor, Health Service  
R.N., Borgess Hospital, Kalamazoo; B.S., Nazareth College; M.H.E., Michigan
- Giedeman, Elizabeth, 1953, Assistant Professor, Campus Schools  
B.S., Miami; M.A., Michigan
- Gill, John W., 1928, Associate Director of Athletics  
B.A., Western Michigan University; M.A., Columbia
- Gish, Grace I., 1929, Associate Professor, Campus Schools  
B.S., Kansas State; M.A., Chicago
- Goldsmith, Alonzo, 1959, Instructor in Distributive Education  
B.Ed., Eastern Illinois State
- Govatos, Louis A., 1952, Associate Professor of Education  
B.S., Minnesota; M.A., Ph.D., Michigan
- Greenberg, Milton, 1955, Associate Professor of Political Science  
B.A., Brooklyn; M.A., Ph.D., Wisconsin
- Griffeth, Paul L., 1958, Professor, Dean of Students and Director, Counseling Bureau  
B.A., Michigan State; M.A., Ph.D., Iowa
- Griffith, Jane R., 1957, Coordinator of Student Teaching, Battle Creek  
B.S., Hillsdale; M.A., New Mexico
- Griggs, James H., 1948, Dean, School of Education and Professor of Education  
B.A., Harvard; M.A., Ed.D., Columbia
- Grossnickle, Edwin E., 1957, Professor of Business  
B.A., Manchester; M.A., Iowa; Ph.D., Ohio State
- Groulx, Roy W., 1957, Assistant Professor of Industrial Technology  
B.A., M.A., Michigan State
- Hackney, Clarence W., 1936, Associate Professor, Campus Schools  
B.A., Western Michigan University; M.A., Michigan
- Hahnenberg, Willard, 1957, Assistant Professor, Paw Paw Schools  
B.M., M.A., Western Michigan University
- Haller, Lola, 1956, Instructor, Counseling Bureau  
B.S., M.A., Western Michigan University
- Hamlin, Lois, 1951, Assistant Professor of Occupational Therapy  
B.S., Western Michigan University; M.F.A., Columbia
- Hamner, H. Nicholas, 1956, Assistant Professor of History  
B.A., M.A., Emory; Ph.D., Ohio State
- Hankey, Clyde T., 1959, Instructor in English  
B.A., M.A., Pittsburgh; M.A., Ph.D., Michigan

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- Hannon, Herbert H., 1947, Professor of Mathematics  
B.A., Western Michigan University; M.A., Michigan; Ed.D., Colorado State
- Hansen, Marc F., 1957, Assistant Professor of Art  
B.A., San Jose State; M.A., Ohio State
- Hardie, Thomas C., 1957, Assistant Professor of Music  
B.Mus., M.Mus., North Texas State
- Hardin, Frances S., 1957, Assistant Professor of Business  
B.S., M.A., Nebraska; Ph.D., Colorado
- Hartenstein, Fred V., 1959, Associate Professor of Business  
B.A., M.A., Ph.D., Pittsburgh
- Hartman, Beatrice, 1957, Assistant Professor of Speech  
B.A., Denison; M.A., Michigan
- Hause, James B., 1958, Instructor, Campus Schools  
B.M., M.M., Michigan
- Haynes, William O., 1959, Instructor in Distributive Education  
B.S., Western Michigan University
- Healey, John B., 1947, Associate Professor of Business  
B.C.S., Ph.B., M.A., J.D., DePaul
- Hefner, Harry S., 1940, Head, Department of Art  
B.A., Western Michigan University; M.A., Columbia
- Helgesen, Charles, 1955, Assistant Professor of Speech  
B.S., St. Cloud; M.A., Denver
- Herald, Eunice E., 1955, Head, Department of Home Economics  
B.S., Michigan State; M.A., Ph.D., Michigan
- Herman, Deldee M., 1947, Assistant Professor of Speech  
B.A., Western Michigan University; M.A., Michigan
- Hesselink, Bernice G., Assistant Comptroller
- Hinds, Frank J., 1935, Professor of Biology  
B.A., Western Michigan University; M.A., Michigan
- Holaday, Clayton A., 1956, Associate Professor of English  
B.A., Miami; M.A., Western Reserve; Ph.D., Indiana
- Holkeboer, Paul E., 1955, Assistant Professor of Chemistry  
B.A., Hope; M.S., Ph.D., Purdue
- Hollinger, Arlene E., 1940, Assistant Professor, Paw Paw Schools  
B.A., Western Michigan University; M.A., Northwestern
- Horst, Oscar H., 1956, Associate Professor of Geography and Geology  
B.S., M.A., Ph.D., Ohio State
- Horton, Paul B., 1945, Professor of Sociology  
B.A., Kent; Ph.D., Ohio State
- Householder, Elizabeth, 1937-1940; 1953, Social Director and Assistant Dean of Women  
B.S., Michigan; M.A., Western Michigan University
- Householder, Frank C., 1934, Associate Professor of English  
B.A., Western Michigan University; M.A., Michigan
- Howson, Adelaide E., Instructor in Mathematics  
B.A., M.A., Michigan

- Hoy, Joseph T., 1952, Associate Professor of Physical Education, Men  
B.S., Western Michigan University; M.A., Michigan
- Hunt, Chester L., 1948, Professor of Sociology  
B.A., Nebraska Wesleyan; M.A., Washington; Ph.D., Nebraska
- Hurst, Elaine H., 1955, Instructor in Biology  
B.S., M.A., Western Michigan University
- Hussey, Doris A., 1918, Assistant Professor of Physical Education, Women  
B.S., Western Michigan University; Physical Therapy Certificate, Harvard
- Hutchings, Gilbert R., 1955, Associate Professor of Industrial Education  
B.S., Western Michigan University; M.A., Michigan
- Iffland, Don C., 1956, Professor of Chemistry  
B.S., Adrian; M.S., Ph.D., Purdue
- Jackman, Albert H., Colonel, Professor of Military Science and Tactics  
B.S., Princeton; Ph.D., Clark University
- Janes, Raymond L., 1957, Assistant Professor of Paper Technology  
B.S., Western Michigan University; M.S., Institute of Paper Chemistry
- Johnson, A. Elizabeth, 1949, Assistant Professor of Education (On Leave)  
B.A., Kalamazoo; M.A., Columbia
- Jones, Herbert B., 1948, Assistant Professor of Languages  
B.A., Nebraska State; M.A., Mexico
- Jones, Jack D., 1956, Instructor in Physical Education, Men  
B.S., Texas; M.A., Western Michigan University
- Kaufman, Robert W., 1959, Assistant Professor of Political Science  
B.S., Wisconsin; M.A., American University
- Kemper, John G., 1942, Associate Professor of Art  
B.F.A., Ohio State; M.A., Columbia
- Kercher, Leonard C., 1928, Head, Department of Sociology  
B.A., M.A., Ph.D., Michigan
- King, Dale D., 1957, Assistant Professor of Industrial Technology  
B.S., Western Michigan University
- Kirby, Edna F. Whitney, 1938, Assistant Professor of Business Education  
B.S., Western Michigan University; M.A., Michigan
- Kirby, George A., 1936, Associate Professor of Accounting  
B.Ed., Western Illinois State; M.A., Columbia
- Kirby, Ruth Yates, 1945, Associate Professor of Paw Paw Schools  
B.A., University of Washington; M.A., Illinois
- Kirchherr, Eugene C., 1957, Assistant Professor of Geography and Geology  
B.Ed., Chicago Teachers; M.S., Ph.D., Northwestern
- Kiss, Rosalia A., 1952, Head, Department of Occupational Therapy  
B.S., Wayne State; B.S., and OT Certificate, Eastern Michigan; M.A., Western Michigan University
- Klammer, Waldemar E., 1956, Assistant Professor of Industrial Education  
B.A., Mankato State; M.S., Stout State
- Klein, George, 1958, Instructor in Sociology  
B.A., M.A., Illinois



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- Klousia, John W., 1957, Assistant Professor of Education (On Leave 1st Semester)  
B.A., Cornell; M.A., Colorado
- Knowlton, Lawrence G., 1941, Professor of Chemistry  
B.A., Oberlin; Ph.D., Cornell
- Kogiku, Kiichiro Chris, 1959, Assistant Professor of General Business  
B.S., Denver; M.A., Ph.D., Wisconsin
- Kohrman, George E., 1951, Dean, School of Applied Arts and Sciences and Professor of Industrial Education  
B.S., M.A., Ed.D., Missouri
- Kraft, Eunice E., 1920, Associate Professor of Languages  
B.A., M.A., Michigan
- Kruglak, Haym, 1954, Professor of Physics  
B.A., M.A., Wisconsin; Ph.D., Minnesota
- Kuffel, Stanley, 1952, Head, Department of Psychology  
B.A., St. Thomas; M.A., Minnesota; Ed.D., Western Reserve
- Kuykendall, Radford B., 1957, Associate Professor of Speech  
B.A., B.Ed., Washington State; Ph.D., Northwestern
- Kyser, Daniel A., 1947, Assistant Professor of Music  
B.M., Oberlin; M.M., Michigan
- Lamond, Marilyn, 1958, Instructor in Languages  
B.A., Miami; M.A., Ph.D., North Carolina
- Lamper, Neil, 1959, Assistant Professor of Education  
B.A., Calvin; M.A., Michigan; Ph.D., Michigan State
- Large, Margaret, 1949, Associate Professor of Physical Education, Women  
B.A., Toronto; M.A., Wayne State
- Lawrence, Jean M., 1957, Instructor in Biology  
B.A., Yankton; M.A., Wellesley; Ph.D., Northwestern
- Lawson, Harry W., 1946, Professor, Counseling Bureau  
B.S., Boston; M.A., Michigan
- Lee, Wilton A., Major, Assistant Professor of Military Science and Tactics  
B.S., Clemson
- LeFevre, A. Louise, 1945, Head, Department of Librarianship  
B.A., Wellesley; M.S., Columbia
- Leja, Stanislaw, 1957, Assistant Professor of Mathematics  
M.A., University of Lwow; Ph.D., Cornell
- Leonardelli, D. B., 1951, Assistant Director, Division of Field Services  
B.A., Northern Michigan; M.S., Michigan
- Lewis, Alice E., 1956, Assistant Professor of Occupational Therapy  
B.A., Mt. Holyoke; M.A., Southern California; OT Certificate, Western Michigan University
- Lichty, Elizabeth E., 1947, Dean of Women  
B.A., Lake Forest; M.A., Ph.D., Wisconsin
- Limpus, Robert M., 1947, Head, Basic Studies and Professor of English  
B.A., Northwestern; M.A., Ph.D., Chicago
- Lindbeck, John R., 1957, Assistant Professor of Industrial Education  
B.S., M.A., Ph.D., Minnesota

- Lindeman, Carl V., 1928, Assistant Professor, Paw Paw Schools  
B.S.E.E., Highland Park; B.A., Des Moines; M.S., Iowa State
- Lindquist, Lester R., 1931, Associate Professor of Business Education  
B.S., M.A., Michigan
- Lindstrom, Carl A., 1959, Coordinator of Student Teaching, Muskegon  
B.A., Western Michigan University; M.A., Michigan
- Lo, Irving Y., 1957, Assistant Professor of English  
B.A., St. John's, Shanghai, China; M.A., Harvard; Ph.D., Wisconsin
- Loew, Cornelius, 1956, Head, Department of Philosophy and Religion .  
B.A., Elmhurst; B.D., S.T.M., Union Seminary; Ph.D., Columbia
- Lowrie, Jean E., 1951-1957; 1958, Associate Professor of Librarianship  
B.A., Keuka; B.S.L.S., Western Reserve; M.A., Western Michigan University; Ph.D., Western Reserve
- Lumaree, Phoebe, 1923, Assistant Librarian  
B.A., Western Michigan University; B.S., Simmons; M.S.L.S., Columbia
- Lundy, Robert H., 1949, Assistant Professor, Paw Paw Schools  
B.S., Western Michigan University; M.A., Michigan State
- Lynch, Lynn E., 1958, Instructor in Physical Education, Men  
B.S., Illinois
- Mabie, Margaret T., 1956, Assistant to Dean of Graduate Studies  
B.A., M.A., Western Michigan University
- Mabie, Vern E., 1930-1932; 1948, Director of Placement  
B.A., Western Michigan University; M.A., Michigan
- MacDonald, Cornelius B., 1923, Comptroller  
B.A., Western Michigan University; M.A., Michigan
- MacFee, Winifred C., 1942, Educational Service Library  
B.S., Western Michigan University; M.A., Michigan
- Macmillan, Margaret B., 1920-1934; 1944, Professor of History  
B.A., M.A., Michigan; Ph.D., Columbia
- Maher, Charles H., 1925, Professor of Physical Education, Men  
B.S., Western Michigan University; M.S., West Virginia
- Maher, Robert F., 1957, Assistant Professor of Sociology  
B.S., M.S., Ph.D., Wisconsin
- Mallinson, George G., 1948, Dean, School of Graduate Studies and Professor of Science Education  
B.S., M.A., New York State; Ph.D., Michigan
- Malmstrom, Jean G., 1948, Associate Professor of English  
B.A., M.A., Washington; Ph.D., Minnesota
- Mange, A. Edythe, 1949, Professor of History  
B.A., Greenville; M.A., Ph.D., Illinois
- Manis, Jerome G., 1952, Associate Professor of Sociology (On Leave)  
B.A., Wayne; M.A., Chicago; Ph.D., Columbia
- Manske, Arthur J., 1943, Professor of Education  
B.A., Wayne; M.A., Ph.D., Teachers College, Columbia
- Marburger, Walter G., 1925, Professor of Physics  
B.A., M.S., Michigan
- Marsden, Robert F., 1958, Instructor in Speech  
B.S., Millikin; M.F.A., Ohio University

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- Martin, Gerald C., 1959, High School Principal, Paw Paw Schools  
B.A., Western Michigan University; M.A., Michigan
- Master, Helen E., 1921, Associate Professor of English  
B.A., M.A., Michigan
- Matthews, Holon, 1948, Professor of Music  
B.M., M.M., Conservatory of Music of Cincinnati; Ph.D., Rochester
- Maus, Clayton J., 1942, Registrar  
B.S., Ashland College; M.S., Wisconsin
- McBeth, John H., 1955, Assistant Professor of Business Education  
B.S., Indiana; M.A., Alabama
- McCowen, Emeline J., 1946, Assistant Professor, Campus Schools  
B.A., National College of Education; M.A., Columbia
- McCully, Joseph C., 1956, Associate Professor of Mathematics  
B.A., Western Michigan University; M.A., Ph.D., Michigan
- McCuskey, Dorothy, 1957, Professor of Education  
B.A., Wooster; M.A., Radcliffe; Ph.D., Yale
- McGinnis, Dorothy J., 1941, Assistant Professor of Psychology  
B.S., Western Michigan University; M.A., Ohio State
- McIntyre, James W., 1959, Assistant Professor of Speech  
B.A., Denison; M.A., Michigan
- McNally, John J., 1956, Assistant Professor of English  
B.A., M.A., Loyola
- McQuigg, Elizabeth L., 1928, Assistant Professor, Paw Paw Schools  
B.S., M.A., Columbia
- Meagher, Jack R., 1949, Associate Professor of Mathematics  
B.A., Western Michigan University; M.A., Michigan
- Meretta, Leonard V., 1945, Professor of Music  
B.M., M.M., Michigan
- Mesick, Roy O., 1959, Instructor in Physics  
B.S., Western Michigan University; M.S., Michigan
- Meyer, Lillian H., 1942, Head, Department of Chemistry  
B.A., M.S., Washington; Ph.D., Illinois
- Michmerhuizen, Arthur, 1947, Assistant Professor, Paw Paw Schools  
B.A., M.A., Hope
- Miller, Ralph N., 1946, Professor of English  
B.A., Wayne; M.A., Michigan; Ph.D., Northwestern
- Miller, Robert B., 1956, Assistant Professor of Physics  
B.A., Manchester; M.S., Ph.D., Michigan State
- Miner, Margie J., 1957, Assistant Professor of Physical Education, Women  
B.S. Western Illinois; M.S., Wisconsin
- Monroe, Lois B., 1950, Assistant Professor, Campus Schools  
B.A., Western Michigan University; M.A., Michigan
- Moore, F. Stanley, 1958, Assistant Professor of Geography  
B.A., University of Kansas City; M.A., Kansas; Ph.D., Washington
- Morell, Gilbert W., 1956, Assistant Professor of History  
B.A., Western Michigan University; M.A., Michigan
- Morrison, William F., 1959, Assistant Professor of Business  
B.A., J.D., State University of Iowa

- Mowen, Howard A., 1949, Associate Professor of History  
B.A., Baldwin-Wallace; M.A., Ph.D., Western Reserve
- Myers, Louise C., 1925, Assistant Professor, Paw Paw Schools  
B.A., M.A., Columbia
- Nadelman, Alfred H., 1948, Head, Department of Paper Technology  
M.A., Ph.D., Berlin
- Nadonly, James E., 1959, Instructor in Political Science  
B.A., Pittsburgh
- Nagler, Robert C., 1956, Assistant Professor of Chemistry  
B.S., William Penn; M.A., Missouri; Ph.D., Iowa
- Nahm, Andrew C., 1960, Instructor in History  
A.B., Emanuel Missionary College; M.A., Northwestern
- Nantz, Don W., 1952, Professor of Industrial Technology  
B.S., M.S., Stout State; Ed.D., Bradley
- Neill, J. Donald, 1959, Instructor, Counseling Bureau  
B.A., M.A., Michigan State
- Nelson, Arnold G., 1954, Associate Professor of English  
B.A., Hamline; M.A., Ph.D., Minnesota
- Newcombe, P. Judson, 1959, Instructor, Paw Paw Schools  
B.A., Western Michigan University; M.A., Northwestern
- Nichols, Nathan L., 1955, Associate Professor of Physics  
B.A., Western Michigan University; M.S., Michigan; Ph.D., Michigan State
- Nicolette, Josephine, 1950, Assistant Professor, Counseling Bureau  
B.A., Western Michigan University; M.A., Michigan
- Niemi, Leo, 1955, Assistant Professor of General Business  
B.S., M.A., Western Michigan University; Ph.D., Ohio State
- Nobbs, Lucille A., 1921, Associate Professor of English  
B.A., Kalamazoo; M.A., Michigan
- Noble, Frances E., 1931, Associate Professor of Languages  
B.A., M.A., Ph.D., Northwestern
- Norris, Budd J., 1956, Alumni Relations Director  
B.S., M.A., Western Michigan University
- Norris, Vern L., 1958, Assistant to Placement Director  
B.S., Western Michigan University; M.A., Michigan
- Null, Thomas W., 1945, Associate Professor of Business Education  
B.A., Ottawa; M.A., Iowa
- O'Hara, Frederic J., 1956, Associate Professor of Librarianship  
B.A., Boston; B.S.L.S., M.S., Ed.D., Columbia
- Olton, Roy, 1957, Assistant Professor of Political Science  
B.A., Ohio Wesleyan; M.A., Ph.D., Fletcher School of Law and Diplomacy
- Orr, John B., 1955, Assistant Professor of English  
B.S., M.A., Minnesota
- Osborn, Dorothy D., Instructor in English  
B.A., M.A., Michigan
- Osborn, Gerald, 1939, Dean, School of Liberal Arts and Sciences and Professor of Chemistry  
B.A., Eastern Michigan; M.S., Ph.D., Michigan

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B.M., M.M., Michigan State
- Oster, Hilda H., 1946, Assistant Professor, Paw Paw Schools  
B.A., Western Michigan University; M.A., Michigan
- Osterberg, Lauri E., 1948, Assistant Professor of Chemistry  
B.A., Western Michigan University; M.A., Michigan
- Overton, Harvey W., 1955, Assistant Professor of Education  
B.A., Western Michigan University; M.A., Michigan
- Paden, Hazel I., 1929, Assistant Professor of Art  
B.S., Massachusetts School of Arts; M.A., Syracuse
- Palmatier, Robert A., 1955, Assistant Professor of English  
B.A., M.A., Western Michigan University
- Patton, Marguerite, 1948, Assistant Professor of Economics  
B.A., M.A., Toronto; B.M., Michigan State
- Pavlik, William B., 1956, Assistant Professor of Psychology  
B.S., Western Reserve; M.A., Ph.D., Ohio State
- Pellegrin, Joseph, 1959, Instructor in Industrial Education  
B.A., Fairmont; M.S., Stout State
- Penney, Margaret A., 1959, Instructor, Paw Paw Schools  
B.S., M.A., Michigan
- Perkins, Edward V., 1959, Assistant Professor, Campus Schools  
B.S., Western Michigan University; M.A., Michigan; Ed.D., Michigan State
- Perry, James W., 1959, Instructor, Paw Paw Schools  
B.A., M.A., Western Michigan University
- Peterson, Joseph K., 1947, Associate Professor of Mathematics (On Leave)  
B.A., Vanderbilt; M.A., Harvard
- Phillips, Claude S., 1957, Assistant Professor of Political Science  
B.A., M.A., Tennessee; Ph.D., Duke
- Phillips, Stanley K. S., 1951, Assistant Professor of Art  
B.A., Western Michigan University; M.A., Columbia
- Plano, Jack C., 1952, Associate Professor of Political Science  
B.A., Ripon; M.A., Ph.D., Wisconsin
- Pond, Gayle, 1946, Director, Nursing Services  
R.N., Presbyterian Hospital, Chicago; B.S., Northwestern; M.A., Columbia
- Popplestone, John A., 1958, Assistant Professor of Psychology  
B.A., Michigan; M.A., Wayne State; Ph.D., Washington, St. Louis
- Powell, James H., 1955, Associate Professor of Mathematics  
B.A., M.A., Ph.D., Michigan State
- Powers, Myrtle M., 1941, Assistant Professor of Biology  
B.S., Western Michigan University; M.S., Michigan State
- Pressler, Mary Louise, 1957, Assistant Professor, Paw Paw Schools  
B.A., A.B.L.S., Michigan; Litt.M., Pittsburgh
- Pruis, John J., 1947, Professor of Speech and Director of Summer Session  
B.S., Western Michigan University; M.A., Ph.D., Northwestern
- Pugh, David G., 1955, Assistant Professor of English  
B.A., Drury; M.A., Chicago

- Puze, Lilija, 1956, Library  
B.A., M.Ph., Latvia; M.A.L.S., Michigan
- Rahbany, K. Philip, 1957, Assistant Professor of Economics  
B.A., American University of Beirut, Lebanon; Ph.D., Wisconsin
- Raklovits, Richard, 1957, Assistant Professor of Physical Education, Men  
B.S., Illinois
- Ramstad, Peggy A., 1954, Assistant Professor, Campus Schools  
B.M., M.M.E., Minneapolis College of Music
- Randall, Paul L., 1925, Circulation Librarian  
B.A., Western Michigan University; B.S.L.S., Illinois
- Rankin, George D., Major, Assistant Professor of Military Science and  
Tactics  
B.S., Clemson
- Reid, Nellie N., 1945, Assistant Professor of Sociology  
B.A., Iowa; M.A., Chicago
- Rensenhouse, Barbara, 1959, Instructor in Art  
B.A., M.A., Western Michigan University
- Reuschlein, Philip L., 1956, Assistant Professor, Campus Schools  
B.S., Wisconsin State, La Crosse; M.S., Wisconsin
- Rice, Glen C., 1943, Associate Professor, Counseling Bureau  
B.S., M.A., Western Michigan University
- Ring, Robert E., 1951, Assistant Professor of Industrial Technology  
B.S., Purdue; M.B.A., Denver
- Risher, Charity C., 1959, Assistant Professor of Education  
B.S., Bowling Green; M.Ed., Ed.D., Missouri
- Risher, Charles G., 1958, Assistant Professor of Industrial Education  
B.S., Bowling Green; M.Ed., Ed.D., Missouri
- Ritz, Robert E., Captain, Assistant Professor of Military Science and Tactics  
B.S., Pennsylvania State
- Robbert, Paul A., 1957, Instructor in Art  
B.A., M.A., Michigan State
- Robinson, Edward W., 1958, Associate Professor, Counseling Bureau  
B.S., Nebraska; M.Ed., Ed.D., Missouri
- Robinson, Lois, 1950, Assistant Professor of Education  
B.S., Western Michigan University; M.A., Michigan
- Robinson, Thane S., 1957, Assistant Professor of Biology  
B.A., Ph.D., Kansas
- Robinson, Wm. McKinley, 1927, Head, Department of Rural Life and Edu-  
cation  
B.S., Hiram; M.A., Ph.D., Columbia
- Rodgers, Roy H., 1959, Assistant Professor of Sociology  
B.A., Wheaton; M.A., North Carolina
- Roell, Candace, 1956, Head, Department of Physical Education, Women  
B.S., Eastern Michigan; M.A., Ph.D., Michigan
- Rogers, Frederick J., 1946, Head, Department of English  
B.A., Western Michigan University; M.A., Columbia; Ph.D., Michigan
- Rogers, Katharine D., 1946, Assistant Professor of English  
B.A., Kalamazoo; M.A., Columbia

*Faculty*

- Rood, Paul, 1916, Head, Department of Physics  
B.A., Albion; M.A., Ph.D., Michigan
- Rosegrant, William R., 1955, Assistant Professor of English  
B.A., Central College; M.A., Chicago
- Rothfuss, Hermann E., 1944, Professor of Languages  
B.S., M.A., Ph.D., Minnesota
- Rowe, Gladys L., 1950, Assistant Professor of Home Economics  
B.S., M.A., Michigan State
- Rowekamp, William H., 1957, Assistant Professor of Physical Education, Men  
B.S., Missouri
- Russel, Robert R., 1922, Head, Department of History  
B.A., McPherson; M.A., Kansas; Ph.D., Illinois
- Russell, Norman K., 1946, Associate Professor, Counseling Bureau  
B.S., Western Michigan University; M.A., Michigan
- Russell, Vera Jean, 1954, Instructor, Campus Nursery School  
B.S., Western Michigan University
- Sack, William A., 1948, Assistant Professor, Campus Schools  
B.A., M.A., Western Michigan University
- Sadler, David F., 1955, Assistant Professor of English  
B.A., Antioch; M.A., Ph.D., Minnesota
- Sangren, Paul V., 1923, President, Western Michigan University  
B.A., M.A., Eastern Michigan; M.A., Ph.D., Michigan; LL.D., Ferris;  
LL.D., Kalamazoo
- Savage, Marjorie L., 1958, Associate Professor of Home Economics  
B.S., Mississippi State College for Women; M.S., Iowa State; Ed.D., Illinois
- Saye, Hazel E. Cleveland, 1939, Circulation Librarian  
B.A., Western Michigan University; A.B.L.S., Michigan
- Schellenberg, James A., 1959, Assistant Professor of Sociology  
B.A., Baker; M.A., Ph.D., Kansas
- Schieber, Robert W., 1956, Assistant Professor of Music  
B.M., Illinois Wesleyan; M.M.E., Indiana
- Schlosser, Merle J., 1957, Associate Professor of Physical Education, Men  
B.S., M.S., Illinois
- Schmaltz, Lloyd J., 1959, Assistant Professor of Geography and Geology  
B.A., Augustana; M.A., Ph.D., Missouri
- Schmidt, Richard H., 1955, Associate Professor of Psychology  
B.S., M.S., Ed.D., Oklahoma State
- Schneider, Arnold E., 1947, Dean, School of Business and Head, Department of General Business  
B.S., Iowa State Teachers; M.A., Iowa; Ph.D., Michigan
- Schoenhals, Neil L., 1946, Associate Professor, Campus Schools  
B.S., Western Michigan University; M.A., Michigan
- Schreiber, William A., 1953, Assistant Professor of Industrial Technology  
B.S., Cooper Union; M.A., Western Michigan University
- Schrock, Nancy, 1959, Instructor in English  
B.A., Western Michigan University; M.A., Wyoming



- Schroeder, Esther D., 1946, Associate Professor of Education  
B.S., Bemidji; M.A., Peabody
- Schultz, Beth, 1958, Assistant Professor of Biology  
B.A., Temple; M.S., Cornell; Ed.D., Florida
- Scott, Donald N., 1945, Director, University Student Center and Residence Halls  
B.S., Illinois; M.A., Columbia
- Scott, Frank S., 1956, Associate Professor of Industrial Technology  
B.S., M.S., Purdue
- Sebaly, A. L., 1945, Professor of Education and Director of Student Teaching  
B.A., Western Michigan University; M.A., Ph.D., Michigan
- Seber, Robert C., 1956, Associate Professor of Mathematics  
B.A., Coe; M.S., Ph.D., Iowa
- Sechler, Robert E., 1959, Instructor in Mathematics  
B.A., Albion; M.S., Michigan State
- Seibert, Russell H., 1936, Vice President for Academic Affairs and Professor of History  
B.A., Wooster; M.A., Chicago; Ph.D., Ohio State
- Sellers, Helen G., 1947, Assistant Professor of English  
B.A., Michigan State; M.A., Wisconsin
- Shafer, Robert L., 1959, Instructor in English  
B.A., Michigan; M.A., Harvard
- Shaw, Ann M., 1956, Assistant Professor of Speech  
B.S., M.A., Northwestern
- Shimmel, Ethel, 1923, Associate Professor, Campus Schools  
B.A., Western Michigan University; M.A., Columbia
- Slaughter, Thomas C., 1948, Associate Professor of Physical Education, Men  
B.S., Western Michigan University; M.A., Michigan
- Smith, Charles A., 1935, Associate Professor of English  
B.A., Western Michigan University; M.A., Michigan
- Smith, J. Towner, 1928, Dean of Men  
B.A., Western Michigan University; M.A., Michigan
- Smith, Keith W., 1955, Assistant Registrar  
B.S., M.S., Indiana State Teachers; Ph.D., Purdue
- Smutz, M. Elizabeth, 1937, Assistant Professor, Campus Schools (On Leave)  
B.A., Oberlin; M.A., Columbia
- Smythe, Ruth, 1949, Assistant Professor, Paw Paw Schools  
B.S., Eastern Michigan; M.A., Michigan
- Snow, Carl B., 1946, Associate Professor of Education and Director, Audio-Visual Center  
B.S., Western Michigan University; M.A., Columbia
- Snyder, Dorothea S., 1925, Associate Professor of Music  
B.A., Western Michigan University; M.A., Michigan
- Sokolowski, Emil J., 1951, Assistant Professor of General Business  
B.S., Detroit Institute of Technology; M.A., Michigan

*Faculty*

- Sommerfeldt, John R., 1959, Instructor in History  
B.A., M.A., Ph.D., Michigan
- Sorensen, Raymond F., 1950, Associate Professor of Physical Education, Men  
B.S., Western Michigan University; M.S., Indiana
- Spalding, Marion A., 1916, Assistant Professor of Physical Education, Women  
B.A., Western Michigan University; M.A., Columbia
- Spence, William P., 1957, Assistant Professor of Industrial Education  
B.S., Southeast Missouri State; M.Ed., Ed.D., Missouri
- Stamm, Opal, 1934, Assistant Professor of Home Economics  
B.A., Berea; M.A., Columbia
- Starring, Charles R., 1928, Professor of History  
B.A., M.A., Columbia
- Steckelberg, Mathilde, 1927, Head, Department of Languages  
B.A., Nebraska; M.A., Columbia
- Steen, Edwin B., 1941, Professor of Biology  
B.A., Wabash; M.A., Columbia; Ph.D., Purdue
- Stevens, Fred L., 1946, Assistant Professor of Physical Education, Men  
B.S., M.A., Western Michigan University
- Stevens, Marie L., 1957, Assistant Dean of Women  
B.A., Mills; M.A., Syracuse
- Stevenson, Elaine L., 1917, Assistant Professor of Art  
B.A., Western Michigan University; B.A.E., Art Institute, Chicago; M.A., Ohio State
- Stewart, Mary Lou, 1959, Assistant Professor of Physical Education, Women  
B.A., Oberlin; M.A., Western Reserve
- Stine, Leo C., 1952, Professor of Political Science  
B.Ed., Illinois State Normal; M.A., Ph.D., Illinois
- Stinson, Bess L., 1929, Associate Professor, Campus Schools  
B.S., M.A., Peabody
- Stokes, Katharine M., 1948, Head, Dwight B. Waldo Library  
B.S., Simmons; M.A.L.S., M.A., Ph.D., Michigan
- Stout, Cyril L., 1947, Professor of Geography and Geology  
B.S., Knox; Ph.M., Wisconsin; Ph.D., Peabody
- Stout, Keith V., 1956, Assistant Professor, Paw Paw Schools  
B.S., Central Michigan
- Strolle, Roland S., 1957, Head, Department of Education  
B.A., Northern Michigan; M.A., Minnesota; Ed.D., Michigan State
- Strong, Russell A., 1951, Publicity Director  
B.A., Kalamazoo; M.A., Western Michigan University
- Stroud, Sara Jane, 1956, Assistant Professor of Education  
B.A., Kalamazoo; M.A., Western Michigan University
- Stulberg, Julius, 1945, Professor of Music  
B.A., M.A., Michigan State
- Sumney, Charlotte B., 1948, Assistant Professor of Psychology  
B.S., Western Michigan University; M.A., Michigan

- Swickard, Sara R., 1951, Professor of Education  
B.S., M.A., Ph.D., Ohio State
- Szalkowski, Anne, 1955, Assistant Professor of English  
B.A., Western Michigan University; M.A., Michigan State
- Tamin, Marion, 1921, Assistant Professor of Languages  
Ph.B., Chicago; M.A., Columbia
- Taylor, Betty, 1947, Professor of Home Economics  
B.S., Iowa State; M.A., Columbia; Ph.D., Michigan State
- Taylor, Robert D., 1953, Assistant Professor, Campus Schools  
B.A., Western Michigan University; M.A., Michigan
- Tedford, Anita, 1957, Assistant Professor, Campus Schools  
B.S., M.S., Eastern Illinois
- Thomas, Nancy L., 1954, Assistant Professor, Campus Schools  
B.S., M.A., Western Michigan University
- Topel, Robert F., 1958, Instructor, Paw Paw Schools  
B.A., Kalamazoo; M.A., Western Michigan University
- Trader, Robert B., 1951, Associate Professor of Business  
B.S., Indiana; M.S., Pittsburgh
- Trimpe, Adrian, 1947, Head, Department of Distributive Education  
B.S., Western Michigan University; M.A., Michigan
- Tuller, Elizabeth F., 1957, Associate Professor of Chemistry  
B.A., Kalamazoo; M.S., Ohio; Ph.D., Iowa State
- Tydeman, James E., 1958, Annex Librarian  
B.A., B.S.L.S., Minnesota; M.A., Chicago
- Tyndall, Dean R., 1955, Assistant Professor of Occupational Therapy  
B.S., M.A., OT Certificate, Western Michigan University
- Ulmer, James L., 1959, Instructor in Industrial Education  
B.S., M.S., Kansas State, Pittsburg
- VanderBeek, Leo C., 1956, Associate Professor of Biology  
B.A., Western Michigan University; M.S., Ph.D., Michigan
- VanDeventer, Clarence N., 1955, Associate Professor of Industrial Technology  
B.S., Winona State; M.A., Purdue
- VanDeventer, William C., 1953, Head, Department of Biology  
B.A., Central College; M.A., Ph.D., Illinois
- Vanditzhuyzen, Karl Hans, 1959, Instructor in Physics  
Wissenschaftliches Staatsexamen, University of Bonn, Germany  
Paedagogisches Staatsexamen, Studienseminar, Krefeld, Germany
- VanHorn, Ruth G., 1922, Associate Professor of English  
B.A., M.A., Michigan
- VanRiper, Charles, 1936, Professor of Speech Correction and Director, Speech Clinic  
B.A., M.A., Michigan; Ph.D., Iowa
- VanZee, Gertrude, 1952, Cataloging Librarian  
B.A., Hope; B.A.L.S., M.A.L.S., Michigan
- Vogel, Robert S., 1959, Instructor in Geography and Geology  
B.A., Central Missouri State; M.S., Michigan State

*Faculty*

- Volle, Reva, 1940, Associate Professor of Home Economics  
B.S., Illinois; M.A., Columbia
- Von Koeppen, Andreas, 1959, Associate Research Professor of Paper Technology  
Ph.D., Technical University, Darmstadt
- Wachs, Melvin W., 1959, Assistant Professor of Political Science  
B.A., M.A., Michigan
- Wade, David E., Captain, Assistant Professor of Military Science and Tactics  
B.A., California
- Walker, Louise J., 1924, Associate Professor of English  
B.A., Albion; M.A., Columbia
- Walters, Roy G., 1951, Assistant Professor, Campus Schools  
B.S., Minnesota State, Mankato; M.A., Western Michigan University
- Weber, Ernest, 1923, Assistant Professor, Campus Schools  
B.A., Western Michigan University; M.A., Columbia
- Weber, William V., 1937, Head, Department of Political Science  
B.A., M.A., Ph.D., Iowa
- Weeks, William R., 1953, Assistant Professor of Industrial Technology  
B.S., Wayne; M.A., Western Michigan University
- Wend, Jared S., 1955, Associate Professor of Economics  
B.A., Middlebury; M.A., Ph.D., Michigan
- Werner, D. Geraldine, 1945, Assistant Professor, Paw Paw Schools  
B.S., Kent State; M.S., Western Reserve
- Wetnight, Robert B., 1951, Head, Department of Accounting  
Ph.B., M.B.A., Toledo; C.P.A.
- Wichers, William A., 1951, Assistant Professor of Industrial Technology  
B.A., Hope; Certificate, Boeing School of Aeronautics; M.A., Western Michigan University
- Wietz, Roy J., 1942, Associate Professor of Physical Education, Men  
B.S., Illinois; M.A., Columbia
- Wilcox, Glade, 1955, Associate Professor of Industrial Technology  
B.Ed., Western Illinois; M.S., Ed.M., Illinois; Ed.D., Indiana
- Wilcox, Mary M., 1959, Library  
B.A., Michigan; M.A., Western Michigan University
- Wilner, Arthur, 1959, Instructor in Geography and Geology  
B.A., M.A., Michigan
- Wilson, M. Glen, 1957, Assistant Professor of Speech  
B.S., M.A., West Virginia; Ph.D., Ohio State
- Winters, Robert W., 1959, Assistant Professor, Campus Schools  
B.S., Central Michigan; M.S., Michigan State
- Wiseman, Merrill R., 1924, Professor of Biology  
B.A., Ohio Northern; M.S.P.H., Michigan
- Wolinski, Gertrude, 1956, Assistant Professor of Mathematics  
M.Ph., University of Warsaw
- Woodruff, Esther T., 1955, Instructor in Chemistry  
B.A., M.S., Illinois

- Woods, John W., 1955, Assistant Professor of English  
B.S., M.A., Indiana
- Woolshlager, Richard J., Captain, Assistant Professor of Military Science  
and Tactics  
B.S., Syracuse
- Yankee, William J., 1957, Instructor in Psychology  
B.S., M.A., Western Michigan University
- Yntema, Otto, 1936, Director, Division of Field Services  
B.A., M.A., Hope
- Yocum, Catherine J., 1959, Assistant Professor of Physical Education,  
Women  
B.S., E. Stroudsburg State Teachers; M.A., Arizona State
- York, Zack L., 1940, Head, Department of Speech  
B.A., Western Michigan University; M.S., Ph.D., Wisconsin
- Zimmerman, Elaine, 1956, Assistant Professor of Chemistry  
B.A., B.S., Greenville; M.S., Ph.D., Purdue
- Zimmerman, Theo C., 1956, Assistant Professor of Industrial Education  
B.S., M.A., Western Michigan University
- Zinser, Lester M., 1957, Assistant Professor of Industrial Technology  
B.S., M.S., Illinois
- Zoschke, Milton H., 1956, Assistant Professor, Paw Paw Schools  
B.A., Franklin; B.S., M.A., Western Michigan University
- Zwergel, Edward H., 1958, Director of Student Health  
M.D., Hahnemann Medical College





## WESTERN MICHIGAN UNIVERSITY

Western Michigan University was established by an act of the Legislature in 1903 as Western State Normal School. The state constitution places the University under the authority of the State Board of Education which consists of four members elected by the people of Michigan.

The first school year began in June, 1904, with Dwight B. Waldo as Principal. In 1905 the first building, now known as the Education Building, was completed on the original campus which lies east of Oakland Drive and contains 20 acres of land. The university now occupies more than 481 acres. After 32 years of service President Waldo tendered his resignation and became President Emeritus. During his tenure of office the school grew from a two-year normal school into a college which was recognized as an outstanding leader in the field of education. Dr. Paul V. Sangren, a member of the faculty since 1923, became President of the college in August, 1936. Since that time there has been a rapid growth in students, physical facilities, and the scope of the curricula and services.

While Western has remained true to the original purpose for which it was founded, the growing educational needs of the state have resulted in an expansion of the original intent until the university has come to be recognized as a regional institution of broad scope. Western Michigan University is still one of the leading teacher training institutions of the United States, but the preparation of teachers now represents only one of numerous important areas of study and specialization. Large numbers of students pursue courses, on both the undergraduate and graduate levels, in business, in liberal arts, in the pre-professional, and in the vocational fields.

During the first 53 years of the college a single administrative system sufficed, but in 1956 the administration of the university was completely revised to recognize the multiple nature of its programs. Five schools, each with its own dean, were organized: Applied Arts and Sciences, Business, Education, Liberal Arts and Sciences, and Graduate Studies. In February, 1957, the state legislature recognized the changes that had occurred in the character of Western by renaming it Western Michigan University.

Administrative functions of the University are housed in this structure, opened in 1952. It is also the classroom home of several departments.



## PROGRAM OF STUDY

The program of study for the first and second years is organized:

1. to provide the student with a general education which includes an integration of knowledge, skill, and perspective with regard to the processes of communication, the social sciences, the natural sciences, and the humanities; and
2. to prepare the student for undertaking the more advanced and specialized work embraced in the curricula of the third and fourth years or for more advanced work elsewhere.

This program represents sixty semester hours of work, at least half of which must fall in the Divisions of Basic Studies, Languages and Literature, Science, and Social Science. The student must complete during the first year at least two semesters of Communication or College Writing.

Admission to the program of the third and fourth years is based upon the satisfactory completion of the work outlined above or upon evidence of equivalent work done satisfactorily elsewhere. In addition, in the teaching curricula, the student must satisfy such special tests or examinations as may be prescribed to determine his general intelligence, scholastic aptitude and fitness for the teaching profession.

The program of study for the third and fourth years is organized:

1. to provide intensive cultivation of the fields of the student's special or professional interest; and
2. to broaden his general education.

The University offers the following degrees:

Bachelor of Arts  
Bachelor of Science  
Bachelor of Science in Engineering  
Bachelor of Music  
Bachelor of Business Administration

Western Michigan also conducts graduate programs leading to the Master of Arts and Master of Business Administration degrees. The School of Education offers a diploma for a sixth year of study in its Specialist in Education program.

## ACCREDITATION

In 1915 the University was placed on the approved list of the North Central Association of Colleges and Secondary Schools, and the following year was approved by the National Council for Accreditation of Teacher Education. In 1941 it was approved by the Association of American Universities, and 1951 gained membership in the National Association of Schools of Music.

Western Michigan University is a member of the Association of American Colleges and of the American Association of Colleges for Teacher Education.

It is also approved by the American Association of University Women.



**ENROLLMENT DATA**

<b>Fall Semester</b>	<b>Undergraduate</b>	<b>Graduate</b>	<b>Total</b>
1955	5281	469	5750
1956	5924	569	6493
1957	6304	571	6875
1958	7107	697	7804
1959	7598	705	8303
<b>Spring Semester</b>			
1955	4555	428	4983
1956	5033	478	5511
1957	5640	580	6220
1958	6017	635	6652
1959	6638	674	7312
<b>Summer Semester</b>			
1955	1228	705	1933
1956	1367	744	2111
1957	1500	890	2390
1958	1625	962	2587
1959	2205	1026	3231

# *Admission, Degrees and Certificates*

## ADMISSION

Qualified students will be admitted at the opening of any semester or summer session after their applications have been approved.

As the training of the mind is the first function of the university, the applicant's most important qualification is the intellectual capacity to carry college work successfully. The best evidence of this capacity is a superior academic record attained in previous high school or college attendance. Beyond this first requirement, the applicant's character, promise, special abilities and readiness will be considered by the Committee on Admissions. The university will arrange testing and personal interviews whenever they are deemed desirable.

Admission to the university is a privilege that carries with it certain responsibilities. The university reserves the right to cancel matriculation and to require withdrawal whenever it becomes evident that the student is not conforming to the university's standards of scholarship and conduct.

To prepare for study at the university, a high school student should carry a good proportion of academic courses (languages, mathematics, science, history) and should do a good quality of work in them. He should carry the high school prerequisites to his intended curriculum as they are made known to him in consultation with his principal or counselor. Although he may be admitted to the university without these prerequisites, he will be required to make them up before he can proceed in his chosen curriculum.

## METHODS OF ADMISSION

Students may be admitted in any one of the following ways:

1. Admission by certificate: A graduate of a high school, academy or equivalent may be admitted upon presentation of an acceptable written record.
2. Admission by examination: A person who does not qualify for admission by certificate may be admitted by passing examinations prescribed by the university.
3. Admission under the secondary school-college agreement: A graduate qualified under this agreement will be admitted provided he is recommended by the school as having the ability to handle university work satisfactorily.
4. Admission by advanced standing. A student wishing to transfer from another accredited college, university or junior college, or from a Michigan county normal, may be admitted upon presentation of an acceptable written transcript of credits showing honorable dismissal. This transcript must be official, mailed directly from the institution previously

*Admissions, Degrees and Certificates*

attended to the registrar of this university. Transferred credits, except those from Michigan county normals, will be acceptable only when they have been earned at a college which at the time was accredited by the North Central Association of Colleges and Secondary Schools, by an equivalent organization or by the Michigan Commission on College Accreditation. The maximum credit which may be accepted from a junior college is sixty semester hours in addition to physical education. Each transfer case is handled individually, with separate evaluation of credit.

5. Admission as a special student: (a) A person who does not plan to work toward a degree or certificate may be admitted as a special student if he presents evidence that he can profit by instruction; (b) A person who holds a Bachelor's Degree or a higher degree for which it is prerequisite, may be admitted to the university as a special student upon presentation of credentials showing that he holds such degree or degrees. A person twenty-one years of age or older who wishes to study at this university may be admitted by the Registrar with the approval of the President, provided he is unable to furnish other credentials upon which his admission might be based. Before any special student can receive a degree or certificate from this university, he must have met the requirements for admission prescribed under the other admission procedures numbered 1-4 above.
6. Admission as a guest: One who is regularly matriculated at another college may be admitted as a guest student. The student assumes full responsibility for determining whether or not the courses he takes at this university will apply on his program of study. A guest matriculant is urged to have the courses to be taken approved in advance by the Registrar of the university to which the credits are to be transferred. The principal or counselor of the student will be asked to recommend him only with respect to his moral character.

## APPLICATION FOR ADMISSION

### Freshmen

1. A prospective freshman should request an official application form from the Director of Admissions or his high school principal and complete that part as directed in the application.
2. The application should then be returned to the high school principal who will be responsible for including his high school personal data and academic record.
3. The completed application will be sent to the Director of Admissions by the principal. It is not acceptable if presented by the student.
4. The above three steps must be completed before the student can be considered for admission.
5. The student must be officially admitted before he can be counseled or enrolled, therefore all credentials must be in the office of the Registrar in advance of registration for any course.

6. Applications for admission may be sent to the university any time during or after the seventh semester in high school.

### Transfers

1. An application blank must be secured from the Director of Admissions and completed according to instructions.
2. The applicant must request an official transcript be sent to the Registrar directly from *each of the colleges* he has attended. These transcripts will not be accepted if presented by the student. The record must be complete.
3. The student must be officially admitted before he receives an official evaluation of credits, is counseled or enrolled.
4. A prospective student desiring admission as a "guest" student should have the Dean of his college approve his program and recommend the student to the Director of Admissions.

## DEGREES

The State Board of Education, on recommendation of the President and faculty of Western Michigan, confers degrees as follows:

### BACHELOR OF ARTS

The student who regularly completes a curriculum conforming to the degree requirements and embracing at least 70 hours in the Divisions of Basic Studies, Language and Literature, Science, and Social Science, including at least eight hours in one foreign language, is eligible for the degree of Bachelor of Arts. If two or more units of one foreign language are presented for entrance, the requirements for foreign language may be waived.

### BACHELOR OF BUSINESS ADMINISTRATION

This degree will be conferred upon completion of the Business Administration curriculum as outlined in this catalog.

### BACHELOR OF SCIENCE

The student who regularly completes a curriculum conforming to the degree requirements and embracing 38 hours or more in the Divisions of Basic Studies, Language and Literature, Science, and Social Science is eligible for the degree of Bachelor of Science. This degree is also awarded in the field of industrial engineering.

### BACHELOR OF MUSIC

This degree will be conferred upon the completion of the music curriculum as outlined in the Music Supplement Catalog. A total of 132 hours is required for graduation.

### SECOND BACHELOR'S DEGREE

A graduate of Western Michigan University with the degree of Bachelor of Music or Bachelor of Science who subsequently becomes a candidate for the degree of Bachelor of Arts, or vice versa, is required, in addition to the

*Admissions, Degrees and Certificates*

credits he already has, to complete 30 hours of resident credit and to satisfy any other specific requirements for the degree. The 30 hours need not be taken subsequent to the first degree.

**MASTER OF ARTS**

Western Michigan University confers the Master of Arts degree with specialization in education, biology, chemistry, economics, English, history, librarianship, occupational therapy, political science, psychology and sociology. For information ask for the Graduate School bulletin.

**MASTER OF BUSINESS ADMINISTRATION**

The newest degree, offered through the School of Business and School of Graduate Studies. For information ask for the Graduate School bulletin.

**DEGREE REQUIREMENTS**

Any curriculum leading to a bachelor's degree consists of at least 124 hours of credit including only four hours of general physical education.

The student must meet the following requirements or their equivalent:

**1. GENERAL REQUIREMENTS**

- a. All students must take three semester hours of government in accordance with Act 106, Public Acts of 1954.
- b. Each student must complete four semester hours of general physical education. Persons 40 years of age or older are not bound by this requirement, however. Such a waiver applies only to general physical education and not to specific curricular requirements nor to total hours required for graduation. The general physical education requirement is waived for male students who enroll and complete the basic course (two years) of Military Science (ROTC). See page 185, General Physical Education Requirements.
- c. At least two-thirds of the work beyond the second year must be in courses not open to first-year students, except where curricular requirements demand otherwise.
- d. Courses must be selected so that the requirements in at least one of the curricula are fulfilled before graduation.
- e. The student must complete a major with a minimum of 24 hours and a minor with a minimum of 15 hours. In elementary education the student may complete three minors.
- f. A minimum point-hour ratio of 2.0 must be attained in any major or minor (s) presented for graduation.
- g. Minimum residence requirements:  
It is expected that all candidates for the Bachelor's degree or full certification will have earned at least 15 hours of credit on the campus of Western Michigan.
- h. A minimum of 30 hours of credit must be taken through Western Michigan. Ten (10) of the last 30 hours must be taken through Western. Correspondence credit cannot satisfy any of the requirements in (g) or (h).

**2. BASIC STUDIES COURSES**

- a. Communication Area .....6-8 hours  
     Communication 114, 115 (8 hours) or  
     College Writing 116, 117 (6 hours)
- b. Science Area ..... 8 hours  
     Biological Science 107 (4 hours)  
     Human Geography 105 (4 hours)  
     Physical Science 108, 109 (4 or 8 hours)
- c. Social Science Area ..... 8 hours  
     Foundations of Western Civilization 100, 101  
     (8 hours) or  
     Man and Society 102, 103 (8 hours)
- d. Humanities Area ..... 6 hours  
     Humanities 220, 221 (6 hours) or  
     Humanities 222, 223 (6 hours)  
     (See counselors for alternative courses  
     temporarily permitted.)

Eight hours additional work (10 if a student took College Writing) must be elected from non-professional liberal arts courses marked by an asterisk in the Division of Basic Studies and the Departments of Art and Music, or from any non-professional courses in the Divisions of Language and Literature, Social Sciences, and Science and Mathematics.

**BASIC STUDIES EQUIVALENTS**

In determining the extent to which the Basic Studies (General Education) requirements of Western Michigan University have been met by credits earned at other colleges the following rules shall apply:

**1. Communication**

- a. A student must present at least 5.5 semester or 9 term credits in a freshman writing or communication course for a full waiver.
- b. If he presents a minimum of 2.5 semester or 4 term hours but less than 5.5 semester credits, he will be required to take either 117 (College Writing), 114 or 115 (Communication).
- c. If the institution from which he wishes to transfer credit has granted a waiver for the freshman English requirement or any part of it, this waiver will be honored by Western Michigan University.
- d. If he has less than 2.5 semester or 4 term credits, he will be required to meet the Basic Studies requirement in communication at Western.

**2. Science**

- a. Students who present a minimum of 8 semester or 12 term credits in physical science or in any combination of two or more of the

*Admissions, Degrees and Certificates*

following: physics, chemistry, biological science or earth science, will not be held for the general education requirements in the science area. Courses acceptable under the sciences include: **Biological Science:** Biology, Botany, Nature Study, Physiology, and Zoology; **Chemistry:** General College Chemistry, Industrial Chemistry (if taught by the Chemistry Department); **Earth Science:** Conservation, Geography, Geology and Meteorology; **Physics:** Astronomy, General College Physics, Technical Physics (if taught by the Physics Department).

- b. If a student presents 8 semester or 12 term credits in either physics, chemistry, biological science or earth science, he can meet the Basic Studies requirements by taking a 4 semester credit course in any of the other areas mentioned above, or physical science.
- c. Students who present a minimum of 2.5 semester credits or 4 term credits in any area mentioned above will be expected to take additional credits in another area to total 8 semester credits. If the 2.5 credits are in any combination mentioned above (or physical science), he can take the additional work in any of the areas.
- d. A student with less than 2.5 semester credits or 4 term credits will be expected to meet the Basic Studies science requirements at Western.

### 3. Social Science

- a. Any student who presents a minimum of 8 semester or 12 term credits in Western Civilization or in General Social Science or in any combination of two or more of the following subjects will be considered to have met his general education requirements in social science:

American History  
Cultural Anthropology  
Economics (Principles)  
History of Modern Europe  
Sociology (Principles)

- b. Students who present a minimum of 8 semester or 12 term credits in any one of the above subjects will be expected to take two semester credits in one of the above subjects in which he does not have credit.
- c. Students who present a minimum of 6 semester or 9 term credits but less than 8 semester credits in Western Civilization, General Social Science or in any combination of two or more of the above areas will be expected to take additional hours in one of the above subject areas to bring the total to 8 semester credits.
- d. Students who present a minimum of 2.5 semester or 4 term credits but less than 8 semester credits in Western Civilization, General Social Science or any of the above areas will be expected to take additional work in Western Civilization, General Social Science or

*Major and Minor Requirements*

in one of the above subject areas in which he does not have credit, to total 8 semester credits.

- e. If a student has less than 2.5 semester or 4 term credits, he will be expected to meet the Basic Studies requirement at Western.

4. Humanities

Students who present a minimum of six semester or nine term credits in combination of courses representing at least two of the following fields—art, music, literature (including drama), foreign language, and philosophy—will be considered to have met the general education requirements in the Humanities.

## EXEMPTIONS AND COMPREHENSIVE EXAMINATIONS

1. Any student having a major or two minors in either the physical science area (physics and/or chemistry) or in the geo-biological science area (biology and/or earth science) is exempt from four hours of his Basic Studies science requirement, with the provision that the remaining four hours must be taken in the opposite area.
2. Any student having a minimum of two minors in biology, earth science, chemistry and/or physics, is exempt from the full eight hours of the Basic Studies science requirement, provided that the two minors are divided between the physical science area and the geo-biological science area.
3. Comprehensive examinations in the Basic Studies science areas are available for well-prepared students. Information about them can be obtained from counselors or the Director of the Division of Basic Studies. An exemption earned by examination does not award credit hours.

## MAJOR AND MINOR REQUIREMENTS

A major is a sequence of courses totaling a minimum of 24 hours; a minor is a sequence of courses totaling a minimum of 15 hours. Under certain conditions students may elect beyond this minimum up to a maximum of 40 hours offered by any department.

1. The student's major and minors will be his subject specialization, such as: mathematics, accounting, biology and chemistry.
2. His curriculum may be general or specific preparing him for a specialized career or profession such as business, medicine, law, auto mechanics and engineering.
3. Students should consult the departmental advisers for approval of their major and minor programs as soon as it is known what they are to be and by the last semester of the junior year.
4. The candidate for a degree must complete a major and a minor. A candidate for the elementary provisional certificate may elect, instead, three minors for a minimum of 15 hours each.



*Admissions, Degrees and Certificates*

5. In certain cases "group" majors totaling a minimum of 30 hours and "group" minors totaling a minimum of 20 hours are permitted. They usually consist of courses selected from the related departments of a division (see the Division of Social Sciences and the Division of Science and Mathematics).
6. General Education courses are partially acceptable toward major and minor requirements. (See Departmental requirements).
7. Minors may often be related to majors, so as to recognize naturally or closely related fields; for example, mathematics and physics, history and geography, literature and history, etc.
8. It is usually not permissible to use education as a major or minor in any undergraduate curriculum.
9. The following courses are not to be counted as satisfying major and minor requirements:
  - a. Required courses in College Writing or Communication
  - b. Required courses in education
  - c. Required courses in general physical education
  - d. Basic ROTC courses.
10. A combination of foreign languages, or of English or American Literature with a foreign language, is not permissible. A major or minor must be in one language only.
11. Mathematics may not be combined with science (physics, geography, chemistry, biology) for any major or minor sequence.

**MICHIGAN TEACHERS' CERTIFICATION**

The following types of teaching certificates are granted:

1. State Elementary Provisional Certificate
  - a. This certificate qualifies the holder to teach for a period of five years in the elementary grades in any public school in Michigan.
  - b. The candidate must meet the requirements for a degree as defined above.
  - c. The holder of the Provisional Certificate may be issued the State Elementary Permanent Certificate when the candidate shall have met the following conditions:
    - 1) Application must be made to the university within one year following the expiration of the Provisional Certificate.
    - 2) The candidate must submit satisfactory evidence that he has taught successfully during the life of the certificate for not less than three years in elementary schools.
    - 3) The holder of an Elementary Provisional Certificate issued after July 1, 1945, must have earned in addition 10 hours of acceptable college credit.
  - d. For procedure for permanent certification see below.

*Procedure for Permanent Certification*

## 2. State Secondary Provisional Certificate

- a. This certificate qualifies the holder to teach for a period of five years in the secondary grades in any public school in Michigan, in subject or subject fields indicated on the certificate.
- b. The candidate must meet the requirements for a degree as defined above.
- c. The holder of the Provisional Certificate may be issued the State Secondary Permanent Certificate provided the candidate shall have met the following conditions:
  - 1) Application must be made to the university within one year following the expiration of the Provisional Certificate.
  - 2) The candidate must submit satisfactory evidence that he has taught successfully during the life of the certificate for not less than three years in secondary schools.
  - 3) The candidate must have earned in addition 10 hours of acceptable college credit.
- d. For procedure for permanent certification see below.

## 3. State Limited Certificate

- a. This certificate qualifies the holder to teach in the state of Michigan for a period of one year in any school district except a school district which maintains an approved high school.
- b. The candidate shall present credits satisfying a prescribed curriculum aggregating 62 hours.
- c. The candidate shall have satisfactorily completed in residence on campus at this institution 15 hours.
- d. The candidate shall have been in residence at this institution the semester or summer session immediately preceding graduation.
- e. In accordance with State regulations, an initial State Limited Certificate will not be issued after June 30, 1960.

**PROCEDURE FOR PERMANENT CERTIFICATION**

The holder of a Provisional Certificate, who has fully met the requirements, may be issued a Permanent Certificate. Below is outlined the procedure to be followed:

## 1. The candidate will

- a. obtain from the Dean of the School of Education an application blank. This may be done after three years of teaching under the Provisional Certificate, but it must be done within one year following the expiration of the Provisional Certificate.
- b. fill out the application as required and return it to the university.
- c. return with the application blank his Provisional Certificate with his Teacher's Oath attached.

2. The University will
  - a. investigate the qualifications of the candidate, ascertain if he satisfies requirements for permanent certification.
  - b. recommend the candidate to the State Board of Education for permanent certification if his qualifications are found satisfactory.

## MISCELLANEOUS PROVISIONS REGARDING CERTIFICATES

1. A candidate presenting credits as a graduate of a Michigan County Normal School and who in addition thereto presents entrance credits satisfying the requirements of this institution shall be granted:
  - a. toward the Provisional Certificate, 25 hours;
  - b. toward the State Limited Certificate, 25 hours.
2. Each student enrolling for credit in *correspondence* courses after December 31, 1951, shall be limited to 15 hours on a degree program or 8 hours on a State Limited Certificate program. Students having completed more than 15 hours but not to exceed 30 hours on a degree program, or 8 hours and not to exceed 15 hours on a State Limited Certificate program are entitled to such credit if used prior to June 30, 1957.
3. No teacher's certificate will be granted to any person who is less than eighteen years of age.
4. No teacher's certificate will be granted to any person who is not a citizen of the United States or who has not declared his intention of becoming a citizen.
5. A person who holds an expired provisional certificate may renew such certificate and restore it to good standing by completing 10 hours of acceptable college work. Application for reinstatement must be made through the institution upon whose recommendation the certificate was issued. For an application for reinstatement, please write to the Registrar.

## DIRECTIONS TO HOLDERS OF LIMITED CERTIFICATES

State Limited Certificates received after July 1, 1956, will be valid for one year from date of issue. The State Limited Certificate qualifies the holder to teach in the elementary grades of any school district except a school district which maintains an approved high school.

No person can be employed to teach in any school district unless he is legally qualified by holding a valid certificate. In order that the holder of any limited certificate may retain without interruption his status as a legally qualified teacher, he must make application for renewal to the State Board of Education between April 1 and September 1 of the year the certificate expires; if the candidate on the expiration of the certificate does not arrange for renewal as here stated, he will forfeit his status as a legally qualified teacher, and therefore will not be permitted to teach. He will how-

*Directions to Holders of Limited Certificates*

ever, remain eligible to make application for renewal until June 30 of the year following expiration of his certificate, after which date renewal privileges are cancelled.

1. The holder of a State Limited Certificate may be issued a State Limited Renewal Certificate provided the candidate shall have met the following conditions:
  - a. Subsequent to the date of issue of the last certificate held, the candidate must have acquired 6 s. h. of credit of an average grade of "C" or better, earned in an institution or accepted by an institution approved by the State Board of Education. These credits must be applicable toward the requirements of the curriculum prescribed for the State Provisional Certificate eventually desired.
  - b. In order to assure that the credits earned toward renewal will apply on the State Provisional Certificate curriculum at the institution where the candidate intends to qualify eventually for that certificate, *the candidate should arrange in advance in each case to have his course selections approved by that institution.* Also all credits, wherever earned, should be submitted to that institution for evaluation and by it transmitted to the State Board of Education with recommendations.
2. Effective September 1, 1955, the holder of a County Limited Certificate may be issued a County Limited Renewal Certificate, each valid for one year provided the candidate shall have met the following conditions:
  - a. Subsequent to the date of issue of the last certificate held, the candidate must have acquired 6 s. h. of credit of an average grade of "C" or better, earned in an institution or accepted by an institution approved by the State Board of Education. These credits must be applicable toward the requirements of the curriculum prescribed for the State Limited Certificate and for the State Provisional Certificate.
  - b. In order to assure that the credits earned toward renewal will apply on the State Limited Certificate curriculum and on the State Provisional Certificate curriculum at the institution where the candidate intends to qualify for either certificate, *the candidate should arrange in advance in each case to have his course selections approved by that institution.* Also all credits, wherever earned, should be submitted to that institution for evaluation and by it transmitted to the State Board of Education with recommendations.
  - c. Only five County Limited Renewals will be issued to any candidate. To be qualified for teaching at the expiration of the fifth County Limited Renewal Certificate, the candidate must qualify for a State Limited or higher ranking certificate.

Note.—More complete information concerning the several teachers' certificates may be obtained from Bulletin No. 601, Teachers' Certification Code, published by the Superintendent of Public Instruction, Lansing, Michigan. 1942 Revision.

**ADDITIONAL REGULATIONS**

1. Before being admitted to the regular program of work of the third year, a candidate for a teaching certificate shall have satisfied his Basic Studies' requirements in Communication or College Writing, Science and Social Science.

2. All students who expect to obtain a degree and teaching certificate are required to present credits in the following courses: Human Growth and Development 250, Introduction to Directed Teaching 300, and Directed Teaching, Laboratory in Education, and General Educational Problems 450, 410 or 420.

3. Minimum residence requirements: The minimum residence requirement is thirty (30) semester hours. Of these thirty hours, fifteen hours must be earned on this campus. Of the final thirty hours earned for the degree, ten hours must be earned from this university. Correspondence credit may not be applied to meet any of the above requirements.

# *Student Responsibilities*

## CHANGING COURSES

Necessary changes in enrollment must have been made by the end of the first complete week of a semester. Permission to drop courses will be given to upperclassmen for adequate reasons through the third complete week of a semester; to freshmen, through the fourth week. A mark of "WP" will be recorded for a subject dropped after the above time limits, if the student is then doing passing work; a mark of "WE" if the student is then failing, and a mark of "E" if the course is dropped without written permission.

## CLASS ATTENDANCE

Students are responsible directly to their instructors for class and laboratory attendance as well as for petitions for excuses for absences.

Students who anticipate being absent or who have had prolonged periods of absence should confer with the appropriate dean and give explanation concerning their cases. But such "explanations of absences" are not to be construed by instructors as constituting "excuses for absences." The "cut system" is not recognized.

## CLASS LOAD

A student may not enroll for more than seventeen hours of work, during any semester, except by special permission, unless curriculum requirements indicate otherwise. (This is considered to be a "normal load.") This regulation applies to total credit for work taken by extension or in some other institution, in addition to credit desired in residence at Western.

A student may make application for "extra hours" by securing an application blank from the Registrar, filling it out, and filing it with him. The maximum load for a given student is regulated on the basis of apparent ability and other pertinent factors.

A student in his first semester at Western rarely is permitted to carry "extra hours."

The normal maximum load for summer session students is six hours.

Students employed part-time should reduce their class loads proportionately. If a student works full time, his academic load should not exceed 10 to 12 hours.

Full time teachers will be limited to a maximum of 6 hours each semester either on campus, through Field Services or both.

By special permission, a student who received a point-hour ratio of 3 or more in the preceding semester and who had no "incompletes," may carry a program rising to a maximum of 19 semester hours.

No full time teacher may enroll at any time in more than two courses offered by the Field Service Division.

## CLASSIFICATION

Students at Western Michigan University are classified officially as follows:

Freshmen — Students credited with 0-25 hours inclusive.

Sophomores — Students credited with 26-55 hours inclusive.

Juniors — Student credited with 56-87 hours inclusive.

Seniors — Students credited with 88 hours or more.

## COLLEGE ABILITY TESTS

Tests of ability to do university work acceptably are required of each student upon entrance. This applies not only to freshmen but to upperclassmen as well. The results of these tests are of service in advising students regarding their scholastic work and therefore are to be taken before the student is counseled.

## COMMENCEMENT

All students who complete the requirements for graduation and are entitled to receive degrees and/or certificates are expected to be present at the commencement exercises.

## CONDUCT

Conduct in harmony with the ideals of the institution is expected of each student. Effort is made to stimulate the student to earnest, honest endeavor, and to develop new and worthy interests. In the furtherance of this policy, a Dean of Women and a Dean of Men devote their time to matters pertaining to the welfare of the student body. They may be consulted freely on any matter in which they can be of assistance.

The university has never assumed an attitude of paternalism toward its students. On the assumption, however, that the student has entered the institution for the definite purpose of educational advancement, regularity of class attendance, reasonable evening hours, and a sane social program are required.

The university is opposed to the use of liquor in any form. It will not allow the use of liquor at university functions, in university buildings, or on university property. Students entering their rooming places, either residence halls or private houses, under the influence of liquor, and students who introduce liquor into any rooming place or university building will be subject to dismissal from the university.

The university reserves the right to inspect student housing at any time.

## COURSE NUMBERING SYSTEM

The course numbering system is limited to three digits. The first digit indicates the level of work. The second digit indicates an area of study within the series or level. The third digit indicates the specific course

number in each area and each series. Undergraduate courses are numbered from 100 through 599. Graduate courses are numbered 600 through 799.

Course Numbers	Level
0 - 99	Non-credit and/or terminal courses that may not be applied toward degree programs.
100 - 199	Courses primarily for Freshmen
200 - 299	Courses primarily for Sophomores
300 - 399	Courses primarily for Juniors and Seniors
400 - 499	Courses primarily for Seniors
500 - 599	Courses for advanced undergraduates and graduate students
600 - 699	Courses for graduate students only
700 - 799	Graduate Seminars, Theses, Independent Research, etc.

Generally speaking, an even numbered third digit is the first half of the course and an odd numbered third digit is the second half of the course. Courses that terminate at the end of one semester and may not be divided into two courses in the immediate future may be assigned an odd numbered third digit to protect the system from becoming overloaded with even numbered third digits. Frequently, applied music has variable credit and will be two digits with a prefix of either "H" or "Z."

The number of a course which has been discontinued is not to be reassigned for a period of five years. It is the responsibility of the Registrar to approve course numbers and keep an accurate file of all courses and assigned numbers.

## CREDIT FOR MUSIC ACTIVITIES

1. A maximum of two hours of academic credit annually is given for one year's regular participation in any of the music ensembles.
2. Eight hours of academic credit is the maximum allowed for participation in any one of the music ensembles.
3. A grand total of not to exceed twelve hours of academic credit is allowed for participation in the music ensembles.
4. Participation in Band may be substituted for physical education credit up to a maximum of three hours. A minimum of one hour of credit must be earned by actual participation in general physical education classes by each student who is participating in the University Band. Substitution of University Band participation for physical education credit during second semester is possible only if the student has participated in the University Marching Band during the first semester.
5. Official enrollment cards must bear notations of the work in music the student wishes to carry. Semester-hour values must be indicated.

## EXAMINATIONS

1. A final examination is given in every course in accordance with the official schedule issued each semester. No examination may be held except as announced in this schedule, and no date of examination may be changed without special permission of the Examination Schedule Committee.



*Student Responsibilities*

2. Students are required to take examinations in all courses in which they are enrolled.
3. Students may not request an examination at any other than the scheduled time. Any unavoidable conflict should be reported to the registrar as soon as known so that special arrangements can be made.
4. Failure to meet the schedule due to illness is to be reported to the appropriate dean immediately.

**EXPENSES****1960-61 FEES FOR UNDERGRADUATES**

Semester Hours	Resident Students			Non-Resident Students		
	Tuition	*Local Fees	TOTAL	Tuition	*Local Fees	TOTAL
1 - 2	10.00	23.00	33.00	20.00	23.00	43.00
3 - 4	20.00	29.00	49.00	40.00	29.00	69.00
5 - 6	30.00	35.00	65.00	60.00	35.00	95.00
7 - 8	40.00	41.00	81.00	80.00	41.00	121.00
9 - 10	50.00	47.50	97.50	100.00	47.50	147.50
11 or more	60.00	47.50	107.50	120.00	47.50*	167.50

\*These local fees are collected each semester for the support of student activities, health service, student union, library purposes, departmental laboratories, identification photograph, cap and gown, diploma, etc. The above charges for both tuition and fees apply without exception to all students enrolling.

There is a special departmental music fee for Applied Music of \$60.00 per semester for one hour per week of private instruction, or \$30.00 per semester for one-half hour per week of private instruction.

All tuition and fees must be paid in full on the established registration days; no partial payments will be accepted.

There is a special departmental fee for Flight Instruction of \$280.00 for the Pilot Training Course No. 118 which covers a maximum of forty hours' flying time. The fee for Commercial Pilot Program No. 119 will be arranged individually on the basis of the current rate per hour to be flown. There is a special refund policy applicable to this course.

**AUDITOR'S FEES**

Auditors (students who attend classes but do not desire credit) are governed by the same regulations as are students desiring credit.

**LATE ENROLLMENT FEE**

By action of the State Board of Education, all students who enroll after the established registration day of a semester will be charged an additional fee of \$5.00. Checks returned by a bank constitute late registration and the same late enrollment fee will be levied.

## REFUND POLICY

Tuition and Local Fees will be refunded (according to the following schedule) when a student withdraws from the university. A refund will not be granted for reducing the credit hour load after the final day for adding a course as established by the registrar. The refund date will be determined by the date of completion of official withdrawal or change of credit load recorded by the Registrar.

1. Seven calendar days or less after paying fees or after the official registration day, whichever is earlier—90% of total.
2. More than 7 calendar days and less than 22 days after the last official registration day—60% of total.
3. More than 21 calendar days and less than 36 days after the last official registration day—40% of total.
4. More than 35 calendar days and less than 50 days after the last official registration day—20% of total.
5. No refund will be granted if the student withdraws after the 49th calendar day after the last official registration day.
6. No refund will be granted unless applied for by the 56th calendar day after the last official registration day of the semester in which the student withdraws.
7. No refund will be made to a student eligible for benefits under Act 245 of the Public Acts of 1935, as amended, unless request is made not more than one week after registration.
8. Refunds are not automatic but must be applied for at the Business Office within 7 days after withdrawal.
9. The above refund policy does not apply to late enrollment fees.

## RESIDENCE REQUIREMENTS

Residence in Michigan for the purpose of registration shall be determined according to the state constitution provision governing the residence of electors (See Article III, Sections 1 and 2); that is, no one shall be deemed a resident of Michigan for the purpose of registration in the university, unless he has resided in this state six months next preceding the date of his proposed enrollment, and no person shall be deemed to have gained or lost a residence in this state while a student in the university.

The residence of minors shall follow that of the legal guardian.

The residence of wives shall follow that of their husbands.

Persons of other countries who have taken out their first citizenship papers and who have otherwise met these requirements for residence shall be regarded as eligible for registration as residents of Michigan.

It shall be the duty of every student at registration, if there be any possible question as to his right to legal residence in Michigan under rules stated above, to raise the question with the registration officer and have such question passed upon and settled previous to registration.

In determining the residence status the designated official will apply the following rules:

*Student Responsibilities*

1. The residence of any student under the age of 21 will be determined by the residence of his parents or guardian.
2. Any student who starts as a non-resident student and who attends the university continuously from the date of his first enrollment (semester after semester exclusive of summer session) will retain the same residence status with which he started out except as outlined above.
3. Any student over the age of 21 residing in Michigan and who starts out as a non-resident student can be given residence status as soon as he can prove he has been accepted by an election official as a resident elector in the State of Michigan and by filing a written statement with the university declaring his intention to continue his residence status in Michigan after leaving the university.

**LIVING EXPENSES**

The following residence halls furnish board and room at \$329.00 per person per semester:

Ernest Burnham Hall (Women)	West Campus
Smith Burnham Hall (Women)	West Campus
Davis Hall (Women)	West Campus
Draper Hall (Women)	West Campus
Ellsworth Hall (Men)	West Campus
Henry Hall (Men)	West Campus
Hoekje Hall (Men)	West Campus
Spindler Hall (Women)	East Campus
Walwood Hall (Men)	East Campus
Zimmerman Hall (Women)	West Campus

Vandercook Hall for Men, East Campus, is the only residence hall where board is not furnished. The rate, for room only, is \$108.00 per semester, per person.

All prices quoted are on the basis of two or more students per room or suite. Due to the unsettled condition of prices for food and labor, the University reserves the right to increase the charge during the year, if in its opinion, such an increase is necessary.

Address requests for reservation in men's residence halls to the Dean of Men, and reservation in women's residence halls to the Dean of Women. All applications for resident housing must be accompanied by a \$20.00 room deposit. Make check payable to Western Michigan University.

It is the responsibility of each student to file his application for resident housing. This is not automatic upon acceptance by the University.

**GRADUATION**

The candidate for degree is expected to make application for graduation by the last semester of his junior year so that his record may be checked before his senior year. The student can help to avoid the embarrassing

situation of planning to participate in commencement activities when he has not met requirements.

Off-campus students are to apply before the last semester of the senior year.

## HONORS IN COURSE

Honors in Course are conferred upon graduating students who have displayed special attainments in scholarship during their university course. Such honors are announced at a special convocation.

Recipients of honors receive their degrees:

**Cum laude**—when their point-hour ratio is 3.50 to 3.69, inclusive

**Magna cum laude**—when their point-hour ratio is 3.70 to 3.89, inclusive

**Summa cum laude**—when their point-hour ratio is 3.90 to 4.00, inclusive

In computing point-hour ratios for honors in course, the following rules will apply:

1. Credits and honor points earned during a student's second to seventh semester, inclusive, only will be counted toward honors.
2. Credits and honor points earned in correspondence and extension classes as well as those transferred from other duly accredited institutions will be considered toward honors.
3. No student will be eligible for an honor in course who has not earned at least 160 honor points in this university during the interval mentioned in Rule 1.

## THE UNIVERSITY HONORS PROGRAM

The University Honors Program has been organized to afford especially well qualified students the opportunity to engage in independent study. Application to enter the Program must be made in writing to the Chairman of the University Honors Committee during the student's junior year. The application must bear the endorsement of the head of the department in which the student wishes to do his work. Approval of candidates for the Program is granted by the University Honors Committee.

Candidates for University Honors prepare a Senior paper and demonstrate their general competence in a comprehensive examination based upon an approved bibliography. Those who complete the work to the satisfaction of the Honors Committee are recommended to the University authorities for official recognition as graduates in University Honors.

Additional information may be obtained from the Chairman of the University Honors Committee.

## MARKING SYSTEM

The student receives one grade in each course that he takes. This grade combines the results of class work, tests, and final examinations. Grades are indicated by letters, to each of which is assigned a certain value in honor points per hour of credit, as shown in the table below.

*Student Responsibilities*

Grade	Significance	Honor Points per hour credit
A	Excellent	4
B	Good	3
C	Fair	2
D	Passing	1
E	Failure	0
I	Incomplete	
W	Withdrawn	

**"I" INCOMPLETE**

This is a temporary grade given for work which is passing in quality but lacking in quantity to meet course objectives. It is assigned when illness, necessary absence, or other reasons satisfactory to the instructor prevent completion of the course requirements by the end of the semester. This grade may not be given for unsatisfactory work.

A grade of "I" must be removed by the termination date of the next regular semester following the date it was assigned or a grade of "E" will be recorded for the course. When the "I" is removed, a permanent grade will be recorded in its place.

An instructor who assigns a grade of "I" will submit to the Department Chairman and to the Registrar a statement of remaining requirements for removal of the incomplete grade for each student concerned.

**"W" WITHDRAWN**

A grade of "W" is given in a course when a student officially withdraws from that course or from the university preceding the established date for withdrawing from courses without penalty.

"WP" is given to indicate that a student has officially withdrawn from a course after the penalty date and was doing passing work in that course when he withdrew.

"WE" is given to indicate that a student has withdrawn from a course after the penalty date and was doing failing work when he withdrew.

**SCHOLARSHIP INDEX**

The general quality of a student's work in the university is revealed by the grades he receives in courses, the number of honor points he earns, or by his point-hour ratio.

**HONOR POINTS**

The number of honor points earned in a course is the number of semester hours credit given by the course multiplied by the number of honor points per hour of credit corresponding to the letter grade received, as shown in the

preceding table. For example, a grade of B in a four hour course gives  $4 \times 3$ , or 12 honor points.

## POINT-HOUR RATIO

A point-hour ratio is obtained by dividing the total number of honor points earned by the total number of semester hours of work for which the student is officially enrolled during any period. For example, a total of 32 honor points earned in a semester by a student officially enrolled for 16 hours of work gives a point-hour ratio of  $32/16$  or 2.0 for that semester.

## HIGH SCHOLARSHIP

To gain a place on the High Scholarship List for a semester, a student must:

1. Have taken at least 14 hours of work during the semester.
2. Have taken not more than 8 hours of work in any one department.
3. Have a point-hour ratio of 3.64 or higher.
4. Have not more than 5 hours of B grade.
5. Have no grade below a B.

## LOW SCHOLARSHIP

1. Any student who receives grades of E in 75 per cent or more of the work for which he is officially enrolled at the end of any semester (or its equivalent) will be dismissed from the university.
2. **FRESHMEN.** Any freshman not on probation whose point-hour ratio for any semester falls below 1.50 will be placed on probation for his next semester in attendance.

Any freshman currently on probation whose point-hour ratio for the semester falls below 1.70 will be dismissed from the university. He may apply for readmission; if accepted, he will be placed on probation for another semester.

3. **UPPERCLASSMEN.** Any student classified above freshman and not on probation whose point-hour ratio for any semester falls below 1.80 will be placed on probation for his next semester in attendance, unless he is disqualified under Rule 4, below. Any student classified above freshman and currently on probation whose point-hour ratio falls below 2.00 will be dismissed from the university. He may apply for readmission, unless he is disqualified under Rule 4, below. If accepted, he will be placed on probation for another semester.
4. No student will be granted academic probation more than three times. If he fails to raise his scholastic record above the probation level within these periods he will be dismissed from the university.
5. Rules 2, 3, and 4 will be applied to students who transfer to Western from other colleges. The scholarship level of a transfer student will

*Student Responsibilities*

be determined from his record. Transfer students may, however, be placed on probation as a condition of admission if the admission office considers this action advisable.

6. A student will not be placed on or removed from low scholarship status as a result of work taken during a Summer Session.

**STANDARD FOR GRADUATION**

No student will be graduated in any curriculum if his point-hour ratio is less than 2.00.

No student will be granted a degree or certificate at the end of a semester during which he has been on academic probation unless his honor-point ratio for the semester is 2.0 or higher.

A student may not graduate if the work taken in his final semester would result in probation or dismissal. He will then be required to remove the low scholarship status.

**TRANSCRIPTS**

A student desiring a transcript of his record in this university should write to the registrar, giving dates of attendance and, if a graduate, the date of graduation. He should give all names under which he may have been enrolled. Each student is entitled to one transcript of his record without charge, but all additional copies are charged for at the rate of one dollar a copy.

**UNIT OF CREDIT**

The unit of credit is the semester hour; the number of semester hours credit given for a course generally indicates the number of periods a class meets each week.

**HOUSING REQUIRED**

All freshman men not living at home are required to live in university residence halls, in so far as facilities are available. Any deviation from the above will be carefully considered through the office of the Dean of Men. Other single men under 25 years of age are required to live in residences approved by the office of the Dean of Men. A list of approved housing is available and will be furnished upon request. Single men, 25 years and older at the time of enrollment, may reside in places of their choice but are required to register their residences in the office of the Dean of Men upon enrollment in the University. All men, regardless of age, must adhere to the social regulations of the University.

All undergraduate women students under 25 years of age enrolled at Western Michigan University are required to live in university residence halls insofar as space is available, unless they are living in their own homes, or with close relatives, or unless other arrangements are approved for them

*Identification Photograph*

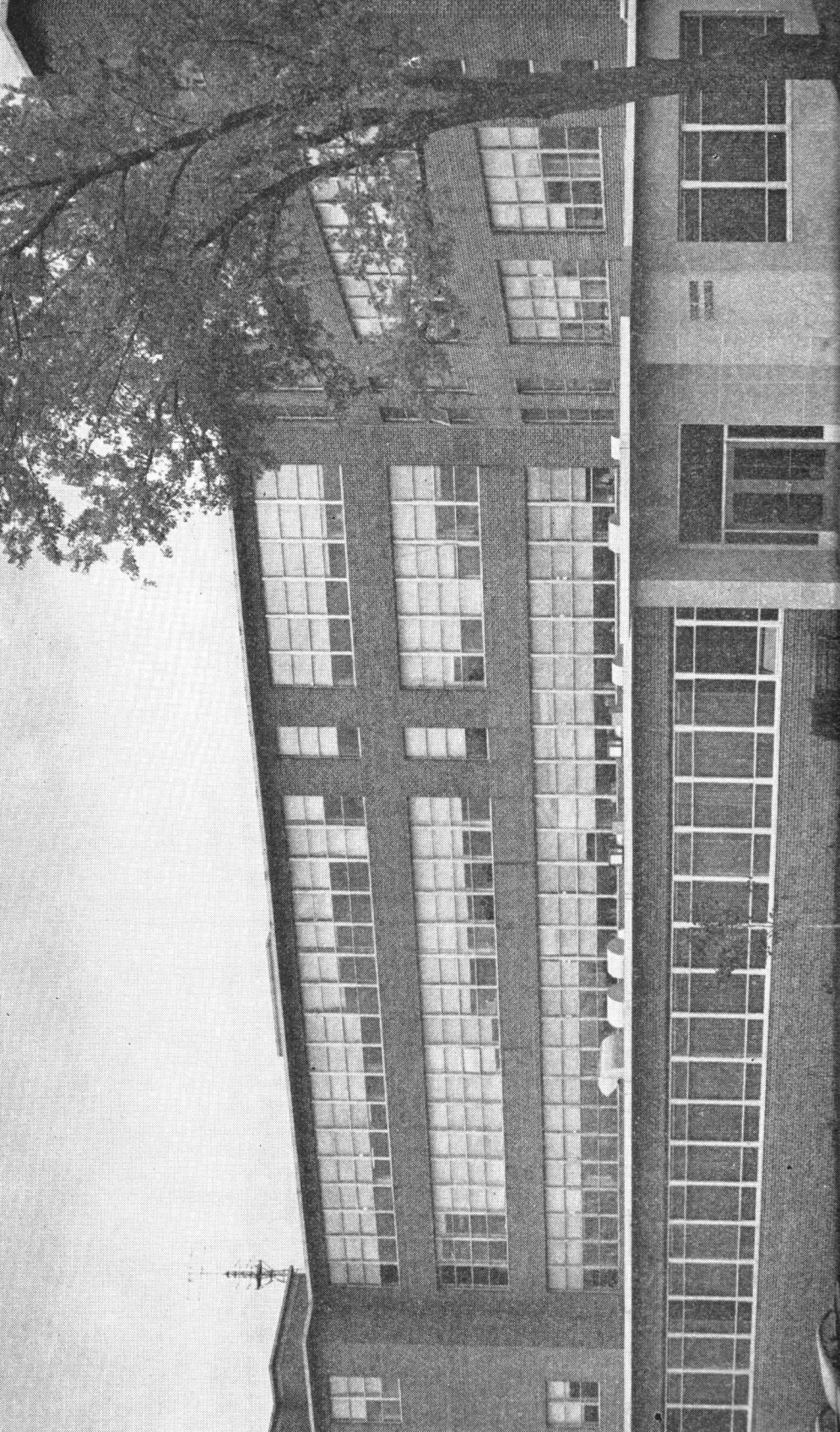
in writing by the Housing Committee. This is in accordance with the ruling of the State Board of Education of July 15, 1949.

The Office of the Dean of Women will be interested in considering applications from older women students, or women students on the graduate level, for positions as assistant directors in the residence halls. These positions pay board and room.

**IDENTIFICATION PHOTOGRAPH**

When a student enrolls for the first time, he is required to have taken an identification photograph of which two copies are made. One copy is given to the student to serve to identify him, while a second copy is filed in the appropriate Dean's office.





# *School of Applied Arts and Sciences*

**GEORGE E. KOHRMAN,  
Dean**

**Departments:**

**Agriculture  
Distributive Education  
Home Economics  
Industrial Education  
Industrial Technology and Engineering  
Military Science and Tactics  
Occupational Therapy  
Paper Technology**

◆ The new Paper Industry Laboratories building offers the finest in instructional facilities for future paper industry leaders.

The School of Applied Arts and Sciences includes the Departments of Agriculture, Distributive Education, Home Economics, Industrial Education, Industrial Technology and Engineering, Military Science and Tactics, Occupational Therapy and Paper Technology.

The School seeks to assist young men and women in becoming useful and successful citizens in a democratic and technological society. At least three educational needs serve as guides in planning the various courses of study within the school. First, the critical shortage of skilled and scientific manpower in business and industry is recognized. High speed production, automation, the increasing use of electrical and atomic energy, the demand for more and better materials, the scientific developments in agriculture, and the revolutionary changes in home and family living are all indicative of the type of educational program needed by a large segment of our population.

Second, the School recognizes the personal values that should accrue to an individual from a well-planned educational program. It accepts the responsibility of contributing to the student's understanding and appreciation of himself and his surroundings, and to his emotional, physical and intellectual growth.

Third, the School attempts to assist the student in the development of desirable attitudes, habits, and character traits essential for successful living in his home, community, or occupational environment.

# I. DEGREE CURRICULA

## DISTRIBUTIVE EDUCATION

### COOPERATIVE OCCUPATIONAL EDUCATION

#### B. S. Degree

Western Michigan University is approved by the State Board of Control for Vocational Education for the preparation of coordinators and related subjects teachers in the following fields: distributive, office, and diversified occupations.

The following is an outline of the sequence of courses that should be followed. The student should elect only one of the major options shown under the specialized studies heading. In addition to the B.S. degree, one is qualified to receive the Vocational Coordinator's Certificate and Secondary Provisional Teaching Certificate.

#### I. BASIC STUDIES

A. Communication Area .....	6-8 hrs.	
B. Science Area .....	8 hrs.	
C. Social Science Area .....	8 hrs.	
D. Humanities .....	6 hrs.	
E. Additional .....	8-10 hrs.	38 hrs.

#### II. ADDITIONAL REQUIREMENTS

A. Government .....	3 hrs.	
B. Physical Education or R.O.T.C. ....	4 hrs.	7 hrs.

#### III. SPECIALIZED STUDIES

##### OPTION I

A. Major: Related Subjects—Distributive Occupations .....		27-33 hrs.
*Teaching Techniques in Cooperative Education .....	572	2 hrs.
*Coordination Techniques in Cooperative Education .....	573	2 hrs.
*Organization and Operation of Distributive Education .....	570	2 hrs.
*Supervised Work Experience .....		0-6 hrs.
The Super Market Industry .....	130	3 hrs.
Introduction to Petroleum Industry ..	120	3 hrs.
Principles of Retailing .....	272	3 hrs.
Salesmanship .....	170	3 hrs.
Advertising .....	374	3 hrs.
Electives (Business) .....		6 hrs.
B. Minor: (Teachable) .....		18 hrs.

\*Core Subjects.

\*\*Dependent on amount of previous acceptable work experience.

*School of Applied Arts and Sciences*

## OPTION II

A. Major: Related Subjects—Office Occupations .....		30-36 hrs.
Core Subjects .....		6-12 hrs.
Typing .....	182-3	4 hrs.
Office Machines .....	280	2 hrs.
Accounting .....	210-11	6 hrs.
Office Management .....	556	3 hrs.
Electives (Business) .....		9 hrs.
B. Minor: (Teachable) .....		18 hrs.

## OPTION III

A. Major: Related Subjects — Diversified Occupations .....		24-30 hrs.
Core Subjects .....		6-12 hrs.
Drawing .....	120	2 hrs.
Machine Shop .....	234	3 hrs.
Electricity .....	150	2 hrs.
Power Mechanics .....	180	2 hrs.
Introduction to Industrial Education .....	170	2 hrs.
Electives .....		7 hrs.
B. Minors: Office Occupations .....		18 hrs.
Distributive Occupations .....		18 hrs.

## IV. PROFESSIONAL EDUCATION .....

Human Growth and Development .....	250	3 hrs.
Introduction to Directed Teaching .....	300	3 hrs.
Directed Teaching .....	470	8 hrs.
Laboratory in Education .....	420	4 hrs.
Principles of Practical Arts and Vocational Education .....	520	2 hrs.

## V. ELECTIVES:

For Option I and II .....	5-11 hrs.	
For Option III .....	0-2 hrs.	79 hrs.

TOTAL HOURS .....		124 hrs.
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## HOME ECONOMICS

The Home Economics Department offers four-year programs leading to a B.S. degree for teachers, dietitians, and Home Economics for business personnel as well as a two-year program in Home Economics for those not desiring a degree. A student who has a major in home economics and meets the requirements of the Department of Education for a certificate may teach home economics only in the non-vocational home economics departments of Michigan.

Students desiring Vocational Homemaking Certificates will need an additional five semester hours in the area of Housing.

## DIETETICS

### B.S. Degree

First Year	S.H.	Second Year	S.H.
Chemistry 100 or 102 and 103	8	Accounting 210	3
Communication 114, 115 or College Writing 116, 117	6 or 8	Biological Science 107	4
Effective Living 150	2	Elementary Design 161	2 or 3
Foods 114	3	General Psychology 200	3
Western Civil. 100, 101	8	Organic Chemistry 360	4
Physical Education	1	Sociology 200	3
Electives	2	Textiles 100	3
		Physical Education	2
		Humanities 222, 223	6
	30-32		31

Third Year	S.H.	Fourth Year	S.H.
Meal Preparation 214	3	Diet and Disease 410	2
Food Chemistry 340	2	Institutional Mgt. 512	3
Amer. Gov't. 200	3	Physiology 217	3
Advanced Nutrition 510	3	Special Methods 340	2
Bacteriology 312	4	Experimental Foods 518	2
Bio-chemistry 550, 551	4	Principles of Economics 200	3
Quantity Foods 312	3	Electives	16
Physical Education	1		—
Nutrition 210	3		31
Electives	6		
	32		

Recommended minors: Chemistry and Combined Social Science.

Recommended electives: Home Management 350, Consumer Buying 516, Home Management Practice 352, Housing 554, Advanced Textiles 302, Food Demonstration 412, Equipment 552.

Each student is required to work twelve months in a hospital approved by the American Dietetics Association.

**HOME ECONOMICS IN BUSINESS****B.S. Degree**

First Year	S.H.	Second Year	S.H.
Chemistry 100 or 102 and 105	8	Biol. Science 107	4
Communication 114, 115 or College Writing 116, 117	6 or 8	Clothing 202	3
Effective Living 150	2	Costume Design 204	2
Elementary Design 161	2 or 3	Home Furnishings 250	2
Foods 114	3	Home Nursing 252	2
Western Civil. 100, 101 or Man and Society 102, 103	8	Journalism 264	3
Textiles 100	3	Nutrition 210	3
Physical Education	1	Sociology 200	3
	—	Physical Education	1
	33-36	Humanities 220, 221 or 222, 223	6
		Electives	2 or 3
			—
			31-32

Third Year	S.H.	Fourth Year	S.H.
Accounting 210	3	Advanced Nutrition 510	3
Meal Planning 214	3	Consumer Buying 516	2
Amer. Gov't. 200 or St. and Loc. Gov't. 204	3	Experimental Foods 518	2
Economics 200	3	The Homemaking Center and Equipment 552	2
Family Clothing 306	2	Mar. and Fam. Relations 354	2
Demonstration 412	2	Quantity Foods 312	2
General Psychology 200	3	Radio or Speech	3
Home Management 350	2	Tailoring 304	3
Home Management Prac. 352	3	Electives	12
Physical Education	2		—
Electives	4 or 5		31
	—		
	30 or 31		

**TEACHING OF HOMEMAKING****B.S. Degree**

First Year	S.H.	Second Year	S.H.
Effective Living 150	2	Nutrition 210	3
Textiles 100	3	Clothing 202	3
Elementary Design 161	2	Costume Design 204	2
Foods 114	3	Foundations of Western	
Chemistry 100 or 102 and 105	8	Civilization 100, 101	8
Communication 114, 115	8	Meal Preparation 214	3
Physical Education	1	Human Growth 254	3
Electives	4	Humanities 220, 221	3
	—	Home Nursing 252	2
	31	Physical Education	2
		Electives	3
			—
			32
Third Year	S.H.	Fourth Year	S.H.
Family Clothing 306	2	Quantity Foods 312	2
Biological Science 107	4	Economics 200 or 502	3
Home Management 350	2	Marriage and Family	
Home Management Practice 352	3	Relations 354	2
Introduction to Directed		Directed Teaching 470	8
Teaching 300		Lab. in Education 420	4
Special Problems in Home		General Education Prob. 450	3
Economics, 340, 341	5	or	
American Government 200	3	Principles of Practical Arts and	
Sociology 200	3	Vocational Education 520	2
Home Furnishing 250	2	Electives	9 or 10
Physical Education	1		—
Electives	2 or 3		31
	—		
	30 or 31		



**INDUSTRIAL EDUCATION****B.S. Degree****OPTION I****Industrial Arts**

This curriculum meets the needs of students who wish a broad industrial background to enter business, industry, or teaching. The individual must have basic competence in and understanding of the various areas encompassed by the broad field of industrial arts. In addition, he must achieve a superior competence through a concentration in one of these areas. The student may major in industrial arts and minor in one of the following fields: drawing, woodwork, metalwork, electricity, graphic arts, or general shop. To accomplish this dual objective, a required minimum of 45 semester hours is necessary.

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	Adv. Elec. 260	3
Physical Science 108, 109	8	Drawing 226	3
Drawing 120	2	Machine Shop 234	3
Woods 100	2	Machine Woodwork 205	3
Intro. Elec. 160	2	Man and Society 102, 103	8
Metals 130	3	or	
Graphic Arts 150	2	Found. of West. Civil. 100, 101	
Intro. to Indus. Ed. 170	2	Humanities 220, 221 or 222, 223	6
Phy. Ed. or R.O.T.C.	2	Phy. Ed. or R.O.T.C.	2
Mathematics*	5-6	Electives	4-6

Third Year	S.H.	Fourth Year	S.H.
General Shop 370	3	Shop Electives **	5-7
American Gov't. 200	3	General Electives ***	25-27
Shop Electives**	7-9		
Gen. Electives***	17-21		

Drawing—120, 226, 227, 322, 324, 325, 326	Woodwork—100, 306, 205, 304, 204, 278
Metalwork—130, 234, 235, 334, 336, 338	Graphic Arts, Electricity, and General Shop—See Department Head

\*Students who have had one (1) unit of Geometry should enroll in the following:

120 Intermediate Algebra	3 hours
121 Plane Trigonometry	3 hours

Students who have had  $1\frac{1}{2}$  units of high school algebra and  $1\frac{1}{2}$  units of geometry should enroll in the following:

122 College Algebra & Trigonometry—5 hours
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\*\*A concentration of 20 hours in two of the following shop areas is to be elected in terms of the student's interest.

\*\*\*To become an industrial arts teacher, the individual must take: 345 Plan and Org. of School Shop, 344 Teaching of Industrial Ed., and 542 Course Planning and Construction. These are in addition to the required courses in the School of Education.

## OPTION II

## Vocational Industrial Education

Western Michigan University has been approved by the State Board for Control of Vocational Education to prepare vocational industrial teachers for the secondary schools. In order to be eligible for a vocational certificate, the prospective teacher must have completed a B.S. degree, including required courses in education and in addition, (a) have completed four years of industrial experience in the shop area to be taught, or (b) pass a trade competency examination in the shop area to be taught. At the beginning of the second year, each student, in consultation with his Major advisor, will work out a twenty-four semester hour sequence of industrial courses which will adequately prepare him for teaching in the trade and industrial field of his choice. Twelve semester hours of this work may be earned through Coordinated Industry Course 300.

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	Electricity 160, 260	5
or		Drawing 226	3
Communication 114, 115	8	Machine Shop 234	3
Physical Science 108, 109	8	Machine Woodwork 205	3
Drawing 120	2	Man and Society 102, 103	
Metals 130	3	or	
Woods 100	2	Found. of West. Civilization	
Graphic Arts 150	2	100, 101	8
Mathematics*	5-6	Int. to Ind. Edu. 170	2
Phy. Ed. or R.O.T.C.	2 or 4	Voc. Shop Major	6
		Phy. Ed. or R.O.T.C.	2 or 4
	30-35		32-34
Third Year	S.H.	Fourth Year	S.H.
General Shop 370	3	Prin. of Voc. Edu. 520	2
Humanities 220, 221, or 222, 223	6	Plan. and Org. School Shop 345	2
Vocational Shop Major	12	Course Plan. and Constr. 542	2
American Government 200	3	Education 300, 470, 420	15
Human Growth and Develop. 250	3	Voc. Shop Major	6
Teaching of Ind. Edu.	3	Electives	5-7
Electives	2-4		
	32-34		32-34

\*Students who have had one (1) unit of Geometry should enroll in the following:

120 Intermediate Algebra 3 hours

121 Plane Trigonometry 3 hours

Students who have had  $1\frac{1}{2}$  units of high school algebra and  $1\frac{1}{2}$  units of geometry should enroll in the following:

122 College Algebra & Trigonometry—5 hours

**PRINTING MANAGEMENT**

This curriculum provides for a major in printing and a minor in business administration. It is designed to train for the management side of the printing industry as supervisors, estimators, salesmen, foremen, shop owners, or technicians. While laboratory experience in operating printing machinery is given, emphasis is on machine performance, best uses, limitations, etc., rather than skill in operation.

First Year	S.H.	Second Year	S.H.
Communication 114, 115 or		Western Civilization 100, 101 or	
College Writing 116, 117	6 or 8	Man and Society 102, 103	8
Physical Science 108, 109	8	Humanities 220, 221, or 222, 223	6
Survey of Graphic Arts 150	2	Typography I and II 250, 251	6
Graphic Arts 154	2	General Psychology 200	3
Presswork 152	2	Physical Education (or R.O.T.C.)	2
Business Correspondence 242	3	Elective	7
Physical Education (or R.O.T.C.)	2		—
Elective	5		32
<hr/>			
30 or 32			

Third Year	S.H.	Fourth Year	S.H.
Layout and Design 352	3	Business Statistics 244	3
Imposition and Lockup 350	2	Management Problems 550	3
Linotype Composition 254, 255	6	Labor-Management Relations 500	3
Accounting 210, 211	6	Motion Study 304	3
Fundamentals of Industrial Supervision 300	2	Time Study 305	3
Plant Maintenance and Safety 302	2	Estimating 452	2
American Government 200	3	Printing Production Control 453	2
Production Control 306	3	Advanced Presswork 450	2
Elective	5	Advertising 374	3
		Elective	8
<hr/>			—
32			32

# INDUSTRIAL TECHNOLOGY AND ENGINEERING

## AUTOMOTIVE ENGINEERING TECHNOLOGY

### B.S. Degree

The Automotive Engineering Technology curriculum is designed to provide a combination of applied and theoretical sciences and practical skills to enable students to move rapidly into technical positions in the automotive fields. To help students achieve their employment objectives, two options are offered. Option I leads toward careers in automotive sales and service. It is intended specifically to equip students with the necessary background to become Service Salesmen, Service Managers, Parts Managers, Automotive Salesmen or Automotive Business Managers. Option II is structured for positions in such areas as Manufacturing, Engineering, Production Testing, Service Engineering and Proving Ground work.

First Year	S.H.	Second Year	S.H.
College Writing 116, 117 or Communication 114, 115	6 or 8	Fuels and Lubricants 222	2
College Algebra and Trigonometry 122	5	Automotive Engine Analysis 224	3
Analytic Geometry and Calculus 123	5	American Government 200	3
Industrial Calculators 104	1	Automotive Electricity 126	2
Basic Automotive Engines 124	3	Technical Drawing 232	2
Automotive Chassis & Running Gear 125	2	Physical Education (or R.O.T.C.)	2
Industrial Processes 170, 171	6	Major Option	20
Technical Electricity 240	3	(Including Science requirement)	34
Physical Education (or R.O.T.C.)	2		
33 or 35			

Third Year	S.H.	Fourth Year	S.H.
Man and Society 102, 103 or Foundation of Western Civiliza- tion 100, 101	8	Humanities 220, 221 or 222, 223	6
Automatic Transmissions & Power Equipment 324	3	Industrial Sociology 374	2
Automotive Testing 325	2	Management Report Writing 552	2
Industrial Relations 200	3	Automotive Design Analysis 424	3
Major Option	18	Automotive Service Management 422	2
		Major Option	19
			34
	34		

*School of Applied Arts and Sciences*

OPTION I—SALES AND SERVICE		OPTION II—PRODUCTION AND TESTING	
	S.H.		S.H.
Industrial Cost Accounting 312, 313	4	Machine Drawing & Design 330	3
Business Correspondence 242	3	Basic Electronics 241	3
Purchasing Principles 358	3	Testing of Materials 372	2
Salesmanship 370	3	Strength of Materials 370	2
Business Statistics 244	3	Statics and Kinetics 470	3
Small Business Management 250	3	Mechanics—Dynamics 474	3
Advertising 374	3	Thermodynamics 376	2
Physical Science 108, 109	8	Fluid Dynamics 374	2
Business and Professional Speech 104	3	Manufacturing Processes 252	3
Conference Leadership 406	3	Calculus 220, 221	10
Materials Handling 404	3	General College Physics 112, 113	10
Electives	18	Chemistry 100 or 102 and 109	8
	—	Electives	6
	57		—
			57

## AVIATION ENGINEERING TECHNOLOGY

## B.S. Degree

The Aviation Engineering Curriculum provides two options — Transportation and Sales, Production and Testing. The Transportation and Sales Option is intended for those who are interested in the business aspects of aviation. The Production and Testing Option is primarily for those who wish to be associated with the manufacturing or engineering phases of aeronautics. Both Options permit students to qualify for the F.A.A. Airframes and Powerplant certificate.

First Year	S.H.	Second Year	S.H.
*College Writing 116, 117 or Communication 114, 115	6 or 8	Industrial Processes 170, 171	6
College Algebra and Trigonometry 122	5	Powerplants 212	3
Analytic Geometry and Calculus 123	5	Airframes 210	3
Introduction to Aviation 116	3	Physical Education (or R.O.T.C.)	2
Airframes 110	3	Major Option	20
Airframes 113	2		—
Powerplants 112	3	(Including Science requirement)	34
Powerplants 115	2		
Industrial Calculators 104	1		
Technical Drawing 232	2		
Physical Education (or R.O.T.C.)	2		
	34 or 36		
Third Year	S.H.	Fourth Year	S.H.
Man and Society 102, 103 or Foundation of Western Civil- ization 100, 101	8	Humanities 220, 221, or 222, 223	6
Airframes 213	2	Industrial Sociology 374	2
Powerplants 215	2	Management Report Writing 552	2
Industrial Relations 200	3	Jet and Rocket Powerplants 312	2
American Government 200	3	Major Option	22
Technical Electricity 232	3		—
Major Option	13		34
	34		
*Summer Session			
Aircraft Servicing 218	4		
Aircraft Welding 111	2		

\*Required for those students who wish to qualify for the F.A.A. Airframe and Powerplant Certificate.

**OPTION I—TRANSPORTATION AND SALES    OPTION II—PRODUCTION AND TESTING**

	S.H.		S.H.
Industrial Cost Accounting 311, 312	4	Testing of Materials 372	2
Business Statistics 244	3	Strength of Materials 370	2
Salesmanship 370	3	Basic Electronics 241	3
Management Problems 550	3	Statics and Kinetics 470	3
Marketing 240	3	Mechanics - Dynamics 474	3
Passenger & Freight Traffic 310	3	Thermodynamics 376	2
Airline Operations 410	2	Fluid Dynamics 374	2
Airline Administration 412	2	Machine Drawing and Design 330	3
Transportation 342	3	Pilot Training 118	2
Pilot Training 118	2	Calculus 220, 221	10
Physical Science 108, 109	8	General College Physics 112, 113	10
Business and Professional Speech 104	3	Chemistry 100 or 102 and 109	8
Electives	16	Electives	5
	—		—
	55		55

## ENGINEERING TECHNOLOGY

## B.S. Degree

The Engineering Technology Curriculum is designed to train technicians and associate engineers in such fields of industry as manufacturing, communication, transportation, and power. It is especially intended to give students sufficient background so they may participate in these various industries in positions involving research, design, maintenance and sales. Students enrolling in this curriculum will have an opportunity to concentrate in one of the following major areas: Drafting-Design, Machine Tool, Metallurgy and Foundry, Refrigeration and Air Conditioning, and Electricity-Electronics.

First Year	S.H.	Second Year	S.H.
*College Writing 116, 117	6	Physical Science 108, 109	
College Algebra and		or	
Trigonometry 122	5	General Physics 110	
Trigonometry and		and	
Analytic Geometry 123	5	General Chemistry 100 or 102	8
Industrial Calculators 104	1	Man and Society 102, 103	
Industrial Machine Shop 152	3	or	
Engineering Drawing 230	3	Western Civilization 100, 101	8
Physical Education or R.O.T.C.	2	Basic Metallurgy 155	3
**Major Option	6	Heat Transfer 160	3
	—	Industrial Welding 258	2
	31	Physical Education or R.O.T.C.	2
		Major Option	6
			—
			32
Third Year	S.H.	Fourth Year	S.H.
Humanities 220, 221 or 222, 223	6	Plant Maintenance and Safety 302	2
Technical Electricity 240	3	Testing of Materials 372	2
Elementary Statistical		Industrial Relations 200	3
Practice 260	3	Principles of Economics 200	
Business and Professional		or	
Speech 104	3	Modern Economics 502	3
Industrial Cost Accounting		Industrial Sociology 374	2
312, 313	4	Fluid Dynamics 374	2
Strength of Materials 370	2	Thermodynamics 376	2
Basic Electronics 241	3	Management Report Writing 552	2
American Government 200	3	Major Option	6
Major Options	6	Electives	8
	—		—
	33		32
			S.H.
Major—Technology .....			24-25
Minor— .....			15
Number of Semester Hours for Graduation .....			128

\*Communication may be substituted.

\*\*See courses listed in Major options below.



## MAJOR OPTIONS

<b>Drafting and Design</b>	<b>S.H.</b>	<b>Refrigeration and Air Conditioning</b>	<b>S.H.</b>
230—Engineering Drawing	3	160—Heat Transfer	3
231—Descriptive Geometry	3	260—Refrigeration	3
330—Machine Drawing and Design	3	262—Ventilation Systems	2
331—Industrial Design	3	342—Electronic Devices	3
332—Architectural and Structural Drafting	3	360—Air Conditioning—Cooling	3
430—Drafting for Production	3	361—Air Conditioning—Heating	3
431—Drafting Department Practices	2	460—Air Conditioning Estimating and Layout	3
Electives—Technical	4-5	Electives—Technical	4-5
<b>Metallurgy and Foundry</b>	<b>S.H.</b>	<b>Electricity—Electronics</b>	<b>S.H.</b>
155—Basic Metallurgy	3	240—Technical Electricity	3
254—Molding and Coremaking	3	241—Basic Electronics	3
350—Metallography	2	342—Electronic Devices	3
354—Foundry Production Techniques	3	443—Communication Electronics	3
355—Foundry Control Procedures	3	346—Industrial Electricity	3
356—Advanced Metallurgy	3	345—Industrial Electronics	3
Electives—Technical	7-8	348—Applied Measurements	3
		449—Instrumentation	3
<b>Machine Tool</b>	<b>S.H.</b>		
152—Industrial Machine Shop	3		
252—Manufacturing Processes	3		
352—Pressworking of Metals	3		
353—Mechanical Inspection	2		
453—Production Processing	2		
456—Production Tooling	3		
458—Tool Engineering	3		
Electives—Technical	5-6		

**INDUSTRIAL DISTRIBUTION****B.S. Degree**

This curriculum is designed to prepare personnel for employment in industrial distributors' organizations as purchasing agents, salesmen, management consultants, warehousing executives, etc. Since some graduates may wish to enter the manufacturing rather than the distributing phase, the curriculum also provides sufficient technical and supervisory training to enable them to eventually qualify for industrial positions in such areas as production control, personnel work and purchasing.

First Year	S.H.	Second Year	S.H.
Communication 114, 115	8	Science Area	8
Industrial Processes 170, 171	6	Industrial Relations 200	3
College Algebra and Trigonometry 122	5	Technical Electricity 240	3
Trigonometry and Analytic Geometry 123	5	Technical Drafting 232	2
Industrial Calculators 104	1	Social Science Area	8
Physical Education or R.O.T.C.	2	Physical Education or R.O.T.C.	2
Business and Professional Speech 104	3	Business Statistics 244	3
	—		—
	30		29
Third Year	S.H.	Fourth Year	S.H.
Humanities 220, 221 or 222, 223	6	Purchasing Principles 358	3
Accounting 210, 211	6	Production Control 306	3
General Psychology 200	3	Time Study 305	3
Business Correspondence 242	3	Materials Handling 404	3
American Government 200	3	Conference Leadership 406	3
Small Business Management 250	3	Industrial Distribution 402	2
Salesmanship 370	3	Motion Study 304	3
Management Problems 550	3	Electives	13
Electives	2		—
	—		33
	32		
Summer	S.H.		
Occupational Laboratory Experience 522*	2		
Major—Industrial Distribution			33
Minor—Business			15

\*Students enrolled in this curriculum must spend one summer either during their junior or senior year with some industrial distributor or a student may elect Modern Industrial Practices 400.

**INDUSTRIAL ENGINEERING****B.S. Degree in Engineering**

The Industrial Engineering curriculum provides the essential foundation, experience and understanding in science, mathematics, humanities and engineering so graduates may find gainful employment in industries or utilities. The Industrial Engineer is particularly responsible for the improvement and development of management and production techniques. Special emphasis is therefore, placed on studies dealing with production, planning and control, plant organization, manufacturing processes and inspection, plant safety and employee and employer relations.

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	General College Physics 112, 113	10
General Chemistry 102, 103 or 100, 101	8	Calculus 220, 221	10
College Algebra and Trigonometry 122	5	Man and Society 102, 103 or	
Trigonometry and Analytic Geometry 123	5	Western Civilization 100, 101	8
Physical Education or R.O.T.C.	2	Physical Education or R.O.T.C.	2
Engineering Drawing 230	3	Industrial Processes 171	3
Descriptive Geometry 231	3	Basic Metallurgy 155	3
Industrial Calculators 104	1		—
Business and Professional Speech 104	3		36
	—		
	36		
Third Year	S.H.	Fourth Year	S.H.
Industrial Cost Accounting 312, 313	4	Modern Economics 502	3
Humanities 220, 221 or 222, 223	6	Production Control 306	3
Statistical Method for Industry 360, 361	6	Statics and Kinetics 470	3
General Psychology 200	3	Time Study 305	3
Industrial Relations 200	3	Fluid Dynamics 474	3
Technical Electricity 240	3	Materials Handling 404	3
Fundamentals of Industrial Supervision 300	2	Labor-Management Relations 500	3
American Government 200	3	Thermodynamics 376	2
Motion Study 304	3	Fluid Dynamics 374	2
Plant Maintenance and Safety 302	2	Electives	9
Basic Electronics 241	3	Management Report Writing 552	2
	—		—
	38		36

Semester Hours for Graduation 146

Ordinarily most students will need an additional semester or summer session to complete this curriculum.

## INDUSTRIAL SUPERVISION

## B.S. Degree

This curriculum is intended for young men and women who are planning to qualify for industrial or commercial positions in such areas as supervision, production control, time and motion study, quality control, plant management, personnel work, purchasing and other managerial areas. If a student so desires, he may elect this curriculum on a cooperative basis, that is alternating between school and employment in industry on a semester basis.

First Year	S.H.	Second Year	S.H.
Communication 114, 115	8	Social Science Area	8
Industrial Processes 170, 171	6	Science Area	8
College Algebra and Trigonometry 122	5	Industrial Relations 200	3
Trigonometry and Analytic Geometry 123	5	Technical Electricity 240	3
Industrial Calculators 104	1	Technical Drafting 232	2
Business and Professional Speech 104	3	Physical Education (or R.O.T.C.)	2
Physical Education (or R.O.T.C.)	2	Humanities 220, 221 or 222, 223	6
	—		—
	30		32
Third Year	S.H.	Fourth Year	S.H.
American Government 200	3	Management Problems 550	3
Fundamentals of Industrial Supervision 300	2	Production Control 306	3
Accounting 210, 211	6	Materials Handling 404	3
Plant Maintenance and Safety 302	2	Mgt. Report Writing 552	2
Quality Control 308	3	Conference Leadership 406	3
Elementary Statistical Practice 209	3	Time Study 305	3
Motion Study 304	3	Labor-Management Relations 500	3
Business Law 340	3	Plant Layout 501	2
Electives	5	Electives	10
	—		—
	30		32
		Summer	S.H.
		Modern Industrial Practice 400	6
Major—Industrial Supervision .....			36
Minor—Business .....			15

**MILITARY SCIENCE AND TACTICS****OPTION I****NATIONAL AND MILITARY AFFAIRS CURRICULUM**

B.S. or B.A. Degree

This curriculum is designed to provide an education for men who desire careers in civilian or governmental activities, especially beyond the limits of continental United States. It is also designed for students who wish to combine a major interest with specialization in some foreign region or activity.

The integration of Basic Studies, Military Science, Major Courses and Electives provides an opportunity for the student to combine industrial, agricultural, scientific or military specialization with competence in a foreign area and also obtain a commission in the Organized Reserves or the Regular Army. Although not required, students are encouraged to elect a foreign language.

First Year	S.H.	Second Year	S.H.
Communication 114, 115 or College Writing 116, 117	8 or 6	Physical Science 108, 109 or equivalent	8
Physical Geography 105	4	Humanities 220, 221 or 222, 223	6
Biological Science 107 or equivalent	4	Military Science 200, 201	4
Foundations of Western Civilization 100, 101, or, Man and Society 102, 103	8	Major Courses*	8
Military Science 100, 101	4	Psychology 200, 220	6
Elective	4 or 6		<hr/> 32
	<hr/> 32		
Third Year	S.H.	Fourth Year	S.H.
Major Courses*	12	Major Courses*	12
Minor (Military Science 300, 301)	8	Minor (Military Science 400, 401)	8
American Government 201, or National Government and Administration 202, or State and Local Government and Administration 204	3	History of U. S. Foreign Policy, 518	3
Geographic Foundations of National Power 541	3	Electives	9
Electives	6		<hr/> 32
	<hr/> 32		

**SUMMER**

Attendance at R.O.T.C. Summer Camp for six weeks at the end of third year is part of the required course.

\*Hours not required for the Major may be used for electives.

\*\*Five hours of ROTC taught subjects and three hours of university academic subjects.

**OPTION II****B.S. Degree**

Students who wish to combine study under some other school or curriculum with those studies required to obtain a commission in the organized reserves or the regular army, may do so under the following plan:

First Year	S.H.	Third Year	S.H.
Military Science 100, 101	4	*Military Science 300, 301	8
Second Year	S.H.	Fourth Year	S.H.
Military Science 200, 201	4	*Military Science 400, 401	8

Attendance at R.O.T.C. Summer Camp for six weeks at end of third year is part of the required course.

The program for the third and fourth years, known as the Advanced Course, meets the requirements for a Minor and may be counted as such if the student's curriculum does not prescribe specific minor sequences.

\*Note: Five hours of ROTC taught subjects and three hours of university academic subjects.

**OCCUPATIONAL THERAPY****B.S. Degree**

First Year	S.H.	Second Year	S.H.
O. T. Orientation 130	1	Humanities 220, 221	
Communication 114, 115 or		or Humanities 222, 223	6
College Writing 116, 117	8 or 6	Anatomy 216	4
Biology 100, 101	8	Physiology 217	4
Physical Science 108 or		General Psychology 200	3
Physical Geography 105	4	Abnormal Psychology 322	3
Man and Society 102, 103 or		Elementary Design 200	3
Foundations of Western		Minor Crafts 202	3
Civilization 100, 101	8	O. T. Sp. Woodshop 108	3
Physical Education	1	General Shop 177	3
O. T. Printing 156	3	Physical Education	1
	<hr/>		<hr/>
	31 or 33		33

Third and Fourth Years	S.H.		
Kinesiology 320	3	Art Structure 100 and/or	
Neuroanatomy and		Jewelry 302	2-5
Neurophysiology 321	2	Ceramics 303	3
Applied Kinesiology 332	2	Weaving 300	3
Medical Lectures 324	2	Recreation for the	
Orthopedics 524	2	Handicapped 334	2
Psychiatric Lectures 322	2	Therapeutic Activities 310	2
Theory of O. T. 230, 231	4	Clinical Training 340	8
Theory of O. T. 430	2	Physical Education	2
Rehabilitation 432	2	Electives	13
Needlecraft 110 and/or			<hr/>
Clothing 200	2-5		60

# PAPER TECHNOLOGY

## B.S. Degree

These curricula are intended to prepare students for work in the paper industry in the scientific, manufacturing, and sales areas. They are foundational in nature, and provide for actual work experience during the summers. It is expected that the student will work in mills at least two of the three summers. The plan operates cooperatively through the use of an advisory committee composed of fifteen members from industry and five members from Western Michigan University.

## CURRICULUM OF PAPER TECHNOLOGY

(Preparation for scientific and manufacturing areas in the paper industry)

### FIRST YEAR

First Semester	S.H.	Second Semester	S.H.
Communication 114	4	Communication 115	4
Trig. and College Algebra 122	5	College Algebra and Analytic Geometry 123	5
or		or	
College Algebra 124	4	Analytic Geometry 125	4
Gen. Chemistry 100 or 102	4	Gen. Chemistry 101 or 103	4
Drawing 232 or 230	2-3	Orient. to Paper Tech. 101	1
Orient. to Paper Tech. 100	1	Physical Education (or R.O.T.C.)	1
Physical Education (or R.O.T.C.)	1	Electives**	3
Electives**	1		
	<hr/> 17-19		<hr/> 17-18

### SUMMER

Mill Practice 110 ..... 2 hours

### SECOND YEAR

First Semester	S.H.	Second Semester	S.H.
Economics 200	3	Economics 201	3
Calculus 222	4	Calculus 223	4
Physics 112	5	Physics 113	5
Qualitative Analysis 220	4	Quantitative Analysis 222	4
Pulp and Paper Manufacture 240	2	Pulp and Paper Mfg. 241	2
Physical Education (or R.O.T.C.)	1	Physical Education (or R.O.T.C.)	1
	<hr/> 19		<hr/> 19

### SUMMER

Mill Practice 210 ..... 2 hours



## THIRD YEAR

First Semester	S.H.	Second Semester	S.H.
Man and Society 102	4	Man and Society 103	4
Language and Literature*	3-4	Language and Literature*	3-4
Organic Chemistry 360	4	Organic Chemistry 361	4
Evaluation of Pulp and Paper 320	2	Evaluation of Pulp and Paper 321	2
Fiber Microscopy 322	1	Principles of Chemical Engineering 331	2
Principles of Chemical Engineering 330	2	Wood Chemistry 332	2
Chemistry Seminar	0	Coloring and Filling of Paper 340	1
	16-17	Chemistry Seminar	0
			18-19

## SUMMER

Mill Practice 310	2 hours
Mill Inspection Trip 312	1 hour

## FOURTH YEAR

First Semester	S.H.	Second Semester	S.H.
Language and Literature*	3-4	Language and Literature*	3-4
Physical Chemistry 530	5	Physical Chemistry 531	5
Bleaching, Pulp Purification, De-inking 440	1	Auxiliary Equipment for Pulp and Paper Mills 400	1
Converting of Paper 442	1	Research Problems in Pulp and Paper 571	2
Chem. and Tech. of Plastics 530	2	Principles and Practice of Coated Paper Mfg. 540	1
Research Problems in Pulp and Paper 570	2	Electives**	3
Amer. Natl. Govt. 200	3	Chemistry Seminar	0
Chemistry Seminar	0		
	17-18		15-16

\*Recommended courses: third year, German; Fourth year, Scientific German.

\*\*Recommended electives: Engineering Materials 210; Accounting 210, 211; Metal Processing 250; Business Correspondence 242; Industrial Cost Accounting 312, 313; Business Law 340, 341; Fundamentals of Industrial Supervision 300; Quality Control 308; Introduction to Electronics 360; Production Control 306; Electrical Measurements 562; Management Report Writing 552; Statistical Methods for Industry 360, 361.

**PAPER SALES CURRICULUM**

(Preparation for sales positions in the paper industry)

**FIRST YEAR**

First Semester	S.H.	Second Semester	S.H.
Orient. to Paper Tech. 100	1	Orient. to Paper Tech. 101	1
Communication 114	4	Communication 115	4
Man and Society 102	4	Man and Society 103	4
Gen. Chemistry 100 or 102	4	Gen. Chemistry 101 or 103	4
Mathematics 120 or 124	3-4	Mathematics 121 or 125	3-4
Physical Education (or R.O.T.C.)	1	Physical Education (or R.O.T.C.)	1
<hr/>		<hr/>	
17-18		17-18	

**SUMMER**

Mill Practice 110 ..... 2 hours

**SECOND YEAR**

First Semester	S.H.	Second Semester	S.H.
Pulp and Paper Mfg. 240	2	Pulp and Paper Mfg. 241	2
Qualitative Analysis 220	4	Quantitative Analysis 222	4
General Physics 110	4	General Physics 111	4
Principles of Economics 220	3	Principles of Economics 201	3
General Psychology 200	3	Psychological Aspects of Bus. 341	3
Physical Education (or R.O.T.C.)	1	Physical Education (or R.O.T.C.)	1
<hr/>		<hr/>	
17		17	

**SUMMER**

Mill Practice (sales dept. or wholesale house preferred) 210 ..... 2 hours

**THIRD YEAR**

First Semester	S.H.	Second Semester	S.H.
Eval. of Pulp and Paper 320	2	Eval. of Pulp and Paper 321	2
Money and Credit 320	2	Money and Credit 321	2
Marketing Problems 378	3	Transportation 342	3
Economics Statistics 327	2	Graphic Arts 150	2
Salesmanship 370	3	Managerial Accounting	3
Credit Management 324	3	Business Cycles 360	2
Electives*	2	Electives*	3
<hr/>		<hr/>	
17		17	

*School of Applied Arts and Sciences*

## SUMMER

Mill Inspection Trip 312 .....	1 hour
Mill Practice 310 .....	2 hours

## FOURTH YEAR

First Semester	S.H.	Second Semester	S.H.
Convert. of Paper 442	1	Principles and Practice of	
Fiber Microscopy 322	1	Coated Paper Mfg. 540	1
Public Speaking I 130	3	Public Speaking II 530	2
Advertising 374	3	American Natl. Gov. 200	3
Fundamentals of Industrial		Sales Management 376	3
Supervision 300	3	Tech. and Psychological Factors	
Paper, Its Markets and Distri-		in Sales of Paper 462	3
bution 460	3	Electives*	5
Electives*	3		—
	—		17
	17		

\*Recommended Electives: Marketing 240; Business Law 340 and 341; Management Problems 550; Business Report Writing 552; Advanced Advertising 572; Marketing Research 576; Advanced Salesmanship 570, or courses in Literature.

## II. TWO-YEAR CURRICULA

### AGRICULTURE

The completion of the courses outlined below will permit the student to enter the junior year at Michigan State University for the bachelor's degree in Agricultural Science and receive the certificate for the teaching of vocational agriculture in the secondary schools of Michigan.

First Year	S.H.	Second Year	S.H.
Communication 114, 115	8	Chemistry 100, 101 or 102, 103	8
General Biology 101	8	Agronomy 220, 221	6
Animal Industry 110, 111	6	Phy. Sci. 108, 109	8
Man & Society 102, 103	8	U. S. Hist. 210, 211	6
Phy. Ed. or R.O.T.C.	2	Phy. Ed. or R.O.T.C.	2
	<hr/> 32		<hr/> 30

### DISTRIBUTIVE EDUCATION

#### PETROLEUM DISTRIBUTION

This curriculum is designed to prepare students in distribution methods and techniques used by the petroleum industry. Graduates will be prepared to sell, transport and otherwise manage the marketing and distribution of petroleum products to and through bulk plants and terminals to dealers and jobbers and other distributors, as well as to industrial and agricultural users.

The petroleum curriculum is a cooperative work-study program which combines school and work on an alternating basis. The student attends classes one semester and works on an assigned job in the petroleum industry the next semester. The students are assigned in pairs to cover one job or work area. When one student is attending classes, the other is at work on the job.

Students desiring to continue their education and graduate with a Bachelor of Science degree may do so with a major in petroleum distribution.

TWO YEARS		
Course		S.H.
1. BASIC STUDIES		12
Communication .....	114-115	8
Physical Science .....	108	4
2. SPECIALIZED STUDIES		24
Introduction to Petroleum Industry .....	120	3
Petroleum Products Application .....	121	2
Selling Petroleum Products .....	123	3
Petroleum Prod. Handling .....	220	2
Petroleum Distribution Finance .....	227	2
Plant Survey .....	109	2
Coordinated Industry Practices .....	102-108	6
Coordinated Marketing Practices .....	202	4
3. ADDITIONAL REQUIREMENTS		14
Applied Chemistry .....	107	3
Economics .....	200-201	6
Business & Professional Speech .....	104	3
Physical Education .....		2
4. SUGGESTED ELECTIVES		12
Business Mathematics .....	100	2
Accounting .....	210-211	6
Service Station Operation .....	230	3
Others .....		1
TOTAL:		62

## SUPER MARKET DISTRIBUTION

This curriculum is designed to prepare students for management positions in the super market industry. Emphasis is placed on merchandising, operations and supervision. Graduates will be prepared to assume positions as department heads, assistant managers and managers in super markets.

The curriculum is a cooperative work-study program which combines school and work on an alternating basis. The students are assigned in pairs to cover one job or work area. When one student is attending classes, the other is at work on the job.

TWO YEARS			S.H.
Course			
1. BASIC STUDIES			16
Communication	114-115	8	
Man and Society	102-103	8	
2. SPECIALIZED STUDIES			24
The Super Market Industry	130	3	
Super Market Merchandising	132	3	
Super Market Operations	232	3	
Super Market Supervision	231	3	
Plant Survey	109	2	
Coordinated Industry Practices	102-108	6	
Coordinated Marketing Practices	202	4	
3. PHYSICAL EDUCATION			2
4. SUGGESTED ELECTIVES			20
Accounting	210-211	6	
Economics	200-201	6	
Business Mathematics	10	2	
Business Speech	104	3	
Foods Course		3	
TOTAL:			62

## HOME ECONOMICS

### HOMEMAKING

For students who do not plan to get a degree.  
A certificate is issued at the completion of this course.

First Year	S.H.	Second Year	S.H.
Biol. Sci. 107	4	Am. Nat'l Gov't. 202 or	
Communication 114, 115	8	St. and Loc. Gov't 204	3
Effective Living 150	2	Clothing 202	3
Elementary Design 161	2 or 3	Costume Design 204	2
Family Foods 116	2	Everyday Nutrition 212	2
Textiles 100	3	Home Furnishings 250	2
Physical Ed.	1	Home Nursing 252	2
Electives	7 or 8	Human Growth and Dev. 254	3
To be selected from history, business		Physical Ed.	1
education, speech, English, science,		Electives	12
and home economics.	—	To be selected from sociology, busi-	
	30	ness education, speech, English, and	
		home economics.	—
			30

## INDUSTRIAL TECHNOLOGY

## AIRCRAFT AND AIRCRAFT ENGINE TECHNOLOGY

FAA Approved Technical School No. 3304

FAA Approved Airman Agency No. 3-08-1

The Aircraft Technology curriculum is intended for students who wish to qualify for the Federal Aviation Agency Airframe and Powerplant Technicians License. Every individual performing maintenance on aircraft must hold a FAA certificate authorizing such work. The importance of this certificate cannot be over-emphasized. *The two year curriculum may be applied toward meeting the requirements of the four year Aviation Engineering Technology degree curriculum.*

## FIRST YEAR

First Semester	S.H.	Second Semester	S.H.
Introduction to Aviation 116	3	Industrial Processes 171	3
Industrial Processes 170	3	Fuels and Lubricants 222	2
*Technical Computations 90	3	Airframes 112	3
Industrial Calculators 104	1	Powerplants 115	2
Airframes 113	2	Technical Drafting 232	2
Powerplant 112	3	Industrial Relations 200	3
Physical Education	1	Physical Education	1
	—		—
	16		16

## SECOND YEAR

First Semester	S.H.	Second Semester	S.H.
Physical Science 108	4	Physical Science 109	4
Communication 114	4	Communication 115	4
Aircraft Welding 111	2	Airframes 213	2
Airframes 210	3	Powerplants 215	2
Powerplants 212	3	Jet & Rocket Powerplants 312	2
	—	Basic Electronics 241	3
	16		—
			17

## SUMMER PROGRAM

NOTE: One summer session is required.	Aircraft Servicing 218	4
	*Pilot Training 118	2
		—
		6

\*Students with adequate background in Mathematics may elect Intermediate Algebra 120, or Trigonometry 121, or College Algebra & Trigonometry 122.

\*May be taken during the regular semester.

## AUTOMOTIVE TECHNOLOGY

The two-year Automotive Technology curriculum consists of practical work experience in inspecting, testing, servicing and repairing automobiles, and a study of related technical subject that will qualify a student to work as a Technician in Automotive and related industries. *The two-year curriculum may be applied toward meeting the requirements of the four-year Automotive Engineering Technology degree curriculum.*

## FIRST YEAR

First Semester	S.H.	Second Semester	S.H.
Automotive Electricity 126	2	Automotive Chassis &	
Basic Automotive Engine 124	3	Running Gear 125	2
Communication 114	4	Communication 115	4
Industrial Processes 170	3	Fuels and Lubricants 222	2
*Technical Computations 90	3	Industrial Calculators 104	1
or		Intermediate Algebra 120	3
**Intermediate Algebra 120	3	or	
or		Plane Trigonometry 121	3
***College Algebra &		or	
Trigonometry 122	5	Trigonometry & Analytic	
		Geometry 123	5
	15-17	Industrial Processes 171	3
			15-17

## SECOND YEAR

First Semester	S.H.	Second Semester	S.H.
Automotive Engine Analysis 224	3	Automotive Testing 325	2
Industrial Relations 200	3	Automatic Transmissions &	
Physical Education	1	Power Equipment 324	3
Physical Science 108	4	Physical Education	1
Technical Drawing 232	2	Physical Science 109	4
Elective	3	Technical Electricity 240	3
	—	Elective	3
	16		16

\*For students with little or no high school mathematics.

\*\*Open to students having completed 1-unit of Algebra and 1-unit of Geometry in high school.

\*\*\*Open to students having completed 1½-units or more of Algebra and 1½-units of Geometry in high school.

Note: Students enrolled in Technical Computations 90 must also complete Mathematics 120 and 121, which constitute the minimum Mathematics requirement for graduation.



## DRAFTING AND DESIGN TECHNOLOGY

This curriculum is designed specifically to prepare men and women for positions in the field of Industrial Drafting & Design. All practical work experience in layout, detailing and design is in accordance with standard practices recommended by the American Society of Mechanical Engineers, the Society of Automotive Engineers and other recognized standardizing agencies. Related technical studies in industrial processes, production control, etc., are included in the program. If a student desires and work conditions permit, he may elect this curriculum on a cooperative basis, that is, alternating between school and industry on a semester basis. Three years are required to complete the curriculum under such a plan. Co-operative students usually participate in four work periods and are enrolled in Coordinated Industry 300. Upon completing the Drafting & Design Technology program, a student may enroll in the Engineering Technology Curriculum for a B.S. degree.

FIRST YEAR			
First Semester	S.H.	Second Semester	S.H.
Communication 114	4	Communication 115	4
Industrial Processes 170	3	Industrial Processes 171	3
Engineering Drawing 230	3	Descriptive Geometry 231	3
Industrial Calculators 104	1	Physical Education	1
Physical Education	1	Office Machines 280	2
*Technical Computations 90	3	Intermediate Algebra 120	3
or		and-or	
**Intermediate Algebra 120	3	Plane Trigonometry 121	3
or		or	
***College Algebra & Trigonometry 122	5	Trigonometry & Analytic Geometry 123	5
<hr/>		<hr/>	
15-17		16-18	
SECOND YEAR			
First Semester	S.H.	Second Semester	S.H.
Physical Science 109	4	Physical Science 109	4
Industrial Relations 200	3	Production Control 306	3
Technical Electricity 240	3	Industrial Design 331	3
Machine Drawing & Design 330	3	Tool & Die Design 232	3
Electives	3	Electives	2
<hr/>		<hr/>	
16		15	

\*For students with little or no high school mathematics.

\*\*Open to students having completed 1-unit of Algebra and 1-unit of Geometry in high school.

\*\*\*Open to students having completed 1½-units or more of Algebra and 1½-units of Geometry in high school.

Note: Students enrolled in Technical Computations 90 must also complete Mathematics 120 and 121, which constitute the minimum Mathematics requirement for graduation.

## FOUNDRY AND METALLURGY TECHNOLOGY

A foundry technician is a person who is familiar with the techniques of casting metals. This curriculum is designed to prepare personnel for the foundry industry who for the most part will be employed as laboratory technicians, inspectors, supervisors, and in research and development. If a student desires and work conditions permit, he may elect this curriculum on a cooperative basis, that is, alternating between school and industry on a semester basis. Three years are required to complete the curriculum under such a plan. Cooperative students usually participate in four work periods and are enrolled in Coordinated Industry 300. Upon completing the Foundry and Metallurgy Technology program a student may enroll in the Engineering Technology Curriculum for a B.S. degree.

### FIRST YEAR

First Semester	S.H.	Second Semester	S.H.
Communication 114	4	Communication 115	4
Basic Metallurgy 155	3	Engineering Drawing 230	3
Molding & Coremaking 254	3	Industrial Relations 200	3
Industrial Calculators 104	1	Industrial Processes 170	3
*Technical Computations 90	3	Intermediate Algebra 120	3
or		or	
**Intermediate Algebra 120	3	Plane Trigonometry 121	3
or		or	
***College Algebra & Trigonometry 122	5	Trigonometry & Analytic Geometry 123	5
	<hr/> 14-16		<hr/> 16-18

### SECOND YEAR

First Semester	S.H.	Second Semester	S.H.
Physical Science 108	4	Foundry Control Procedures 355	3
Foundry Production Techniques 354	3	Advanced Metallurgy 356	3
Technical Electricity 240	3	Metallography 350	2
Industrial Processes 171	3	Physical Education	1
Physical Education	1	Physical Science 109	4
Electives	3	Electives	3
	<hr/> 17		<hr/> 16

\*For students with little or no high school mathematics.

\*\*Open to students having completed 1-unit of Algebra and 1-unit of Geometry in high school.

\*\*\*Open to students having completed 1½-units or more of Algebra and 1½-units of Geometry in high school.

Note: Students enrolled in Technical Computations 90 must also complete Mathematics 120 and 121, which constitute the minimum Mathematics requirement for graduation.

**ELECTRONICS TECHNOLOGY**

This curriculum is offered to students who want to prepare themselves for gainful employment as electronics technicians. Training is given in the skills necessary to install, maintain, and operate electrical and electronic equipment, including radio and television. Information necessary for sales, classification, distribution, testing and production of components is presented. Students taking Electronic Technology are prepared for electrical and electronics positions in Industry, Radio & TV Maintenance, Business, and Government. Provisions can be made for qualifying for Federal Communication Commission Licenses. Upon completing the two year Electronics curriculum a student may enroll in the Engineering Technology curriculum for a B.S. degree.

**FIRST YEAR**

First Semester	S.H.	Second Semester	S.H.
Communication 114	4	Communication 115	4
Intermediate Algebra 120	3	Plane Trigonometry 121	3
or		or	
College Algebra & Trigonometry 122	5	Trigonometry & Analytic Geometry 123	5
Industrial Calculators 104	1	Basic Electronics 241	3
Engineering Drawing 230	3	Physical Education	1
Technical Electricity 240	3	Industrial Processes 170	3
Physical Education	1		
	<hr/>		<hr/>
	15-17		14-16

**SECOND YEAR**

First Semester	S.H.	Second Semester	S.H.
Physical Science 108	4	Physical Science 109	4
or		or	
General Chemistry 102		Physics 110 or 112	
Industrial Relations 200	3	Applied Measurements 348	3
Industrial Processes 171	3	Radio-TV & Electronic Practices 242	2
Electronic Devices 342	3	Electives	6
Industrial Electricity 346	3		
	<hr/>		<hr/>
	16		15

## MACHINE TOOL TECHNOLOGY

This curriculum is offered to students who desire a major in the field of Industrial Machine Tool Technology. Laboratory experiences and study of technical subjects to achieve competency in machine tool work, manufacturing processes, fabrication, production tooling, and press working of metals are emphasized. The intent of this course is to prepare students for employment of a technical nature in industry. Upon completing the Machine Tool Technology program, a student may enroll in the Engineering Technology Curriculum for a B.S. degree.

### FIRST YEAR

First Semester	S.H.	Second Semester	S.H.
Communication 114	4	Communication 115	4
Industrial Processes 170	3	Basic Metallurgy 155	3
Industrial Machine Shop 152	3	Manufacturing Processes 252	3
Industrial Calculators 104	1	Physical Education	1
Physical Education	1	Intermediate Algebra 120	3
*Technical Computations 90	3	or	
or		Plane Trigonometry 121	3
**Intermediate Algebra 120	3	or	
or		Trigonometry & Analytic	
***College Algebra &		Geometry 123	5
Trigonometry 122	5		
			<hr/>
			14-16
	<hr/>		
	15-17		

### SECOND YEAR

First Semester	S.H.	Second Semester	S.H.
Physical Science 108	4	Physical Science 109	4
Pressworking of Metals 352	3	Mechanical Inspection 353	2
Industrial Relations 200	3	Technical Electricity 240	3
Engineering Drawing 230	3	Tool and Die Design 234	2
Electives	3	Electives	5
	<hr/>		<hr/>
	16		16

\*For students with little or no high school mathematics.

\*\*Open to students having completed 1-unit of Algebra and 1-unit of Geometry in high school.

\*\*\*Open to students having completed  $1\frac{1}{2}$ -units or more of Algebra and  $1\frac{1}{2}$ -units of Geometry in high school.

Note: Students enrolled in Technical Computations 90 must also complete Mathematics 120 and 121, which constitute the minimum Mathematics requirement for graduation.

## REFRIGERATION AND AIR CONDITIONING TECHNOLOGY

This curriculum is offered to students who wish to enter the field of refrigeration and air conditioning in such capacities as sales engineers, field service engineers, laboratory technicians (research, design, testing or development), or manufacturer's technical representatives. The refrigeration phase covers both domestic and commercial systems with emphasis placed on selection of equipment and heat load calculations.

The air conditioning and heating phase covers the cooling, heating, humidifying, de-humidifying, purifying and distribution of air for healthful living. Emphasis is placed on selection of equipment, heat gain and heat loss calculations, cost of operation and comparative tests. Upon completing the Refrigeration-Air Conditioning curriculum, a student may enroll in the Engineering Technology curriculum for a B.S. degree.

## FIRST YEAR

First Semester	S.H.	Second Semester	S.H.
Communication 114	4	Communication 115	4
Heat Transfer 160	3	Refrigeration 260	3
Technical Electricity 240	3	Industrial Processes 170	3
Industrial Calculators 104	1	Intermediate Algebra 120	3
*Technical Computations 90	3	or	
or		Plane Trigonometry 121	3
**Intermediate Algebra 120	3	or	
or		Trigonometry & Analytic	
***College Algebra &		Geometry 123	5
Trigonometry 122	5	Physical Education	1
Physical Education	1	Technical Elective	2
	<hr/>		<hr/>
	15-17		16

## SECOND YEAR

First Semester	S.H.	Second Semester	S.H.
Physical Science 108	4	Physical Science 109	4
Air Conditioning-Cooling 360	3	Air Conditioning-Heating 361	3
Industrial Relations 200	3	Ventilation Systems 262	2
Technical Drafting 232	2	Basic Electronics 241	3
Industrial Processes 171	3	Technical Electives	3 or 4
	<hr/>		<hr/>
	15		15-16

\*For students with little or no high school mathematics.

\*\*Open to students having completed 1-unit of Algebra and 1-unit of Geometry in high school.

\*\*\*Open to students having completed 1½-units or more of Algebra and 1½-units of Geometry in high school.

Note: Students enrolled in Technical Computations 90 must also complete Mathematics 120 and 121, which constitute the minimum Mathematics requirement for graduation.

## PART III—*Description of Courses*

### INTER-DEPARTMENTAL COURSES

#### 300 Coordinated Industry 3 hrs. Fall, Spring, Summer

A cooperative education program involving a minimum of eight weeks full-time planned and supervised work experience in industry during the summer or equivalent on a part-time basis during the semester. A written report of the student's activities will be required. May be elected four semesters for a maximum of twelve semester hours credit.

#### 520 Principles of Practical Arts and Vocational Education 2 hrs. Summer, Fall

The place and function of the practical arts and vocational education in the modern school; fundamental principles upon which this work is based. For teachers of agriculture, business, home economics, industrial subjects and administrators.

#### 522 Occupational Laboratory Experience 2 hrs. Fall, Spring, Summer

A supervised business or industrial experience program involving full-time employment for a period of at least six weeks or equivalent. Must be planned in cooperation with the business or industrial establishment involved. Experience must be in the student's major field. Prerequisite: Consent of instructor.

## AGRICULTURE

Lee O. Baker, Head

The Department of Agriculture recognizes the following responsibilities:

1. To provide opportunities for any student to learn more about the important part agriculture holds in the economy of the Nation. Basic Agriculture is planned to provide this basic information in Agriculture for all listed opportunities in the field of Agriculture.
2. To provide basic training for workers in services sponsored by government or farmer group organizations.
3. To prepare teachers of agriculture for our public secondary schools and to provide basic courses in agriculture for all teachers.
4. To provide basic training for students planning to enter employment in the operation of farm services.
5. To provide technical information in the production of farm products needed by those living on farms and depending on sales of farm products for financial support.

Students majoring in Agriculture may complete the B.S. degree at Western or arrange to transfer to Michigan State University's College of Agriculture at the end of the sophomore year without loss of credit. Students planning to transfer should follow the program outlined on page 82 of this publication.

A Minor in Agriculture shall consist of the following:

Animal Industry—110, 111	6 S.H.
Agronomy—220, 221	6 S.H.
Agr. Markets & Financing—332	3 S.H.
Mgt. Problems in Agr.—330	3 S.H.

A major shall consist of 30 semester hours in the field of Agriculture including the courses outlined above for the Minor. These courses will be selected with the approval of the advisor. Students who complete either a Major or Minor and who qualify for the secondary certificate may teach basic agriculture in Michigan Schools.

### **100 Basic Agriculture**

**3 hrs. Fall, Spring**

Includes the fundamental purposes underlying the reasons for Agriculture in our National economy. Consideration is given to the necessary parts, as income, costs of operation, family support, part-time incomes, investments, land descriptions, proper uses and management. Open to all students, except those with a high school background in vocational agriculture.

### **110 Animal Industry**

**3 hrs. Fall**

A study of Animal Husbandry, Dairying and Poultry Husbandry. The genetic developments of breeds, positions in farm organization, disease and management problems.

### **111 Animal Industry**

**3 hrs. Spring**

A continuation of 110.

### **220 Agronomy**

**3 hrs. Fall**

This course includes subject materials common for all farm-grown products, their relations to soil conditions, climate and other problems in connection with successful and profitable production.

### **221 Agronomy**

**3 hrs. Spring**

A continuation of 220.

### **310 Feeding and Animal Nutrition**

**3 hrs. Fall**

Recent advances in feeding discoveries, new systems and economy practices will be studied. This material will be more extensive and detailed study than was possible in the previous courses in animal feeding.

**320 Soils and Fertilizers****3 hrs. Spring**

It is planned to provide basic information in the field of soil origin, composition, classification, fertility requirements and production management, including testing for soil deficiencies and recommended correction practices.

**322 Landscape Gardening****3 hrs. Spring**

The great increase in home building in both rural and urban areas has made it advisable to offer more specific information in home grounds planting, objectives and systems of home site beautification. Opportunity to become acquainted with nursery offerings in trees, shrubs and perennials is included.

**324 Land Use and Soil Conservation****3 hrs. Fall**

This course is aimed at establishing an understanding of the movement promoting better use of the various types of land, and the recommended practices for conserving the productivities of these lands. Not offered 1960-61.

**330 Management Problems in Agriculture****3 hrs. Fall**

Principles of production economics in agriculture, including diminishing returns, combination of enterprises, and comparative advantage, making of management decisions, development of efficient farm business operations, and use and value of simple accounts.

**332 Agricultural Markets & Financing****3 hrs. Fall**

This course will deal with more specific organized marketing facilities for farm products, using the existing facilities in Southwest Michigan, covering grains, fruits, livestock and vegetable markets. How farming enterprises are financed and their relations to local sources of credit is included. Not offered 1960-61.

**334 Organization in Agriculture****1 hr. Spring**

This is a specialized course in which the wide variety of farm organizations are studied so that the purpose, personnel, and influence of the organizations can be better observed. Not offered 1960-61.

**530 Agriculture in Michigan****2 hrs. Spring**

A survey of Michigan agriculture production, the areas, volume and types of production, and the marketing systems in operation. Also relates Michigan agriculture to national and international agriculture. There will also be a survey of the different types of education in agriculture in Michigan.



## DISTRIBUTIVE EDUCATION

Adrian Trimpe, Head

Wendall B. Fidler

A. F. Goldsmith

Raymond A. Dannenberg

William O. Haynes

The Department provides a variety of educational programs and services for individuals who are interested in the field of distribution in schools and business.

## WORK-STUDY PROGRAMS

The Department has two cooperative programs, one in Petroleum Distribution and the other in Super Market Distribution. These programs are jointly sponsored with the industries. The students in petroleum and food programs can earn a certificate in two years or complete a four-year program with a Bachelor of Science degree.

## COOPERATIVE OCCUPATIONAL EDUCATION

The Department has a degree program for individuals interested in preparing as a Coordinator and/or Related Subjects Teacher for Cooperative Occupational Education programs in the secondary schools. The curriculum may be found on page 65.

## SERVICES

The Department provides secondary schools having cooperative occupational programs with consultative services and has available related instructional materials for classroom use.

The Department also assists schools and businesses in planning and conducting Adult Education Programs, Workshops, Conferences and Institutes.

## COORDINATED DISTRIBUTION PRACTICES

### 102 Coordinated Industry Practices

4 hrs. Fall, Spring

The student will be employed as a trainee in the industry for a semester under the supervision of the university and the participating company. Written reports will be required of each student.

### 108 Coordinated Industry Practices

2 hrs. Summer

A continuation of 102, but the student will be assigned to a different type of work experience.

### 109 Plant Survey

2 hrs. Post Summer Session

Inspection trips are made to representative businesses and industrial establishments to observe such functions as production, transportation, storage, research and marketing. Company representatives will lecture to the class on the phases listed. Written reports are to be made of the visits.

**202 Coordinated Marketing Practices** 4 hrs. Fall, Spring

Consists of a semester of employment in the marketing or sales departments of business or industrial establishment. A comprehensive report must be made upon completion of the work period.

**FOOD—SUPER MARKET****130 The Super Market Industry** 3 hrs. Fall, Summer

An introductory course for those entering the field of super market distribution. Basic principles and practices of the program will be considered. A study of the super market, its history, evolution, and structure with emphasis on the growing importance of the store unit will be analyzed.

**132 Super Market Merchandising** 3 hrs. Spring, Summer

A course designed to acquaint the student with the various merchandising techniques peculiar to the super market. Receiving emphasis will be buying, display, promotion, turnover, pricing for profit, and increasing departmental sales. The overall objective will be to develop a "merchandising character" in the students. Resource people from the industry will be utilized to support classroom activities.

**231 Super Market Supervision** 3 hrs. Fall, Summer

A course designed for providing techniques in supervising and developing people in the super market. Attention will be directed toward organization principles, labor relations, understanding people, communication, coaching, and building a store team. Leadership concepts so necessary in the super market will be stressed. Periodic lectures from industry resource people will support classroom instruction.

**232 Super Market Operations** 3 hrs. Fall, Spring

Super Market Operations is a study of the principles and methods used in the operation of a super market with regard to organization, planning control and general administration. The overall objective will be to develop an attitude and ideal in the students for efficient store operation. Resource people from the super market industry will appear in the classroom to support the instructional program.

**PETROLEUM****120 Introduction to the Petroleum Industry** 3 hrs. Fall, Summer

A basic course in the study of the petroleum industry dealing with its history, exploration, drilling, production, refining, distribution and general economics of the industry. The course also includes the orientation necessary for the student to understand the cooperative work program and the student's responsibility to such a program.

**121 Petroleum Products Application** 2 hrs. Spring

Course deals with the various uses of the many categories of petroleum products as they are applied to the manufacturing, agriculture, transportation, and other industries, as well as for the individual home owner. Credit cannot also be earned in Ind. Tech. 222.

**123 Selling Petroleum Products 3 hrs. Spring**

The principles of selling as applied to the petroleum industry. Class will be conducted on a laboratory basis with students planning sales campaigns based on selling petroleum products and associated TBA products at both wholesale and retail levels.

**220 Petroleum Distribution and Handling Techniques 2 hrs. Fall, Spring**

This course deals with crude oil and such things as its transportation, refining, product distribution, costs and methods of safe handling. It also includes marketing channels used by integrated petroleum companies. The nature and significance of markets including market research are also stressed along with the balance between supply and demand.

**227 Petroleum Distribution Finance 2 hrs. Fall, Summer**

The financial structure of petroleum retail outlets as it relates to proper capital investment, securing capital, taxes, interest, depreciation, and insurance. It also deals with the principles of retail credit and collections and retail installment selling.

**230 Service Station Operation 3 hrs. Fall**

This course deals with the responsibilities and activities of the petroleum company supervisor as they relate to retail establishments. Such items as merchandising policies, advertising, inventory, governmental regulations, plant layout and equipment, safety and training of personnel are considered.

**COOPERATIVE OCCUPATIONAL****570 Organization and Operation of Distributive Education****2 hrs. Fall, Summer**

Deals with the organization and operation of distributive education in relation to the total educational program. It is concerned with preparatory, cooperative, and adult programs. Consideration is given to advisory committees and local, state and federal relationships.

**572 Teaching Techniques in Cooperative Education 2 hrs. Fall**

This course deals with the methods and techniques used in teaching the related subjects to students on cooperative work-study programs. Special emphasis will be given to group and individual methods of instruction.

**573 Coordination Techniques in Cooperative Education 2 hrs. Spring**

This is a study of duties and responsibilities of the coordinator. The organization and establishment of training programs, supervision of trainees on the job, development of individual training programs, establishing working relationships between the school, business, and home; and participation in extra-curricular activities in the community. Especially adapted to prospective coordinators.

## HOME ECONOMICS

Eunice E. Herald, Head  
 Rachel Acree  
 Alice Kavanaugh

Gladys Rowe  
 Marjorie Savage

Opal Stamm  
 Betty Taylor  
 Reva Volle

Western Michigan University prepares students to qualify as teachers of vocational Home Economics in Michigan under the provisions of the State plan for vocational education. Courses are planned in the Department for a major and a minor in home economics. Provision is also made for meeting the requirements for a vocational certificate in Michigan. Only persons holding this certificate can teach in the reimbursed homemaking departments in Michigan public schools.

Home Economics at the undergraduate level has for its primary objectives helping the individual student to achieve a rich and satisfying home, family and community life. It is concerned with the personal and group values that are desirable outcomes of successful living. It deals with the social, economic, esthetic, managerial, health, and ethical aspects of family relations, child development, foods, clothing, and housing. Home Economics is an education for personal development, for family and community living, and for several areas of professional specialization.

Home Economics Majors are required to complete Chemistry 100 or 102 and 105 or 108 and Biology 107 as part of the Basic Studies Program. American Government 200, or State and Local Government 204, Sociology 200 and Economics 200 or 502 are required in the Social Science area in addition to Foundations of Western Civilization 100, 101 or Man and Society 102, 103.

Students who plan to teach Home Economics in Michigan schools must complete Home Economics Education 340, 341, and Education Courses 350, 470, 420, 450, or Vocational Education Course 520 in order to be eligible for a provisional certificate.

**\*Home Economics Major**

Textiles 100	
Foods 114	
Effective Living 150	
Elementary Design 161 (Art)	
Clothing 200, 306	
Costume Design 204	
Nutrition 210	
Meal Planning 214	
Quantity Foods 312	
Home Furnishings 250	
Home Nursing 252	
Human Growth 254	
Marriage and Family Relationships 354	
Home Management 350, 352	
Housing—Elective	

**Home Economics With Minor in Foods**

3	Select 5-6 additional semester hours from:	
2	Diet and Disease 410	2
2	Advanced Nutrition 510	3
5	Institutional Management 512	3
2	Food Technology 514	2
3	Consumer Buying 516	2
3	Experimental Foods 518	2
2	Demonstration Techniques 520	2

**Home Economics With Minor in Clothing**

3	Select 5-6 additional semester hours from:	
2	Advanced Textiles 302	2
2	Tailoring 304	3
5	Clothing 308	2
2	Consumer Buying 516	2
41	Demonstrations Techniques 520	2

\*Ten semester hours from this list may apply toward a minor in foods or clothing.

**Home Economics Education Majors**

Additional Course Work Required	
Special Methods 340, 341	5
Introduction to Teaching 350	3
Education 420, 470, 450 or Voc. Edu. 520	14 or 15

**Home Economics in Business**

See curriculum page 67.

The following courses are open to students from other curricula who wish a minor of 18 hours in Home Economics or use course work for elective credit: 100, 116, 150, 152, 200, 204, 212, 250, 252, 340, 341, 350, 354, 424, 516, 550, 554.

**CLOTHING AND TEXTILES****100 Textiles** 3 hrs. Fall, Spring

A basic course. Textiles is taught from the consumer point of view. Some testing of fabrics is required.

**200 Clothing** 2 hrs. Fall, Spring

Gives experience in using commercial patterns and learning elementary construction techniques. Elective non-majors.

**202 Clothing** 3 hrs. Fall, Spring

Consists of making garments to develop a knowledge of construction techniques. Includes problems in pattern alteration. Prerequisite: 100.

**204 Costume Design** 2 hrs. Fall, Spring

This course is intended to develop more discriminating judgment in the selection of appropriate clothes for individuals. Prerequisite: Art 161.

**302 Advanced Textiles** 2 hrs. Fall

The study of the composition, construction, finishing, and care of textiles. Prerequisite: One clothing course, 100.

**304 Tailoring** 3 hrs. Spring

This course is planned to give experience in tailoring techniques, with emphasis on the making of coats and suits. Prerequisite: 202 or consent of instructor.

**306 Family Clothing** 2 hrs. Fall, Spring

Course is flexible in content to meet the needs of advanced students and those planning to teach. Includes study of clothing budgeting, alteration of garments and construction of a child's garment. Prerequisites: 202, 204.

**308 Clothing** 2 hrs. Fall

Master pattern is draped in muslin on a dress form padded to the size of the individual. Experience is given in drafting and flat pattern making. Study is made of principles and techniques of fitting. Prerequisites: 202, 204, 306 or consent of instructor.

**500 Textile Fiber Clinic****2 hrs.**

A workshop type program. Specialist and visual aids will present the newest information on textiles. To be followed by a study of methods implementing the new learnings. Not offered 1960-61.

**FOODS AND NUTRITION****114 Foods****3 hrs. Fall, Spring**

Gives a knowledge of basic principles underlying preparation of food. Laboratory experience in the preparation of all classes of food. Prerequisite or concurrent: Chemistry 100 or 102 and 103 or 105.

**116 Family Foods****2 hrs. Fall, Spring**

Emphasis on foods purchasing, menu planning, preparation and service of meals for the family. An elementary course for non-majors.

**118 Nutrition****2 hrs. Fall**

Principles of good nutrition for the individual, family groups, and community. Laboratory experience is given in the basic principles of cooking. For first semester nurses.

**210 Nutrition****3 hrs. Fall**

A study of the essential nutrients and their function in the human body. Prerequisite: Chemistry 100 or 102 and 103 or 105.

**212 Everyday Nutrition****2 hrs. Fall, Spring**

This course includes problems related to signs of good and poor nutrition, for growing children and adults. A course for non-majors.

**214 Meal Planning and Food Preservation****3 hrs. Spring**

Marketing, meal preparation and table service. Emphasis on food preservation.

**312 Quantity Foods****2 or 3 hrs. Spring**

Quantity food preparation in a college residence hall kitchen and the school lunchroom. Prerequisites: 114, 214.

**410 Diet and Disease****2 hrs.**

Study of dietetic treatment of impaired digestive and metabolic condition. Planning of diets and reports of current research. Prerequisite: Organic Chemistry 360, Physiology 217.

**510 Advanced Nutrition****3 hrs. Fall**

Study of recent developments in nutrition through readings and experiments. Prerequisite: 214.

**512 Institutional Management** 3 hrs. Spring

Study of institutional administration, job analysis, labor policies, personal problems, and cost control in different types of food-service institutions. Prerequisites: 214, 312.

**514 Food Technology** 2 hrs. Fall

Food preparation with special emphasis on individual problems related to school food teaching units. Study of commercial food preparation. Prerequisite: 214.

**516 Consumer Buying** 2 hrs.

Study of marketing problems and consumer credit. Students work on individual problems which concern the techniques of buying a specific type of consumer goods. Prerequisite: Consent of Instructor.

**518 Experimental Foods** 2 hrs.

Application of principles affecting food preparation. Development of experimental techniques. Prerequisites: Chemistry 104, 105, 114, 214. Not offered 1960-61.

**520 Demonstration Techniques** 2 hrs.

A study of principles and techniques for demonstration in all areas of home economics. Practice will be included. Offered for homemaking teachers, demonstration agents, and home economists in business.

## **HOME MANAGEMENT, CHILD DEVELOPMENT AND FAMILY RELATIONSHIPS**

**150 Effective Living** 2 hrs. Fall

An orientation course required of all freshmen in home economics. Personal problems in adjustment studied. Planning for marriage and the home of the future included. Freshmen in other departments welcome.

**152 Personality Development** 2 hrs. Fall, Spring

Social usage and personality development are considered. Elective non-majors by Freshmen and Sophomores.

**154 Consumer Problems** 3 hrs. Spring

Analysis is made of consumer problems pertaining to buying specific types of commodities such as food, clothing, shelter, equipment and furnishings for the home, health, and recreation. Some consideration of agencies and laws affecting consumers considered. Non-major elective.

**250 Home Furnishings** 2 hrs. Fall, Spring

Room arrangement, furniture, and furnishings are studied. Models of room arrangement are made. Prerequisite: An art course. Elective.

**252 Home Nursing****2 hrs. Fall, Spring**

The health of the family and simple procedures for the care of patients in the home are stressed. Consideration is given to community resources for the protection and care of health problems relating to home and school. Elective.

**254 Human Growth and Development****3 hrs. Spring**

This course involves study of the physical, social, emotional, and intellectual growth and development of children and adolescents.

**350 Home Management****2 hrs. Fall, Spring**

The study of the use of time, energy, money, and resources to achieve family goals. Prerequisite: A course in economics.

**352 Home Management Practice****3 hrs. Fall, Spring**

Students live in family size groups. They learn to manage on two economic levels. Prerequisite: 350.

**354 Marriage and Family Relationships****2 hrs. Fall, Spring**

A study of the contributions and problems of the family in modern society. Preparation for marriage, including consideration of marital and personality adjustments in family living. Prerequisite: Psychology 200 or Sociology 200. Elective.

**550 Family Living in the Schools****2 hrs. Summer**

Problems of organizing materials in Family Living for the purpose of teaching classes and working with groups in the total school program. Prerequisite: Soc. 200.

**552 The Homemaking Center and Equipment****2 hrs. Spring**

Consideration of fundamentals in planning living space in terms of the family's need with especial emphasis on built-ins and furnishings, fabric and color will be studied. Selected problems to be chosen by the individual. Prerequisite: 250 or consent of instructor.

**554 Housing****2 hrs. Spring**

A study of economic and social aspects of housing. Single, duplex, and multiple housing problems are considered. Prerequisite: 250 or consent of instructor.

**HOME ECONOMICS EDUCATION****340 Special Methods****2 hrs. Fall**

Course designed to acquaint students with the teaching field in home economics. Includes basic philosophy of home economics education, observations, unit planning, effective teaching materials as a basis for special methods and student teaching.



**341 Special Methods****3 hrs. Spring**

Planning local programs of homemaking education in high school equipment and the organization of homemaking department, developing the home experience programs, and methods of teaching for junior and senior high schools and adult homemaking classes. Prerequisite: 340.

**INDUSTRIAL EDUCATION**

John L. Feirer, Head  
John L. Bendix  
Lawrence J. Brink  
Lindsay G. Farnan

Gilbert R. Hutchings  
Waldemar E. Klammer  
John R. Lindbeck  
Joseph Pellegrin

Charles G. Risher  
William P. Spence  
James L. Ulmer  
Theo C. Zimmerman

**INDUSTRIAL EDUCATION COURSES**

The Industrial Education Department offers shop and professional courses for four purposes: (a) to educate teachers and supervisors of Industrial Arts who will teach general Industrial Arts in all levels of the public schools; (b) to educate teachers who will qualify to teach trade and industrial subjects in the secondary schools, or community colleges; (c) to educate students who wish a broad background in industrial subjects; and (d) to educate students in Printing Management.

**Industrial Arts Teaching**—A student who plans to qualify as an Industrial Arts teacher in both general and unit shops must take a minimum of 45 hours of technical work.

A group minor consists of the following courses: 100, 205, 120, 226, 130, 234, 160, 260, plus the professional course Teaching of Industrial Education. A student may also take a fifteen hour minor in any course sequence such as woods, metals, drawing, electricity, or graphic arts, plus the professional course Teaching of Industrial Education.

**Vocational Industrial Education Teaching**—A major in a trade specialty of 24 semester hours and a minor of 20 semester hours in Industrial Arts will be required.

**Industrial Education General Degree**—Students wishing to secure a broad general industrial background can major in Industrial Education. A total of 45 hours in the shop and drawing areas is required. The exact combination of courses will be determined by the needs of the student.

**Printing Management**—Students must pursue a major sequence of courses in Printing and Graphic Arts and a minor sequence in Business.

**WOODWORK****100 Basic Woodworking****2 hrs. Fall, Spring**

Survey course that provides experiences in the care, purchase, use of tools, and information about production and consumption of wood products. Wood classification, elementary wood finishing, and the operation of wood lathe, drill press, router, and scroll saw.

**104 Rural Practical Arts****2 hrs. Fall, Spring**

A special course in general shop with emphasis on woodworking activities designed for prospective rural school teachers. This course is limited to students enrolled in the rural life and education department.

**108 O.T. Special Education Shop****3 hrs. Fall, Spring**

A basic course in shop fundamentals, including the use of hand tools and machines, construction design, fastening devices, and finishing. This course is limited to students enrolled in occupational therapy.

**204 Finishing****3 hrs. Spring**

A course in the plans and methods in metal and wood finishing. All types of finishing will be studied. Related information on color theory, mixing, and the application of finishes to various surfaces will be included.

**205 Machine Woodwork****3 hrs. Fall, Spring**

An introductory course on the use of machine woodworking equipment. The student will receive experience in setting-up, operating, and caring for the more commonly used machines such as circular saw, jointer, shaper, planer, etc. Parts for selected projects will be machined. Prerequisite: 100.

**304 General Woodwork****3 hrs. Spring**

Additional machine experience including advanced techniques in wood turning. Methods of upholstery including tools, materials, frames, and upholstery procedure. Prerequisite: 101 and 205.

**306 Advanced Woodworking****3 hrs. Fall**

Covers experiences in house construction and wood pattern making. House construction will cover framing a house. Pattern making will include building up patterns for school shop use. Also, caning will be covered. Prerequisites: 100 and 205.

**506 Furniture Construction****3 hrs. Spring**

Emphasizes the design and construction of fine furniture. Includes lamination of plywood. Each student required to design and carry to completion a finished piece of furniture. Prerequisite 100 and 205.

**508 Building Construction Techniques****3 hrs.**

Examines modern construction methods in the area of cement, metal, electricity, wood, glazing, and other related areas as applied to home building. It also studies construction methods both in custom building and in prefabrication.

**DRAWING****120 Beginning Drafting****2 hrs. Fall, Spring**

A survey course in general drafting providing the student an opportunity to develop basic drafting skills. Many types of drafting are covered including sketching, engineering, architectural, and shop drafting.

**226 Advanced Drafting** 3 hrs. Fall, Spring

A continuation of principles emphasized in Drafting 120. Orthographic projection, dimensioning, pictorial drawing, sections, auxiliary views, architectural drawing, sheet metal drafting, electrical drafting, furniture drafting, and drawing reproduction are included.

**227 Freehand Drawing** 2 hrs. Fall

A course designed to improve freehand sketching and rendering skills. Involves principles of sketching, shading, shadows, and review of drawing fundamentals.

**326 Mechanical Drawing** 2 hrs. Fall, Spring

More advanced problems in mechanical drawing, detailing, design, theory application, ranging from simple geometrical problems through surface development, cams, gears, and some architectural drawing. Special emphasis on review of the fundamentals of drawing and discussion problems.

**524 Architectural Planning and Design** 2 hrs.

Architectural details, plans, elevations, rendering, tracing, and blue-printing, and estimating of simple one- and two-story buildings. Outside reading for architectural appreciation.

**525 Architectural Planning and Design** 2 hrs.

Plans, elevations, details, mechanical perspective, rendering, tracing, and prints of a modern house. Emphasis placed on styles of architecture and architectural appreciation.

**METAL WORK****130 General Metals** 3 hrs. Fall, Spring

Includes hand tool processes and related information in the areas of forging, bench metal, sheet metal, and art metals to provide metal working experiences suited to junior and senior high school industrial arts classes.

**234 Machine Shop** 3 hrs. Fall, Spring

Includes the fundamentals of machine tool operations and foundry practices involving drilling, turning, shaping, grinding, and the casting of parts of a selected project to be assembled at the bench.

**235 Machine Shop** 3 hrs. Spring

An advanced course dealing with foundry practices and with machine tool operation in the casting, the finish machining, and the fabrication of machine parts. Prerequisite: General Metals 130 and Machine Shop 234A.

**334 Sheetmetal****2 hrs. Spring**

An introduction to the application of hand and machine processes. Cutting, forming, seaming, burring, crimping, notching, and wiring as applied to the making of sheetmetal projects.

**336 Metal Fabrication****2 hrs. Fall**

A course in gas and arc welding for beginners. Safety precaution, care and operation of welding equipment, selection of welding rod, methods of welding will be stressed.

**338 Advanced Metals****3 hrs. Spring**

Advanced hand tool and machine processes in the areas of forging, bench metal, sheet metal, metal fabrication, foundry, art metal, and other areas of metal working used in the school shop situation.

**PRINTING AND GRAPHIC ARTS****150 Survey of Graphic Arts****2 hrs. Fall, Spring**

An introductory course in the field of graphic arts in which the student will have an opportunity to become familiar with the large area of graphic arts. Work is undertaken in hand composition, presswork, bindery, block cutting, mimeographing, silk screen, etc.

**152 Presswork****2 hrs. Fall, Spring**

This is a beginning course in presswork, and includes simple lockup, make-ready and feeding.

**154 Graphic Arts****2 hrs. Spring**

A continuation of 150. A thorough study of all graphic arts processes used in industry is undertaken. Letterpress, offset, flexographic and intaglio receive special emphasis. Advantages and best uses as well as disadvantages and limitations are considered for each of the methods of printing.

**156 OT Printing****3 hrs. Fall, Spring**

This course is intended to acquaint students with the various tools and equipment of the print shop, and to acquaint them with fundamentals of planning type composition. Limited to students enrolled in the Occupational Therapy department.

**250 Typography I****3 hrs. Fall**

Work in the arrangement and use of various design elements in typical printed jobs and in advertisements.

**251 Typography II****3 hrs. Spring**

A continuation of 250 with the emphasis on the more complicated kinds of composition.

**254 Linotype Composition 3 hrs. Fall**

This course deals primarily with the operation of the linotype keyboard. Straight composition is emphasized. Consult instructor for laboratory schedule before enrolling.

**255 Linotype Composition 3 hrs. Spring**

This course considers the problems of job, advertisement, and newspaper composition. Consult instructor for laboratory schedule before enrolling.

**350 Imposition and Lockup 2 hrs. Fall**

The imposition and lockup of type forms for various kinds of presses and from the simple to large multiple page forms is studied in this course. Not offered 1960-61.

**352 Layout and Design 3 hrs. Fall**

Students will undertake the complete layout and design of such jobs as tickets, name cards, letterheads, programs, newspaper advertisements, newspaper pages, and covers. Principles of balance, proportion, harmony, art, color, copy-fitting, etc., as applied to such jobs will be studied. Not offered 1960-61.

**356 Printing Machinery Maintenance 2 hrs. Fall**

This course is designed to acquaint the student with the problems of care and maintenance of printing machinery including the linotype. Simple adjustments are made on the various machines.

**357 Printing Machinery Maintenance 2 hrs. Spring**

This course gives the student practical experience in caring for machinery in actual operation.

**450 Advanced Presswork 2 hrs. Spring**

Practical presswork and make-ready of various kinds of forms for both cylinder and jobbers is undertaken. Offset press problems and practice are included.

**452 Estimating 2 hrs. Fall**

A study of the methods used in estimating the price of printed matter before manufacture and in the final pricing of that matter after production. Not offered 1960-61.

**453 Printing Production Control 2 hrs. Spring**

A study of various systems used in the printing industry for planning and controlling the flow of work through the plant in order to maintain equalized work loads and meet delivery schedules. Not offered 1960-61.

**455 Bindery Operations****2 hrs. Spring**

Bindery and finishing operations are studied. Work in book-binding, folding machines, stitching, plastic binding, punching, perforating, etc., is taken up.

**ELECTRICAL****160 Introductory Electricity****2 hrs. Fall, Spring**

A survey course in the field of electricity. Special attention will be given to elementary wiring, construction of school shop electrical projects, and a general introduction into the field of electronics and electrical appliances.

**260 Advanced Electricity****3 hrs. Fall, Spring**

A study of the principles of electricity and their practical application. Work experiences in electric motors, transformers, heating devices and batteries are supplemented by a usable technical background. Techniques and practice of electric wiring are included. Prerequisite: Shop Mathematics.

**GENERAL SHOP****170 Introduction to Industrial Education****2 hrs. Fall, Spring**

A course designed to familiarize industrial education students with the basic philosophy of industrial education and its functions in an education program. The many aspects of industrial education are covered including historical background, social implications, Federal and State legislation, teacher qualifications, certificate requirements, and special methods and applications. Introduces related subject matter areas such as drafting, graphic arts, power, wood and metal working, electricity, and craftwork, through field trips, discussions, visual aids, and speakers.

**174 Industrial Arts for Elementary Teachers****3 hrs. Fall, Spring**

This course is planned for prospective elementary school teachers and will include a study of Industrial Arts for grades one through six. Construction techniques in the fields of woods, metals, leather, and plastics will be included. An understanding of our industrial life in our modern society will be emphasized. Special Education students may take this course for four semester hours of credit.

**177 O.T. General Shop****3 hrs. Fall, Spring**

A course designed exclusively for individuals training for occupational therapy. This course will cover the fundamentals of drawing, sketching, plastics, cold metals, copper work, and elementary electricity.

**270 Art Metal** 2 hrs. Spring

An introductory course in the study of art metal. Methods of layout, cutting, forming, and assembly will be stressed. Practical application in the form of finished projects of an artistic nature will be emphasized.

**271 Jewelry** 2 hrs. Spring

A beginning course dealing with the design and construction of items of jewelry and enameling.

**272 Related Arts and Crafts** 3 hrs. Fall, Spring

A general course in arts and crafts including work in thin metals, plastics, leather, elementary wood, and other related craft activities. Extension only.

**273 Related Arts and Crafts** 3 hrs. (Extension only)

Advanced work in arts and crafts including advanced art metal, plastics, and other crafts not previously included.

**276 Industrial Arts Design** 2 hrs. Fall, Spring

A laboratory course dealing with the elements and principles of good design as applied to industrial arts projects. Course emphasis is upon developing design techniques, recording design ideas, and constructing project models.

**278 Leather, Plastics, and Archery** 2 hrs. Spring

A course for prospective Industrial Arts teachers in the major crafts of leather, plastics, and archery. Students will have an opportunity to construct projects and do activities suitable to leisure time work.

**370 General Shop** 3 hrs.

A comprehensive course covering a variety of media used in the industrial arts field with the activities centered around a design core. This course is planned for students who will teach in a general shop organization.

**372 Procedures and Methods in Industry** 2 hrs. Fall, Spring

A study of the methods of manufacture and distribution of industrial products. Students will visit industrial plants and write reports on the application of technology to the school shop.

**570 Arts and Crafts Techniques** 2 hrs.

Advanced laboratory experiences in the fields of internal plastic carving, leather work, model work, archery, photography, and related crafts in conjunction with a study of current technical literature in these areas. Written reports will be required. Course content will be adapted to individual needs.

**572 Arts and Crafts for Teachers****2 hrs. Summer, Spring**

This course will cover craft techniques in the areas of art metal, jewelry, leather, plastics, wood crafts and other related experiences. Teaching procedures, methods and materials will be emphasized.

**POWER AND TRANSPORTATION****180 Power Mechanics****2 hrs.**

A study of basic power machines with principal emphasis on two and four cycle engines such as used on power mowers, and outboard motors.

**284 Transportation****3 hrs. Fall**

A survey course dealing with the design, use, and function of all types of power-driven equipment. The emphasis in this course will be placed on power mowers, outboard motors, and automobiles.

**285 Transportation****3 hrs. Spring**

Advanced work in automobile maintenance and servicing. Special emphasis will be given to the study of testing equipment used in auto mechanics.

**582 Aviation for Classroom Teachers****2 hrs. Spring**

A course dealing with the educational, social, economic and political implications of aviation in the modern world. A study will be made of basic aviation materials and activities that are appropriate for different grade levels. Consideration will be given to aviation literature and visual aids suitable for youngsters. Opportunities will be provided for participation in a variety of aviation experiences. This course is open to elementary and secondary education students.

**PROFESSIONAL COURSES IN INDUSTRIAL EDUCATION****344 Teaching of Industrial Education****3 hrs. Fall, Spring**

This course deals with the problems in teaching industrial subjects, the techniques employed in the analysis of instructional units, construction of tests and rating scales, and problems dealing with administration and work. The principal methods of instruction used in industrial subjects will be emphasized.

**345 Plan and Organization of a School Shop****2 hrs. Fall, Spring**

This is a course to help teachers plan and organize the school shop. Topics concerned include physical needs of the subject, selection of activities, shop layout, purchasing equipment, establishing a supply routine, planning personnel organization, and shop management.



**540 Industrial Arts for the Elementary School****2 hrs. Fall**

Deals with the problems of organizing and teaching Industrial Arts for the elementary grades. Course materials, techniques, and materials in the industrial and craft areas will be stressed.

**542 Course Planning and Construction****2 hrs. Spring**

Principles and techniques of selecting and analyzing suitable teaching activities and arranging such material into a functional instructional order. Instructional units prepared will be based on an analysis of a trade, occupation or activity. Opportunity will be provided to prepare a detailed course of study.

## INDUSTRIAL TECHNOLOGY AND ENGINEERING

Joseph W. Giachino, Head

E. Martin Basic

Henry J. Beukema

Donald Black

Elmer Brune

Herbert E. Ellinger

Roy Groulx

Dale King

Don W. Nantz

Robert Ring

William Schreiber

Frank Scott

Clarence VanDeventer

William Weeks

William Wichers

Glade Wilcox

Lester Zinser

The Department of Industrial Technology and Engineering is concerned primarily with preparing personnel for industry. It offers the following types of programs:

**Four Year Curricula—B.S. Degree**

1. Automotive Engineering Technology
2. Aviation Engineering Technology
3. Engineering Technology
4. Industrial Distribution
5. Industrial Engineering
6. Industrial Supervision

**Two Year Curricula—Certificate**

1. Aircraft and Aircraft Engine Technology
2. Automotive Technology
3. Drafting and Design Technology
4. Electronics Technology
5. Machine Tool Technology
6. Refrigeration and Air Conditioning Technology
7. Foundry and Metallurgy Technology

A major can be earned only by being enrolled in one of the curricula offered by the department.

A minor may be secured upon the approval of the departmental advisor and by completing 15 to 20 semester hours of work, depending upon the area of specialization.

After completing a two-year program, a student may transfer into a degree technical program upon the recommendation of the counselor.

**AUTOMOTIVE****124 Basic Automotive Engines 3 hrs. Fall**

A study of the design, construction and operation of automotive engines. Theory is supplemented with actual laboratory work involving disassembly, visual and mechanical inspection of parts, assembly and operation.

**125 Automotive Chassis and Running Gear 2 hrs. Spring**

A course dealing with the design, construction and service operations of automotive clutches, standard transmissions, drive shafts, rear axles, suspensions, wheel alignment and brakes.

**126 Automotive Electricity 2 hrs. Fall**

A comprehensive study of the design, construction, operation and testing of automotive batteries, starters, generators, regulators, and accessory circuits. Practice is provided in operating standard electrical testing equipment such as generator test bench, regulator tester, growler, charger, voltmeter, and ammeter.

**222 Fuels and Lubricants 2 hrs. Fall, Spring**

Fuel and lubricant requirements of modern gasoline power plants are studied and their performance factors analyzed under varying operating conditions. Actual laboratory tests will be conducted to ascertain such elements as octane rating, viscosity, volatility, flash point, carbon residue, additives and knock characteristics. Credit cannot also be earned in 121 Dist. Ed.

**224 Automotive Engine Analysis 3 hrs. Fall**

Theory and practice in diagnosing and tuning modern automotive engines with analysis equipment such as motor analyzer, tune-up tester, oscilloscope, dynamometer and distributor tester.

**324 Automatic Transmission and Power Equipment 3 hrs. Spring**

A study of the principles and design of automatic transmissions, power steering, and power brakes. Laboratory experience is provided in diagnosing, testing and adjusting power equipment both on test bench and in actual road operating situations.

**325 Automotive Testing 2 hrs. Spring**

Standard tests of automotive components are run on engine dynamometer, chassis dynamometer, transmission test bench, and wheel aligner; graphs of operational characteristics are prepared and results analyzed.

**422 Automotive Service Management 2 hrs. Fall**

A study of the principles involved in managing automotive repair shops and procedures in maintaining proper customer service relations.

**424 Automotive Design Analysis 3 hrs. Spring**

Design elements of automotive components are studied from the standpoint of operational efficiency; comparative tests are made to note changes

in operating characteristics and modification of units analyzed to achieve maximum performance. Technical reports of secured data are prepared.

## AVIATION

### 110 Airframes 3 hrs. Fall, Spring

This course deals with theory and practical application of aircraft repair procedures on fabric, wood and plastic components in accordance with F.A.A. regulations.

### 112 Powerplants 3 hrs. Fall, Spring

Theory and laboratory work dealing with disassembly, inspection and assembly of aircraft power plants.

### 113 Airframes 2 hrs. Fall, Spring

Theory and application of maintenance and repair procedures on metal covered airframes as required by F.A.A.

### 115 Powerplants 2 hrs. Fall, Spring

Theory and laboratory work involving inspection, operation, maintenance and repair of aircraft engine accessory systems such as carburetion, fuel injection, lubrication, and various vacuum and hydraulic power units.

### 118 Pilot Training 2 hrs. Fall, Spring, Summer

A course leading to a private pilot flight certificate. Instruction consists of three phases:

Section A: Flight training—40 hours.

Section B: Ground school—Study of flight rules, navigation, meteorology and mechanics as required for FAA examination.

Section C: Link training—5 hours of simulated instrument flying in a link.

### 116 Introduction to Aviation 3 hrs. Fall, Spring

An introductory course covering basic principles and terminology of airframes, power plants, jet engines, theory of flight, and FAA publications.

### 119 Commercial Pilot Program 2 hrs. Fall, Spring, Summer

This unit is planned for students who have a private pilot's license and a minimum of 150 hours of flying time. The ground school aspect of this unit is intensive and will prepare the student for his FAA written examination.

### 210 Airframes 3 hrs. Fall, Spring

A study of hydraulics and electrical systems of aircraft; maintenance and repair procedures as stipulated by FAA regulations.

**212 Powerplants 3 hrs. Fall, Spring**

Theory and laboratory work covering overhauling procedures, testing and operation of aircraft engines and propellers in accordance with FAA regulations.

**213 Airframes 2 hrs. Fall, Spring**

Theory and practical work involving weight and balance of aircraft, rigging and inspection procedures as required by FAA.

**215 Powerplants 2 hrs. Fall, Spring**

A study of FAA powerplants records and regulations, periodic inspections, trouble diagnoses and field maintenance.

**218 Aircraft Servicing 4 hrs. Summer**

The primary objective of this course is to provide the student with an opportunity to conduct periodic inspections, routine and preventive maintenance, minor repairs on flying aircraft and a complete review of all regulations and CAA publications. The student will also have the opportunity to learn servicing of aircraft and the management of a small airport. Required for all students who plan to qualify for the FAA Airframes and Powerplant Mechanics Certificate.

**310 Passenger and Freight Traffic 3 hrs. Fall**

A study of the practices governing regulations of air freight and passenger traffic; determination of rates and tariffs, reservations and ticketing procedures and Federal policies concerning passenger and freight traffic.

**312 Fundamentals of Jet and Rocket Propulsion 2 hrs. Spring**

A course involving a study of gas turbine and jet powerplants including turbo-jets, turbo-props and rocket motors.

**314 Aeronautical Navigation 2 hrs. Fall**

A course in which the student may learn the fundamentals of aircraft navigation and the use of the navigational computer.

**316 Aeronautical Meteorology 3 hrs. Spring**

A study of the weather elements, such as clouds, cloud formations, pressure systems, fronts, reading weather maps, teletype, and interpretation of forecasts for aerial navigation.

**410 Airline Operations 2 hrs. Spring**

A course dealing with the operational phases of scheduled airlines. Special emphasis is placed on such elements as dispatching, airport and terminal requirements, maintenance schedules and economics of flight operation.

**412 Airline Administration 2 hrs. Fall**

This course covers the history of commercial air transportation in the United States; the basic Federal laws and international agreements gov-

erning the operation of commercial airlines; labor and management relations in airline industries. Study is also made of such administrative functions as operational budgets, CAB uniform accounting system and Federal subsidies.

## DRAFTING

### 230 Engineering Drawing 3 hrs. Fall, Spring

The essentials of drafting—lettering, instrument usage, applied geometry, freehand sketching, orthographic projections, auxiliaries and sections, dimensioning practice, detail and assembly drawing, conventions and standard drafting practices. Pictorial drawing and presentation of engineering data through the media of charts and graphs is also included. Reproductions of drawings are made on modern whiteprinting equipment.

### 231 Descriptive Geometry 3 hrs. Fall, Spring

The development of clear and accurate space concepts through the medium of a comprehensive study of points, lines, planes and solids in all possible relative positions, measurements of distance and angles, intersections, true sizes and shapes of plane areas and development of curved surfaces. Emphasis is placed on analytical procedures and the importance of accuracy and systematic notation in graphical solutions.

### 232 Technical Drawing 2 hrs. Fall, Spring

A condensed course covering the basic principles and techniques of engineering drafting and its relationship to the industrial manufacturing processes.

### 234 Tool and Die Design 2 hrs. Spring

This course includes practical work assignments in the layout and design of jigs, fixtures, dies and other production tools related to the machine tool field.

### 330 Machine Drawing and Design 3 hrs. Fall, Spring

This course is an intensive treatment of the elements of machine design. Specific problems are undertaken in the design of gears, cams, linkages, springs, etc., as well as the fabrication of other machine components. Emphasis is placed on the use of standard and purchased parts in manufacturers' and suppliers' catalogs. Standard engineering department practices are followed throughout. The use and maintenance of modern print-making equipment is also included.

### 331 Industrial Design 3 hrs. Fall

A course in design and development of manufactured products through a study of basic elements of industrial design. Models, mock-ups, prototypes, etc., will be constructed of students designs.

**332 Architectural and Structural Drafting****3 hrs. Spring**

This course includes architectural and structural detailing, piping, electrical and plant layout drafting. Emphasis will be given to the preparation of construction and installation drawings for industrial structures.

**430 Drafting for Production****3 hrs. Fall, Spring**

A study of drafting for industrial production and the design and development of the necessary tooling for mass-produced products. Illustrative techniques involving drawings for catalogs, sales and service manuals, etc., will also be included.

**431 Drafting Department Practices****2 hrs. Fall**

A detailed study of drafting department procedures and practices, including drafting department organizations, records systems, standards, technical library, reproduction and duplication, and relationship of the drafting department to other phases of manufacturing.

**ELECTRONICS****240 Technical Electricity****3 hrs. Fall, Spring**

An introductory course covering electrical theory and its application in measurement, transmission and control of loads.

**241 Basic Electronics****3 hrs. Fall, Spring**

This course is planned to provide the student with an over-view of electronic theory, covering the principles of vacuum tubes, gas tubes, and semi-conductors and their application to communication, industry, measurement and physiological study. Prerequisite 240.

**242 Radio, T.V. and Electronic Practices****2 hrs. Spring**

Laboratory problems in diagnosing malfunctions in radio and T.V. sets; construction of electronic models and preparation of technical literature. Open only to students enrolled in the two-year Electronics Curriculum.

**342 Electronic Devices****3 hrs. Fall**

A course designed to provide a comprehensive background in electronic theory and electronic devices for advanced study in such fields as electronic control, communication and measurement. Prerequisite 241.

**345 Industrial Electronics****3 hrs. Spring**

A study of the design, maintenance and characteristics of electronic assemblies applicable to industrial control and automotion. Prerequisite 342.

**346 Industrial Electricity****3 hrs. Fall**

Covers the application of electrical power to industrial usage and operating characteristics of AC and DC machines and controls. Prerequisite 240.

**348 Applied Measurements****3 hrs. Spring**

An introductory course in electrical and electronic measurements. It provides the student with essential theoretical and practical experience in the measurements of electrical and electronic quantities. Prerequisite 241.

**443 Communication Electronics****3 hrs. Spring**

A course dealing with the study of electronics as applied to such fields as radio, television, telemetry, and other transmission and receiving devices. Prerequisite 342.

**449 Instrumentation****3 hrs. Fall**

This course covers electrical and electronic instrumentation including sensing, recording, indicating, and control devices. The measurement of non-electrical phenomena and their application to instrumentation for the automation of process control and flow production is stressed. Prerequisite 348.

**FOUNDRY TECHNOLOGY****155 Basic Metallurgy****3 hrs. Fall, Spring**

The student is given the opportunity to become acquainted with the properties of metals, working of metals into various forms and shapes, thermal treatments, phase diagrams, and methods of securing desirable physical properties.

**254 Molding and Coremaking****3 hrs. Fall**

A course of study designed to give the student laboratory experience and a knowledge of the processes, methods, tools, machines and materials used in molding and coremaking applications. The course includes the testing of materials used in molding and coremaking by the gray iron, steel, malleable iron, and non-ferrous founding industries.

**350 Metallography****2 hrs. Spring**

A study of metallurgical laboratory methods, test procedures, preparation of specimens for analysis and study of microstructure and its relationship to mechanical properties.

**354 Foundry Production Techniques****3 hrs. Spring**

A study of the principles, fundamentals, mechanics and methods used by foundries in the manufacture of castings. Emphasis is placed on casting design, metal flow and solidification, patterns, plant layout and the tools and equipment use in the successive stages of foundry operations.

**355 Foundry Control Procedures****3 hrs. Fall**

This course includes laboratory activities and study of the inspection methods and the control measures used to produce quality castings. Inspection will include the visual, mechanical, physical, magnetic, radiographic,

penetrant and sonic methods. Emphasis will be placed on the control of raw materials to the end product.

**356 Advanced Metallurgy****3 hrs. Spring**

An advanced study of the effects of alloying elements upon the micro-structure and mechanical properties of metals, principles of alloying and melting, equilibrium and non-equilibrium phase changes, deformation of metals, surface hardening, and powder metallurgy.

**MACHINE - TOOL TECHNOLOGY****152 Industrial Machine Shop****3 hrs. Fall, Spring**

This course in machine shop practice is designed to analyze and give laboratory experiences in layout procedures, common measuring techniques, standard inspection methods, and machine tool processes. Machining operations will involve the use of the following pieces of equipment: lathe, horizontal milling machine, vertical milling machine, surface grinder, cylindrical grinder, pedestal grinder, tool grinder, shaper, sensitive drill press, radial drill press, cut off saw, and contour saw.

**252 Manufacturing Processes****3 hrs. Fall, Spring**

Practical problems are assigned using production equipment in the machining and finishing of various metals. Cutting force, tool life, power, chip formation, cutting fluids, tool shapes, speeds, and feeds are analyzed. Precision layout procedures, precision measuring techniques, and precision inspection methods are correlated with production operations on the turret lathe, automatic screw machine, chucking grinder, boring mill, and lapping machine.

**258 Industrial Welding****2 hrs. Fall, Spring**

This course involves study of the techniques and processes used to fabricate metals by welding. Laboratory experiences will include oxy-acetylene, electric-arc and helium-arc equipment.

**352 Pressworking of Metals****3 hrs. Fall**

Standard pressworking methods are analyzed in the construction and use of dies for blanking, shaving, bending, forming, and stamping metals in standard power presses and brakes.

**353 Mechanical Inspection****2 hrs. Spring**

Standard inspection methods and instruments used in the metal manufacturing industry are analyzed. The uses and limitations of these instruments and methods are stressed, as well as their care and installation to obtain valid and reliable measurements.

**453 Production Processing****2 hrs. Spring**

Stresses the relationship of the product to the processes necessary in the selection and conversion of materials into manufactured products. Analysis will be used to determine the methods and operational production sequences.



**456 Production Tooling****3 hrs. Fall**

This course is intended to acquaint the student with the fabrication and use of jigs, fixtures, and tools utilized in tooling standard tool room and production machines, and to develop in the student proficiency in practices which meet prevailing industrial standards. Process and tooling data sheets will be presented.

**458 Tool Engineering****3 hrs. Spring**

Deals with the solution of problems that arise in the planning and tooling for production. Problems of economy, design, estimating, processing, and planning will be developed and analyzed.

**REFRIGERATION, AIR CONDITIONING, HEATING TECHNOLOGY****160 Heat Transfer****3 hrs. Fall, Spring**

This course is intended to acquaint the student with the various applications of the principle of heat transfer as it is applied in modern manufacturing processes and methods. Special emphasis is given to applications of heat transfer principles in the fields of refrigeration, air conditioning and heating.

**260 Refrigeration****3 hrs. Spring**

This course covers theory and application of refrigerants, refrigeration units of standard design, construction, installation techniques, approved service operations, testings and factory-recommended replacement procedures.

**262 Ventilating Systems****2 hrs. Spring**

This course consists of laboratory experiences and theory of air distribution as connected with practices in duct layout, fabrication, and installation of all types of air distribution systems.

**360 Air Conditioning—Cooling****3 hrs. Fall**

Theory and application of all the elements governing the conditioning of air for healthful living, air purification, humidity control, temperature control, filtration and servicing of various types of air conditioning systems.

**361 Air Conditioning—Heating****3 hrs. Spring**

Theory and application of the elements controlling the heating phase of air conditioning. The heat pump, radiant, solar, electric and split systems are analyzed and their efficiency compared.

**460 Air Conditioning Estimating and Layout****3 hrs. Spring**

A study of cost estimating, designing, and layout of various types of air conditioning and heating systems, including heat loss and heat gain calculations.

**RELATED ENGINEERING AND TECHNICAL****170 Industrial Processes****3 hrs. Fall, Spring**

This course is designed to give students laboratory experiences and a knowledge of the tools, machines, and processes used to join and fabricate such metals as steel, galvanized iron, stainless steel, aluminum and plastics. Joining processes include oxyacetylene, arc, inert-gas-shielded arc and spot welding, soldering and riveting.

**171 Industrial Processes****3 hrs. Fall, Spring**

Theory and laboratory experiences involving study of the tools, machines, and processes used to machine, shape, finish, and heat treat materials. Machining processes include turning, shaping, milling, grinding, drilling, reaming, and threading with standard machine tools. Heat treatment includes the study of the structural properties of metal, and the changes that occur when subjected to heat treatment. Predominant characteristics tested are tensile strength, hardness, impact resistance, and torsion resistance.

**270 Metal Processing****2 hrs. Fall, Spring**

An introductory study of the principles and practices relating to the properties, processing and application of ferrous and non-ferrous metals, woods, cements, and plastics. The micro-structure and physical properties of materials are analyzed. The effects of heat-treating, welding and working of materials are tested and their suitability for fabricating purposes studied. Prerequisite: Engineering Materials 210.

**370 Strength of Materials****3 hrs. Fall**

This course deals with compression, tension, shear, torsion, and bending forces in structural members, including distribution of stress and fatigue on construction materials.

**372 Testing of Materials****2 hrs. Spring**

A course involving operating principles of testing equipment, determination of mechanical properties of materials, chemical analysis of metals, rheological properties of matter, designing and planning testing procedures, interpretation of test results and report writing.

**374 Fluid Dynamics****2 hrs. Spring**

A comprehensive course covering the practical application of fluids in motion. This course illustrates the relationship between fundamental principles and modern industrial hydraulic equipment.

**376 Thermodynamics****2 hrs. Fall**

A comprehensive course dealing with various types of energy transformations, such as heat, mechanical, electrical, etc. A study is made of the applications of isothermal, adiabatic and polytropic processes in heat-engine cycles.

**470 Statics and Kinetics****3 hrs. Fall**

Mathematical and graphic techniques for ascertaining the magnitude of forces acting on structural bodies under static loads. Included will be elements of rectilinear and curvilinear kinematics, as well as kinetics of plane motion and rotation of bodies. Actual laboratory experiments will be used to test theory and application.

**474 Mechanics-Dynamics****3 hrs. Spring**

Motion of particles and rigid bodies, relation between force, mass and acceleration, work and energy, impulse and momentum. Laboratory experiments will be conducted to analyze results of rigid bodies under action of applied forces.

**INDUSTRIAL SUPERVISION****200 Industrial Relations****3 hrs. Fall, Spring**

This course deals with the principles of employee-employer relations. It includes a study of the basic provisions of the Workmen's Compensation, Social Security, and Labor-Management Relations Acts. Particular attention is given to the human relations aspects of industry.

**300 Fundamentals of Industrial Supervision****2 hrs. Fall, Spring**

A basic course in the study of the foreman's duties, responsibilities, and employer-employee relationship in modern industrial practice.

**302 Plant Maintenance and Industrial Safety****2 hrs. Fall, Spring**

The course emphasizes the importance of industrial safety in the general atmosphere of industry. The cost of accidents, fundamentals of accident prevention, the elements of an effective safety program, accident investigation, first aid and personal protective equipment are all part of the many aspects to be studied. Also included are the techniques and methods of the many facets of Plant Maintenance, including Electrical Maintenance, Lighting Maintenance, Fleet Maintenance, Industrial Painting, Machinery Maintenance, Industrial Flowering and Landscaping. Experts in the various fields are used as resource personnel.

**304 Motion Study****3 hrs. Fall, Spring**

A study of the methods used to analyze a piece of work for the purpose of eliminating all unnecessary motions and building up a sequence of the most useful motions for maximum efficiency.

**305 Time Study****3 hrs. Fall, Spring**

This course deals with the procedures to be followed in accurately determining the time required by a qualified person working at a normal pace to do a piece of work.

**306 Production Control****3 hrs. Fall, Spring**

The methods of controlling and coordinating the factors of production, including materials, time and labor. Emphasis is placed on industrial organization, installation, and types of systems used in industrial production control. Special attention is paid to such control measures as tool control, engineering specifications, inventory control, cost factors, dispatching procedure and forecasting techniques.

**308 Quality Control****3 hrs. Fall, Spring**

A program dealing with the fundamental systems for controlling the quality of material in desired limits. The principles and techniques of administration are discussed as well as a basic introduction to the statistics involved. Standard practices in quality control measures including frequency distributions, control charts, sampling procedures and continuing analysis are all reviewed.

**400 Modern Industrial Practices****6 hrs. Summer**

Students will observe and analyze actual supervisory and managerial functions in industrial and commercial establishments. Conference procedures will be used with consultants participating in exploring all facets of supervisory and managerial practices and procedures.

**402 Industrial Distribution****2 hrs. Spring**

A course introducing the student to the methods used in distributing the technical tools and equipment required by industry. Emphasis is placed on the ways and means of acquiring the necessary skills to qualify in this highly competitive field.

**404 Materials Handling****3 hrs. Fall, Spring**

This course deals with the principles involved in the preparation, placement and positioning of materials, supplies and products (in any state) to facilitate their movement or storage. It embraces an analysis of different methods and equipment by which they may be moved or stored and the cost considerations attendant upon them.

**406 Conference Leadership****3 hrs. Fall, Spring**

Designed to prepare the student entering industry with the basic methods of planning and presenting an industrial conference. Audio-visual aids (charts, graphs and films) will be reviewed as to importance and ways of presentation. Techniques of leadership with opportunity for practical application of these techniques will be provided.

**500 Practical Labor-Management Relations****3 hrs. Fall, Spring**

A course dealing with existing relationships between government agencies, labor organizations and management. Particular emphasis will be placed on collective bargaining procedures.

**501 Plant Layout****2 hrs. Spring**

A study of the relationship between plant layout and process arrangement. The importance of layout is emphasized as a primary tool with which to effect efficient production. Consideration is given to such factors as plant location, type of factory buildings, layout of equipment, auxiliary departments and building services.

## MILITARY SCIENCE AND TACTICS

Colonel Albert H. Jackman  
Major Wilton A. Lee  
Major George D. Rankin  
Captain Richard J. Woolshlager  
Captain David E. Wade  
Captain Robert E. Ritz

M/Sgt Joseph H. Hawkey  
SFC Charles O. Farris  
SFC Floyd E. Prim  
Sgt Robert J. Barlock  
Sgt Herbert C. Weeks

The Department offers two curricula. Option I stresses courses that provide a broad base on which the future citizen can develop an understanding of the role of the United States in World Affairs or from which he may later make a career in civilian or governmental activities, especially beyond the limits of continental United States. Option II provides an opportunity for students who wish to combine study under some other school or curriculum with those courses required to obtain a commission in the Organized Reserves or the Regular Army. (See p. 82).

The Department is a General Military Science Reserve Officers Training Corps Unit, which provides training in the Senior Division ROTC, United States Army, through the ROTC program. Graduates may be commissioned Second Lieutenants in a branch of the Regular Army or United States Army Reserve. Enrollment in the ROTC program at Western Michigan University is on a voluntary basis. However, students who enroll in the Basic Course will be required to complete the two-year Basic Course as a requirement for graduation. Transfer students of less than Junior standing who started Army or Air Force ROTC training in another institution will be required to register for the appropriate class of the Basic Course and complete the Basic Course as a requirement for graduation.

The head of the Department is an officer of the United States Army. He is assisted in his duties by other officers and enlisted men of the Army on active duty. The personnel assigned provide the instruction to the student cadets and the administration of the ROTC program at the university.

The ROTC offers basic and advanced courses. Upon completion of both the Basic and Advanced Courses, the prescribed summer camp training, and a college degree, students may apply for commissions as Second Lieutenants in the United States Army Reserve. Distinguished Military Students are eligible, upon completion of the prescribed courses, summer camp and college degree, to apply for appointment as Second Lieutenants in the Regular Army. Students who are enrolled in the ROTC program and maintain satisfactory academic standards may apply for deferment from

military service for the purpose of completing college. Uniforms or monetary allowances therefor are provided by the Government to all students who take ROTC work. Additional emoluments for advanced course students are described under the heading of Advanced Course.

A shoe deposit of \$3.00 is required of all students upon entering the Basic Course. This deposit is returned after completion of the first year of the program. An ROTC Activity fee of \$1.50 per year is charged for the support of ROTC activities such as rifle team, band, drill meets, military social events, and for providing suitable achievement awards.

## **BASIC COURSE**

The first two years of military science comprise the Basic Course which is designed to furnish a background of basic military subjects necessary to pursue the Advanced Course. The requirements for enrollment in the Basic Course are as follows: the student must be a citizen of the United States, over 14 and under 23 years of age, physically qualified for military service, regularly enrolled at Western Michigan University, and of good moral character. Students who have had three years of Junior ROTC work (High School ROTC) or six months or more of active military service, may substitute such Junior ROTC training or active military service for the first year of the basic college ROTC course, upon the approval of the Professor of Military Science and Tactics. Students who are thus excused from taking the first year of the basic ROTC course will normally be allowed to enter into the second year of the basic ROTC program at the beginning of their sophomore year. The records of students transferring from other institutions with less than two years basic ROTC credit will be reviewed by the Professor of Military Science and Tactics with a view to placing such students in the appropriate ROTC class. Basic Course classes meet for two hours of classroom work and one hour of drill weekly. Although enrollment in ROTC is voluntary, students who enroll in the Basic ROTC Course are required to complete the course. Students who do not satisfactorily complete the Basic Course will be required to meet all the requirements in general physical education.

### **MS 100 Military Science**

**2 hrs.**

Includes instruction in Organization of the Army and ROTC; Individual Weapons and Marksmanship; and School of the Soldier and Exercise of Command.

### **MS 101 Military Science**

**2 hrs.**

Includes American Military History; School of the Soldier and Exercise of Command.

### **MS 200 Military Science**

**2 hrs.**

Includes instruction in Map and Aerial Photograph reading; Role of the Army; School of the Soldier and Exercise of Command.

**MS 201 Military Science****2 hrs.**

Basic Unit Tactics; and School of the Soldier and Exercise of Command.

**ADVANCED COURSE**

The selection of students for enrollment in the Advanced Course is on a quality basis. Special attention is given to maintenance of high standards of conduct and academic achievement both before and after enrollment in the Advanced Course. The entire Advanced Course is concentrated on the development of individual leadership and a sense of responsibility for duty as an officer of the Army of the United States. For admittance to the Advanced Course, a student must have completed the Basic Course, be selected by the Professor of Military Science and Tactics and the President of the university, not be over 25 years of age at time of enrollment, and must execute a contract with the Government to finish the course, attend a six-week summer camp, and accept a reserve commission if tendered. When this contract is signed completion of the Advanced Course becomes a requirement for graduation. Students who have had one or more years active service with one of the Armed Forces, and students who are transferring from another institution with credit for the Basic Course, may be authorized to register for the Advanced Course in phase with their college academic standing. Advanced Course classes meet for four hours of classroom work and one hour of drill weekly. Students accepted for the Advanced Course receive payment of approximately \$27 each month in lieu of subsistence issue. Students attending summer camp are messed and quartered at the expense of the Government, paid at the rate of approximately \$78 monthly while in camp, and are given a travel allowance of five cents per mile from the university to the summer camp and return.

**MS 300 Military Science****3 hrs.**

Instruction in Leadership; Organization, Function, and Mission of the Arms and Services; Military Teaching Methods; First Aid and Military Sanitation; Rifle Marksmanship; School of the Soldier and Exercise of Command.

**MS 301 Military Science****2 hrs.**

Instruction in Small Unit Tactics and Communication; and School of the Soldier and Exercise of Command.

**MS Summer Camp**

Between MS 301 and MS 400 a summer training camp must be attended for a period of six weeks. Transportation to and from camp will be provided and students will be fed, clothed, housed and paid while at camp. Instruction at camp consists of demonstrations of and participation in various phases of military activities to include field training.

**MS 400 Military Science****2 hrs.**

Instruction in Operations, Command and Staff, Estimate of the Situation, and Combat Orders; Military Intelligence, the Military Team, Training Management; Logistics and Troop Movements; School of the Soldier and Exercise of Command.

**MS 401 Military Science****3 hrs.**

Instruction in Logistics, Supply and Evacuation and Motor Transportation; Military Administration and Personnel Management; Military Justice; Service Orientation to include the Role of the United States in World Affairs; Leadership; Officer Indoctrination; and School of the Soldier and Exercise of Command.

## **OCCUPATIONAL THERAPY**

Rosalia Kiss, Head

Lois Hamlin

Alice Lewis

Jane Thomas

Dean Tyndall

The Department offers courses in the following curricula: B.S. degree, and a certificate course for college graduates. These curricula are approved by the American Medical Association, and graduates are qualified to take the American Occupational Therapy Association examination for registration. In order to earn a B.S. degree in occupational therapy, a student must complete a major in occupational therapy and a minor in biology. A mixed science minor is sometimes substituted for a minor in biology in the case of a transfer student.

### **100 Art Structure for Occupational Therapy Students 3 hrs. Fall, Spring**

A course giving experience in drawing, lettering, color, and design.

### **110 Needlecraft**

**3 hrs. Fall, Spring**

Designed to cover the basic needle arts such as embroidery and hemstitching. Also includes fundamentals of knitting and crocheting; basic procedures in rug making; simple construction from patterns; and allied work with cords and threads.

### **130 Occupational Therapy Orientation**

**1 hr. Fall**

A course designed to acquaint the beginning student with the profession. Field trips to occupational therapy departments will be a part of the requirement.

### **200 Elementary Design for O.T. Students**

**3 hrs. Fall, Spring**

A course to develop creativeness in color and design through a variety of media and techniques.



**202 Minor Crafts** 3 hrs. Fall, Spring

A course giving the techniques and equipment used in basketry, chair caning, leather work, and bookbinding. Special emphasis will be placed on the use of the media in occupational therapy treatment.

**230 Theory of Occupational Therapy** 2 hrs. Fall, Spring

A study of the application of occupational therapy in the psychiatric field. Includes history and philosophy of occupational therapy. Prerequisite: Psychology 200, 322.

**231 Theory of Occupational Therapy** 2 hrs. Fall, Spring

A study of the application of occupational therapy to the pediatric, geriatric, general medical and surgical, tuberculous and other conditions.

**300 Weaving** 3 hrs. Fall, Spring

Designed to give a working knowledge of hand looms. Includes discussion of looms, functional adaptations for special treatments, reading and drafting patterns, warping and threading looms, and types of weaving.

**302 Jewelry** 2 hrs. Fall, Spring

A studio course in the design and technical essentials in jewelry, ceramics, copper, sterling silver. Stone setting and enameling are included.

**303 Ceramics** 2 hrs. Fall, Spring

A course in the design of functional plastic form in clay. Emphasis is placed on ceramic processes, glazing and kiln management.

**310 Therapeutic Activities** 2 hrs. Fall, Spring

A laboratory course in the modalities used by the occupational therapist in the treatment of the patient with orthopedic and neurologic conditions. This course is to be taken in the same semester with Applied Kinesiology 332.

**320 Kinesiology** 3 hrs. Fall, Spring

A basic study of the muscles of the body, classified as to joint motion. Each muscle studied according to origin, insertion and action. This study accompanied by a review of the skeletal and nervous systems, basic terminology and kinesiology. Prerequisite: Anatomy 216 and Physiology 217.

**321 Neuroanatomy and Neurophysiology** 2 hrs. Fall, Spring

A study of structure and function of the nervous system prerequisite for the understanding of neurological conditions, and of certain occupational therapy techniques. Prerequisite: Anatomy 216, Physiology 217.

**322 Psychiatric Lectures** 2 hrs. Fall

A series of lectures and clinical demonstrations concerned with the incidence, etiology, psychopathology, symptomatology, and treatment of mental diseases. Includes the observation of occupational therapy during a 24 hour preclinical experience. Prerequisite: Psychology 200, 322.

**324 Medical Lectures** 2 hrs. Fall

A series of lectures on medical conditions treated by the occupational therapist in the field. Prerequisite: Anatomy 216, Physiology 217.

**332 Applied Kinesiology** 2 hrs. Fall, Spring

Review of normal muscle function and study of motor disabilities related to neurologic and orthopedic conditions. Methods of physical evaluation, measurement of joint motion, muscle testing and re-education. Prerequisite: 320, 321.

**334 Recreation for the Handicapped** 2 hrs. Fall, Spring

Course covers planning recreational activities for the handicapped, including musical and dramatic programs, and games.

**340 Clinical Practice** 3 hrs. Fall, Spring, Summer

Each student is required by the American Medical Association to complete a minimum of nine months of clinical practice. The centers in which the student practices are psychiatric, tuberculosis, general, pediatric, and physical disabilities. Prerequisite: 230 and 231.

**341 Clinical Practice** 5 hrs. Fall, Spring, Summer**430 Theory of Occupational Therapy** 2 hrs. Fall, Spring

A study of the organization of occupational therapy departments for more effective treatment of patients, and the relationship of occupational therapy to the institutional setting. Prerequisite: Occupational Therapy 230, 231.

**432 Rehabilitation** 2 hrs. Fall, Spring

A course covering the philosophy, development and current practices of medical and vocational rehabilitation, including methods of pre-vocational exploration. Pertinent field trips will be a part of the requirement. Prerequisite: 230, 231.

**502 Advanced Weaving** 2 hrs. Spring

Studies in the more complex forms of fabric structure and design.

**524 Introduction to Orthopedics** 2 hrs. Spring

This will be a study of the musculo-skeletal system and the integrative mechanisms. For teachers of the orthopedically handicapped.

**525 Orthopedics** 2 hrs. Spring

A series of lectures on neurological and orthopedic conditions treated by the occupational therapist. Prerequisite: Anatomy 216, Physiology 217.

**550 Occupational Therapy Modalities** 2 hrs. Fall, Spring

A course designed for the therapist who needs additional skill and knowledge of technical application of certain occupational therapy activities. These modalities will include weaving, ceramics, splints and braces, and self-help devices.

## PAPER TECHNOLOGY

Alfred H. Nadelman, Head  
Robert A. Diehm

John R. Fanselow  
Raymond Janes

Andreas von Koeppen

The Department offers two curricula. The curriculum of Paper Technology stresses preparation for scientific and manufacturing areas. The Paper Sales Curriculum prepares students for sales positions in the paper industry.

A major in Paper Technology may be earned only by meeting all requirements of the curriculum. Students majoring in paper technology are required to take four years of chemistry including courses 530 to 533 (physical chemistry).

A minor in Paper Technology consists of sixteen semester hours and must include courses 100, 101, 240, 241, 210, 320, 321 and 322 plus three hours in other courses offered by this department.

A major in Paper Sales may be earned only by meeting all requirements of that particular curriculum.

### 100 Orientation to Paper Technology 1 hr. Fall, Spring

The course stresses the basic processes used in the manufacture of pulp and prepares the student for summer mill practice.

### 101 Orientation to Paper Technology 1 hr. Spring

A continuation of course 100. The fundamentals of paper making are studied. Prerequisite: 100, or 100 being taken concurrently.

### 110 Mill Practice 2 hrs.

In order to gain practical experience, students of paper technology are required to work in a mill for ten weeks following the second semester. Employment must be secured and/or approved by the Advisory Committee of the Paper Industry. Prerequisite: 100, 101.

### 210 Mill Practice 2 hrs.

A continuation of paper-mill work to give the student diversified practical experience. The majoring student is required to work in pulp and paper mills at least two out of three summers. Prerequisite: 240, 241. (Open only to majors in Paper Technology and Paper Sales.)

### 240 Pulp and Paper Manufacture 2 hrs. Fall

A detailed description of production equipment and chemistry of the processes used in the manufacture of pulp. Visits to various mills are coordinated with the lecture course. Prerequisite: 100, 101; General Chemistry 102, 103, or 100, 101.

### 241 Pulp and Paper Manufacture 2 hrs. Spring

A study of the technological aspects of paper making with discussion of various types of stock-preparation equipment and paper machines. Several

mill visits give a deeper understanding of the processes discussed. Prerequisite: 100, 101; General Chemistry 102, 103 or 100, 101; Pulp and Paper Manufacture 240.

**310 Mill Practice** 2 hrs.

Course 310 is optional for students who receive credit for courses 110 and 210.

**312 Mill Inspection Trip** 1 hr.

One week's inspection trip to representative pulp and paper mills.

**320 Evaluation of Pulp and Paper** 2 hrs. Fall

A lecture and laboratory course treating the evaluation of chemical and physical characteristics of pulp and paper. Prerequisite: 240, 241; Quantitative Analysis 222.

**321 Evaluation of Pulp and Paper** 2 hrs. Spring

This course consists of laboratory work and a limited number of lectures pertaining to the evaluation of chemical characteristics of pulp and paper. Prerequisite: 240, 241; Quantitative Analysis 222, 320.

**322 Fiber Microscopy** 1 hr. Fall

A general study of the microscopic structure of fibers used in making paper. Qualitative and quantitative fiber analyses are part of the scheduled work. Prerequisite: 240, 241; Physics 111 or 113.

**330 Principles of Chemical Engineering** 2 hrs. Fall

A composite picture of chemical engineering is presented with emphasis upon basic principles. Stoichiometry, typical equipment, unit operations, chemical technology, economics and plant design are studied. Prerequisite: General Chemistry 102, 103 or 100, 101.

**331 Principles of Chemical Engineering** 2 hrs. Spring

A continuation of course 330. Prerequisite: Principles of Chemical Engineering 330.

**332 Wood Chemistry** 2 hrs. Spring

A lecture course which includes the chemistry of cellulose, hemicellulose, lignin and extractives. Prerequisite: 240, 241; Organic Chemistry 360.

**340 Coloring and Filling of Paper** 1 hr. Spring

This course includes the evaluation of fillers, pigments, and dyestuffs. Filled and colored sheets are produced in the laboratory in order to familiarize the student with color matching and development of color formulae. Prerequisite: 240, 241; Quantitative Analysis 222.

**400 Auxiliary Equipment for Pulp and Paper Mills** 1 hr. Spring

A discussion of pumps, boiler-house operation, generation of electricity, electric motors, heating, and ventilation. Prerequisite: 240, 241; Physics 110 and 111 or 112 and 113.

**440 Bleaching, Pulp Purification, and Deinking 1 hr. Fall**

A lecture and laboratory course treating the theory and technique of producing bleached pulp, dissolving pulp and deinked secondary stock. Prerequisite: 332; Quantitative Analysis 222.

**442 Converting of Paper 1 hr. Fall**

A thorough study of a variety of converting operations. Prerequisite: 240, 241.

**460. Paper, Its Markets and Distribution 3 hrs.**

A discussion on marketing and distribution of paper. The subjects are presented with the assistance of experienced sales managers and sales engineers from the paper industry.

**462 Technical and Psychological Factors in Sales of Paper 3 hrs.**

A discussion on the technical and psychological factors involved in the sales of paper. They will be presented with the assistance of experienced sales managers and sales engineers from the paper industry.

**530 Chemistry and Technology of Plastics 2 hrs. Fall**

A general survey of the chemistry and technology of plastics with emphasis upon the synthetic resinous materials used by paper makers and converters. Prerequisite: Organic Chemistry 360, 361.

**540 Principles and Practice of Coated Paper Manufacture 1 hr.**

A lecture and laboratory course on formulating, preparing, and applying pigmented coatings to paper. Principles of rheology, control methods, finishing methods, and testing will be stressed. Visitations to mills engaged in coating paper and paperboard are used to demonstrate practical applications of the principles.

**541 Principles and Practice of Coated Paper Manufacturing 1 hr.**

A continuation of course 540.

**550 Microbiology of Pulp and Paper 2 hrs.**

A lecture course on morphological and biochemical activities of microorganisms in the pulp and paper mill. Methods of controlling microorganisms in the paper industry are evaluated.

**570 Research Problems in Pulp and Paper 2 hrs.**

Laboratory development work on a problem pertaining to pulp and paper technology preceded by a survey of available literature.

**571 Research Problems in Pulp and Paper 2 hrs.**

A continuation of course 570.

# *School of Business*

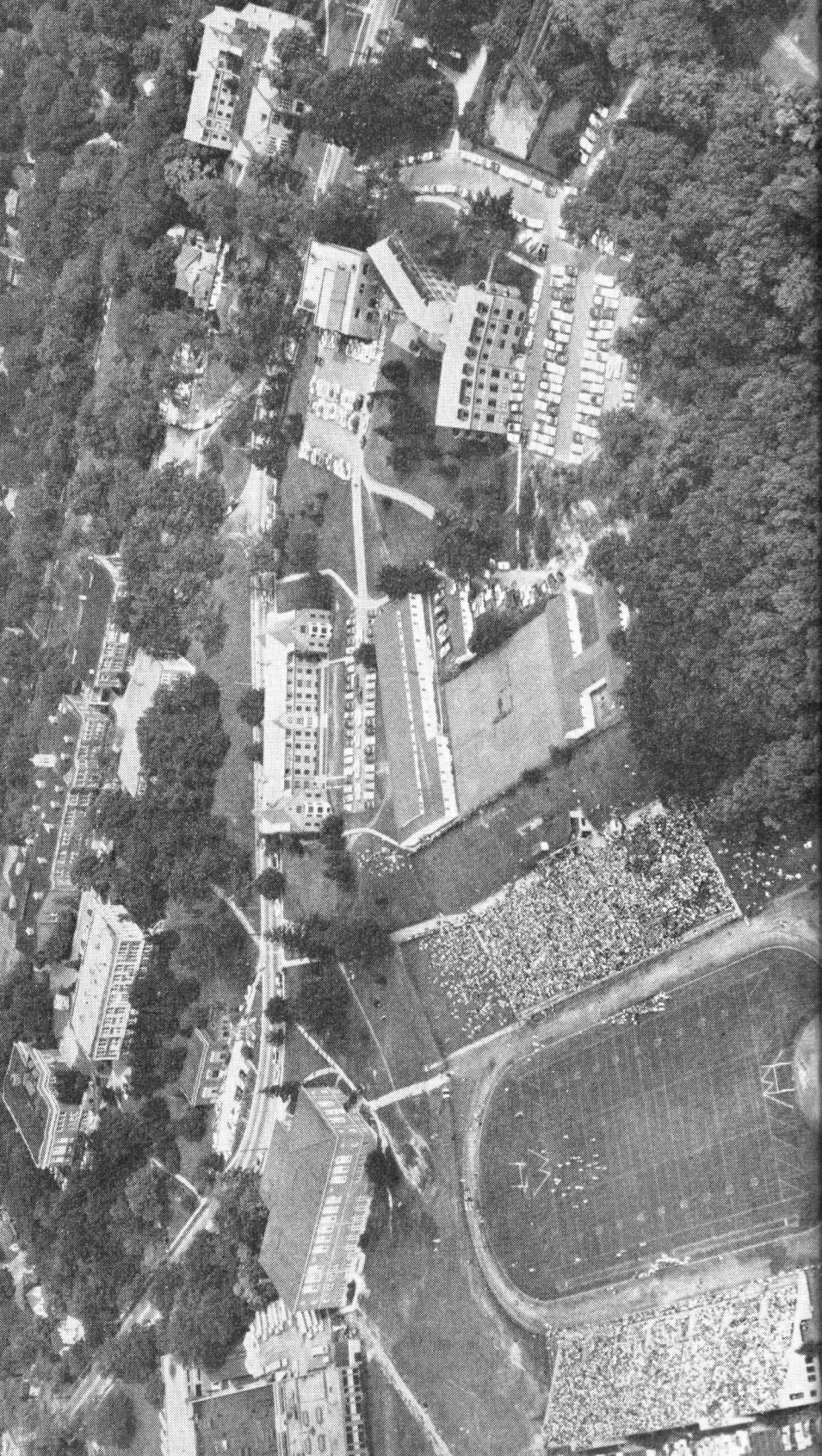
**ARNOLD E. SCHNEIDER,  
Dean**

**Departments:**

**Accounting**

**Business Education**

**General Business**



## OBJECTIVES OF THE SCHOOL OF BUSINESS

The function of the School of Business is to prepare young men and women for responsible positions in business and industry. This preparation embraces three major areas:

1. A foundation of liberal arts and sciences in full recognition that as a future leader in the business and industrial world, the student will need a sound understanding of his relationships to social, economic, political and cultural trends.
2. A thorough grounding in the fundamentals by which our free enterprise economic system operates. These fundamentals are met through such core subjects as accounting, business statistics, business law, finance, marketing, management and business communication.
3. An opportunity for further study in certain specialized areas of business operations.

Opportunity is given students to visit business firms, to listen to outstanding speakers from the business world, and to participate in organizations related to business and industry. Western's Placement Office is visited by almost all of the major firms that are engaged in recruiting activities.

The curriculum for the Bachelor of Business Administration degree is so constructed as to make it possible to achieve the above objectives in four basic phases:

1. Basic studies requirements.
2. Core curriculum in business subjects.
3. Field of concentration in business.
4. Electives to meet specific interests and needs of students.

The School of Business offers three main programs:

1. Business Administration—Bachelor of Business Administration Degree.
2. Business Teacher Education—B.S., B.A. or B.B.A. Degree with a State Secondary Provisional Certificate.
3. Two-year Curricula leading to a certificate:
  - a. Cooperative program in Secretarial Training
  - b. Cooperative program in Retailing or Sales
  - c. Technical Business Program

Graduate work leading to the Master of Business Administration degree is also offered in cooperation with the School of Graduate Studies.

The East Campus has been the scene of Western classes since 1905. The Schools of Business and Education are centered here.



# I. DEGREE CURRICULA

## BUSINESS ADMINISTRATION

### Bachelor of Business Administration Degree

Students must complete the requirements of the core curriculum in the School of Business as well as a major area of concentration as shown under "Majors in Business Administration." Students must complete at least 48 hours in the fields of Business and Economics of which a minimum of 9 hours must be taken in Economics.

Students in the Business Administration curriculum must also meet the general requirements of the University for the degree.

### REQUIRED CORE CURRICULUM

First Year	S.H.	Second Year	S.H.
Communication 114, 115 or		Humanities 220, 221 or 222, 223	6
College Writing 116, 117	8-6	Speech 104	3
Man and Society 102, 103 or		Economics 200, 201	6
West. Civil. 100, 101	8	Accounting Prin. 210, 211	6
Physical Sci. 108, 109 or		Marketing 240	3
Biol. Sci. 107 and		Business Corres. 242	3
Physical Geog. 105	8	Business Statistics 244 or	
*Mathematics	3	Mathematics 260	3
Physical Education	1	Physical Education	1
Electives	3-5		—
	31		31
Third Year	S.H.	Fourth Year	S.H.
General Psychology 200	3	Management Problems 550	3
Business Finance 320	3	Physical Education	1
American Nat'l. Govt. 202	3	Major and Minor Requirements	
Business Law 340, 341	6	and Electives	27
Physical Education	1		—
Major and Minor Requirements			31
and Electives	15	If possible, elect two or more	
	—	from the following:	
	31	Economic Geography 244	3
		Economic History of U.S. 316	3
		Psych. Aspect of Bus. 341	3
		Applied Psychology 204	2
		Prin. of Sociology 200	3

\*See major adviser.

## MAJOR AREAS OF CONCENTRATION IN BUSINESS ADMINISTRATION

### Accounting Department

1. Accounting 210, 211; Intermediate Accounting 310, 311; Cost 512; Tax 514; Audit. 416; Accounting Theory and Problems 418. Students planning to major in Accounting should take 210, 211, in their freshman year. Adviser: Wetnight.

### Business Education Department (B.B.A. in Business Education)

1. Teaching of Business Subjects: See suggested majors listed under Business Teacher Curricula.
2. Secretarial Administration: Secretarial Science 186, 187; Office Machines 280, 281; Office Organization 252; Records Management 188; Personnel Administration 350; Management Report Writing 552. (Required courses in the Business Administration Curriculum may be waived in order to meet the needs of the Secretarial Administration program.) Adviser: McBeth.

### General Business Department

#### 1. Finance:

a. **General Finance:** Business Finance 320, Insurance Principles 224, Investment 326, Credit Management 324, Security Analysis 520, Financial Management 524. The major can be completed by selecting courses under the guidance of the adviser from among the following: Real Estate Fundamentals 322, Business Trends 420, Intermediate Accounting 310, Management Report Writing 552. Adviser: Grossnickle.

b. **Insurance:** Insurance Principles 224, Property Insurance 424, Casualty Insurance and Suretyship 426, Life Insurance 522, Disability, Group, and Social Insurance 428, Business Finance 320. The major can be completed by selecting courses under the guidance of the adviser from among the following: Salesmanship 370, Sales Management 376, Advertising 374, Personnel Administration 350, Office Management 556, Management Report Writing 552. Adviser: Burdick.

2. **General Business:** Upon the approval of the adviser elect a logical sequence of courses from the School of Business which meets the student's vocational interests and needs. Advisers: Sokolowski and Clark.

#### 3. Marketing:

a. **Salesmanship:** Marketing 240; Salesmanship 370; Sales Management 376; Marketing Problems 378; Marketing Research 576; and six hours from any of the following: Purchasing Principles 358; Credit Management 324; Advertising 374; Retailing 275. Adviser: Trader.

b. **Advertising:** Marketing 240; Advertising 374; Salesmanship 370; Sales Management 376; and six to nine hours from any of the follow-

ing: Marketing Research 576; Personnel Administration 350; Office Management 556; Small Business Management 250. Adviser: Trader.

c. **Retailing:** All Students majoring in Retailing under the Marketing Program must be graduates of the two-year Retailing Cooperative program or its equivalent. Marketing 240; Principles of Retailing 275; Retail Advertising 274; Retail Buying Techniques 278; and ten hours from any of the following: Merchandise Information 178; Retail Credits and Collections 222; Interior and Window Display 272; Color and Design in Retailing 175; or related courses recommended by the adviser. Adviser: Trader.

d. **Small Business Management:** Marketing 240; Small Business Management 250; Advertising 374; Salesmanship 370; Personnel Administration 350; and six hours from any of the following: Sales Management 376; Purchasing 358; Marketing Research 576; Credit Management 324. Adviser: Trader.

#### 4. Management:

a. **Office Management:** Records Management 188; Office Machines 280, 281; Typewriting 182, 183 or Proficiency; Integrated Data Processing 452; Office Management 556; plus two to six hours from the following: Intermediate Accounting 310, 311; Income Tax Accounting 514; Cost Accounting 512; Personnel Administration 350; and Management Report Writing 552. Adviser: Niemi.

b. **Personnel Administration:** Personnel Administration 350; Industrial Organization and Management 354; Wage and Salary Administration 352; plus one or more from the following: Training and Education of Personnel 454; Disability, Group, and Social Insurance 428; Employee Publications and Services 458. (A minor in Psychology or Sociology recommended.) Adviser: Clark.

c. **Industrial Management:** Purchasing 358; Cost Accounting 512; Personnel Administration 350; Management Report Writing 552; Indus. Organization and Management 354; Indus. Management Prob. 356; Intro. to Indus. Psych. 340. (Students required to take a minor in Industrial Technology to be approved by the Major and Minor advisers.) Adviser: Hartenstein.

d. **Integrated (Electronic) Data Processing:** Office Management 556; Management Report Writing 552; Cost Accounting 512; Office Machines 280, 281; Integrated Data Processing 452. (Minor in Mathematics required.) Adviser: Niemi.

e. **Purchasing:** Marketing Problems 378; Purchasing Principles 358; Purchasing Problems 558; Industrial Organization and Management 354. (Minor in Industrial Tech. Required.) Adviser: Sokolowski.

### Related Curriculums and Majors

1. **Air Transportation:** (Students under the Air Transportation curriculum may major in Business Administration.)

2. **Economics:** Elect 24 hours in the Economics Department. Adviser: Bowers.
3. **Public Administration:** Minor required in Political Science on selected BBA program. See Advisers.

## **BUSINESS TEACHER CURRICULA**

A State Secondary Provisional Certificate for teaching of business subjects in grades 7 to 12 is granted to students who complete the secondary degree curriculum requirements with a major in business and one minor, which may be in business. Modern Economics 502 or equivalent must be elected. A major and/or minor in the School of Business may be selected from the following fields:

1. Secretarial and related business subjects.
2. Accounting and related business subjects.
3. Salesmanship, retailing and related business subjects.
4. General business and related subjects.

The undergraduate programs in business teacher training may lead to the Bachelor of Business Administration, Bachelor of Arts, or Bachelor of Science degree. The graduate program in business teacher training is designed for the in-service education of classroom teachers and leads to the Master of Arts in Education degree offered through the School of Graduate Studies.

Students who intend to take a major or a minor in Business Teacher Education should confer with their advisors as early as possible in their sophomore year. Counselors: Cooper, McBeth, Lindquist.

## II. TWO-YEAR CURRICULA

### BUSINESS (TECHNICAL)

The Technical Business Curricula have been specifically designed for those students who are planning to attend the University for a two-year period. The program, which is designed to provide the student with an effective training for the many beginning occupations in business and industry, is divided into two major areas: the cooperative work-and-study programs now found in the Retailing and Secretarial programs, and the regular University classroom programs. Although the enrollment in the cooperative curricula is limited, the student is urged to qualify for these fields whenever possible.

Any high school graduate is eligible for admission to the Technical Business Curricula provided he has been recommended by his high school principal. Students who wish to qualify for the cooperative program must meet certain standards as established. Courses taken either in the cooperative or non-cooperative programs may be applied toward degree requirements provided regular college entrance requirements are met.

All graduates of the two-year Technical Business Curricula receive a certificate indicating the field of specialization they have completed.

#### 1. Cooperative Program in Secretarial Training

Counselor: Null

The work-study program in Secretarial Training embraces a two-year curriculum which combines classroom instruction on a half-day basis and employment experience during the student's sophomore year.

Students enrolled in this program will have the opportunity to elect such courses as will fit their needs, schedules, abilities, and work programs.

#### Secretarial Curriculum

First Year	S.H.	Second Year	S.H.
Communication 114, 115, or College Writing 116, 117	6-8	Secretarial Accounting 212, 213 or Principles of	
Ind. and Bus. World 140	3	Accounting 210, 211	6
*Secretarial Science 186, 187	10	Office Machines 280, 281	4
Personality Development 152	2	Records Management 188	2
Physical Education	1	Coord. Bus. Experience 282, 283	4
Electives**	6-8	Electives**	14
	30		30

\*Students who have not had shorthand or typewriting in high school should register for shorthand 180 and typewriting 182. Students who have had one year of shorthand and one year of typewriting in high school should register for shorthand 181 and typewriting 183.

\*\*Students interested in employment in legal, medical, or educational offices should consult their counselor to select electives to qualify them for placement in their field of interest.

**2. Retail or Sales Occupations****Counselor: Embertson**

The work-study program in retailing embraces a two-year curriculum which combines classroom instruction in the morning and employment in the local stores during afternoons and Saturdays of the Sophomore year.

Students in this curriculum will have the opportunity, in addition to taking the specialized courses in retailing, to elect such other college courses as will fit their needs and abilities.

**Cooperative Retailing or Sales Curriculum:**

First Year	S.H.	Second Year	S.H.
Retail Salesmanship 176	3	Coordinated Retail Experience	
Merchandise Information 178, 179	4	270, 271	4
Business Math. 10 or Equiv.	0-2	Principles of Retailing 275	3
Man and Society 102, 103		Retail Advertising 274	3
or Found. of West. Civ. 100, 101	8	Retail Buying Techniques 278	3
Communication 114, 115		Electives	18
or College Writing 116, 117	6 or 8		—
Physical Education	1		31
Electives	5-9		
	—		
	31		

Students who successfully complete the two-year program (four semesters) with a total of not less than 62 semester-hours will be granted a diploma in Retailing.

**3. Regular (non-cooperative) Technical Business Curriculum****Counselor: Healey**

First Year	S.H.	Second Year	S.H.
Communication 114, 115 or		Man and Society 102, 103 or	
College Writing 116, 117	6-8	Prin. of Economics 200, 201	6-8
Ind. and Bus. World 140	3	Bus. Statistics 244	3
Bus. Corres. 242	3	Business Finance 320	3
Prin. of Acctg. 210, 211	6	Small Bus. Mgmt. 250 or	
Bus. Math. 10 or Equiv.	0-2	Mgmt. Elective	3
Physical Education	1	Business Law 340	3
Electives	7-9	Physical Education	1
Electives	8-12	Electives	10-12
	—		—
	31		31

**Fields of Specialization in Technical Business Curriculum**

1. Clerical Accounting: Select from Accounting 310, 311; Pay Roll and Social Security Accounting 214; Office Machines 280, 281; Business Law 340, 341; Office Organization 252; or other Business courses on consent of class instructor; proficiency in typewriting or Typewriting 182, 183.
2. General Business: Select courses in keeping with the student's vocational interests with consent of counselor.
3. Secretarial Training: Secretarial Science 186, 187; Office Machines 280, 281; Records Management 188; Office Organization 252; General Psychology 200.
4. Salesmanship: Salesmanship 370; Advertising 374; Small Bus. Management 250; Sales Management 376; Credit Management 324.
5. General Clerical: Office Machines 280, 281; Typewriting 182, 183; Records Management 188; Office Organization 252; Industrial Cost Accounting 312, 313; Pay Roll and Social Security Acctg. 214.
6. Small Business Management: Accounting 210, 211; Small Bus. Management 250; Advertising 374; Salesmanship 370; Credit Management 324; Real Estate Fundamentals 322.

### III. DESCRIPTION OF COURSES

#### ACCOUNTING

Robert B. Wetnight, Head  
Robert P. Behling

James Carter

George Kirby  
Leo Niemi

The department of accounting prepares its majors for positions as accountants in industrial, governmental and public accounting enterprises. Twenty-four hours of accounting plus the completion of the core curriculum in Business Administration is required of all majors.

**210 Accounting** **3 hrs. Fall, Spring**

The elementary principles of accounting and the consideration of the more common technical devices for recording business transactions according to those principles. Prerequisite: Sophomore standing or consent of instructor. Accounting majors should start 210 as freshmen, if possible.

**211 Accounting** **3 hrs. Fall, Spring**

A continuation of course 210, applying the principles developed in the preceding course to partnerships and corporations. Manufacturing accounts and statements, reserves and funds, the voucher system and the analysis and interpretation of simple financial statements are studied. Prerequisite: 210.

**212 Secretarial Accounting** **3 hrs.\* Fall**

The basic principles of accounting are presented from the viewpoint of the secretary. The accounts of private individuals, professional men, institutions, and small business firms are studied.

**213 Secretarial Accounting** **3 hrs. Spring**

A continuation of course 212 in which practical applications will be applied in a large number of work situations. Prerequisite: 212.

**214 Pay Roll and Social Security Accounting** **2 hrs. Spring**

A study of the accounting records and procedures used in meeting the requirements of the social security laws, procedure of pay roll accounting for federal withholding tax laws, and state unemployment insurance.

**310 Intermediate Accounting** **3 hrs. Fall, Spring**

A study of the valuation of current assets, investments, plant and equipment and liabilities as well as their effect on business net income. Current problems in financial statement presentation. Prerequisite: 211.

**311 Intermediate Accounting** **3 hrs. Spring**

A continuation of Accounting 310, including the following topics: partnerships, corporations, special sales, and consolidations. Prerequisite: 310.



**312 Industrial Cost Accounting** 2 hrs. Fall

Expressly designed for the training of industrial supervisors in Accounting Principles, Cost Accounting, and the managerial use of accounting data. Not for students who have completed 210.

**313 Industrial Cost Accounting** 2 hrs. Spring

A continuation of 312. Prerequisite: 312.

**314 Governmental Accounting** 2 hrs. Spring

The study of the accounting principles and practices of federal, state, county and city governmental agencies as well as general institutional agencies. Prerequisite: Accounting 210, 211.

**510 Advanced Accounting** 3 hrs. Fall

Designed specifically for the study of the balance sheet accounts. Prerequisite: 210, 211.

**511 Advanced Accounting** 3 hrs. Spring

A study of accounts for special sales, consolidations, and miscellaneous accounting matters. Prerequisite: 310 or 510.

**512 Cost Accounting** 3 hrs. Spring

The relation of cost accounting to management for control; general principles involved in constructing a cost system; distribution of cost-materials, labor, and burden; cost records; operating reports; standard costs and budgetary control. Prerequisite: 310 or consent of instructor.

**514 Income Tax Accounting** 3 hrs. Fall

A study of the federal income tax laws, as they apply to individuals, partnerships, and corporations. Prerequisite: 310 or consent of instructor.

**516 Auditing** 3 hrs. Fall

The theory and practice of making audits of business enterprises. Prerequisite: Senior standing, accounting major.

**518 Accounting Theory and Problems** 3 hrs. Spring

Theoretical consideration of accounting problems. Nature and analysis of the type of problems that are to be found in C.P.A. examinations. Prerequisite: Senior standing, accounting major.

## BUSINESS EDUCATION

George K. Cooper, Head  
Agnes Anderson  
Edna F. Kirby

Lester R. Lindquist  
Myrtle MacDonald

John H. McBeth  
Thomas W. Null  
Roseann Schneider

The department of business education embraces the areas of business teacher training, office supervision, secretarial and specialized stenographic and clerical programs including two-year program of study in the steno-

graphic and secretarial areas leading to a certificate. Students may elect to work under a coordinated work experience program which permits learning from real-life office situations.

**180 Shorthand** **3 hrs. Fall, Spring**

A study of the theory and principles of Gregg shorthand. Typewriting 182 or its equivalent is a requirement for course credit. Open to students with less than one year of high school shorthand credit.

**181 Shorthand** **3 hrs. Fall, Spring**

A continuation of 180. Emphasis on developing speed in taking dictation in Gregg Shorthand and an introduction to transcription procedures. 183 must be elected concurrently unless equivalent course has been taken at collegiate level. Prerequisites: 180 and 182.

**182 Elementary Typewriting** **2 hrs. Fall, Spring**

The mastery of the keyboard and the proper techniques of typewriting are developed in this course. Open to students with less than one year of high school typewriting credit.

**183 Intermediate Typewriting** **2 hrs. Fall, Spring**

Special stress is placed upon perfecting the techniques necessary for accuracy and speed in typewriting. An introduction to office production problems at rates acceptable for initial employment. Prerequisite: 182 or its high school equivalent.

**184 Transcription** **3 hrs. Fall, Spring**

To develop skills in transcription of business letters, memoranda, and other communicative media from dictation and to further develop shorthand skills. Must be elected concurrently with 185. Prerequisite: 181 or equivalent.

**185 Typewriting Production Techniques** **2 hrs. Fall, Spring**

To develop skills in production of communicative materials for business office use and to further develop typewriting skills. Must be elected concurrently with 184. Prerequisite: 183 or equivalent.

**187 Secretarial Science** **5 hrs. Fall, Spring**

A continuation of the development of speed and accuracy in shorthand, typewriting, and transcription. Prerequisite: 184 and 185.

**188 Records Management** **2 hrs. Fall, Spring**

A study of the indexing and filing rules and all types of filing methods and card systems.

**280 Office Machines** **2 hrs. Fall, Spring**

This course provides the student with the operating knowledge of office machines that are commonly used in the modern business office.

*School of Business***281 Office Machines** 2 hrs. Fall, Spring

A continuation of 280. This course is intended primarily for the student preparing for the various office occupations.

**282 Coordinated Business Experience** 2 hrs. Fall

A work-experience course limited to those students who are currently enrolled in the cooperative office-training program and are currently enrolled in 186.

**283 Coordinated Business Experience** 2 hrs. Spring

A continuation of course 282 open to students currently enrolled in 187.

**346 Teaching of Shorthand and Typewriting** 2 hrs. Spring

A course in the methods of teaching business subjects with emphasis on shorthand, typewriting, and other stenographic skills. It is recommended that this course either precede or accompany directed teaching in this area.

**347 Teaching of Bookkeeping and Basic Business Courses** 2 hrs. Fall

A course in methods for the prospective teacher of bookkeeping, business law, economics, business English, and clerical business skills. It is recommended that this course either precede or accompany directed teaching in this area.

**GENERAL BUSINESS**

A. E. Schneider, Head	Edwin Grossnickle	William Morrison
Charles A. Blagdon	Frances S. Hardin	Leo Niemi
William L. Burdick	Fred V. Hartenstein	Russell Powell
Gale Clark	John B. Healey	Emil Sokolowski
Richard E. Embertson	K. Chris Kogiku	Robert B. Trader

The General Business Department includes all of the following areas in the School of Business: Finance, Marketing, Management, Personnel Management, Technical Business, Cooperative Retailing, Business Law, Statistics, Business Communications.

**FINANCE****222 Retail Credit and Collections** 3 hrs. Spring

A practical and detailed study of the meaning and importance of credit. Among the areas covered are: the extent of retail credit; sources of credit information; legal aspects, policies, and procedures; and collection problems.

**224 Insurance Principles** 3 hrs. Fall, Spring

A basic course covering all phases of insurance. The consumer approach is used, designed to acquaint the non-specialist with the economic and social services of the institution of insurance. It also provides the necessary background for the person planning to take advanced work in the field of insurance.

**320 Business Finance 3 hrs. Fall, Spring**

Business financing, methods of securing and managing capital, distribution of net income. (Because of overlapping content, credit is not permitted in both Business 320 and Economics 472)

**322 Real Estate Fundamentals 3 hrs. Spring**

A survey of the principles of real estate as they affect personal and business operations. Real estate as an occupational field, value, and land use, and related topics.

**324 Credit Management 3 hrs. Fall**

An introduction to the principles of credit, credit control, and credit management from the viewpoint of manufacturing, wholesale and retail firms. Effective use of credit as a financial and sales device and certain definite aspects of credit such as policies and procedures, collection and legal aspects are studied.

**326 Investments 3 hrs. Fall**

Study of the terminology, principles, and problems of investments.

**420 Current Business Trends 3 hrs. Fall**

A study of sources and information which aid in the description, analysis, and prediction of current business trends.

**424 Property Insurance 3 hrs. Spring**

Deals with Fire Insurance and Allied Lines, Automobile, Ocean Marine, and Inland Marine Insurance. The important phases of the fields which are covered are contract provisions, loss adjustment, rate making, regulation, underwriting, and legal concepts. Prerequisite: 224.

**426 Casualty Insurance and Suretyship 3 hrs. Fall**

Deals with the legal concepts, rate making, regulation, loss adjustment, underwriting, and contract provisions in the Workmen's Compensation, Liability, Theft, and Surety and Fidelity Bonding fields. Prerequisite: 224.

**428 Disability, Group and Social Insurance 3 hrs. Spring**

Considers the economic, social and technical aspects of Accident and Sickness Insurance; Group Insurance; Old Age and Survivors Insurance; and Unemployment Compensation. Prerequisite: 224.

**520 Security Analysis 3 hrs. Spring**

Analysis of securities, market values, and investment programs. Interpretation of financial reports, factors, and conditions. Prerequisite: 420 Current Business Trends.

**522 Life Insurance 3 hrs. Fall**

Covers the economic, social, and more important technical aspects of life insurance, including important phases of Business Insurance. Prerequisite: 224.

**524 Financial Management****3 hrs. Fall**

Study of the principles and problems underlying the making of financial policy by the senior financial officers of going concerns. Prerequisites: core subjects for BBA.

**GENERAL BUSINESS****140 Industrial and Business World****3 hrs. Fall, Spring**

This is an introductory course which, through a very broad approach, attempts to acquaint the student with existing principles and problems of business and industry. Such topics as types of American businesses, current business problems, current business trends, long-term financing, short-term financing, insurance, physical location and lay-out, production problems are included. Not open to B.B.A. students.

**242 Business Correspondence****3 hrs. Fall, Spring**

Provision is made in this course for an analysis of and practice in writing various types of business letters and reports. A study is made of the principles of effective expression in all letters of business correspondence.

**244 Business Statistics****3 hrs. Fall, Spring**

An introduction to basic applied business statistics. A study of various statistical and financial ratios as guides to efficient business management and the interpretation of financial data.

**246 Survey of Office Machines****2 hrs. Fall, Spring**

A survey of operating principles and fundamentals and applied usages of the business machines commonly found in industry and business.

**340 Business Law****3 hrs. Fall, Spring**

A study of basic principles applicable to business including legal rights and remedies, contracts, and agency, and employer and employee relations.

**341 Business Law****3 hrs. Fall, Spring**

Continuation of Business Law 340 with emphasis on negotiable instruments, sales, and property.

**540 Law of Personal Property****2 hrs.**

The study of the law including sales, bailments and transportation.

**542 Law of Real Property****2 hrs.**

The study of Real Property including property rights, mortgages, leases and land contracts.

**544 Law of Business Organizations****3 hrs.**

Study of law of Business Organizations including partnerships, corporations and trust organizations.

**MANAGEMENT****250 Small Business Management 3 hrs. Fall, Spring**

A study of the fundamental principles involved in the operation of a small business enterprise. The structure, functions, and basic operating principles will be discussed and developed.

**252 Office Organization 3 hrs. Fall, Spring**

Personnel policies and how they affect office workers; handling and procurement of office equipment and supplies; charting of paperwork flow and methods of paperwork simplification. Professionalization of office work and role of supervisory worker. Designed for those entering professional secretarial work.

**350 Personnel Administration 3 hrs. Fall, Spring**

The personnel office in modern business and industry. The duties and work of the personnel staff, personnel office, records and reports, interviewing, counseling, adjustment of complaints, job analysis, job classification, in-service training, and upgrading of employees. Prerequisite or concurrently: Psychology of Personality 220.

**352 Wage and Salary Administration 3 hrs. Fall**

Job analysis and job evaluation; methods of wage and salary payment; incentive systems; community wage and salary surveys; employee merit rating.

**354 Industrial Organization and Management 3 hrs. Fall**

Basic organization of industrial line and staff functions and their relation to each other in the production process.

**356 Industrial Management Problems 3 hrs. Spring**

Case studies of advanced industrial management problems. Industrial Management majors will take this in lieu of Management Problems 550 as offered.

**358 Purchasing Principles 3 hrs. Spring**

Organization and operation of the purchasing department, basic materials, substitutes, imitations, sources of supply, catalogs, terms, discounts, and public relations.

**452 Integrated Data Processing 3 hrs. Spring**

A survey of mechanical and electronic data processing methods with particular emphasis on the application of the electronic system and with special reference to administrative problems experienced in introducing computer systems.

**454 Training and Educational of Personnel 3 hrs. Spring**

Surveying the new profession of industrial trainer; job analysis for training; preparation of job breakdowns and training outlines; on-the-job train-

ing of workers; supervisory training; educational program and executive development; training aids and training methods.

**458 Employee Publications and Services** 3 hrs. Spring

Editing the employee publication; functions of employee communication media and recreational services; public relations aspects of employee and community relations.

**550 Management Problems** 3 hrs. Fall, Spring

An opportunity to approach business from the case-study method by working solutions to actual management problems.

**551 Human Relations in Management** 3 hrs.

A course designed to integrate the contributions and implications of the behavioral sciences to modern business practice to promote and maintain effective human relations for the individual and the group. Extensive use of cases and conference methods is made. Prerequisite: Business 350.

**552 Management Report Writing** 2 hrs. Fall, Spring

A study of the techniques in and applications of management reports and management report writing. Actual management reports in the various fields will be studied. The development and practice of technical report writing will be stressed.

**556 Office Management** 3 hrs. Spring

Areas of office services from the managerial viewpoint. A brief overview of the problems of organizing, constructing, installing, and maintaining office systems. New concepts of office automation are introduced.

**558 Purchasing Problems** 3 hrs. Spring

A case study course of purchasing problems such as organization, operation, materials management, vendors relations, make or buy. Value analysis and the evaluation of purchasing department performance.

## MARKETING

**174 Selling Fashion Merchandise** 2 hrs. Fall

A specialized course in the application of salesmanship to fashion merchandise. A study of color and design in fashions, fashion history, fashion functions, influences of changes, and the world's key designers and fashion centers.

**175 Color and Design in Retailing** 2 hrs. Spring

Analysis and evaluation of color and design in merchandise. Research, psychology, theory, harmony, and selection of color are emphasized.

**176 Retail Salesmanship** 3 hrs. Spring

Analyzes successful retail selling. Case problems in salesmanship are frequently discussed and each student is required to give a sales demonstration. Considers various steps in a sale and accompanying customer reactions.

**178 Merchandise Information — Non-Textiles 2 hrs. Fall**

An organized study of non-textile merchandise especially aimed at correlating retail experience with classroom work. Merchandise manuals are studied and developed.

**179 Merchandise Information — Textiles 2 hrs. Spring**

A study of fabrics and textile merchandise. The course includes identification and analysis of fibers, sources of fibers, processes of creating and finishing cloth, and fabric suitability and salability as related to specific merchandise.

**240 Marketing 3 hrs. Fall, Spring**

Functions, institutions, and problems of marketing examined from the viewpoint of their effect on distribution of goods. Credit for this course may be given either in the Economics Department or the School of Business. Prerequisites: Principles of Economics 200, 201, which may be taken either before or in conjunction with this course.

**270 Coordinated Retail Experience 2 hrs. Fall**

A course through which classroom instruction and on-the-job training are coordinated. The requirement for credit will be (1) one semester of approved work experience of at least 200 clock hours, (2) a report from the employer, and (3) a term report by the student. Prerequisite: Retailing curriculum.

**271 Coordinated Retail Experience 2 hrs. Spring**

A continuation of 270. Prerequisite: Retailing curriculum.

**272 Interior and Window Display 2 hrs. Fall**

A study of window and store display with emphasis on color, design, and lettering. Attention is given to sources of display materials, services, and ideas.

**274 Retail Advertising 3 hrs. Fall**

Stresses newspaper, radio, television, and direct-mail advertising as it applies to the small and medium sized store. Consideration is also given to the promotion calendar and techniques for tying in store displays with various advertising media.

**275 Principles of Retailing 3 hrs. Fall**

Designed to give the student an over-all view of the field of retailing. Covers such topics as: a history of retailing; types of retail institutions; store location, layout, fixtures, and equipment; store organization; store record-keeping; customer services; personnel management; systems, and store protection.



**276 Selling Home Furnishings 2 hrs. Spring**

A study of period styles, materials, construction, and arrangement of furniture as a selling factor. The proper use of accessories, such as lamps, wall decorations, plastics, etc. is emphasized.

**278 Retail Buying Techniques 3 hrs. Spring**

Deals with the work of the store buyer; where, when, and how to buy. Terms, prices, invoices, legal aspects, and other arrangements with vendors are all studied.

**370 Salesmanship 3 hrs. Fall**

An introduction to the principles of selling. Includes study of selling in our present economy, analysis of the steps in a sales demonstration, and a classroom sales demonstration.

**374 Advertising 3 hrs. Spring**

An analysis of the principles and practices used in various types of advertising such as newspaper, radio, and direct mail advertising. Attention is devoted to preparing copy and analyzing current advertising practices.

**376 Sales Management 3 hrs. Spring**

A study from the viewpoint of management dealing with the organization and operation of the sales division within business enterprises. Includes work in the areas of sales structures, selection, training, compensation, territories, conventions, and sales promotion. Prerequisite: Salesmanship 370, or approval of instructor.

**378 Problems in Marketing 3 hrs. Spring**

A study of current marketing problems utilizing the case method of study. The analysis of current periodicals dealing with marketing problems will also be covered in detail. Will provide the student with a practical approach to our dynamic marketing structure and the problems faced in this area. Prerequisite: Marketing 240.

**570 Advanced Salesmanship 3 hrs. Fall**

Background of basic principles and analysis of selling techniques applied principally to specialty fields.

**572 Advertising Copy, Layout and Typography 3 hrs. Spring**

Study of the theory and practice in the writing, preparation and typographical composition of advertising including the writing of radio and television commercials. Prerequisite: Adv. 374.

**576 Marketing Research 3 hrs. Spring**

Designed to give business students experience in using maps, map analysis, and other geographic techniques in presenting market data, evaluating market potential, delineating trading and selling territories, and selecting locations for wholesale, retail, and service establishments. Prerequisites: 240 Marketing, Junior or Senior status, or approval of instructor.

# *School of Education*

**JAMES H. GRIGGS,  
Dean**

## **Departments:**

**Education**

**Physical Education for Men**

**Physical Education for Women**

**Rural Life and Education**

**Directed Teaching**

**Campus School**

**Paw Paw School**

**Educational Service Library**



The School of Education consists of the following departments: Education, Physical Education for Men, Physical Education for Women, Rural Life and Education, Directed Teaching, Campus School, Paw Paw Schools, and the Educational Service Library.

In general, the School of Education performs four functions:

- (1) Supervises the selection, admission and retention of students in advanced teacher education curricula;
- (2) Offers professional education courses designed to develop competent, efficient performance in the classroom and within a school system;
- (3) Offers advanced specialized courses in selected major and minor fields in departments within the school;
- (4) Offers service courses to students in other schools within the university.

## I. CURRICULA FOR TEACHERS

The program for prospective teachers consists of three parts: (1) general education, designed to develop those understandings and competencies which make for effective living and good citizenship, offered largely in the School of Liberal Arts and Sciences; (2) advanced specialized study, with major and minor interests in the fields of the student's choice, offered in all schools; and (3) professional education courses offered in the School of Education.

In general, prospective teachers choose to work for the State Elementary Provisional Certificate, valid for grades kindergarten through eight, or the State Secondary Provisional Certificate, valid for grades seven through twelve.

Students majoring in art, music, librarianship, or physical education for women may choose either the State Elementary Provisional Certificate or the State Secondary Provisional Certificate. Either certificate will authorize the candidate to teach his special subject in both the elementary and secondary grades when the candidate qualifies in both fields.

Those preferring to teach in smaller communities may elect Rural Life and Education curricula which lead to either the State Elementary or Secondary Provisional certificate.

The Health Services building is the focal point for health functions on the campus, for several clinics, and houses offices of the School of Education.

## ELEMENTARY CURRICULUM

A.B or B.S. Degree

State Elementary Provisional Certificate

(For the preparation of Teachers of Kindergarten and Grades 1-8)

A. Course Requirements	S.H.
1. Language and Literature	9-11
Communication 114, 115 <i>or</i>	8
College Writing 116, 117	6
Literature for Children 282	3
2. Science and Mathematics	12
Biological Science 107*	4
Physical Geography 105*	4
Physical Science 108*, 109*	4
(Arithmetic for Teachers 101 is strongly recommended)	
*If the student demonstrates proficiency in any of these subjects by comprehensive examination, he may elect other courses from the division upon the recommendation of his counselor.	
3. Social Science	11
Western Civilization 100, 101 <i>or</i>	8
Man and Society 102, 103	8
American Government 202, 204 <i>or</i> 200	3
4. Humanities 220, 221* <i>or</i> 222, 223*	6
*Temporary equivalents for these courses may be permitted with the consent of the counselor.	
5. Education	24
Human Growth and Development 250	3
Teaching of Reading 312	3
Introduction to Directed Teaching 300	3
Directed Teaching, Laboratory in Education, and General Education Problems 470, 410, 450	15
6. Fine and Practical Arts	12
(Include one course in Art, one teaching course in Music, and one course in Practical Arts.)	
7. Physical Education	4
Must include Elementary School Phys. Ed. 340	
8. Additional General Education Courses	8-10
Eight hours additional work (ten if the student takes College Writing 116, 117) must be elected from non-professional Liberal Arts courses marked by an asterisk in the Division of Basic Studies and the Departments of Art and Music, or from any non-professional courses in the Divisions of Language and Literature, Social Science, and Science and Mathematics.	
9. Electives	36

- B. Three minors of not less than 15 hours each, or one major of not less than 24 hours and one minor of not less than 15 hours are required. The equivalent of at least two minors must be in subjects or subject fields taught in the elementary grades. Certain courses in some departments may not be counted toward majors or minors (See course descriptions).
- C. The candidate must satisfy the requirements of the A.B. or B.S. degree.

## SECONDARY CURRICULUM

### A.B. or B.S. Degree

#### State Secondary Provisional Certificate

#### (For the preparation of Teachers of Grades 7-12)

A. Course Requirements		S.H.
1. Language and Literature .....		6-8
Communication 114, 115 <i>or</i> .....	8	
College Writing 116, 117 .....	6	
2. Science .....		8
Biological Science 107* .....	4	
Physical Geography 105* .....	4	
Physical Science 108, 109* .....	4 or 8	
*If the student demonstrates proficiency in any of these subjects by comprehensive examination, he may elect other courses from the division upon the recommendation of his counselor.		
3. Social Science .....		11
Western Civilization 100, 101 <i>or</i> .....	8	
Man and Society 102, 103 .....	8	
American Government 202, 204, <i>or</i> 200 .....	3	
4. Humanities 220, 221* <i>or</i> 222, 223* .....		6
*Temporary equivalents for these courses may be permitted with the consent of the counselor.		
5. Education .....		21
Human Growth and Development 250 .....	3	
Introduction to Directed Teaching 300 .....	3	
Directed Teaching, Laboratory in Education, and General Education Problems 470, 420, 450 .....	15	
6. Physical Education .....		4
7. Additional General Education Courses .....		8-10
Eight hours additional work (ten if the student takes College Writing 116, 117) must be elected from non-professional Liberal Arts courses marked by an asterisk in the Division of Basic Studies and the Departments of Art and Music, or from any non-professional courses in the Divisions of Language and Literature, Social Science, and Science and Mathematics.		
8. Electives .....		62

*School of Education*

- B. One major of not less than 24 hours and one minor of not less than 15 hours in subjects or subject fields that are taught in secondary schools in Michigan are required. Certain courses in some departments may not be counted toward majors or minors (See course descriptions).
- C. The candidate must satisfy the requirements of the A.B. or B.S. degree.
- D. The candidate for the State Secondary Provisional Certificate must present a methods course in a major or minor field.

For an outline of major and minor requirements, see listings of the respective departments and divisions.

**LIBRARIANSHIP CURRICULUM****A.B. or B.S. Degree****State Elementary or Secondary Provisional Certificate**

Elect a Subject Major in Addition to Library Science Minor

**(For Teacher-Librarians)**

First Year	S.H.	Second Year	S.H.
Basic Studies		Humanities 220, 221	6
College Writing 116, 117	6	General Psychology 200	3
Found. of Western Civilization		Children's Literature 282	3
100, 101	8	Human Growth and Development	
Science	8	250	3
Modern Foreign Language	8	Physical Education	2
Introd. to Librarianship 100, 101	2	Electives	17
Physical Education	2		
	—		—
	34		34
Third Year	S.H.	Fourth Year	S.H.
American Government 200	3	Introd. to Directed Teaching 300	3
Organization of Library Materials		Introd. to Classification and	
230	2	Cataloging 530	4
Reference Service 512	3	Field Assignment Seminar 520	2
Selection of Books and Related		**Storytelling 546	2
Materials 510	3	Elementary School Library Mate-	
Electives	21	rials 516	2
	—	*Reading Interests of Young	
	32	Adults 542	2
		Directed Teaching	8
		Lab. in Education	4
		Gen. Ed. Problems	3
		Electives	2-4

30-32

\*\*Required only for teacher-librarian candidates in the elementary curriculum.

\*Required only for teacher-librarian candidates in the second curriculum.

Note: A portion of the Directed Teaching period is spent in a selected school library.

**MUSIC CURRICULUM**

B.M. Degree with a major in Public School Music, State Elementary or  
Secondary Provisional Certificate

First Year	S.H.	Second Year	S.H.
Applied Music*	4	Applied Music*	4
Communication 114, 115		Humanities 220 or 221	
or		or	
College Writing 116, 117	8 or 6	Humanities 222 or 223	
Physical Science 108 and/or 109		or	
or		Approved Alternate	4(3)
Biological Science 107		String Class 128, 129	2
or		Sophomore Theory 260, 261	8
Found. of West. Civil. 100 and/or 101		Advanced Piano Class 220, 221	2
or		Woodwind Class 126, 127	2
Man & Society 102 and/or 103	8	Elementary Acoustics 102	2
Freshman Theory 160, 161	8	Elementary Music Methods 240	3
Voice Class 122, 123	2	Percussion Class 130	1
Piano Class 120, 121	2	Large Ensemble	2
Large Ensemble	2	Physical Education	2
Physical Education	2	Elective (non-music)	4
	36 or 34		36 or 35
Third Year	S.H.	Fourth Year	S.H.
Applied Music*	4	Applied Music*	4
Brass Class 124, 125	2	Directed Teaching 470	8
Choral and Inst. Conducting		Lab. in Education 420	4
330, 331	2	Genl. Ed. Prob. 450	3
Junior H. S. Methods 340	3	Elective (Non-Music)	3
Senior H. S. Methods 341	3	Large Ensemble	2
Hist. and Lit. of Music 370, 371	8		—
Human Growth and Devel. 250	3		24
Intro. to Dir. Teach. 300	3		
Music Arranging 366	2		
Political Science 200	3		
Large Ensemble	2		
	35		

Plus the following courses which carry no credit:

Music Education Band (1 year)	English Dict. and Song Lit. 131
Music Education Orchestra (1 year)	(1 Sem.)
Major Performance Literature	French Dict. and Song Lit. 231
(1 year)	(1 Sem.)
Italian Dict. and Song Lit. 132	German Dict. and Song Lit. 232
(1 Sem.)	(1 Sem.)

\*General Supervisors divide their study between voice and an instrument.  
Instrumental Supervisors concentrate their study on an instrument.  
Vocal Supervisors concentrate their study on voice.



## RURAL LIFE AND EDUCATION

### DEGREE AND PROVISIONAL CERTIFICATE

Curricula leading to the State Provisional Certificate, are offered with major attention given to preparation for work in rural schools and communities; the latter as defined by the U. S. Census Bureau including centers up to 2,500 in population. Majors (24 hours) and minors (15 hours) in Rural Life and Education are provided that students may choose under guidance those courses that will in their judgment most adequately prepare them both personally and professionally.

Students preparing to teach in elementary schools choose three minors preferably, or a group major and one minor, and additional courses from among both group and general electives. They become familiar with the grades and subject areas of the entire elementary school. Those having completed the former Rural Elementary Curriculum (two years) have met the requirements of the first two years of the Rural Elementary Degree Curriculum.

Students preparing to teach in secondary schools choose majors, minors and additional subject matter courses with thought to the rural backgrounds of the students; also with thought to the variety of teaching and extra-curricular demands to be met in smaller high schools. The former rural Elementary Curriculum (two years) includes the foundation courses for the Rural Secondary Degree Curriculum.

Counsel and courses are offered for further professional specialization for principals, superintendents, supervisors and county superintendents. Those preparing to serve rural people in other professional or service occupations, such as ministers, librarians, social workers, and recreational leaders, will find considerable basic work in the offerings of the Department of Rural Life and Education.

### RURAL ELEMENTARY CURRICULUM

A.B. or B.S. Degree

State Elementary Provisional Certificate

(For the preparation of teachers of Kindergarten and Grades 1-8 in Country, Village and Town Schools)

Within the framework of the requirements for (a) an A.B. or B.S. degree, 124 semester hours, pp 41-42; (b) Basic Studies or their equivalents, pp 43-45, (c) majors and minors, p 46; and (d) two Rural Life and Education Seminars, pp 185-186, are the following required courses:

	S. H.
1. Language and Literature <sup>1</sup> .....	12
Literature for Children 282 .....	3
2. Science and Mathematics <sup>2</sup> .....	12
Physical Geography 105 .....	4
3. Social Science <sup>3</sup> .....	12
Rural Sociology 220 .....	3
Rural Economics 230 .....	3
State and Local Government 204 .....	3

4. Education <sup>4</sup> .....	24
Curriculum 100 .....	3
Introduction to Directed Teaching 202 .....	3
Directed Teaching 203, 472 .....	8
Human Growth and Development 250 .....	3
Rural School Administration 305 .....	3
Teaching of Reading 312 .....	3
5. Art, Music (teaching) and Practical Arts <sup>5</sup> .....	12
6. Physical Education <sup>6</sup> .....	4
Rural School Physical Education 240 .....	1

Provision is made for a flexibility of choice, under guidance of the departmental counselor, among courses in the different groups that will facilitate individualization on the basis of the personal and professional needs and interests of each student. Frequent selections are from among the following:

1. Speech for Teachers 102, Introduction to Speech Correction 250, Creative Dramatics for Children; Literary Interpretation 212, American Literature 222, 223 or Great American Writers 322, The English Bible 256, 257.
2. Arithmetic for Teachers 150; Teaching of Elementary Science 203; Community Hygiene 212, Outdoor Science 231, 232, 233; Health Education in Elementary Schools 242; Geographic Techniques 360.
3. U. S. History 211, Michigan History 310, History of the Far East 380.
4. Stories for Childhood 310, Introduction to Special Education 331, Introduction to Mental Hygiene 381, Laboratory in Education 410, Nursery-Kindergarten Education 414, General Education Problems 450, Education of Exceptional Children 530, Mental Deficiency 532, Audio-Visual Education 548, Introduction to Guidance Services 580, Educational Therapy in Reading 587. Those selected students permitted to do Directed Teaching 203 in the field while in residence there for six weeks receive 5 instead of 4 hours credit.
5. Illustrative Handwork 121, Industrial Arts 123, Learning Through Art 140, Art Structure 163, Handicraft 225, History of Art 232, 233; University Band, Orchestra, Singers 110, 111, 113, Piano Class 120, Music Appreciation 170, Rural School Music 241; Rural Practical Arts 104, Family Foods 116, Consumer Problems 154, Clothing 200, Everyday Nutrition 212, Home Furnishings 250, Home Nursing 252, Marriage and Family 354, Housing 554.
6. Any General Physical Education courses, 3 semester hours; First Aid 150; Camping and Scouting 270; Community Recreation, Scouting and Camp Fire 276; Playground and Community Recreation 370.

## SPECIAL EDUCATION CURRICULUM — DEAF AND HARD OF HEARING

B.S. Degree

State Elementary Provisional Certificate

(For the preparation of teachers of deaf and hard of hearing children)

A. Course Requirements .....	S.H.
1. Language and Literature .....	12-14
Communication 114, 115 or .....	8
College Writing 116, 117 .....	6
Literature for Children 282 .....	3
Problems of the Deaf and Hard of Hearing 254 .....	3
2. Science .....	18
Biological Science 107* .....	4
Physical Geography 105* or Physical Science 108* .....	4

\*If the student demonstrates proficiency in any of these subjects by comprehensive examination, he may elect other courses from the division upon the recommendation of his counselor.

*School of Education*

Healthful Living 111 <i>or</i> Health Education 242 .....	2
General Psychology 200 .....	3
Abnormal Psychology 322 .....	3
Mental Testing 481 .....	2
3. Social Science .....	11
Western Civilization 100, 101 <i>or</i> .....	
Man and Society 102, 103 .....	8
American Government 202, 204 <i>or</i> 200 .....	3
4. Humanities .....	6
Humanities 220, 221* <i>or</i> .....	
Humanities 222, 223* .....	6
5. Education .....	38
Human Growth and Development 250 .....	3
Teaching of Reading 312 .....	3
Introduction to Directed Teaching 300 .....	3
Introduction to Special Education 331 <i>or</i> .....	2
Education of Exceptional Children 530 .....	2
Mental Hygiene of Childhood and Adolescence 585 .....	2
Methods and Materials for the Deaf 531 .....	2
Speech for the Deaf 536 .....	2
Language for the Deaf 537 .....	2
Introduction to Lip Reading 535 .....	2
Basic Audiometry 434 .....	2
Anatomy and Pathology of the Aural Mechanism 538 .....	2
Directed Teaching, Laboratory in Education, and General Education Problems 470, 410, 450 .....	15
6. Fine and Practical Arts .....	12
Industrial Arts for Elementary Teachers 174 .....	4
Electives (must include at least one course in Music and one course in Art) .....	8
7. Physical Education .....	4
8. Additional General Education Courses .....	8-10
Eight hours additional work (ten if the student takes Col- lege Writing 116, 117) must be elected from non-profes- sional courses marked by an asterisk in the Division of Basic Studies and the Departments of Art and Music, or from any such courses in the Divisions of Language and Literature, Social Science, and Science and Mathematics.	
9. Electives .....	11
B. The academic training shall include a major in Special Education (deaf and hard of hearing) and one minor in a subject or subject field taught in the elementary grades. Courses included in the major in Spe- cial Education must be elected under guidance and must include those subjects, groups, and hours required for approval by the Department	

\*Temporary equivalents for these courses may be permitted with the consent of the counselor.

of Public Instruction, American Association of Instructors of the Deaf, and the American Speech and Hearing Association.

C. The candidate must satisfy the requirements of the B.S. degree.

## **SPECIAL EDUCATION CURRICULUM — MENTALLY HANDICAPPED**

### **B.S. Degree**

#### **State Elementary Provisional Certificate**

**(For the preparation of teachers of mentally handicapped children)**

<b>A. Course Requirements</b>		<b>S.H.</b>
1. Language and Literature .....		9-11
Communication 114, 115 <i>or</i> .....	8	
College Writing 116, 117 .....	6	
Literature for Children 282 .....	3	
2. Science .....		22
Biological Science 107* .....	4	
Physical Geography 105* .....	4	
Physical Science 108* .....	4	
Healthful Living 111 (or Health Education 242) .....	2	
General Psychology 200 .....	3	
Abnormal Psychology 322 .....	3	
Mental Testing 481 .....	2	
3. Social Science .....		11
Western Civilization 100, 101 <i>or</i> .....		
Man and Society 102, 103 .....	8	
American Government 202, 204 or 200 .....	3	
4. Humanities .....		6
Humanities 220, 221** <i>or</i> .....	6	
Humanities 222, 223** .....	6	
5. Education .....		36-37
Human Growth and Development 250 .....	3	
Introduction to Special Education 331 <i>or</i> .....	2	
Education of Exceptional Children 530 .....	2	
Teaching of Reading 312 .....	3	
Mental Deficiency 532 .....	2	
Introduction to Mental Hygiene 381 <i>or</i> .....	3	
Mental Hygiene of Childhood and Adolescence 585 .....	2	
Education and Control, Mentally Handicapped 533 .....	2	
Methods and Materials, Mentally Handicapped 534 .....	2	
Administration Special Classes, Mentally Handicapped 540 .....	2	
Introduction to Directed Teaching 300 .....	3	

\*If the student demonstrates proficiency in any of these subjects by comprehensive examination, he may elect other courses from the division upon the recommendation of his counselor.

\*\*Temporary equivalents for these courses may be permitted with the consent of the counselor.

- |  |    |       |
|--|----|-------|
| Directed Teaching, Laboratory in Education, and<br>General Education Problems 470, 410, 450 .....  | 15 |       |
| 6. Fine and Practical Arts .....   |    | 12    |
| Industrial Arts for Elementary Teachers 174 .....  | 4  |       |
| Electives (must include at least one course in Music and<br>one course in Art) .....   | 8  |       |
| 7. Physical Education .....  |    | 4     |
| 8. Additional General Education Courses .....  |    | 8-10  |
| Eight hours additional work (ten if the student takes Col-<br>lege Writing 116, 117) must be elected from non-profes-<br>sional courses marked by an asterisk in the Division of<br>Basic Studies and the Departments of Art and Music, or<br>from any such courses in the Divisions of Language and<br>Literature, Social Science, and Science and Mathematics. |    |       |
| 9. Electives .....   |    | 13-14 |
- B. The academic training shall include a major in Special Education (men-  
tally handicapped) and one minor in a subject or subject field taught in  
the elementary grades. Courses included in the major in Special Edu-  
cation must be elected under guidance, and must include those subjects,  
groups and hours required by the Department of Public Instruction for  
approval.
- C. The candidate must satisfy the requirements of the B.S. degree.

## SPECIAL EDUCATION CURRICULUM — CRIPPLED AND HOMEBOUND CHILDREN

### B.S. Degree

#### State Elementary Provisioned Certificate

(For the preparation of teachers of crippled and homebound children)

- |                                   |   |      |
|-----------------------------------|---|------|
| A. Course Requirements            |   | S.H. |
| 1. Language and Literature .....  |   | 9-11 |
| Communication 114, 115 or .....   | 8 |      |
| College Writing 116, 117 .....    | 6 |      |
| Literature for Children 282 ..... | 3 |      |
| 2. Science .....                  |   | 22   |
| Biology 100 .....                 | 4 |      |
| Biology 213 .....                 | 4 |      |
| Physical Geography 105* .....     | 4 |      |
| Healthful Living 111 .....        | 2 |      |
| General Psychology 200 .....      | 3 |      |
| Abnormal Psychology 322 .....     | 3 |      |
| Mental Testing 481 .....          | 2 |      |

\*If the student demonstrates proficiency in this subject he may elect other  
courses from the division upon the recommendation of his counselor.

*Special Education*

- |  |      |
|--|------|
| 3. Social Science .....  | 11   |
| Western Civilization 100, 101 <i>or</i> .....  | 8    |
| Man and Society 102, 103 .....   | 8    |
| American Government 200, 202, <i>or</i> 204 .....  | 3    |
| 4. Humanities .....  | 6    |
| Humanities 220, 221* <i>or</i> .....   | 6    |
| Humanities 222, 223* .....   | 6    |
| 5. Education .....   | 35   |
| Human Growth and Development 250 .....   | 3    |
| Introduction to Special Education 331 <i>or</i> .....  | 2    |
| Education of Exceptional Children 530 .....  | 2    |
| Teaching of Reading 312 .....  | 3    |
| Mental Deficiency 532 .....  | 2    |
| Introduction to Mental Hygiene 381 <i>or</i> .....   | 3    |
| Mental Hygiene of Childhood and Adolescence 585 .....  | 2    |
| Therapeutic Care of Crippled Children 542 .....  | 2    |
| Education of Crippled Children 543 .....   | 2    |
| Introduction to Directed Teaching 300 .....  | 3    |
| Directed Teaching, Laboratory in Education, and General<br>Educational Problems 470, 410, 450 .....  | 15   |
| 6. Fine and Practical Arts .....   | 14   |
| Industrial Arts for Elementary Teachers 174 .....  | 4    |
| Orthopedics 524 .....  | 2    |
| Electives (must include one course in Music and one course<br>in Art) .....  | 8    |
| 7. Physical Education .....  | 4    |
| 8. Additional General Education Courses .....  | 8-10 |
| Eight hours additional work (ten if the student takes Col-<br>lege Writing 116, 117) must be elected from non-profes-<br>sional courses marked with an asterisk in the Division of<br>Basic Studies and the Departments of Art and Music, or<br>from such courses in the Division of Language and Liter-<br>ature, Social Science and Science and Mathematics. |      |
| 9. Electives .....   | 5    |
- B. The academic training shall include a major in Special Education (Crippled and Homebound) and one minor in a subject or subject field taught in the elementary grades. Courses included in the major in Special Education must be elected under guidance, and must include those subjects, groups and hours required by the Department of Public Instruction for approval.
- C. The candidate must satisfy the requirements of the B. S. Degree.

\*Temporary equivalents for these courses may be permitted with the consent of the counselor.

# **SPECIAL EDUCATION CURRICULUM — SPEECH CORRECTION**

B.S. Degree

State Elementary Provisional Certificate

(For the preparation of teachers of speech correction)

A. Course Requirements		S.H.
1. Language and Literature .....		30-32
Communication 114, 115 <i>or</i> .....	8	
College Writing 116, 117 .....	6	
Speech for Teachers 102 .....	3	
Problems of Deaf and Hard of Hearing 254 .....	3	
Introduction to Speech Correction 250 .....	3	
Principles of Speech Correction 252 .....	3	
Phonetics 350 .....	3	
Basic Voice and Speech Science 550 .....	3	
Stuttering and Allied Disorders 552 .....	3	
Applied Speech Correction 554 .....	3	
2. Science .....		18-19
Biological Science 107* .....	4	
Physical Science 108* .....	4	
Healthful Living 111 .....	2	
General Psychology 200 .....	3	
Abnormal Psychology 322 .....	3	
Mental Testing 481 <i>or</i> .....	2	
Laboratory in Psychological Testing 380 .....	3	
3. Social Science .....		14
Western Civilization 100, 101 <i>or</i> .....		
Man and Society 102, 103 .....	8	
Marriage and the Family or Modern Marriage 240 .....	8	
American Government 202, 204 <i>or</i> 200 .....	3	
4. Humanities .....		6
Humanities 220, 221* <i>or</i> .....	6	
Humanities 222, 223* .....	6	
*Temporary equivalents for these courses may be permitted with the consent of the counselor.		
5. Education .....		25-26
Human Growth and Development 250 .....	3	
Introduction to Special Education 331 <i>or</i> .....	2	
Education of Exceptional Children 530 .....	2	
Introduction to Mental Hygiene 381 <i>or</i> .....	3	
Mental Hygiene of Childhood and Adolescence 585 .....	2	
Introduction to Directed Teaching 300 .....	3	
Directed Teaching, Laboratory in Education, and General Education Problems 470, 410, 450 .....	15	

\*If the student demonstrates proficiency in any of these subjects by comprehensive examination, he may elect other courses from the division upon the recommendation of his counselor.

- |   |       |
|---|-------|
| 6. Physical Education .....   | 4     |
| 7. Additional General Education Courses .....   | 8-10  |
| Eight hours additional work (ten if the student takes College Writing 116, 117) must be elected from non-professional courses marked by an asterisk in the Division of Basic Studies and the Departments of Art and Music, or from any such courses in the Divisions of Language and Literature, Social Science, and Science and Mathematics. |       |
| 8. Electives .....  | 15-17 |
| Suggested electives: Anatomy 216, Public Speaking 130, Social Psychology 220, Principles of Social Case Work 360, Teaching of Reading 312, Basic Audiometry 434 or Introduction to Lip Reading 535, Cultural Anthropology 330, Learning and Memory 510.   |       |
- B. The academic training shall include a major in Speech correction and one minor. Courses included in the major in Special Education must be selected under guidance, and must include those subjects required by the Department of Public Instruction for approval.
- C. The candidate must satisfy the requirements of the B.S. degree.



## II. DESCRIPTION OF COURSES

### EDUCATION

Roland S. Strolle, Head; A. L. Sebaly, Director of Student Teaching

David Adams	Elven E. Duvall	Dorothy J. McGinnis
Hubert G. Archer	Manley M. Ellis	George G. Mallinson
James F. Billingsley	John L. Feirer	Arthur J. Manske
Gerald Bodine	Orie I. Frederick	Harvey Overton
Earl Borr	Robert Fries	Hazel Paden
Frederick Brail	Mitchell J. Gary	Marguerite Rapson
Roy C. Bryan	Louis A. Govatos	Charity C. Risher
John A. Buelke	Jane Griffith	Lois Robinson
Homer L. J. Carter	James H. Griggs	Esther D. Schroeder
Clara R. Chiara	Elizabeth Johnson	Carl B. Snow
George K. Cooper	John W. Klousia	Bess L. Stinson
Isabel Crane	Eunice E. Kraft	Sarah J. Stroud
James A. Davenport	Neil Lamper	Sara R. Swickard
Donald A. Davis	Carl Lindstrom	Alfred R. Thea
	Dorothy McCuskey	

Courses are designed to meet the professional needs of the student preparing to teach. All students pursuing a curriculum for a secondary provisional certificate and a degree are required to take as a minimum 21 hours of professional work in education; 24 hours for the elementary provisional certificate. The following courses, or their equivalent, are required: Human Growth and Development 250, three hours; The Teaching of Reading 312, three hours for elementary teachers; Introduction to Directed Teaching 300, three hours; and Directed Teaching, Laboratory in Education, and General Educational Problems 470, 410 or 420, 450, fifteen hours.

Applicants for the secondary provisional certificate are not permitted to major in Education.

Elective courses are available in the following fields: elementary education, secondary education, special education, methods of teaching, foundations of education, guidance, mental hygiene, and related areas. Certain special-methods courses are available in other departments of the university.

Students take Directed Teaching 470 and Laboratory in Education 410 or 420, twelve hours, during one semester, and General Educational Problems 450, three hours, during either semester of the senior year. Students with advanced credit in education or with irregularities in their professional work should confer with the departmental adviser at the earliest possible date.

#### 100 Introduction to Education

2 hrs. Fall, Spring

Experimental Freshman Course open to selected students.

This course is designed to provide an early introduction to the profession of teaching and to the educational services present in communities of the

state and nation. Field trips, observations, audio-visual materials, resource persons, tests and personal inventories are used to acquaint students with the purposes and functions of education in American society, and to help students make intelligent choices of areas of specialization within the profession. Course meets three hours a week for two hours credit.

## REQUIRED WORK IN EDUCATION

(For Provisional Certificate)

### SOPHOMORE OR JUNIOR YEAR

#### 250 Human Growth and Development 3 hrs. Fall, Spring

Class meets four periods a week for three hours credit. Course deals with physical, social, emotional, and intellectual growth and development of children and adolescents.

### JUNIOR YEAR

#### 300 Introduction to Directed Teaching 3 hrs. Fall, Spring

This course is designed to prepare students for successful student teaching. Prerequisite: 250 or equivalent.

### SENIOR YEAR

#### 470, 410 or 420, 450 Integrated Professional Education 15 hrs. Fall, Spring

For all seniors whose programs will permit them to devote one semester entirely to professional education. A unified course for seniors which is based on needs and problems of students while doing their directed teaching. Prerequisite: 250 and 300, or equivalent; and twice as many honor points as hours of credit.

#### 470 Directed Teaching 8 hrs. Fall, Spring

Students devote a half day for one semester to Directed Teaching, at which time they have experience in both the curricular and extra-curricular program of the training school in which they teach. All students expecting to do Directed Teaching should enroll in the Student Teaching Office well in advance of the semester in which the Directed Teaching is to be done.

#### 410, 420 Laboratory in Education 4 hrs. Fall, Spring (Elementary students enroll in 410; secondary in 420)

Students work individually and in groups on the kinds of problems faced in directed teaching situations in classroom, school, and community. Other problems to be faced later as full-time teachers are considered. Suggestions and guidance are afforded by staff members and by resource persons. The laboratory is divided into elementary and secondary sections.

**450 General Educational Problems****3 hrs. Fall, Spring**

Course content includes such matters as social, political, and economic influences on education; historical and philosophical backgrounds of present-day education; changes and trends in education; and current problems in education.

**OPTIONAL COURSES IN DIRECTED TEACHING****471 Directed Teaching****4 hrs. Fall, Spring**

Only for seniors who have completed most of their professional course work prior to the senior year. Similar to description for 470. Students should enroll at the Student Teaching Office for Directed Teaching 471, 472, or 473 well in advance of the semester in which the Directed Teaching is to be done. Prerequisite: twice as many honor points as hours of credit acquired.

**472 Directed Teaching****4 hrs. Fall, Spring**

Only for seniors who have previously fulfilled a part of their requirement in directed teaching. Similar to description for 471. This course is also offered in extension.

**473 Directed Teaching****4 hrs. Fall, Spring**

This elective course is planned primarily for those students who wish to extend their teaching over a wide range of grades or subjects. and for students who, in the opinion of the head of the department and the Director of Student Teaching, need more experience in teaching. Prerequisite: 472 or 470.

**GENERAL COURSES****502 Curriculum Workshop****2-4 hrs. Fall, Spring**

Opportunity is provided for teachers, supervisors and administrators in selected school systems to develop programs of curriculum improvement. A wide variety of resources is used for instructional purposes, including several specialists, library and laboratory facilities, field trips, audio-visual materials, and the like.

**504 Workshop in Human Relations****2-4 hrs.**

Opportunity is provided for teachers, administrators, and other school personnel to work together in the study and solution of problems in human relations, particularly in the fields of intercultural relations, group processes, communication, and home-school-community relations. Resource persons in Psychology, Sociology, Speech, Business, and Education will participate in the workshop. Not offered in 1960-61.

**506 Adult Education****2 hrs.**

This course will include such topics as organizing and financing formal public school adult education programs, promoting informal adult education activities, leadership training, program planning, and adult education group techniques. Students will be permitted to select special areas of interests for research and study. Not offered in 1960-61.

**508 Parent Education****2 hrs. Spring**

Places major emphasis on home problems which have educational implications for the child. Parent-teacher relationships, council programs, and cooperative efforts for improvement of education in home and in school are studied.

**ELEMENTARY EDUCATION****310 Stories for Childhood****2 hrs. Fall**

A study of stories and poems suitable to childhood. Classroom practice in story telling.

**311 Reading Workshop****3 hrs.**

The basic purpose of the workshop will be to study typical classroom reading problems. Tools useful in identifying problems, materials available, and techniques for the teaching of reading will be examined and experimented with in the classroom. Special consideration will be given to a case study of one severe reading problem.

**312 The Teaching of Reading (Elementary)****3 hrs. Fall, Spring**

A summary of the results of the scientific studies made in the field of reading, with suggestions as to the bearing of these studies upon the materials and methods of teaching.

**313 Problems in Elementary Education****3 hrs.**

This course is designed to deal with problems of immediate concern to beginning teachers—discipline, group activity, teacher-pupil planning, and other problems dealing with teaching in the elementary school. Not offered in 1960-61.

**414 Nursery-Kindergarten Education****2 hrs. Spring**

This course will acquaint the students with the history and present-day status of the Nursery School and Kindergarten education. Consideration will be given to the organization, equipment, curriculum, and approved teaching procedures.

**415 Early Elementary Education****3 hrs.**

A study of curriculum practices in the early elementary grades. Students will have an opportunity to work with large centers of interest, be introduced to newer courses of study, and afforded the opportunity of actual participation. Not offered in 1960-61.

**416 Later Elementary Education****3 hrs.**

A study of the characteristics and needs of pupils in the later-elementary grades and of the materials and methods of instruction. Not offered in 1960-61.

**510 The Elementary Curriculum—I****2 hrs. Fall**

A consideration of content and procedures to adapt experiences of pupils in elementary schools to modern conditions and to child needs and interests. Individual or committee reports concerning the improvement of various aspects of the elementary school curriculum will be prepared.

**511 The Elementary Curriculum—II****2 hrs.**

A continuation of 510. Emphasis will be placed on developing and organizing research materials for actual use in school systems represented by those taking the course. Not offered in 1960-61.

**SECONDARY EDUCATION****322 The Teaching of Reading (Secondary)****3 hrs. Fall, Spring**

A summary of the results of the scientific studies made in the field of reading, with suggestions as to the bearing of these studies upon the materials and methods of teaching.

**421 Secondary School Curriculum****2 hrs.**

A study of the principles underlying the revision and reorganization of junior and senior high school curricula and a survey of current practices in adapting the high school offering to modern social conditions and adolescent needs. Not offered in 1960-61.

**520 The Junior High School****2 hrs. Spring**

A detailed consideration of the basic concepts underlying an effective junior high school program. Study of the development and purposes of the junior high school; curricular organization and problems; co-curricular activities; instructional materials.

**SPECIAL EDUCATION****331 Introduction to Special Education****2 hrs.**

A beginning course in the field of special education, dealing with the education of gifted, subnormal, neurotic, delinquent, speech-defective, blind, deaf, and crippled children. Prerequisite: 250. Not offered in 1960-61.

**434 Basic Audiometry****2 hrs.**

Theory and practice of hearing testing with emphasis on the development of audiometric techniques. Interpretation of audiograms with respect to clinical and educational recommendations. Not offered in 1960-61.

**530 Education of Exceptional Children 2 hrs. Fall, Spring**

Deals with the problems and methods involved in the adjustment and training of exceptional children in the schools—the mentally retarded, the gifted, the crippled, the deaf, the blind, the emotionally unstable, and the delinquent.

**531 Methods and Materials for the Deaf 2 hrs. Fall**

The course deals with curricula, curricular materials, and special methods to be employed in teaching deaf and hard of hearing children.

**532 Mental Deficiency 2 hrs. Fall, Spring**

A course in the psychology and pathology of mental deficiency including causation, diagnosis, classification, prognosis and therapy at all levels. Prerequisite: 250 or equivalent.

**533 Education and Control, Mentally Handicapped 2 hrs. Fall**

The course deals with the roles of the courts, institutions, schools and other agencies in control, education and custody of the mentally handicapped. Prerequisite: 250 or equivalent.

**534 Methods and Materials, Mentally Handicapped 2 hrs. Fall, Spring**

Principles of learning and instructional practices applicable to mentally handicapped children. Special attention is given to problems of the mentally retarded child with elementary curricular materials.

**535 Introduction to Lip Reading 2 hrs. Fall**

A course designed to acquaint the student with the various methods of lip reading and the problems encountered in the teaching of this skill. The student is given opportunity to acquire elementary lip reading skill as well as practice in the techniques of teaching.

**536 Speech for the Deaf 2 hrs. Spring**

Teaching methods used for the development of speech in congenitally deaf children. The formation of speech elements and their combination into words. Use of residual hearing for speech and voice improvement.

**537 Language for the Deaf 2 hrs.**

The development and application of the principles of the English language and presentation to the deaf children. Attention will be given to the Language Principle Method, the Barry Five Slate System, Straight Language for the Deaf, and Wings Symbols. Not offered in 1960-61.

**538 Anatomy and Pathology of the Aural Mechanism 2 hrs.**

A survey of anatomical and physiological subject matter bearing on the speech field of hearing; functional tests of hearing; and discussion of the pathological conditions of the ear and labyrinth. Not offered in 1960-61.

**539 Clinical Audiometry and Audiology****2 hrs.**

This course deals with the physics of sound, with the ear as a sound receiver, and with clinical methods of measuring hearing. The interpretation of test results for the purposes of re-education and the necessary follow-up measures in an educational hearing program are studied. Students will be given actual practice in group and individual audiometric testing. Not offered in 1960-61.

**542 Therapeutic Care of Crippled Children****2 hrs.**

A study of therapies, services and orthopedic appliances necessary for the care, education and rehabilitation of crippled children. Identification of crippling conditions and their management in home, school and community. Lecture, demonstrations, clinics by physicians, physical and occupational therapists. Open to graduates and qualified undergraduates. Not offered in 1960-61.

**543 Education of Crippled Children****2 hrs.**

Study of educational and psychological needs of crippled children. Characteristics, types and special class placement of crippled children. Methods and materials with special emphasis on individual differences in learning ability. Special educational problems involved in brain-injured children. Open to graduates and qualified undergraduates. Not offered in 1960-61.

**METHODS OF TEACHING****340 Art Observation****1 hr. Fall**

Observation of art activities in the training school and discussion and illustration of these problems.

**344 Teaching of Industrial Education****3 hrs. Fall, Spring**

This course deals with the problems in teaching industrial arts subjects, the techniques employed in the analysis of instructional units, construction of tests and rating scales, and problems dealing with administration and work. The principal methods of instruction used in industrial arts subjects.

**345 Plan and Organization of a School Shop****2 hrs. Fall, Spring**

This is a course to help teachers plan and organize the school shop. Topics concerned include physical needs of the subject, selection of activities, shop layout, purchasing equipment, establishing a supply routine, planning personnel organization, and shop management.

**346 Teaching of Shorthand and Typewriting****2 hrs. Spring**

A course in the methods of teaching business subjects with emphasis on shorthand, typewriting, and other stenographic skills. It is recommended that this course either precede or accompany directed teaching in this area.

**347 Teaching of Bookkeeping and Basic Business Courses****2 hrs. Fall, Spring**

A course in methods for the prospective teacher of bookkeeping, business law, economics, business English, and clerical business skills. It is recommended that this course either precede or accompany directed teaching in this area.

**348 Introduction to Audio-Visual Education****3 hrs.**

Survey of various types of Audio-Visual Aids; functions in the learning process; practice in selecting and evaluating materials; equipment instruction in laboratory periods with proficiency in operation required; and techniques of good utilization of Audio-Visual materials. Not offered in 1960-61.

**442 Teaching of Latin****2 hrs. Fall**

The problems of the first two years of high-school Latin are considered. Observations of teaching, reports, and discussions will form a part of the work. This course is a prerequisite to directed teaching in Latin.

**540 Administration Special Classes, Mentally Handicapped****2 hrs. Spring**

Principles and practices of organization and administration at state, county and district levels. Legal aspects including state aid.

**541 Art Supervision****3 hrs. Spring**

A study of the curriculum and its needs in art activities. A course of study will be outlined and administration problems discussed. Prerequisite: 151, 153, 217, 232, 233, 251.

**544 Methods in Physical Education****2 hrs. Fall**

Fundamental principles underlying the selection of subject matter and the technique of teaching gymnastics, games, and rhythmic work for elementary and high-school pupils. Opportunity for observation and making of lesson plans.

**545 Hearing Rehabilitation****2 hrs. Spring**

Considers lip reading, hearing aids, auditory training and speech re-education as rehabilitative measures. Laboratory teaching of hard-of-hearing children and adults.

**546 Driver and Safety Education****2 hrs. Fall, Spring**

Deals with several aspects of safety education in the home, school and community, with special emphasis on preparing secondary school teachers of driver training and safety education. Materials and methods, psychophysical testing, sound driving practices, pedestrian protection, "Behind-the-Wheel" training in dual-control cars, and accident prevention procedures are an integral part of the course.

**548 Audio-Visual Education****2 hrs. Fall, Spring**

Acquaints teachers and administrators with the principles and practical uses of multi-sensory aids to education, including field trips, machines, and creative materials.



**549 Production of Instructional Materials****2 hrs. Spring**

This workshop or course provides for many laboratory experiences in making such instructional materials as: bulletin board displays, charts, wet and dry mounting of pictures, film strips and 2" x 2" slides, silk screen process, magnetic boards, handmade slides, mimeograph techniques, etc.

**FOUNDATIONS OF EDUCATION****350 Character Education****2 hrs.**

The objectives of character education are studied and catalogued. The influences of the curriculum, the cardinal principles of education and social agencies, in relation to heredity and environment, are observed. A bibliography of methods and materials is collected. Not offered in 1960-61.

**550 Education for Moral and Spiritual Values****2 hrs.**

Open to teachers, counselors, administrators, and others who are interested in helping children and youth develop desirable behavior patterns based on fundamental moral and ethical principles. Involves a study of procedures and activities designed to develop good value-judgments which will carry over in family, school and community relationships. Not offered in 1960-61.

**551 Philosophy of Education****2 hrs. Spring**

For graduate students and teachers of experience. Analyzes and interprets the changes in education taking place in this and other countries.

**ADMINISTRATION AND SUPERVISION****460 Organization and Administration of Physical Education****3 hrs. Fall, Spring**

The planning of physical-education programs for city, village, and rural schools; the organization of health lessons, games, tests, meets, tournaments, and seasonal play; principles of supervision; construction and equipment of buildings, grounds, swimming pools, athletic fields, stadia.

**561 Administration and Organization of Physical Education****2 hrs. Spring**

This course presents the problems that arise in the everyday experience of the instructor. Among the topics considered are administration of activities, physical examinations, excuses, special cases, records, schedules and relations with other services in the school.

**GUIDANCE, MENTAL HYGIENE, AND INDIVIDUAL SERVICES****381 Introduction to Mental Hygiene****3 hrs.**

A course in the mental hygiene of childhood and adolescence. Among the topics considered are: adjustment to home and school; failure, frustration, and aggression; role of the emotions in education; adolescence and its

problems; sex development; juvenile delinquency; the mental hygiene of courting, mating, and marital relations; the mental hygiene of religion. Not offered in 1960-61.

**482 Clinical Problems in Reading** 2 hrs. Fall, Spring

This course provides practical experience in Reading Laboratories sponsored by the Psycho-Educational Clinic. Diagnosis and treatment of reading problems at either the elementary level or secondary level are emphasized. The course deals with physical, mental, and emotional factors affecting reading performance. Open to advanced students with permission of instructor.

**580 Introduction to Guidance Services** 2 hrs. Fall, Spring

A basic introductory course for all secondary and elementary teachers, including a survey of the history, principles, problems, methods, organization and methods of guidance. Special attention is centered on the individual, his needs and adjustments, and on counseling procedures.

**581 Techniques of Guidance** 2 hrs. Fall, Spring

This course is designed to give competencies in the use of school records, instruments of measurement, case studies, interview, group guidance, placement, follow-up and community resource.

**582 Occupational Information for Counselors and Teachers** 2 hrs. Spring

Stresses knowledge of sources, use, evaluation and techniques of imparting occupational information. Recent trends in the major occupations are also discussed.

**583 Guidance Workshop** 2 hrs. Spring

The workshop is designed for teachers, counselors, supervisors, and administrators in selected school systems to study particular guidance problems and procedures in relation to their local guidance program. A wide variety of workshop methods and resources is used.

**585 Mental Hygiene of Childhood and Adolescence** 2 hrs. Fall, Spring

Deals with the problems of emotional adjustment and maladjustment in childhood and adolescence.

**587 Educational Therapy in Reading** 2 hrs. Spring

A study is made of the psychological, sociological and physiological factors affecting children's reading ability, together with laboratory application of such knowledge in the prevention, diagnosis and treatment of reading problems. Open only to experienced teachers by permission of the instructor.

## PHYSICAL EDUCATION FOR MEN

Mitchell J. Gary, Head	John W. Gill	William Rowekamp
Donald E. Boven	Joseph T. Hoy	Merle J. Schlosser
Patrick J. Clysdale	Jack D. Jones	Thomas C. Slaughter
George Dales	Lynn E. Lynch	Raymond F. Sorensen
Robert Epskamp	Charles H. Maher	Fred L. Stevens
Edward A. Gabel	Richard Raklovits	Roy J. Wietz

### THE GENERAL PHYSICAL EDUCATION REQUIREMENT

All men must participate in general physical education beginning with the first semester of residence, until a minimum of four hours is completed. Classes meet three hours weekly for one semester hour of credit.

Students are classified for physical education activities on the basis of a medical examination required by the University Health Service. No student is excused from fulfilling the requirement because of a physical disability. The needs of all students with physical defects can be cared for in the adapted program on an individual basis.

The purpose of the program is to provide physical fitness and recreational activities which will meet the mental, physical, social and leisure time needs of all students.

During the first year the program is designed to emphasize the fundamentals of the various team sports in season, swimming, calisthenics and body building activities. Individual and dual sports emphasizing carry-over values for adult life are stressed during the second year. These courses are arranged in progression.

A member of an athletic squad upon recommendation of the coach concerned, may receive credit for general physical education provided he officially enrolls for physical education class and attends the class until the instructor arranges for his transfer to the athletic squad. If he is dropped from or withdraws from the athletic squad or when the season in the sport concerned ends, he must report back immediately to the physical education instructor and attend class thereafter or credit will not be given.

Veterans of military service are subject to the same requirements in general physical education as non-veterans.

Majors or minors specializing in physical education are not required to complete the general physical education requirement.

The general physical education requirement may be waived for students forty years of age or older.

Each transfer student must complete 4 semester hours credit in general physical education. He must enroll for and participate in general physical education during the first semester of residence at Western Michigan University and thereafter each semester until the requirement is completed or until graduation, whichever occurs first. This requirement is in effect

regardless of whether or not general physical education was required at the previous institution. If time limitations will not permit the transfer student or other student to complete the minimum requirement in general physical education before graduation, he should enroll in a course meeting 3 hours weekly in order to earn the maximum credit possible during each semester before graduation.

Participation in Band may be substituted for physical education credit except that a minimum of one semester hour of credit must be earned by actual participation in general physical education course 115 by each student who is participating in band. Substitution of band participation for physical education credit during the second semester is possible only if the student has participated in the *marching* band during the first semester.

Each male student shall enroll either in general physical education or ROTC beginning with the first semester of residence. During the first four semesters in which he is enrolled in basic ROTC he is excused from general physical education. If he completes the basic ROTC program, the requirement in general physical education for graduation is waived.

Students who withdraw or are dropped from the ROTC program before satisfactory completion of the first two years must meet all of the requirements in general physical education. Any participation less than satisfactory completion of the two-year program in ROTC may not be substituted for a part of the general physical education requirement.

Students in Occupational Therapy and in Medical Technology will complete 2 hours credit in Physical Education classes during their stay on campus and 2 hours credit will be given them for activities in the affiliated program off-campus.

Students enrolled in the terminal and in the two-year pre-professional curricula must participate in general physical education *beginning with the first semester of residence*, until the requirement is completed.

*Students with irregular programs or with physical disabilities* should consult the person in charge of general physical education to determine what recommendation may be made for satisfactory completion of the general physical education requirement.

All students are required to enroll in Course 115—Swimming, during one semester of their first year on campus. These courses are offered each semester during the forenoon only between 7:45 a.m. and 12:00 Noon.

A student must complete 115 and one other course in the 100 group before enrolling in the 200 group. Two courses in the 200 group should be completed before the student enrolls in the 300 group.

One semester of Bowling 215 may be elected at the 200 level. The 300 courses are organized to give additional participation in activities of major interest. A course may not be repeated for additional credit.

**COURSES IN GENERAL PHYSICAL EDUCATION**

- 104 General Physical Education 1 hour
- 104 Adapted Physical Education 1 hour
- 105 General Physical Education 1 hour
- 105 Adapted Physical Education 1 hour
- 106 General Physical Education (Badminton) 1 hour (Summer only)
- 107 General Physical Education (Swimming) 1 hour (Summer only)
- 108 General Physical Education (Tennis) 1 hour (Summer only)
- 115 General Physical Education (Swimming) 1 hour
- 124 Social Dance (Co-Educational) 1 hour Women's Department
- 125 Square Dance (Co-Educational) 1 hour Women's Department
- 204 General Physical Education 1 hour
- 204 Adapted Physical Education 1 hour
- 205 General Physical Education 1 hour
- 205 Adapted Physical Education 1 hour
- 206 General Physical Education (Golf) 1 hour (Summer only)
- 215 General Physical Education (Bowling) 1 hour
- 304 General Physical Education 1 hour
- 305 General Physical Education 1 hour

**COURSES FOR SPECIALIZING STUDENTS**

Required courses for the twenty-four hour major in physical education are 140, 141, 150, 230, 231, 232, 233, 240, 330, 370, 380, 440. Strongly recommended electives are 270, 351.

Required courses for the minor in physical education are 140, 141, 230, 231, 232, 233, 240, 370.

Education 460 is required of those who plan to do directed teaching in physical education, whether they be majors or minors.

Biology 100, Healthful Living 111, and Anatomy-Physiology 213 are required for physical education majors. These courses satisfy the biological science requirements in basic studies.

**140 Individual and Team Sports** 1 hr. Fall

Covers material used in physical education classes for elementary and high school levels. Fundamentals, organization, and rules of soccer, speed-ball, wrestling, hand-ball, and badminton are emphasized.

**141 Individual and Team Sports 1 hr. Spring**

A continuation of No. 140. Volleyball, archery, tennis and softball are emphasized.

**150 History and Principles of Physical Education 3 hrs. Fall, Spring**

This course is concerned with the understanding and interpretation of the principles and objectives of the modern physical education program. Contributions of historical programs related to the development of the present-day programs are studied and evaluated.

**230 Fundamentals and Technique of Football 2 hrs. Fall, Spring**

Fundamentals of football coaching, with special emphasis on blocking, tackling, passing, kicking, and line and backfield maneuvers. Building an offense, principles of defense formations, scouting and rules.

**231 Fundamentals and Technique of Basketball 2 hrs. Fall, Spring**

This covers the theory and practice of basketball coaching. Foundation skills are stressed, with a study of offensive and defensive systems. A personal textbook involving all material is created.

**232 Fundamentals and Technique of Baseball 2 hrs. Fall, Spring**

Theory and practice in base running, fielding, batting, and pitching; detailed study of each position; offensive and defensive team play; officiating; scoring; study of rules.

**233 Fundamentals and Technique of Track and Field 2 hrs. Fall, Spring**

The accepted forms for starting, sprinting, hurdling, distance running, and for field events. Factors affecting speed, endurance, and fatigue. The selection and preparation of contestants. Managing of meets.

**240 Gymnastic Techniques 2 hrs. Fall, Spring**

Fundamentals and routines of tumbling, side horse, parallel bars, rings, horizontal bar, and trampoline. Prerequisites: 140 and 141.

**270 Camping and Scouting 3 hrs. Spring**

History, principles, and aims of the Boy Scout movement. Tests are passed and techniques mastered. General camping material is presented and tested in evening and overnight hikes. Good background for potential scoutmasters.

**330 Swimming 1 hr. Fall, Spring**

This course for physical education majors and minors is basic. Instruction is given to beginners with emphasis on the various strokes. Competent swimmers may participate in qualification tests for Senior Life Saving.

**351 Psychology of Coaching 2 hrs. Fall, Spring**

Considers principles of psychology and their application to athletics and athletic coaching. Phases considered are: Preparation for coaching; practice sessions; presenting material effectively; planning the season's campaign; personality and will power.

**370 Playground and Community Recreation 3 hrs. Fall, Spring**

Nature and function of play; age periods and adaptations of activities; social environment; needs and objectives; playground development; construction, management and supervision. Study of outstanding programs in operation. A survey of recreational material.

**380 First Aid and Athletic Training 3 hrs. Fall, Spring**

Knowledge and skill in meeting emergencies. The use of massage, strappings, and training room techniques from the coach's point of view. Prerequisites: Anatomy 216 and Physiology 217 or Anatomy and Physiology 213.

**430 Advanced Swimming 1 hr. Spring, Summer**

This course is designed for students who wish to qualify for the Red Cross Senior Life Saving and Instructor's Certificates. The certificate will qualify the student for waterfront administration. Prerequisite: Approval by instructor.

**440 Principles and Technique of Gymnastic Teaching 2 hrs. Fall**

The materials and skills covered in 140, 141, 240 are now presented from the angle of the prospective teacher. Notebook. Leadership emphasized. Prerequisite: 240.

**530 Sports Officiating 2 hrs. Fall**

This course considers rules and officiating techniques with the emphasis on the four major sports, football, basketball, baseball and track. Prerequisite: Fundamentals and technique courses in the various sports.

**560 Curriculum Planning in Physical Education 2 hrs. Spring**

A study and evaluation of present-day trends in secondary physical education for boys. A discussion of principles and procedures for curriculum construction and criteria for selection of activities and judging of outcomes. Individual projects will be developed.

**561 Problems in Interscholastic and Intercollegiate Athletics 2 hrs. Summer**

Relationship of athletics to education is considered. Problems in the organization of an athletic program including eligibility, finance, liability, transportation, safety, facilities and equipment will be discussed.

**HEALTH EDUCATION**

A minor is offered in health education which includes six semester hours of required courses with additional hours from the elective courses listed below to complete a minimum of fifteen semester hours.

*Physical Education for Women*

Required Courses:	S.H.	Elective Courses	S.H.
General Biology 100 (Applicable only to Men Phys. Ed. Majors)	4	Healthful Living 111	2
or		Anatomy and Physiology 213	4
Biological Science 107		Psychology of Personality 220	3
Health Education 242 or 243	2	Anatomy & Physiology 216, 217	8
	—	Community Hygiene 212	3
	6	Psychology of Adolescence 270	3
		Everyday Nutrition 212	2
		Introduction to Mental Hygiene 381	
		Modern Marriage 240	2
		Methods & Materials for School Health Education 514	2

**PHYSICAL EDUCATION FOR WOMEN**

Candace Roell, Head  
Helen Brown  
Eleanor Douglass

Doris Hussey  
Margaret Large  
Margie Miner

Marion Spalding  
Mary Lou Stewart  
Catherine Yocum

Four semester hours of physical education are required for the degree of Bachelor of Arts or Bachelor of Science. The maximum amount of physical education credit to be earned in one semester is 1 semester hour. Transfer students who may need to increase the hours should consult with the department chairman. Physical fitness of the student for participating in the physical education program is determined by medical examination. No student is excused from fulfilling the requirement because of physical handicap, but program adjustments are arranged to take care of individual needs. Body Mechanics 100 is a requirement for those students with postural defects for whom it is recommended. Uniforms, which are required for activity classes, should be purchased at the Campus Store.

Physical Education majors are required to take the following subjects in Biological Science: Biology 100, Anatomy 216, Physiology 217, and Healthful Living 111. These courses meet the Basic Studies requirements in Biological Science as well as the Physical Education requirements in that field.

In the area of Physical Education the major requirement includes courses 150, 180, 181, 245, 246, 247, 248, 276, 280, 281, 350, 360, 380, 381, 480, 550, 561, and in Education, 544, and 561.

Health Education 242 or 243 is required of all physical education majors, but it may be counted toward the major in physical education or toward the minor in health education. A twenty-four hour major planned for students who do not intend to teach in this field only, may be arranged with the head of the Department.

Requirements for a Physical Education minor are either Elementary School Physical Education 245, 246 or Secondary School Physical Education



*School of Education*

247, 248; six hours of physical education activity courses to be approved by the department advisor and additional academic courses to make a total of fifteen hours—18 if on secondary—selected from the following: 150, 242, 243, 276, 360, 544, and 561.

**HEALTH EDUCATION**

A minor is offered in health education which includes six semester hours of required courses with additional hours from the elective courses listed below to complete a minimum of fifteen semester hours—18 if on secondary.

Required Courses	S.H.	Elective Courses	S.H.
General Biology 100	4	Healthful Living 111	2
or		Anatomy & Physiology 213	4
Biological Science 107		Psychology of Personality 207	3
Health Education 242 or 243	2	Anatomy & Physiology 216, 217	8
	—	Community Hygiene 212	3
	6	Psychology of Adolescence 270	3
		Everyday Nutrition 212	2
		Introduction to Mental Hygiene	
		381	3
		Modern Marriage 240	2
		Materials for School Health	
		Education 514	2

**GENERAL PHYSICAL EDUCATION COURSES****99 Posture Counseling**

The student is given a posture examination and counselled regarding her body mechanics before enrolling in any physical education class. Re-checks are given at intervals determined by student needs. No hours of credit are given, but this course must be satisfactorily completed in order to fulfill the physical education requirement.

**100 Body Mechanics****1 hr. Fall, Spring**

A course of remedial exercise for students who do not pass the postural examination, or wish additional counseling.

Credit will be given in this course for one repetition only.

**102 Adapted Physical Education****1 hour**

Sports and recreational activities for students with physical limitations.

**104 General Physical Education****1 hr. Fall, Spring**

The aim of this course is to give the student an understanding of the values of participation in physical activities, and to aid her in determining her physical abilities and needs. Discussion and activity periods.

**106 Individual and Team Sports****1 hr. Fall, Spring**

*Physical Education for Women*

- |  |   |                    |
|--|---|--------------------|
| 109  | <b>Horsemanship</b>                                   | 1 hr. Fall, Spring |
| Credit will not be given for more than 1 hour of Horsemanship.   |   |                    |
| 111  | <b>Swimming, Beginning and Intermediate</b>           | 1 hr. Fall, Spring |
| 112  | <b>Swimming, Advanced and Synchronized</b>            | 1 hr. Fall, Spring |
| 113  | <b>Swimming, Life Saving and Instructor's Test</b>    | 1 hr. Fall, Spring |
| Credit will not be given for more than 2 swimming courses.   |   |                    |
| 115  | <b>Folk Dance and Recreational Games</b>              | 1 hr. Fall, Spring |
| 117  | <b>Tennis and Basketball</b>                          | 1 hr. Fall, Spring |
| 119  | <b>Outdoor Team Sports and Badminton</b>              | 1 hr. Fall, Spring |
| 121  | <b>Folk Dance</b>                                     | 1 hr. Fall, Spring |
| 123  | <b>Modern Dance</b>                                   | 1 hr. Fall, Spring |
| Individual and group study of expression through rhythmical movement.  |   |                    |
| 124  | <b>Social Dance</b>                                   | 1 hr. Fall, Spring |
| 125  | <b>Square Dance</b>                                   | 1 hr. Fall, Spring |
| 126  | <b>Tap Dancing</b>                                    | 1 hr. Fall, Spring |
| 129  | <b>Golf and Volleyball</b>                            | 1 hr. Fall, Spring |
| 131  | <b>Basketball and Volleyball</b>                      | 1 hr. Fall, Spring |
| 201  | <b>Tennis</b>   | 1 hr. Fall, Spring |
| 203  | <b>Golf</b>   | 1 hr. Fall, Spring |
| Practice of form for the various shots, with some work on the course.  |   |                    |
| 205  | <b>Archery</b>  | 1 hr. Fall, Spring |
| 207  | <b>Badminton</b>                                      | 1 hr. Fall, Spring |
| 215  | <b>Bowling</b>  | 1 hr. Fall, Spring |
| 240  | <b>Rural School Physical Education</b>                | 1 hr. Spring       |
| Indoor and outdoor programs for mixed age groups. Ideas for track meets, picnics, play days, holiday programs, and student leadership systems, and instruction in games needing limited equipment. |   |                    |
| 241  | <b>Physical Education and Recreation for Teachers</b> | 2 hrs.             |

This course is open only to teachers. Topics included in the course are: program planning, making of games, equipment, accident prevention, simple first aid and body mechanics. Practice in games, stunts, rhythms, and recreational activities will be included. Offered by extension only.

**340 Physical Education for the Classroom Teacher. 1 hr. Fall, Spring**

A study of the physical, mental, and social nature of children in the elementary school and of activities suited to their needs.

Courses Giving Academic Credit: (These credits may be used as academic electives, but not to satisfy any part of the general physical education requirement.)

**\*150 First Aid** 2 hrs. Fall, Spring

**\*242 Health Education for Elementary Schools** 2 hrs. Fall, Spring

**\*243 Health Education for Secondary Schools** 2 hrs. Fall, Spring

### **COURSES INTENDED PRIMARILY FOR PHYSICAL EDUCATION MAJORS AND MINORS\*\***

**150 First Aid** 2 hrs. Fall, Spring

The standard course in first-aid techniques leading to the Red Cross certificate.

**180 Physical Education Theory and Practice** 2 hrs. Fall

Body mechanics, swimming, folk dance, modern dance, field hockey, volleyball and basketball.

**181 Physical Education Theory and Practice** 2 hrs. Spring

Tennis, swimming, folk dance, modern dance, basketball, and softball.

**242 Health Education in Elementary Schools** 2 hrs. Fall, Spring

In this course the fundamental scientific principles of healthful living are developed through a study of school health problems. An effort is made to make prospective teachers aware of modern methods and materials useful in helping school children solve their health problems.

**243 Health Education in Secondary Schools** 2 hrs. Fall, Spring

This course is similar to course 242, with emphasis on health problems of the secondary school.

**245 Elementary School Physical Education** 2 hrs.

Concerned with the play interest, needs, and characteristics of children at the elementary-school level. An analysis of activities in terms of these needs.

**246 Elementary School Physical Education** 2 hrs.

Practice in physical education activities suitable for the elementary grades with opportunities for members of the group to teach the activities.

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\*These courses count as electives with academic credit—They may not be used toward completion of the 4 hour general Physical Education requirement.

\*\*Students who are not majoring or minoring in Physical Education may elect courses from this group with consent of the departmental advisor.

*Physical Education for Women***247 Secondary School Physical Education 2 hrs. Fall**

A study of the physical education program of high school girls with opportunities for participation in teaching.

**248 Secondary School Physical Education 1 hr. Spring**

A continuation of course 247. Apparatus work, calisthenics, stunts, testing, tournaments, track and field, and tumbling are included.

**270 Camping Education 3 hrs. Spring, Summer**

This course consists of: the history and scope of camping, camping in education, camp standards, problems and personnel. Practice will be provided in skill and techniques for camp counselling.

**276 Community Recreation, Scouting, and Camp Fire 2 hrs. Fall**

The study of the organization and administration of community play.

**280 Physical Education Theory and Practice 2 hrs. Fall**

Square dance, modern dance, basketball, volleyball, soccer and swimming.

**281 Physical Education Theory and Practice 2 hrs. Spring**

Social dance, modern dance, basketball, tennis, softball, and swimming.

**350 Applied Anatomy 2 hrs. Fall**

Analysis of the mechanics of bodily movement. A study is made of the location and action of the large muscles in developmental activities and exercises. Prerequisite: Anatomy 216, Physiology 217.

**351 Corrective and Adapted Physical Education 3 hrs. Spring**

The study of preventive as well as prescribed exercises for remedial defects in case of curvature and physical abnormalities. Laboratory practice will be included. Prerequisite: Anatomy 216, Physiology 217, Applied Anatomy 350.

**360 History and Principles of Physical Education 3 hrs. Fall**

A brief historical survey of physical education. In addition, a study is made of the principles of physical education and of the types of programs that develop through their application.

**380 Physical Education Theory and Practice 2 hrs. Fall**

Individual and team sports, dancing and advanced swimming.

**381 Physical Education Theory and Practice 2 hrs. Spring**

Continuation of the activities of 380 with opportunities to teach dance and to officiate in sports.

**480 Physical Education Theory and Practice 2 hrs. Fall**

Archery and golf. Advanced work in sports and dance with opportunities for teaching and officiation.

**544 Methods in Physical Education****2 hrs. Spring**

Fundamental principles underlying the selection of subject matter and the technique of teaching gymnastics, games and rhythmic work for elementary and high-school pupils. Opportunity for observation and making of lesson plans.

**561 Administration and Organization of Physical Education** **2 hrs. Fall**

This course presents the problems that arise in the everyday experience of the instructor. Among the topics considered are administration of activities, physical examinations, excuses, special cases, records, schedules and relations with other services in the school. Prerequisite: Methods in Physical Education.

## RURAL LIFE AND EDUCATION

Wm. McKinley Robinson

James O. Ansel

Either elementary or secondary education degrees may be earned. The former Rural Elementary Curriculum (two-year) which led to the State Limited Certificate is the first two years of the Rural Elementary Degree Curriculum, and may be applied without loss of credit on the Rural Secondary or other Education Degree Curricula.

Students who major (24 hours) or minor (15 hours) in Rural Life and Education are required to have Curriculum 100 and Rural School Administration 305. Under the guidance of the departmental advisor the remaining courses are selected to meet the needs of the individual student from among the following or their equivalents:

Rural Sociology 220, Rural Economics 230, Rural Life (Seminar) 424 or 425, Rural School Supervision (Seminar) 408 or 409 Special Problems of Community Schools (Seminar) 411; Introduction to Special Education 331, Introduction to Mental Hygiene 381, Speech Correction 252, Education Therapy in Reading 587, Audio-Visual Education 348, Introduction to Guidance Services 580; and one or more courses in Vocational Education such as Rural Practical Arts 104, Family Foods 116, Consumer Problems 154, Clothing 200, Everyday Nutrition 212, Home Furnishings 250, Marriage and Family Relations 354, Consumer Buying 516, Housing 554.

## RURAL EDUCATION

**100 Curriculum****3 hrs. Fall, Spring**

A study of the objectives of education as related to rural children and rural needs, and teaching practices leading toward these objectives. Students have a wide range of experience in observation and in the examination and development of materials suitable for rural schools.

**202 Introduction to Directed Teaching****3 hrs. Fall, Spring**

A study of the general principles underlying good teaching and management in the various types of rural schools. Group and individual observation and participation opportunities on and off campus are provided.

**203 Directed Teaching****4 or 5 hrs. Fall, Spring**

Directed teaching is done in designated rural schools of various types in the counties of the service area of the university. Selected students may meet requirements in six-week periods of directed off-campus community participation and teaching.

**305 Rural School Administration****3 hrs. Spring**

The community school; school district reorganization; support and control of education; the functions of the board of education, county superintendent, and state department of public instruction; school buildings, equipment and supplies; professional ethics; professional organizations; the PTA, public relations and interpretation; school law; and similar topics are studied in the course.

**408 Rural School Supervision (Seminar)****2 hrs. Fall**

Planned for supervisors, principals and superintendents. Discussion and individual reports on curriculum, teaching, in-service education, orienting the new teacher, and other problems of supervision for any type of rural school are included. Prerequisite: consent of instructor.

**409 Rural School Supervision (Seminar)****2 hrs. Spring**

Continuation of 408. Study of individual and group problems pertaining to supervisory and related administrative demands in rural schools. Field work is encouraged. Prerequisite: consent of instructor.

**411 Special Problems of Community Schools (Seminar)****2 hrs. Spring**

Planned for teachers, principals and superintendents, supplementing Rural School Administration 305. Topics considered are the aims and functions of the school as related to the rural community, surveys, location and planning of buildings, finance, transportation, selection of teachers, salary and tenure, extra-curricular activities, the PTA, adult education, etc. Field work is encouraged. Prerequisite: consent of instructor.

**RURAL SOCIAL SCIENCE****220 Rural Sociology****3 hrs. Fall, Spring**

Study of life in the rural environment—local, regional and worldwide, including cultural factors; population trends; impact of industrialization; family, village, community; social institutions, agencies and organizations; educational, recreational, cultural, religious, health and governmental facilities. Current magazines and pamphlets supplement the textbooks.

**230 Rural Economics****3 hrs. Fall**

Fundamental economic principles are considered in terms of rural conditions—local, national and international. Economic interpretation is given topics found in the elementary and secondary school curricula—conservation, taxes, insurance, consumer education, cooperatives, agricultural extension services, etc.

**424 Rural Life (Seminar)****2 hrs. Fall**

Critical study of recent books in rural social life, with emphasis upon training for leadership. Supplementary references include research studies. Special problems are selected for study by each student. Prerequisite: consent of instructor.

**425 Rural Life (Seminar)****2 hrs. Spring**

Consideration is given individual problems related to social aspects of school and community life, members of the class devising forms and schedules for a study, and analyzing research studies and techniques involving planning for various services and agencies. Field work is encouraged. Prerequisite: consent of instructor.

# *School of Liberal Arts and Sciences*

**GERALD OSBORN,  
Dean**

**Departments:**

**Art  
Basic Studies  
Biology  
Chemistry  
Economics  
English  
Geography  
History  
Languages  
Mathematics  
Music  
Philosophy and Religion  
Physics  
Political Science  
Psychology  
Sociology  
Speech**





The School of Liberal Arts and Sciences is composed of five divisions:

- Basic Studies:** Offerings in the areas of English, Natural Sciences, Humanities, and Social Sciences are included in this division.
- Fine Arts:** The Departments of Music and Art are in this division.
- Language and Literature:** This division includes the English, Languages, Philosophy and Religion, and Speech Departments.
- Science and Mathematics:** This division is composed of the following departments: Biology, Chemistry, Geography, Mathematics, Physics and Psychology.
- Social Science:** The social science division is composed of the following departments: Economics, History, Political Science and Sociology.

**General objective:** The School of Liberal Arts and Sciences offers a variety of subjects that combine to develop a student who will be at home in the world of ideas, and whose experience of living will be deepened by an understanding of his cultural heritage. It aims to offer him training in thinking objectively, critically, and creatively. Its offerings serve not only the special student of the sciences and humanities but also provide a background of liberal education for students in the other schools of the university and for those in the pre-professional courses.

## I. DEGREE CURRICULA

### THE GENERAL CURRICULUM

#### B.A. or B.S. Degree

In this curriculum a student may satisfy the requirements for pre-professional work. If 124 hours are completed in this program the student will be eligible for a degree of Bachelor of Arts or Bachelor of Science.

#### A. General Education Requirements.

Communication Area	6-8 hours
Communication 114, 115 (8 hours) or College Writing 116, 117 (6 hours)	
Science Area	8 hours
Biological Science 107 (4 hours) Physical Geography 105 (4 hours) Physical Science 108, 109 (4 or 8 hours)	

The West Campus is the new center of university activities, and the scene of most classes for the School of Liberal Arts and Sciences.

*School of Liberal Arts and Sciences*

- |   |         |
|---|---------|
| Social Science Area   | 8 hours |
| Foundations of Western Civilization 100, 101<br>(8 hours) or    |         |
| Man and Society 102, 103 (8 hours)                              |         |
| Humanities Area   | 6 hours |
| Humanities 220, 221 (6 hours) or                                |         |
| Humanities 222, 223 (6 hours)                                   |         |
| (See counselors for alternative courses temporarily permitted.) |         |
- B. Eight hours additional work (10, if a student took College Writing) must be elected from non-professional courses marked by an asterisk in the Division of Basic Studies and the Departments of Art and Music, or from any non-professional courses in the Divisions of Language and Literature, Social Sciences, and Science and Mathematics. 8-10 hours
- C. Course in Government in accordance with Act 106, Public Acts of 1954 3 hours
- D. Physical Education or R.O.T.C. 4 hours
- E. Courses to complete a major, minor and electives to make a total of 124 hours

**LIBERAL ARTS CURRICULUM****B.A. Degree**

- A. One hundred hours' work in the School of Liberal Arts and Sciences.
- B. The regular Basic Studies requirements.
- C. Six (6) hours in each of the three divisions of Science and Mathematics, Language and Literature, and Social Science, and six hours selected from those courses marked by an asterisk in the Division of Fine Arts.
- D. Thirty hours of work in 300, 400 and 500 courses.
- E. Four hours of intermediate work in a foreign language, or successful completion of a qualifying examination.
- F. Six hours of college mathematics (or a high school preparation of two years of algebra, geometry, and/or trigonometry).
- G. Course in Government in accordance with Act 106, Public Acts of 1954.
- H. Courses to complete a major, minor and electives to make a total of 124 hours.

## MEDICAL TECHNOLOGY

A Bachelor of Science degree is awarded in the field of Medical Technology on completion of the following series of courses and a one-year internship in Medical Technology at a hospital affiliated with Western Michigan University. The curriculum fulfills the minimum requirements of the American Society of Clinical Pathologists as well as their recommendations for a strong program. A major is allowed in Medical Technology with 30 hours, credit for the year of internship. This credit is only allowed if the internship is preceded by the required work in Chemistry and Biology, and is taken at an affiliated hospital.

Tuition must be paid during the year of internship and grades for the work completed during that year are recorded on the student's record.

At the completion of the course, the registry examination must be passed to become a Registered Medical Technologist.

### Medical Technology Curriculum

First Year	S.H.	Second Year	S.H.
Biology 100, 101	8	Qual. and Quant. 220, 222	8
College Writing 116, 117	6	Anat. and Physiol. 216, 217	8
Chemistry 100 or 102, 103	8	Gov't. 202, 204 or 200	3
Man and Society 102, 103	8	Humanities 220, 221	6
Phys. Ed.	1-½	Phys. Ed.	1-½
Physiology 217	4	Electives	5
Third Year	S.H.	Fourth Year	S.H.
Physics 110	4	Medical Tech. 435	30
Bacteriology 312, 313	8		
Organic Chem. 360	4		
Biochem. 551, 552, 553	4		
Electives	10		
Phys. Ed.	1-½		
To total at least 94 Semester Hours.			

Recommended electives: Mathematics, Psychology, Parasites and Parasitism 551, Histology 341.

**MUSIC****1. APPLIED MUSIC CURRICULUM**

B.M. Degree: Major-Applied Music; Minor-Theory

First Year	S.H.	Second Year	S.H.
*Applied Music	6	Applied Music	6
Freshman Theory 160, 161	8	Sophomore Theory 260, 261	8
**Piano Class 120, 121	2	Adv. Piano Class 220, 221	2
Communication 114, 115	8	Elementary Acoustics 102	2
Physical Education	2	Political Science 200	3
	—	Physical Education	2
	26		—
			23
Third Year	S.H.	Fourth Year	S.H.
Applied Music	6	Applied Music	6
Choral Conducting 330	1	Counterpoint 560, 561	4
Instrumental Conducting 331	1	Orchestration 567, 568	4
Composition 362, 363	4	Adv. Conducting 530 or 531	1
Style and Structure 364	2		—
Cont. Music Lit. 365	2		15
Hist. and Lit. of Music 370, 371	8		
Music Arranging 366	2		
	—		
	26		

Four semester hours credit of Major Performance Literature 233, is required of instrumental majors.

Diction and Song Literature classes in English, Italian, German and French are required of vocal majors.

Non-Music Courses: In addition to the above outlined courses, the student must complete a minimum of 19 S.H. in subjects of general cultural value. Courses in modern languages, poetry, drama and correlated arts should be included.

\*The instrumental major must start his major performance area on fifth level as indicated in the Music Supplement Catalog.

\*\*The vocal major must pass a piano proficiency examination covering Piano H 43 before graduating.

**2. MUSIC COMPOSITION - THEORY CURRICULUM****B.M. Degree: Major-Theory; Minor-Applied Music**

First Year	S.H.	Second Year	S.H.
*Applied Music	4	Applied Music	4
Freshman Theory 160, 161	8	Sophomore Theory 260, 261	8
Piano Class 120, 121	2	Adv. Piano Class 220, 221	2
Communication 114, 115	8	Elementary Acoustics 102	2
String Class 128, 129	2	Political Science 200	3
Physical Education	2	Woodwind Class 126, 127	2
	—	Percussion Class 130	1
	26	Physical Education	2
			—
			24
Third Year	S.H.	Fourth Year	S.H.
Applied Music	6	Applied Music	6
Hist. and Lit. of Music 370, 371	8	Counterpoint 560, 561	4
Style and Structure 364	2	Orchestration 567, 568	4
Contemporary Music Lit. 365	2	Adv. Composition 562, 563	4
Choral Conducting 330	1		—
Instrumental Conducting 331	1		18
Brass Class 124, 125	2		
Composition 362, 363	4		
Music Arranging 366	2		
	—		
	28		

**Non-Music Courses:** In addition to the above outlined courses, the student must complete a minimum of 19 S.H. in subjects of general cultural value. He must also pass a piano proficiency examination covering Piano H 43 before graduating.

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\*The student will be advised what course number to enroll for after he has taken his placement examination at the time of his original registration.

**3. MUSIC THERAPY CURRICULUM**

B.M. Degree: Major-Music Therapy, Minor-Theory, Minor-Applied Music

First Year	S.H.	Second Year	S.H.
Applied Music (Piano)	4	Applied Music (Piano)	4
Freshman Theory 160, 161	8	Sophomore Theory 260, 261	8
Communication 114, 115	8	Man and Society 102	4
Physical Science 108	4	Psychology 200	3
Biological Science 107	4	Psychology of Adolescence 270	3
*Physical Education	2	Comparative Arts 231	4
†Large Ensemble (Vocal or Inst.)	2	Recreational Music 290	2
	32	Introduction to Mus. Therapy 281	2
		*Physical Education	2
		†Large Ensemble (Vocal or Inst.)	2
			34
Third Year	S.H.	Fourth Year	S.H.
Applied Music (Organ and Voice)	4	**Applied Music	4
Music History and Lit. 370, 371	8	Mus. Therapy Methods and Materials 480	2
Motivational Aspects of Music	2	Psychology of Music Ed. 543	2
Influ. of Music on Behavior 382, 383	4	String Class 128	1
Psychiatric Lectures 322	2	Percussion Class 130	1
Choral Conducting 330	1	Woodwind Class 126	1
Instrumental Conducting 331	1	Political Science 200	3
Music Arranging 366	2	Style and Structure 364	2
Brass Class 124	1	Contemporary Music Lit. 365	2
Abnormal Psychology 322	3	Electives	9
Marriage and Family 340	3	†Large Ensemble (Vocal or Inst.)	2
†Large Ensemble (Vocal or Inst.)	2		29
	33		

Other suggested electives: Kinesiology, Speech Correction, Dramatics, Special Education, Acoustics, Additional Psychology.

**INTERNSHIP REQUIREMENT**

A minimum of six months' clinical training through resident internship in an approved neuropsychiatric hospital with an established music program is required. Students planning to work with mentally defective or handicapped children should spend two months of this internship in an appropriate institution.

**SOCIAL WORK**

A.B. or B.S. Degree, with Certificate in Social Work

This curriculum is designed to prepare students for the lower levels of social work positions, and for the civil service examinations required for

\*The student should select all the various types of dancing courses offered.

†The student should participate in as many different types of Large Ensemble groups as possible. Participation in the Music Ed. Band and Orchestra is strongly recommended.

\*\*May be in any field of Applied Music if the student has demonstrated piano skill through level H 49.

*Degree Curricula*

employment in many public agencies. It also provides basic pre-professional education for graduate training in social work. Graduates who continue in social work as a profession should plan to take, as early in their career as possible, one or two years of professional social work training at the graduate level.

Satisfactory completion of the courses in this curriculum is required for the Certificate in Social Work. In addition the student must take whatever courses are needed to satisfy the group and general education requirements for the A.B. or B.S. degree.

First Year	S.H.	Second Year	S.H.
Communication 114, 115	8	General Psych. 200	3
Biological Sci. 107	4	Psych. of Personality 220 or	3
Physical Geography 105	4	Intro. to Mental Hygiene 381 or	3
West. Civil. 100, 101	8	Human Growth 250	3
Physical Ed.	2	Economics of Consumption 230 or	
Electives	6	Modern Economics 502	3
		Principles of Sociology 200	3
		Modern Social Problems 210	3
		Social Psych. 220	3
		Fields of Social Work 260	2
		Physical Ed.	2
		Humanities 220, 221	6
		Electives	2

**Third and Fourth Year**

Community Hygiene 212 or		Family & Child Adjust. 362	3
Healthful Living 111	3-2	Public Welfare 364 or	3
American Nat'l. Gov't. 202	3	Welfare Organ. 368	2
State & Local Gov't. 204	3	Prin. of Social Wk. 360	3
A minimum of 8 hours of adv.		Orientation to Field Work 462	2
sociology in addition to the		Supervised Field Wk. 463	3
courses listed below, selected		Electives	28-32
with the advice and approval			
of the departmental advisor			
Intro. to Social Research 380	2		
Social Research Projects 381	2		

The required courses in this curriculum provide for a social science major of 34 or 37 hours and a minor in social work of 17 or 18 hours. Some 50 hours of elective courses are allowed. These electives should be used primarily to fulfill the requirements for the general degree and to strengthen the general education of the student. To meet the need of certain students for special skill, however, some elections from such tool subjects as the following may well be considered: Elementary Typewriting 182, Home Management 350, Community Recreation, Scouting and Campfire 276, Laboratory Psychological Testing 302, Clinical Psychology 309, Labor Problems 510 and Elementary Statistical Methods 330.



## II. PRE-PROFESSIONAL CURRICULA

Every professional school has prescribed the nature and amount of the academic work to be completed as a prerequisite to the professional training for a particular vocation. Four years of higher education are generally required by most professional schools for entrance. Western Michigan University is able to offer its students courses of study that meet the requirements for this pre-professional training. It should be noted, however, that the courses outlined are only suggested plans to illustrate in general the kinds of programs that pre-professional students should follow. **IN EVERY CASE THE STUDENT SHOULD PLAN HIS COURSE ACCORDING TO THE REQUIREMENTS OF THE SCHOOL TO WHICH HE PLANS TO TRANSFER FOR HIS PROFESSIONAL TRAINING.** It cannot be emphasized too strongly that the student should exercise care to see to it that the specific requirements of a particular school will have been met.

### CHRISTIAN MINISTRY

The American Association of Theological Schools has issued a statement on pre-seminary studies which outlines an undergraduate program approved by most major American seminaries. The following program includes every basic recommendation contained in this statement. In addition, however, a student who wishes to do his pre-theological studies at Western should obtain a catalog of the seminary of his choice to help him plan his course of study, especially during his Junior and Senior years. There may be specific requirements which he must meet in order to be admitted to that particular seminary.

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	Humanities 222, 223	6
General Lit. 112, 113	6	German, French, or Latin	8
Physical Science 108	4	Religion 201	3
Biological Science 107	4	Philosophy (Logic)	3
Western Civ. 100, 101	8	Philosophy (Ethics)	3
Phys. Ed.	2	Introductory courses in major field (the Association considers a major in English or History most desirable)	
Third Year	S.H.	Fourth Year	S.H.
German, French, or Latin	6 or 8	Complete requirements of the major, and include electives in at least two of the following fields: Economics, Sociology, Psychology, Political Science, Education.	
History 554, 555	3		
Philosophy 360, 361	6		
English or Speech	6		
Pol. Sci. 200	3		

**DENTISTRY**

Although the Dental Aptitude Test is required of all applicants to any dental school, the amount and kind of academic work needed for admission varies. Therefore, a student planning to do his pre-dental work at Western Michigan University should have a catalog from the dental school of his choice and plan his work at Western to meet the requirements of that particular school.

The following program will in most instances satisfy dental school requirements:

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	Physics 110, 111	8
Biology 100, 101	8	Organic Chem. 360, 361	8
Chem. 100 or 102, 103	8	Phys. Ed. 204, 205 or R.O.T.C.	2-4
Man and Society 102, 103 or Western Civil. 100, 101	8	Language or Humanities	6-8
Phys. Ed. 104, 105 or R.O.T.C.	2-4	Electives	6-8
Trig. (If none in high school)	3		
Third Year	S.H.		
Zoology	8		
Psychology	6		
Electives (complete minors)	6		

**ENGINEERING****For all Engineering Curricula**

First Year	S.H.		S.H.
College Writing 116, 117	6	Gen. Chem. 100 or 102, 103	8
or Communication 114, 115	8	Mech. and Mach. Drwg. 221	3
Trig. and College Alg. 122		Descriptive Geometry 222	3
College Alg. and Anal. Geom.		Physical Ed.	1
123 or College Alg. and Anal.		Electives	0-3
Geom. 124, 125	8-10		

**Chemical and Metallurgical**

Second Year	S.H.	Third Year	S.H.
Calculus 222, 223	10	Modern Economics 502 and Accounting 210	6
General College Physics 112, 113	10	Organic Chemistry 360, 361	8
Eng. Materials 210	3	General Speech 100	3
Qual. Anal. 220; Quant. Anal. 222	8	American Government 200	3
Metal Processing 250	2	Labor Problems 510, 511 or Industrial Sociology 374	2
Physical Ed.	1	Humanities 220, 221 or 222, 223 or alternatives	6
		Electives	3-4

*School of Liberal Arts and Sciences***Aeronautical, Civil, Electrical, Marine and Mechanical**

Second Year	S.H.	Third Year	S.H.
Calculus 222, 223	10	Prin. of Economics 200, 201	6
General College Physics 112, 113	10	Differential Equations 306	3
Eng. Material 210	3	or Geology 230, 231	8
Metal Processing 250	2	Statics 320	
General Speech 100	3	and Theoretical Mech. 325	6
Physical Ed.	1	Labor Problems 510	2
		American Govt. 200	3
		Humanities 220, 221 or 222, 223	6

- Notes: 1. Differential Equations 306 is required in Aeronautical, Electrical, Marine and Mechanical Engineering.  
 2. Geology 230 and 231 should be taken in the third year of Civil Engineering Curriculum.  
 3. Civil Engineering requires surveying (Math. 200).

**FORESTRY**

The following is a two-year program approved by Michigan State University:

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	Chemistry 100 or 102, 109	8
Physical Sci. 108	4	Agronomy 220	3
Western Civil. 100, 101	8	Botany 220, 221	8
Math.	6, 8 or 10	Man & Society 102, 103	8
Biological Sci. 107	4	Comparative Arts 231 or	
Phys. Ed. or R.O.T.C.	2 or 4	Humanities	3-4
Speech 100 should be taken if a		Phys. Ed. or R.O.T.C.	2 or 4
3-hour math. course is taken.			

Students planning to transfer to the University of Michigan for work in forestry at the end of the second year must plan on attending the University's summer camp before beginning work on the Ann Arbor campus.

First Year	S.H.	Second Year	S.H.
College Writing 116, 117 or	6	Geology 230	4
Communication 114, 115	8	Physics 112	5
General Chem. 100 or 102, 109	8	Agronomy 220	3
West. Civil. 100, 101 or		Economics 200, 201	6
Man & Society 102, 103	8	Surveying 200	3
Gen. Biology 100, 101	8	Botany 220	4
Trig. 121	3	Botany 224	2

**JOURNALISM**

Most schools of journalism have very definite requirements for admission. A student wishing to do his pre-journalism work at Western Michigan University should plan his course of study according to the requirements for the particular school of his choice. The following is only a suggested program. Many schools require work in a foreign language in addition.

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	Journalism 264, 265	6
Speech 100	3	U. S. Hist. 210, 211	6
Phy. Sci. 108	4	Man & Society 102, 103	8
Western Civil. 100, 101	8	Comparative Arts 231	
Biol. Sci. 107	4	or Humanities	3-4
Phys. Ed.	1½ or 2	Phys. Ed.	1½ or 2
Electives	3 or 4	Electives	3 or 4

**LAW**

An increasing number of law schools are requiring a degree before admission. Many of these schools also require applicants to take the Law School Admission Test. A student planning to go to a law school should plan his course at Western Michigan University with his counselor according to the requirements of the school of his choice.

Below is a suggested program covering three years of work:

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	English Lit.	6
Math. or	8-10	History 210, 211	6
a Lab. Sci.	8	Prin. of Econ. 200, 201	6
Western Civil. 100, 101	8	Acctg. 210, 211	6
Foreign Lang.	8	Gen. Psych. 200	3
Phy. Ed.	1	Phy. Ed.	1
Third Year	S.H.		
Amer. Nat'l & St. Govt. 202, 204	6	Elective (to be selected from	1-5
Prin. of Soc. 200	3	Speech 106; Money & Credit	
Modern Social Prob. 210	3	320, 321; Language or Lit. or	
Public Finance 524	3	Lab. Sci.)	

**LIBRARIANSHIP**

**Librarianship:** A pre-professional curriculum in librarianship is outlined in this bulletin under the Graduate School on page 312.

**MEDICINE**

Many medical schools accept students with three years of college work. Others require that the student finish four years before entering. The Medical College Admission Test is required of all applicants to medical schools.

A student planning to do his pre-medical work at Western Michigan University should obtain catalogs from three medical schools of his choice and should plan his college work to meet their requirements. A special counselor for those enrolled in pre-medical work will assist the student in planning his course of study.

First Year	S.H.	Second Year	S.H.
College Writing 116, 117	6	Qual. and Quant. 220, 222	8
Biology 100, 101	8	Physics 110, 111	8
Chem. 100 or 102, 103	8	Lang. or Humanities	6-8
Lang.	8	Man and Society 102, 103	8
Phy. Ed. or R.O.T.C.		Phy. Ed. or R.O.T.C.	
Third Year	S.H.	Summer	S.H.
Zoology 240, 241	8	Emb. 343 or Histology 341	
Organic Chemistry 360, 361	8		
Electives in Soc. Sci.	6		
Electives			
		Fourth Year	S.H.
		(If four-year pre-med is taken then omit summer session above.)	
		Complete major and minor requirements and other degree requirements. Take electives in Art, Music, Literature, Speech and Social Sciences.	

**MORTUARY SCIENCE**

The first two years of a three-year program in Mortuary Science are called the pre-professional part of the program. To complete the requirements for this, a student must earn 60 hours of credit. It is strongly recommended that his course work include the following: English (6 hours), General Chemistry (8 hours), Organic Chemistry (3 hours), Social Sciences, including geography, history, government, economics, sociology and philosophy, (8 hours), Zoology or Biology (4 hours), Psychology (2 or 3 hours), Mathematics or Accounting (4 hours).

The Michigan Board of Examiners of Mortuary Science requires completion of certain group requirements which the student should check thoroughly.

Suggested First Year	S.H.		S.H.
College Writing 116, 117	6	Biology 100	4
Chem. 100 or 102, 109	8	Small Bus. Mgmt. 250	3
Man and Society 102, 103 or	8	Phys. Ed.	2
West. Civ. 100, 101	8		

**NURSING**

Pre-professional preparation for transfer to a college of nursing may be taken at Western Michigan University for one or two academic years. Most universities offering a correlated program leading to a B.S. degree and R.N. accept transfer students from an accredited institution upon the completion of specified requirements.

Students should plan with care, in cooperation with the pre-nursing counselor, to meet the admission requirements of the school they wish to attend.

A typical one-year pre-professional required program:		A typical two-year pre-professional required program:	
	S.H.		S.H.
College Writing 116, 117 or Communication 114, 115	6-8	College Writing 116, 117 or Communication 114, 115	6-8
Chemistry 100, 102 or 103	8	Chemistry 100, 101 or 102, 103	8
Biology 100, 101	4-8	Biology 100 or 102, 109	8
Psych. 200	3	Zoology 240, 241	4-8
Social Science	8	Psychology 200	3
Sociology 200	3	Social Studies	14-18
Phys. Education	Each sem.	Phys. Education	Each sem.
Electives (to bring total to at least 30 semester hours)		Humanities	6
		Electives (to bring total to at least 60 semester hours).	

Bronson Methodist Hospital School of Nursing students receive pre-clinical instruction at Western in special courses arranged for their particular needs. These courses are given University credit but their applicability to curricula or graduation requirements here is determined by departmental evaluation.

**PHARMACY**

A student transferring to a college of pharmacy is required to be in residence at that school for a minimum of six semesters regardless of how much previous college training he may have had. Therefore, the pre-pharmacy course of study at Western Michigan consists of one year's work.

First Year	S.H.		S.H.
Chemistry 100 or 102, 103	8	Electives (Speech 100 recommended)	3
College Writing 116, 117	6	Phys. Ed. or R.O.T.C.	2 or 4
Biology 100, 101	8		
Math. (if Trig. was not taken in high school)	3 or 4		

### III. DESCRIPTION OF COURSES

#### DIVISION OF BASIC STUDIES

**Robert M. Limpus, Director**

The Division of Basic Studies is responsible for coordinating and administering the basic courses in the General Education program.

Every student should take Communication or College Writing in the freshman year.

In Science the student must have a total of 8 hours. The usual combination is Biological Science 102 and Physical Geography 105, or Physical Science 108 and 109. The choice should depend upon the individual's background and intended field of specialization. If a student plans to major and has considerable background in one area, he should choose the one in which his background is less adequate.

In the Social Science area a student must take either Foundations of Western Civilization or Man and Society. These are recommended for the freshman year.

The two Humanities sequences, Humanities 220 & 221, 222 & 223, are recommended for the sophomore or junior year.

#### COMMUNICATION:

**114 Communication**

**4 hrs. Fall, Spring**

This course attempts to help the student to understand the nature of language, evaluate communication as inter-action between the individual and other members of society and acquire skill in using the communication tools. Lectures, readings, tape-recordings, films and other devices are used to motivate group discussion, informal talks, and written exercises. Skills of primary and secondary research are emphasized; one research paper is required.

**115 Communication**

**4 hrs. Spring, Fall**

A continuation of 114. Prerequisite 114 or 116.

**116 College Writing**

**3 hrs. Fall, Spring**

The course is planned to aid the student in developing greater facility in the use of language, with special emphasis on reading and writing.

**117 College Writing**

**3 hrs. Fall, Spring**

A continuation of 116. Prerequisite 116 or 114. The critical approach is given special emphasis.

**SCIENCE:****\*105 Physical Geography 4 hrs. Fall, Spring**

Designed to build an understanding of major human activities in relation to environmental factors throughout the world. Consideration is given to effects of climate, soil, minerals, topography, and the biotic environment on occupational pursuits of people, transportation and communication, density of population and growth of cities.

**\*107 Biological Science 4 hrs. Fall, Spring**

A course designed to present basic biological principles and to give the student an understanding of the operation of the world of life. It fulfills the general education requirement for biological science.

**\*108 Physical Science 4 hrs. Fall, Spring**

The major objective of the course is to prepare the student for intelligent living in the nuclear age. The course is designed for students who are not planning to specialize in any of the physical sciences. Physical Science 108 with 109 are planned to provide a scientific background for understanding our rapidly changing culture.

**\*109 Physical Science 4 hrs. Spring**

This course continues with a more complete treatment of the major topics in 108. New topics from astronomy, physics, and chemistry are introduced. This course emphasizes the applications of physical science principles to broad problems of social and industrial significance. Prerequisite: Physical Science 108.

**SOCIAL SCIENCE:****\*100 Foundations of Western Civilization 4 hrs. Fall, Spring**

This course is designed to give the student an understanding and an appreciation of contemporary institutions and culture through a study of their origins and development. It is essentially a history of culture which shows how the present is a product of the past and how peoples widely separated in space and time have contributed to the present.

**\*101 Foundations of Western Civilization 4 hrs. Spring, Fall**

A continuation, from the seventeenth century, of 100. While this course deals primarily with the West, it surveys important developments in all parts of the world. It emphasizes the last half-century. Prerequisite: 100.

**\*102 Man and Society 4 hrs. Fall, Spring**

The emphasis is on understanding basic ideas in the social sciences and on acquiring a mature ability to analyze and appreciate the individual in society. The student is introduced to such matters as: the nature of man and the purpose and meaning of human existence; the ways in which personality and society are mutually interdependent; the ways men work, the



reasons why they work and the effect of such economic factors on the composition and political complexion of society; the reasons for and types of communities into which men form themselves.

**\*103 Man and Society**

4 hrs. Spring, Fall

A continuation of 102.

**HUMANITIES:****\*220 Humanities**

3 hrs. Fall

A study of the creative life of man through an examination of the climactic periods during the Greco-Roman and medieval times. The course is organized in terms of the expressions of the purposes of life and values of men through the art, literature, philosophy and theology of those periods.

**\*221 Humanities**

3 hrs. Spring

This course is a continuation of 220 and is concerned with the Renaissance, the age of enlightenment and the contemporary period.

**\*222 Humanities**

3 hrs. Fall

This course explores esthetic expression in painting, music, and literature, and acquaints students with principles of composition and techniques of analysis in all three arts.

**\*223 Humanities**

3 hrs. Spring

This course makes use of a selection of great writings and works of art to stimulate the student to examine human values.

**HONORS:****134 Honors Colloquium**

2 hrs. Fall

Reading, writing, and discussion. Training in primary and secondary research. Fulfills the Communication Area requirement for students admitted to Basic Studies Honors.

**135 Honors Colloquium**

2 hrs. Spring

A continuation of 134.

**234 Honors Colloquium**

2 hrs. Fall

A continuation of 134 and 135.

**235 Honors Colloquium**

2 hrs. Spring

A continuation of 234.

# DIVISION OF FINE ARTS

Elwyn F. Carter, Chairman

The Division includes the Departments of Art and Music. The heads of the departments and the departmental counselors will advise students relative to requirements for majors or minors in these departments and concerning any special requirements set up by the departments. In certain cases, where a group major or minor is possible and advisable, the chairman of the Division should be consulted.

## ART

Harry S. Hefner, Head	John G. Kemper	Paul Robbert
Robert Engstrom	Hazel I. Paden	Elizabeth Smutz
Marc F. Hansen	Stanley K. S. Phillips	Elaine L. Stevenson

Many courses in the department are designed for students not particularly talented in art, but interested in finding a field of art in which they may do well. Suggested courses which require no prerequisite are 161, 163, 121, 111, 123, and 134, 135, 222, 231.

A teaching major in art consists of: 140, 161, 163, 222, 251, 261, 217, 232, 233, 351, 328, 361, 355 plus electives to total 40 hours.

In addition 541 (Ed. Credit) is required for art majors. Must be taken prior to practice teaching.

A general degree major in art consists of: 161, 163, 217, 251, 261, 232, 233, 351, 515, to total 25 hours.

A minor in art consists of: 161, 163, 134, 135, 140 and art electives to total 15 hours.

232 or two points of 231 may be substituted for 134 and 135.

**111 Lettering and Poster Making** **2 hrs. Spring**  
Emphasis is on lettering and poster making for school and commercial use.

**121 Illustrative Handwork** **3 hrs.**

An elementary craft course with manual problems related to interests in the primary grades.

**123 Industrial Art** **3 hrs. Fall, Spring**

A studio course in crafts, designed to meet the needs of groups with varied interests. Weaving, bookbinding, blockprinting, etc.

**\*134 Art Appreciation** **1 hr. Fall**

This course aims to develop aesthetic judgment. A brief survey of the history of painting, with special attention to modern painting, is given.

**\*135 Art Appreciation** **1 hr. Spring and Fall**

A brief survey of the history of sculpture, architecture, and minor arts is given. Prerequisite: 134.

**140 Learning Through Art** 3 hrs. Fall, Spring

This is a laboratory course designed to help classroom teachers recognize art as a vital factor in child growth. Discussions, films, demonstrations, examination of children's work, supply sources, classroom display, studio projects relating to all grade groups, and current teaching practices are a part of the course.

**161 Elementary Design** 2 or 3 hrs. Fall, Spring

A fundamental course in art developing design and color theory through problems of various media.

**163 Art Structure** 3 hrs. Fall, Spring

A course giving drawing experience, lettering, figure, color, and design.

**217 Commercial Art** 3 hrs. Fall

This course is designed to offer special work in the study of advertising art. Posters for school, for business activities, lettering, typography, packaging design, and other related subjects are done. Various techniques and media, as well as technical methods used in the reproduction of art work are discussed. Prerequisite: 161, 163.

**222 Ceramics** 3 hrs. Fall and Spring

Basic course in the designing and building of Pottery—emphasis on casting, throwing, glazing, and firing techniques.

**223 Ceramics** 2 hrs. Fall and Spring

Continuation of Ceramics 222, developing greater knowledge of advanced ceramic techniques. Prerequisite: 222.

**225 Handicraft** 3 hrs.

Includes problems in metal, wood, and other materials. Emphasis on technique. Prerequisite: Elementary Design 161, or consent of instructor. A fee of two dollars will be charged for materials.

**\*231 Comparative Arts** 4 hrs. Fall, Spring

The course takes literature, music, and art and endeavors to point out to students the common core which permeates all the arts. Common expressions such as organization of form, rhythm, repetition, unity, harmony, and tonality are made meaningful through discussion and demonstration. Two hours of credit may be applied on a major or minor in either Music or Art.

**\*232 History of Art** 3 hrs. Fall

Study of primitive, Egyptian, Chaldean, Greek, and Roman architecture, sculpture, and painting.

**\*233 History of Art** 3 hrs. Spring

Study of the art of the Renaissance in Europe and of modern art in Europe and America. Prerequisite: 232 or consent of instructor.

**251 Figure Drawing 3 hrs. Spring, Fall**

Anatomy of the human figure is studied. Rapid sketches, line drawings, and memory sketches are made, after which the work progresses from gesture lines, shadow edges, planning and contour drawing to finished drawings. Prerequisite: 163 or consent of instructor.

**253 Modeling 3 hrs.**

Basic course in sculpture. Mediums are plaster, wood, metal, clay and stone. Prerequisite: 161 or consent.

**261 Art Composition 3 hrs. Spring and Fall**

Composing within a given space: emphasizing unity, spacing, distribution of dark and light; study of color harmony. Mediums used are show-card paints, charcoal, pen and ink. Prerequisite: 163, 161.

**263 Home Furnishing 2 hrs.**

A study of interior design and color, furniture past and present, experience in practical problems.

**265 Stage Design 2 hrs.**

A course for art and speech majors. Class makes practical use of knowledge of scene painting, lighting, and mechanics of staging.

**328 Jewelry 3 hrs. Fall, Spring**

Basic course in the designing and making of jewelry; study of basic techniques and processes—to include enameling.

**351 Oil Painting 2 hrs. Spring**

Continuation of Art Composition 261. Mediums are oil and casein. Prerequisite: 161, 163, 261.

**355 Graphics 2 hrs. Fall, Spring**

Study of prints and print making, etching, wood-block, lithograph, and silk screen. Prerequisite: 151, 153, 261.

**361 Advanced Design 3 hrs. Fall**

Continuation of Elementary Design 161. Applied Art Problems. Prerequisite: 161, 163, 261.

**515 Advanced Commercial Art 3 hrs. Spring**

Emphasizes typographic layout, booklet design, letterheads, mailing pieces, packaging and display design and construction. Covers technical methods essential to commercial art. Prerequisite: Commercial Art, or equivalent.

**550 Painting (Water Color) 2 hrs. Fall**

Painting of still life and landscape, in the studio and outdoors. This course involves the study of composition, color value, and technique. Prerequisite: 161, 163, 261, or consent of instructor.

## MUSIC

Elwyn F. Carter, Head	Marcella Faustman	Holon Matthews
Sam B. Adams	Robert R. Fink	Leonard V. Meretta
Elmer R. Beloof	Jack J. Frey	Charles E. Osborne
Margaret F. Beloof	Tom R. Fulton	Peggy Ramstad
Owen L. Berger	Ethel M. Green	Robert Schieber
Arthur Birkby	Thomas C. Hardie	Dorothea S. Snyder
Russell W. Brown	James Hause	Julius Stulberg
	Daniel A. Kyser	

The Department offers courses leading to the Bachelor of Music and Bachelor of Arts degrees. The Bachelor of Arts degree is defined on page 41 as to both purposes and requirements. The Bachelor of Music degree is different in that it is highly professional in its requirement aims and permits the student to do much more of his work in the field of music. Detailed information relative to the Bachelor of Music degree may be procured by writing for the Music Supplement Catalog.

Those students who want a music major with teaching certification should work for the Bachelor of Music degree.

Those students who want a music major without teaching certification may work for the Bachelor of Arts degree. Such music majors must complete 16 hours of Applied Music (through level 6 in their major performance field); Theory 160, 161; Theory 260, 261; Music History and Literature 370, 371; Style and Structure 364; and one semester of an advanced theory or music literature course.

Minors in music must complete Theory 160, 161, eight hours; a Methods and Materials course of three hours; Piano Class 120, 121 two hours; Conducting, either 331 or 330 one hour; plus an elective of one hour.

Credit from another institution in any branch of theory will be accepted only upon satisfactory completion of an examination covering the field for which the student desires transferred credit. All transferred credit is tentative and is conditioned upon the successful completion of a semester's work at Western Michigan. No credit hours exceeding the number granted for parallel work at Western Michigan will be accepted for transfer from another institution.

All full-time (12 s.h.) undergraduate music majors must attend thirty (30) recitals and/or concerts sponsored by WMU each year. If the student's recital attendance record is satisfactory, he will be excused during his senior year. In the case of the senior student who has failed to meet the yearly attendance requirements, the cumulative deficiency of the three-year period must be made up in the senior year. Exception to these regulations may not be made except by petition in advance to the faculty.

The University is a member of the National Association of Schools of Music. The requirements for entrance and for graduation as set forth in this catalog are in accordance with the published regulations of the National Association.

**MUSIC COURSES****120 Piano Class 1 hr. Fall**

A course designed for students with little or no background in piano. Opportunity is provided for some individual instruction. Recommended to piano majors to gain a knowledge of piano class procedure and to elementary education majors.

**121. Piano Class 1 hr. Spring**

A continuation of 120.

**122 Voice Class 1 hr. Fall**

This course deals with the fundamental processes of breath control and tone production, provides some individual instruction and an opportunity to study standard song literature. Recommended to voice majors to gain a knowledge of voice class procedures and to candidates for certification as general supervisors to prepare for basic achievement examinations.

**123 Voice Class 1 hr. Spring**

A continuation of 122.

**124 Brass Class (Cornet) 1 hr. Fall, Spring**

Fundamentals of attack; breath control; formation of the embouchure. "Tune-a-Day," Herfurth. Solos from "Miniature Concert Series", by Goldman.

**125 Brass Class (Mixed) 1 hr. Fall, Spring**

The study of French horn, Trombone, Baritone, and Tuba, to the extent that the student can demonstrate a knowledge of the basic fundamentals of all four instruments. The study of a limited repertoire for these instruments.

**126 Woodwind Class (Clarinet) 1 hr. Fall, Spring**

Fundamentals of attack; breath control; formation of the embouchure. "The Study of the Clarinet," Stubbins. Selected solos.

**127 Woodwind Class (Mixed) 1 hr. Fall, Spring**

The study of oboe, flute, and bassoon, to the extent that the student can demonstrate a knowledge of the basic fundamentals of all three instruments. The study of a limited repertoire for these instruments.

**128 String Class 1 hr. Fall**

The study of a stringed instrument to the extent that the student can demonstrate a knowledge of the basic fundamentals on that instrument. The study of a limited repertoire for that instrument.

**129 String Class 1 hr. Spring**

A continuation of 128. Prerequisite: 128.

**130 Percussion Class****1 hr. Fall, Spring**

A survey of the requirements for a percussion player. The student is required to play in an acceptable manner at least one percussion instrument and to demonstrate a working knowledge of three others.

**131 English Diction and Song Literature****No credit. Fall**

Required of all students whose field of concentration is voice. English diction and song literature are studied as a class; opportunity is provided for solo performance.

**132 Italian Diction and Song Literature****No credit. Fall**

Required of all students whose concentration is voice. Italian diction and song literature are studied as a class, and opportunity is provided for solo performance.

**140 Music for Classroom Teachers****3 hrs. Fall**

This course is designed for the classroom teacher with or without previous music training. It deals with basic musical experiences, some work in sight-singing, music in general education, relationship of music to other subject areas, classroom problems in music education, e.g., listening, singing activities, place of performance, use of radio, and music in the movies. The song materials studied can later be used in directed teaching.

**141 Music for Classroom Teachers****3 hrs. Spring**

A continuation of 140.

**160 Freshman Theory****4 hrs. Fall**

This course is a closely integrated study of the construction and function of the language of music . . . through music reading; ear training and dictation; keyboard and written harmony; and composition, arrangement and analysis of musical material. The materials are drawn from vocal and instrumental music literature suitable for study. Topics of study include diatonic chords, modulation, non-harmonic tones, musical forms and harmonization.

**161 Freshman Theory****4 hrs. Spring**

A continuation of 160.

**\*170 Music Appreciation****2 hrs. Fall**

This course, primarily a listening one, is designed for students wishing a general cultural course to increase their knowledge and discrimination of music. Various types of music from the folk song and dance to the symphony, oratorio, and opera are presented and discussed. Concerts and outstanding radio programs are related to the course.

**\*171 Music Appreciation****2 hrs. Spring**

A continuation of 170.

**190 Accompanying** 1 hr. Fall, Spring

Supervised experience in accompanying vocal and instrumental music, both solo and ensemble. (This course may be repeated for credit not to exceed a total of four semester hours.)

**220 Advanced Piano Class** 1 hr. Fall

A continuation of 120, 121. Recommended to elementary education majors. Prerequisite: Piano Class 120, 121.

**221 Advanced Piano Class** 1 hr. Spring

A continuation of 220.

**231 French Diction and Song Literature** No credit. Spring

Required of all students whose field of concentration is voice. French diction and song literature are studied as a class, and opportunity is provided for solo performance.

**232 German Diction and Song Literature** No Credit. Spring

Required of all students whose field of concentration is voice. German diction and song literature are studied as a class, and opportunity is provided for solo performance.

**233 Major Performance Literature** 1 hr. Fall, Spring

Required of applied music (except voice) majors for last two years. Literature for the major performance instrument is studied as a class, and opportunity is provided for solo performance. (This course may be repeated for credit not to exceed a total of four semester hours.)

**240 Elementary School Methods and Materials** 3 hrs. Fall, Spring

A study of the methods of teaching and an evaluation of the materials to be used in the singing, rhythmic, instrumental, creative, and listening activities of the basic music program in the elementary school.

**241 Rural School Music Methods and Materials** 3 hrs. Fall, Spring

This course consists of sight reading of unison songs, introduction to part singing, organization of music work in the school and the community. The importance and value of music in the life of school and community are emphasized; materials for the school music program, community singing, and recreation are considered.

**260 Sophomore Theory** 4 hrs. Fall

A continuation on an advanced level with chromatic chords, modulations, non-harmonic tones, styles of composition as used in choral and instrumental music literature being studied. Material is drawn from the standard vocal and instrumental repertoire.

**261 Sophomore Theory** 4 hrs. Spring

A continuation of 260.



**281 Introduction to Music Therapy** 2 hrs. Fall

Function of music in total therapeutic program. History of development of music in therapy. Study of qualifications of the therapist. Survey of disability areas using music. Prerequisite: Psychology 200.

**290 Recreational Music** 2 hrs. Spring

Function of music in a recreation program. Fundamentals of non-symphonic instruments. Techniques and materials to be used in leading group singing and other group music activities.

**330 Choral Conducting** 1 hr. Fall, Spring

A beginning course working in the field of choral music. Opportunity is provided to prepare choral works with respect to tone quality, range of nuance, phrasing, tempo and balance of parts. A special section for non-music majors is offered each Fall semester.

**331 Instrumental Conducting** 1 hr. Fall, Spring

A continuation of 331. Application is made by use of easy literature for instrumental ensembles.

**340 Junior High School Methods and Materials** 3 hrs. Fall

A study of the place of music in the education of adolescent youth, correlating the vocal and instrumental aspects of music within the total school curriculum. Instrumentally, there will be evaluation of teaching methods of strings, brass, woodwind, and percussion and the organization of instrumental groups. Vocally, there will be study of the changing voice, voice testing and classification, vocal ensembles, and evaluation of suitable ensemble materials.

**341 Senior High School Methods and Materials** 3 hrs. Spring

A continuation of the Junior High School Methods course at the Senior High School level, with emphasis on the correlation of instrumental and vocal music and its place in the Senior High School curriculum.

**362 Composition** 2 hrs. Fall

Original work in composition, starting with the smaller forms in both the vocal and instrumental fields. Prerequisite: 260, 261.

**363 Composition** 2 hrs. Spring

A continuation of 362.

**364 Style and Structure** 2 hrs. Fall

A study of the finest musical compositions with particular reference to design. Tracing the development of musical form from the phrase through the sonata form. Particular emphasis on the eighteenth and nineteenth century composers. Prerequisite: 260, 261.

**365 Contemporary Music Literature****2 hrs. Spring**

Survey of contemporary music literature through listening. Some study of the chronological evolution of modern structure and harmony. Special emphasis on idiom, neo-classicism, polytonality, and atonality.

**366 Music Arranging****2 hrs. Fall, Spring**

A course designed to meet the needs of School Music Teachers. Emphasis is placed on the use of available resources for small instrumental and vocal groups and the problems of arranging music for them to use as performing units.

**\*370 Music History and Literature****4 hrs. Fall**

A survey of the growth of music from the earliest times including melody, rhythm, and harmony through the Medieval, Renaissance, and Baroque periods; choral, operatic, symphonic and chamber music development to 1750; the classics, romantic, and contemporary scenes, as well as the earlier periods, are supplemented with recordings of composers' work.

**\*371 Music History and Literature****4 hrs. Spring**

A continuation of 370.

**380 Motivational Aspects of Music****2 hrs. Spring**

The psychic and physiological effect of sound on the individual and systems of tonal relationships. The effect of music on personality and the consideration of music as a form of communication. The nature of musicality and its measurement. The nature of musical memory. The underlying bases for musical taste and for aesthetic experience in music. Prerequisite: Psychology 200.

**382 Influence of Music on Behavior****2 hrs. Fall**

Review of the relationship between musical effect and personality. The function of music in personality adjustment and development. A study of pertinent research methods by analysis and evaluation of published studies. A beginning on an original research project. Prerequisite: Consent of instructor.

**383 Influence of Music on Behavior****2 hrs. Spring**

Continuation of original research. Development of skills essential to research. An analytical survey of pertinent, recent publication. Prerequisite: Consent of instructor.

**442 Instrumental Organization and Administration in Public Schools****2 hrs. Summer**

Techniques of marching band, small and large instrumental ensembles. The organization of equipment, classes, schedules, and library management and materials. The development of the elementary and secondary school instrumental programs.

**480 Music Therapy Methods and Materials** 2 hrs. Fall

Survey of materials available for use in music therapy programs and methods of adopting such materials to institutional use. Study of publications and techniques developed specifically for use in music therapy programs. Prerequisite: Music 281.

**490 Undergraduate Workshop in Special Problems** 1-3 hrs. Summer

Designed for students interested in some special field of music not formally listed for instruction. All special problems must be approved by the head of the Department of Music, but may be under the direct guidance of any of the members of the music faculty. This course may be elected as many as three times.

**530 Advanced Choral Conducting** 1 hr. Fall

Supervised experience in conducting vocal groups. The student may be called upon to prepare an ensemble for public performance. Prerequisite: 330, 331.

**531 Advanced Instrumental Conducting** 1 hr. Spring

Supervised experience in conducting instrumental groups. The student may be called upon to prepare an ensemble for public performance. Prerequisite: 330, 331.

**540 Elementary School Music** 2 hrs. Summer

Emphasizes the place of music in the curriculum and the use of music in the day to day activities of the classroom. The fundamental musical skills are developed in order to assist the teacher to achieve these objectives.

**542 Philosophy and History of Music Education** 2 hrs. Spring

A course designed to acquaint the student with the history of the development of music education in the United States and how this development is the reflection of a growing philosophy of music education.

**543 Psychology of Music Education** 2 hrs. Fall

Personal and social needs, motives and goals in relation to music in education. The function of musical achievement and aptitude tests in music education. Psychological aspects of behavior pattern in musical organizations. Physical, social and psychological factors involved in a developmental music program.

**560 Counterpoint** 2 hrs. Fall

Modal and harmonic counterpoint as exemplified by the composers of the fifteenth, sixteenth, seventeenth, and early eighteenth centuries. Modern counterpoint. Practical application through the writing of strict counterpoint in the five species—double counterpoint, obligatos, descants, canons and fugues. Prerequisite: 260, 261.

**561 Counterpoint** 2 hrs. Spring

A continuation of 560 (405A)

**562 Advanced Composition 2 hrs. Fall**

Further original work in composition dealing with the larger forms in both vocal and instrumental fields. Prerequisite: 362, 363.

**563 Advanced Composition 2 hrs. Spring**

A continuation of 562.

**567 Orchestration 2 hrs. Fall**

A study of the characteristics of the various instruments, application in arranging for various instrumental combinations including accompaniments for solos, vocal and instrumental. The course is about evenly divided between arranging for band and for orchestra. Some attention is given to the problems in score reading. Prerequisite: Sophomore 260, 261.

**568 Orchestration 2 hrs. Spring**

A continuation of 567.

**570 Music of Wagner and Beethoven 2 hrs. Spring**

A course designed to acquaint one with the music of these composers, its style, its place in the field of Music Literature and its relationship to the period in which they lived. Open to any interested senior or graduate student.

**590 Operetta and Musical Production 2 hrs. Summer**

A course designed to give the school music teacher the techniques for presenting musical productions. Such areas as selection of the production, casting, lighting, scenery, staging, publicity, costumes, make-up, etc., will be discussed. The course will culminate in a public performance.

Graduate students will be required to assist with other parts of the production in addition to participating in the performance.

**APPLIED MUSIC**

Individual lessons in applied music can be elected for academic credit by any student in the university. Students in other departments of the university who wish individual instruction in some field of applied music should contact the head of the Department of Music for assignment of instructor. Such requests will be granted to the extent that the instructor's time and practice facilities are available beyond the needs of the music-major degree candidates. All music majors are required to have 60 minutes a week of individual instruction in their major performance field of concentration through the entire four year course.

Eight levels of study in the various areas of applied music are indicated in the Music Supplement Catalog. Levels one through five grant two semester hours of credit per semester. Levels five through eight may grant three semester hours of credit per semester.

*School of Liberal Arts and Sciences*

H20 through H35 Harp

H40 through H55 Piano

H60 through H75 Organ

H80 through H95 Voice

Z20 through Z35 Stringed Instruments: Violin, Viola, Cello, Bass Viol

Z40 through Z55 Brass Instruments: Cornet or Trumpet, Trombone, French Horn, Tuba, Baritone

Z60 through Z75 Woodwind Instruments: Flute, Oboe, Bassoon, Clarinet, Saxophone

Z80 through Z95 Percussion

## MUSIC ENSEMBLES

All music majors are required to participate in some large music ensemble, e.g., orchestra, choir, band, or glee club throughout their four years of study. It is expected that each student will take part for his first two years in a large ensemble employing his major performance area. The student will remain in that large ensemble for the entire academic year. Sometime during the student's residence he is expected to take one year of small ensemble (117). All music ensembles grant one hour of credit for each semester of participation. Not more than eight hours credit will be granted for participation in any one ensemble. Not more than twelve hours of ensemble credit will be accepted toward any degree. Students who want to participate in an ensemble should contact the director.

### 110 University Band

Mr. Meretta

This organization affords to the student who plays some instrument an opportunity for development in both marching and playing. The band furnishes music at many athletic events, concerts are given during the year on the campus and at various high schools. Uniforms and many of the instruments are furnished. (May be substituted for Physical Education credit.)

### 111 University Orchestra

Mr. Stulberg

The orchestra is open to all students who have had a reasonable amount of orchestra experience. Many fine compositions will be studied and played during the year, and the orchestra joins with other campus organizations in joint programs. Instruments are available for the use of the students.

### 112 University Choir

Mr. Hardie

The University Choir has a limited membership. The organization aims to develop and perpetuate a high standard of choral-ensemble singing. Each year the choir makes a number of appearances on the campus and before high schools and other organizations.

**113 University Singers****Mrs. Snyder**

University Singers is open to all students (men and women) who wish to obtain a knowledge of choral music. The choir sings concerts on campus and for other organizations in the area.

**114 Varsity Band****Mr. Meretta**

Membership in this band is open to students who have had some previous experience on a wind instrument. This organization is designed for students whose schedules or qualifications do not permit their immediate enrollment in the concert band. The band plays for athletic events and other university functions.

**115 Men's Glee Club****Mr. Frey**

Open to all men with musical ability who have had experience in singing. The club makes a concert tour during the spring vacation in addition to filling numerous other engagements and taking an active part in the musical life of the campus.

**116 Women's Glee Club****Mrs. Snyder**

The Women's Glee Club of fifty is selected by try-outs. The object is to select students for special artistic training in ensemble work. The Glee Club sings before a number of high schools throughout the state and takes an active part in the musical work on the campus and in the city.

**117 Special Music Ensembles****The Staff**

Special instrumental or vocal ensembles may be formed with the permission of the head of the Department of Music. Where a sufficient number of hours of rehearsal per week warrant it, one hour of credit will be granted.

# DIVISION OF LANGUAGES AND LITERATURE

**Zack York, Chairman**

The Division includes the Departments of English, Languages, Philosophy and Religion, and Speech. The heads of the departments and the departmental counselors will advise students relative to requirements for majors and minors in these departments and concerning any special requirements set up by the departments.

## DIVISIONAL COURSE

**500 Studies in American Culture**

**3 hrs. Spring**

An interdisciplinary study of perennial issues in American life. The materials for this course are drawn from literature, the arts, the social sciences, and philosophy.

## ENGLISH

Frederick J. Rogers, Head	Robert M. Limpus	David G. Pugh
Thelma E. Anton	Irving Lo	Katharine D. Rogers
Georgiann Burge	John J. McNally	William R. Rosegrant
Edward T. Callan	Jean Malmstrom	David F. Sadler
Bernadine P. Carlson	Helen E. Master	Nancy Schrock
Philip S. Denenfeld	Ralph N. Miller	Helen G. Sellers
John R. Freund	Arnold Nelson	Robert L. Shafer
Edward L. Galligan	Lucille A. Nobbs	Charles A. Smith
Lorena M. Gary	John B. Orr	Anne O. Szalkowski
Clyde T. Hankey	Dorothy Osborn	Ruth G. Van Horn
Clayton A. Holaday	Robert A. Palmatier	Louise J. Walker
Frank C. Householder		John W. Woods

The study of English has a time-honored place in the university as a force to increase a student's sensitivity to art, to people, and to language. It is recognized also for its importance as a preparation for certain vocations.

The Department offers the student an opportunity to prepare himself for teaching, for graduate study, for the professions, and for the increasing number of positions which utilize the special skills and information of the liberal arts graduate. The Department wishes the student majoring in English to have an acquaintance with literary history, the relation of culture and literature, principles of the evaluation of literature, the history and structure of the language, and techniques of composition.

The major in English consists of a minimum of 24 hours, the minor of a minimum of 15 hours. By university regulation, no more than 40 hours may be elected. The prescribed sequences for the various curricula are listed below. Elections of additional courses must be made to complete the major and minor requirements. It is important that the elections be carefully made; in order to insure a balanced and coherent sequence, a student intending to have a major or minor in English should confer with an adviser in the Department by the end of his third semester.

**Majors in the Liberal Arts or  
General Degree Curriculum**

S.H.

Literary Interpretation	3
American Literature or Great American Writers	3
Shakespeare	3
Chaucer	3
Advanced Writing or Creative Writing or Journalism	2-3
English Language	2
Development of Modern English	2
American English	2
Period courses	
Courses in fiction or drama	

**Minors in the Liberal Arts or  
General Degree Curriculum**

S.H.

Literary Interpretation	3
English Language	2
Development of Modern English	2
Electives chosen with aid of departmental adviser to com- plete 15-hour minimum.	

**Majors in the Secondary  
Curriculum**

S.H.

Literary Interpretation	3
Teaching of English	2
American Literature or Great American Writers	3
Shakespeare	3
Chaucer	3
Advanced Writing or Creative Writing or Journalism	2-3
English Language	2
Development of Modern English	2
American English	2
Period courses	
Courses in fiction or drama	

**Minors in the Secondary  
Curriculum**

S.H.

Literary Interpretation	3
Shakespeare	3
English Language	2
Development of Modern English	2
Teaching of English	2
Elective chosen with aid of de- partmental adviser to com- plete 18-hour minimum.	



*School of Liberal Arts and Sciences*

Majors in the Elementary Curriculum		Minors in the Elementary Curriculum	
	S.H.		S.H.
Literary Interpretation	3	Literary Interpretation	3
Children's Literature	3	Children's Literature	3
American Literature or Great American Writers	3	English Language	2
Advanced Writing or Creative Writing or Journalism	2-3	Development of Modern English	2
English Language	2	Electives chosen with aid of departmental adviser to com- plete 15-hour minimum.	
Development of Modern English	2		
American English	2		
Period courses			
Courses in fiction or drama			

Students who major in English should have a reading knowledge of some modern language, preferably French or German. Students who plan to teach can enhance their professional value by electing courses or getting experience in at least one of these related fields: journalism, play production, teaching of reading.

**LANGUAGE AND COMPOSITION**

114 and 115 Communication (See Division of Basic Studies)

116 and 117 College Writing (See Division of Basic Studies)

264 Journalism 3 hrs. Fall

Theory and practice in writing news stories, interviews, features, and publicity; copy-editing and headlines.

265 Journalism 3 hrs. Spring

A continuation of 264. Editorials, opinion columns, critical writing, cartoons, advertising copy and lay-out, typography, and page lay-outs are studied. Prerequisite: 264.

270 English Language 2 hrs. Fall, Spring

A preliminary inquiry into the principles which govern language study.

362 Advanced Writing 2 hrs. Fall, Spring

Individualized instruction intended to prepare students to write for professional and avocational purposes.

366 Creative Writing 2 hrs. Fall

Original writing in the field of the student's choice. Open to sophomores on recommendation of their freshman writing teachers.

367 Creative Writing 2 hrs. Spring

Additional original writing. 366 is not a prerequisite.

**372 Development of Modern English 2 hrs. Fall, Spring**

A course in the development of the language, treating the historic and linguistic forces which have brought about changes in the form, grammar, and vocabulary of English. Prerequisite: 270.

**374 American English 2 hrs. Fall, Spring**

A study of present-day English as it is spoken and written in the United States. Prerequisite: 372.

**566 Creative Writing Roundtable 2 hrs.**

Writing of poetry and fiction, intended for teachers and advanced students.

**567 Creative Writing Roundtable 2 hrs.**

Given in alternate semesters with 566. A student may elect either or both courses; they may be elected in either order.

**568 Literary Criticism 2 hrs. Summer, Fall**

A study of ancient and modern writers on the nature of literature and how it may be examined and judged. Prerequisite: 210.

**574 Structure of Modern English 2 hrs. Fall**

A study of the evolution of modern syntax. Prerequisite: 372.

**TEACHING****282 Children's Literature 3 hrs. Fall, Spring**

A general survey of the field of literature suited to the needs and interests of children.

**380 Teaching of English 2 hrs. Fall, Spring**

Teaching methods and sources of materials for the English teacher.

**582 Source Material for Literature in Elementary Grades 2 hrs.**

Books and materials about children's literature—indexes, lists, studies both critical and historical. Prerequisite: 282. Not offered in 1960-61.

**LITERATURE****112 General Literature 3 hrs. Fall**

Readings in European literature from the Greeks to the Middle Ages.

**113 General Literature 3 hrs. Spring**

Readings in European literature from the Renaissance to the contemporary period.

**210 Literary Interpretation 3 hrs. Fall, Spring**

An introduction to literary study to develop skills in critical interpretation.

- 222 American Literature** 3 hrs. Fall, Spring  
A survey of American Literature from the beginning to the Civil War.
- 223 American Literature** 3 hrs. Fall, Spring  
A survey of American Literature from the Civil War to the present.
- 224 Great English Writers** 3 hrs. Fall  
A study of writers from Chaucer to Johnson.
- 225 Great English Writers** 3 hrs. Spring  
A study of writers from Wordsworth to Hardy.
- 232 Renaissance Literature** 3 hrs. Fall  
A study of the English non-dramatic poetry and prose of the sixteenth century—Sidney, Spenser, Bacon, and others.
- 233 Renaissance Literature** 3 hrs. Spring  
A study of the non-dramatic poetry and prose of the first half of the seventeenth century—Donne, Jonson, Herrick, Bunyan, Browne, and others.
- 238 Contemporary Literature** 2 hrs. Fall, Spring  
Readings in British poetry, fiction, and drama since 1900.
- 239 Contemporary Literature** 2 hrs. Fall, Spring  
Readings in American poetry, fiction and drama since 1900.
- 244 Short Story** 2 hrs. Fall, Spring  
A study of the short story as an art form.
- 252 Shakespeare** 3 hrs. Fall, Spring  
A study of Shakespeare's art through the application of several critical methods to selected tragedies, histories, and comedies.
- 253 Shakespeare** 3 hrs. Spring  
An intensive study of special critical problems in Shakespeare's dramatic writing. Prerequisite: 252.
- 254 Milton** 3 hrs. Spring  
An intensive study of Milton's poetry and prose.
- 256 The English Bible: The Old Testament** 2 hrs. Fall, Spring
- 257 The English Bible: The New Testament** 2 hrs. Fall, Spring
- 322 Great American Writers** 3 hrs. Fall, Spring  
A study of major American writers. (This course cannot be counted for credit together with courses 222 and 223). Prerequisite: 210.
- 330 Medieval Literature** 3 hrs. Spring  
A study of medieval narrative, lyric poetry, and drama from Boethius to Malory. Prerequisite: 210.

- 336 Victorian Literature** 3 hrs. Fall  
English poetry from 1832 to 1900. Prerequisite: 210.
- 337 Victorian Literature** 3 hrs. Spring  
English prose from 1832 to 1900. Prerequisite: 210.
- 342 English Drama** 2 hrs. Fall, Spring  
A study of representative plays and playwrights from 1580 to 1890. Prerequisite: 210.
- 343 Modern Drama** 2 hrs. Spring  
European and American plays from Ibsen to the present. Prerequisite: 210.
- 344 English Novel** 3 hrs. Fall, Spring  
The development of the English novel from Defoe to Hardy. Prerequisite: 210.
- 345 Contemporary Novel** 3 hrs. Fall, Spring  
A study of the tendencies in fiction since 1900. Prerequisite: 210.
- 350 Chaucer** 3 hrs. Fall, Spring  
A study of Chaucer's major poems. Prerequisite: 210.
- 396 English Honors** 3 hrs. Fall  
A course providing opportunity for studies in special topics under departmental guidance, for selected English majors.
- 397 English Honors** 3 hrs. Spring  
A continuation of 396.
- 496 English Honors** 3 hrs. Fall  
A continuation of 397.
- 534 Restoration Literature** 3 hrs.  
Studies in Dryden, Swift, and Pope. Prerequisite: 210. Not offered in 1960-61.
- 535 Eighteenth-Century Literature** 3 hrs.  
Studies in the decline of the old and the development of new literary interests as revealed in the work of Thomson, Gray, Cowper, Blake and others. Prerequisite: 210. Not offered in 1960-61.
- 536 Early Romantic Literature** 3 hrs. Fall  
Readings in Blake, Burns, Wordsworth, Coleridge, Scott, and the major criticism of the period. Prerequisite: 210.
- 537 Later Romantic Literature** 3 hrs. Spring  
Readings in Byron, Shelley, Keats, Hazlitt, Lamb, and DeQuincey. Prerequisite: 210.

*School of Liberal Arts and Sciences***548 Studies in Satire****2 hrs.**

Studies concentrating chiefly on the satire of Pope and Swift.

**559 Midwestern Literature****2 hrs. Summer, Spring**

The origins, characteristics, and historical development of the imaginative literature of the American Midwest. Prerequisite: 210.

**LANGUAGES**Mathilde Steckelberg,  
Head  
Roger L. ColeElizabeth Giedeman  
Herb B. Jones  
Eunice E. Kraft  
Marilyn LamondFrances E. Noble  
Hermann E. Rothfuss  
Marion Tamin

The usual major consists of twenty-four hours. The usual minor consists of fifteen hours. Some work is to be taken in courses numbered beyond the two-hundreds.

The selection of specific courses for a major or a minor is planned in cooperation with the departmental adviser. The student should secure a departmental adviser's slip early in his university course.

**Major in French**

Phonetics 406                      3 hrs.  
France and the French  
304, 305                      2 hrs.  
19 hrs. in sequence in addition

**Minor in French**

Phonetics 406                      3 hrs.  
France and the French  
304, 305                      2 hrs.  
10 hrs. in sequence in addition

**Major in German**

German Conversation and Com-  
position 310, 311                      4 hrs.  
20 hrs. in sequence in addition

**Minor in German**

15 hrs. in sequence

**Major in Latin**

Latin Writing 420                      3 hrs.  
21 hrs. in sequence in addition

**Minor in Latin**

15 hrs. in sequence

**Major in Spanish**

24 hrs. in sequence, including  
a 400 literature course

**Minor in Spanish**

15 hrs. in sequence, including  
Conversation 332.

**In the Secondary Curriculum, the elementary courses cannot be used for a major or minor.**

Students who wish to do practice teaching in Latin, should take Teaching of Latin 442.

A course in modern European history is desirable for students majoring or minoring in a modern foreign language.

English majors should have a reading knowledge of some modern language.

Students are urged to take the advanced courses as full year units.

No credit will be given unless the elementary course is completed.

## FRENCH

### 100 Elementary French 4 hrs. Fall

This course is designed to give the basic foundation needed to read a simple text in French. It aims also, to give training in understanding spoken French and an elementary knowledge of pronunciation with the help of records and recorder.

### 101 Elementary French 4 hrs. Spring

This course is a continuation of the basic grammar, pronunciation, drill, and work in oral comprehension begun in French 100. About 150 pages of reading will be used as a basis for conversation practice. French records and the recorder will be used frequently.

### 200 Intermediate French 4 hrs. Fall

This course consists of a review of French grammar with frequent written and oral exercises aiming at making grammar functional. About 200 pages of text chosen from novels, short stories and plays are read. The composition consists of reproduction of texts read in class; other texts are read outside for comprehension and enjoyment.

### 201 Intermediate French 4 hrs. Spring

This is a continuation of 200. In this semester 300 pages of reading are completed.

### 208 Readings from Modern French Novels and Plays 2 hrs.

This course is intended for students beyond the first year French level and takes into account, through individual work, differences in preparation. The course consists of reading as a basis for conversation practice and vocabulary building.

### 300 Nineteenth Century French Literature 3 hrs. Fall

This course is a study of romanticism and the development of realism, with reading from Chateaubriand, Victor Hugo, Alfred de Vigny, Musset. Prerequisite: 100-101, 200-201 or equivalent.

### 301 Nineteenth Century French Literature 3 hrs. Spring

This continuation of 300 is a study of naturalism, with readings from Balzac, Flaubert, Zola, Rostand; and the Parnassian and symbolistic schools of poetry.

### 302 Conversation and Composition 2 hrs. Fall

This course is intended to develop ease and accuracy in the use of everyday French. Prerequisite: two years of high school French or equivalent.

**303 Conversation and Composition** 2 hrs. Spring

This is a continuation of 302.

**304 France and the French** 1 hr. Fall

This course is required of those specializing in French, but is conducted in English and is open to those not in the Department of French. A study is made of geography, art, historical monuments and contemporary problems of French life.

**305 France and the French** 1 hr. Spring

This is a continuation of 304.

**400 Contemporary French Literature** 2 hrs.

A study of a few outstanding novels by leading writers of the period between the two wars, with a definite effort to find out the different trends of thought of contemporary writers. Prerequisite: three years of college French or equivalent. Not offered 1960-61.

**401 Contemporary French Literature** 2 hrs.

This continuation of 400 consists of a study of the evolution of the drama in France from the beginning of the twentieth century, with careful reading of a few outstanding plays. Prerequisite: three years of college French or equivalent. Not offered 1960-61.

**402 Seventeenth Century French Literature** 3 hrs.

This is a study of the development of classicism against the social background of the seventeenth century. An anthology of the prose and poetry of the period is used as the center of interest. Prerequisite: three years of college French or equivalent. Not offered in 1960-61.

**403 Seventeenth Century French Literature** 3 hrs.

This is a study of the great dramatists: Corneille, Racine, Molière, with a thorough study of some of their best-known plays. Prerequisite: three years of college French or equivalent. Not offered in 1960-61.

**404 Survey of French Literature** 2 hrs. Fall

This course is intended to acquaint students with the masterpieces of French Literature, with special emphasis on the medieval period and the Renaissance. Prerequisite: three years of college French or equivalent. Not offered in 1960-61.

**405 Survey of French Literature** 2 hrs. Spring

This is a continuation of 404 with emphasis on the eighteenth century philosophers and their influence on the political reformers in America. Not offered in 1960-61.

**406 Phonetics** 3 hrs. Fall

This course is intended to give a corrective description of the difficulties encountered by students of French with Anglo-American habits of pro-

nunciation. Required of all students majoring or minoring in French. Prerequisite: two years of college French or equivalent.

**407 Advanced Composition and Grammar Review 3 hrs. Spring**

This course is intended to verify and to strengthen the knowledge of fundamental principles of grammar in those students who are planning to teach French. Prerequisite: two years of college French or equivalent.

**500 Studies in Contemporary France 2 hrs.**

This course investigates more deeply some phases of French life which were only mentioned in 304, 305. An effort is made to understand those factors in French thinking which strongly affect international thought today. There is no prerequisite in foreign language. Summer session.

**502 Masters of Contemporary French Thought 2 hrs. Fall**

This course proposes to study writers whose ideas challenge the thinking of contemporary society, such as Mauriac, Malraux, Sartre and Camus. It may be elected by those who have no foundation in the French language. Offered in 1960-61.

**503 Contemporary French Literature 2 hrs. Spring**

The aims of this continuation of French 502 are to study the history and traditional purposes of the Comedie-Francaise and to make the student aware of the renovation of stagecraft in France under the impulse of great producers. Offered in 1960-61.

## GERMAN

**110 Elementary German 4 hrs. Fall**

This course aims to give the student an understanding of the fundamentals of German grammar, and some facility in speaking and writing the language. Ability to read German is developed by the study of 100 pages of prose. One year of high school German may be applied on the elementary course.

**111 Elementary German 4 hrs. Spring**

This is a continuation of 110. Approximately 100 pages of prose are read, and grammar, oral work, and composition are correlated. No credit is given for 110 unless 111 is completed.

**210 Intermediate German 4 hrs. Fall**

This course begins with a review of basic German for the purpose of making it function in speech, composition and reading. A study of cultural material and contemporary prose with related oral and written composition completes the semester's work. Prerequisite: one year of college German or two years of high school German.



**211 Intermediate German** 4 hrs. Spring

This is a continuation of the reading and related work of 200. Texts used are *German Heritage* and *German Short Stories 1945-50*. To improve diction, records are used and recordings of student pronunciation are made.

**212 Scientific German** 4 hrs. Fall

This is a course in the extensive reading of scientific material. Students are given an opportunity for specialization in the field of their major interests. Prerequisite: one year of college German or two years of high school German.

**213 Scientific German** 4 hrs. Spring

This is a continuation of the extensive reading of scientific material. Unedited material from encyclopedias of science and from current science magazines is introduced.

**310 German Conversation and Composition** 2 hrs.

The aim of this course is practice in speaking and writing German. It is required of students majoring in German. Prerequisite: the equivalent of two years of college German. Not offered in 1960-61.

**311 German Conversation and Composition** 2 hrs.

This is a continuation of 310. Not offered in 1960-61.

**410 German Literature to 1825** 4 hrs. Fall

This is a survey of German literature through the time of Lessing, with readings from early German epics and lyrics and a detailed study of the times and works of Lessing. Prerequisite: the equivalent of two years of college German. Not offered in 1960-61.

**411 German Literature to 1825** 4 hrs. Spring

This is a study of the classical period, and a continuation of 410. The life and works of Goethe, Schiller, and other poets of the period are studied. Not offered in 1960-61.

**412 Romanticism in German Literature** 4 hrs. Fall

The romantic movement in Germany and concurrent German drama are studied. The works of romanticists and the dramas of Kleist and Hebbel are read. Prerequisite: the equivalent of two years of college German.

**413 German Literature from 1825 to the Present.** 4 hrs. Spring

This course is a continuation of 412. The work covers German literature from Grillparzer to the present. A study is made of the dramatic, epic, and lyric poetry of the period, with readings from Grillparzer, Hauptmann, Hugo von Hofmannsthal, and other poets.

**510 The Central European Area** 2 hrs.

This course proposes to investigate cultural aspects necessary for an understanding of the Central European situation. Countries included will

be Germany, Austria, Switzerland, and Czechoslovakia. Historical, geographical, social and religious problems will be investigated to give the student an insight into this topic. There is no foreign language prerequisite for the course. Not offered in 1960-61.

**512 Development of German Thought** **2 hrs. Fall**

This course is a study of the development of Germany and the German national character. It will include a study of selected authors on history, philosophy and pedagogy, as well as German literature in translation. There is no foreign language prerequisite.

**514 Germany Through the Centuries** **2 hrs.**

This course is intended, by means of a study of German cultural history, to give the student an understanding of the vital German problem as it developed through the centuries down to our own day. Geographical, literary, philosophical, educational, and art aspects will be investigated by means of readings and discussions. No foreign language prerequisite. Summer session 1960.

**580 Modern Language Instruction** **2 hrs.**

This is a course for teachers of French, German or Spanish in the high school and grades. Problems common to all three will be considered. The basis for the course will be psychological principles underlying language learning, an evaluation based on them of current methodology, and a critical survey of cultural materials in the three civilizations, suitable for present day school use.

## LATIN

**120 Elementary and Second-Year Latin** **4 hrs. Fall**

This course is designed for those students who need two units of Latin for admission to the AB curriculum or to a medical, law, or other professional course. With 121 it covers the work of two units of high school language requirement.

**121 Elementary and Second-Year Latin** **4 hrs. Spring**

A continuation of 120. A student may present one unit of high school Latin and enter the course in the second semester.

**220 Cicero and Ovid** **4 hrs.**

Orations and letters of Cicero are read. One day each week is devoted to Latin composition. Prerequisite: two units of high school Latin or Latin 120, 121.

**221 Cicero and Ovid** **4 hrs.**

This is a continuation of 220. Selections from Cicero and from Ovid's *Metamorphoses* are read.

## School of Liberal Arts and Sciences

## 222 Virgil

4 hrs. Fall

The first books of the *Aeneid* are read and a survey of the whole is begun. A study of Greek and Roman mythology accompanies the reading. Pre-requisite: at least two units of high school Latin. Not offered in 1960-61.

## 223 Virgil

4 hrs. Spring

This is a continuation of 222. Intensive study of the first six books is continued, and the survey of the whole is completed. Not offered in 1960-61.

## 320 Horace

4 hrs.

The *Odes*, *Epodes*, and *Satires* are read. A study of the philosophy of Horace accompanies the reading. Not offered in 1960-61.

## 321 Horace and Latin Comedy

4 hrs.

The epistles of Horace are read, the *Ars Poetica* acting as an introduction to the study of the rise and development of Latin comedy, which is represented by selected plays of Plautus and Terence. Not offered in 1960-61.

## 324 Latin Literature

4 hrs. Fall

A survey of Roman literature with reading of representative Latin authors is the aim of this course. Selections from Pliny's *Letters* and Cicero's philosophical works are read.

## 325 Latin Literature

4 hrs. Spring

In this continuation of 224, selections from the Histories of Livy and the Latin poets are read.

## 358 Mythology

3 hrs. Spring

This is a survey of the principal myths and legends of Greece and Rome. It is accompanied by a study of their representations in painting and sculpture, and by appropriate readings in English literature. Credit from this course may be applied on Group I or on an English major and minor.

## 420 Latin Writing

3 hrs. Fall

Practice is given in the fundamental principles of correct expression in Latin. Required of all students majoring in Latin.

## 558 Mythology

3 hrs.

This course investigates the origins, elements and interpretation of the principal myths and legends of Greece and Rome; also their preservation not only in literature but also in painting, music, and sculpture. Summer Session 1960.

## RUSSIAN

## 162 Elementary Russian

3 hrs. Fall

Fundamentals of pronunciation, vocabulary, grammar, and sentence structure are given as a basis for reading Russian. To be admitted, student

must have two years of any foreign language in high school, one year in college or the permission of the head of the department.

**163 Elementary Russian** 3 hrs. Spring

The basic work is continued with the addition of simple reading texts. Both semesters must be completed if the student wishes credit.

**262 Intermediate Russian** 3 hrs. Fall

This is a course in reading literary, scientific, and technical texts. Functional grammar is included.

**263 Intermediate Russian** 3 hrs. Spring

This is a continuation of 262 and aims to increase facility in comprehension of texts.

## SPANISH

**130 Elementary Spanish** 4 hrs. Fall

The course is planned to give the student a thorough preparation in the fundamentals of Spanish. Careful attention is devoted to both the written and spoken language, with emphasis always on its practical application. The language laboratory is made available for individual development.

**131 Elementary Spanish** 4 hrs. Spring

This is a continuation of 130.

**230 Intermediate Spanish** 4 hrs. Fall

This is a complete review course designed to strengthen the knowledge and abilities acquired in Spanish 130, 131 and, at the same time, enlarge the vocabulary. Cultural and historical accomplishments of Spain provide the basis for reading and conversational practice. Prerequisite: two years of high school Spanish, or 130, 131.

**231 Intermediate Spanish** 4 hrs. Spring

This is a continuation of 230.

**238 Readings in Intermediate Spanish** 2 hrs.

A short novel will be read to increase the student's vocabulary and to broaden his understanding of Spanish culture. It will be the basis for conversation and for the study of idioms. Prerequisite: Elementary Spanish.

**330 Advanced Spanish** 4 hrs. Fall

Emphasis is placed on developing a greater facility in speaking the language on an advanced level. Original composition is practiced and ease in reading of Spanish literature is developed. It is also the purpose of this course to give a knowledge and understanding of the Spanish-speaking nations. Prerequisite: 230, 231.

**331 Advanced Spanish** 4 hrs. Spring

This is a continuation of 330.

**332 Spanish Conversation 2 hrs. Fall**

This course is intended to develop ease and accuracy in the use of everyday Spanish. Prerequisite: two years of high school Spanish, or 130, 131.

**333 Spanish Conversation and Composition 2 hrs.**

This is a continuation of 332. It will be offered if there is sufficient demand.

**334 Latin-American Life and Culture 2 hrs.**

This course is a survey of the customs, arts, and literature in Latin-American countries, with particular attention to Mexico. It is conducted in English. There is no prerequisite.

**336 Spanish Life and Culture 2 hrs. Fall**

This survey course is designed to provide an introduction to the literature, arts, history, and life in Spain. There is no prerequisite and the course is given in English.

**430 Spanish-American Literature 2 hrs.**

This is a survey of Spanish-American literature from the pre-Columbian period to the present, including the literature of the Conquest, the Colonial and Independence period, and that of the Gauchos. Prerequisite: 330, 331 or its equivalent.

**431 Spanish-American Literature 2 hrs. Spring**

This is a continuation of 430 bringing the survey to the contemporary writers of Latin-America.

**434 The Spanish Novel 2 hrs. Fall**

The development of the Spanish novel during the past hundred years is studied through readings from the works of Fernán Caballero, Juan Valera, José María Pereda, and Palacio Valdés. Prerequisite: 330 or the permission of the instructor.

**435 The Spanish Novel 2 hrs. Spring**

The study of the novel is continued through reading works of Pérez Galdós, Blasco Ibáñez and contemporaries.

**436 Golden Age of Spanish Literature 2 hrs. Fall**

This is a survey of the prose, poetry, and theater of the classical period which covers most of the 16th and 17th centuries. Prerequisite: 330, 331, or permission of instructor. Not offered in 1960-61.

**437 Golden Age of Spanish Literature 2 hrs. Spring**

This is a continuation of 436. Not offered in 1960-61.

**530 Contemporary Spanish Theater 2 hrs.**

The Spanish theater and the dramatists of the 20th century are studied. Lectures and reading assignments in English include representative works of the important writers for the theater. No prerequisite in Spanish.

**533. Cervantes****2 hrs. Spring**

The life and works of Miguel Cervantes with special emphasis on *Don Quixote* are studied. The course may be elected by those who will read the masterpiece in translation as well as by those with a good foundation in Spanish. Not offered in 1960-61.

## PHILOSOPHY AND RELIGION

Cornelius Loew, Head

William Emblom

Robert Friedmann

**A. PHILOSOPHY**

A student may earn a major by following this sequence: Phil. 200 or 250, 360, 361, 362, and 363; the remaining hours will be selected from these options: Phil. 370, 371, 380, 381; Pol. Sci. 560, 561; Humanities 223.

A student may earn a minor by taking Phil. 200 or 250, 360, 361, and by selecting the remaining hours from the courses listed below.

**200 Introduction to Philosophy****3 hrs. Fall, Spring**

A first acquaintance with the problems of philosophy. Some of the topics are the relationships between philosophy, science, and religion; theoretical and practical philosophy; man and the universe; inner life, moral conduct, and aesthetics; and different schools of philosophical thought.

**250 Logic****3 hrs. Fall, Spring**

A study of the primary principles and methods of deductive and inductive reasoning and of the sources of common fallacies.

**360 History of Philosophy—Greek and Christian Philosophy 3 hrs. Fall**

The great thinkers of the Greeks and Romans, as Plato, Aristotle, and the Stoics; the church fathers and schoolmen of the Middle Ages.

**361 History of Philosophy—Modern and Recent Thinkers 3 hrs. Spring**

The new world-view since the Renaissance: Bruno, Galileo, Descartes, Spinoza, and Leibnitz; English thinkers from Locke to Hume; German thinkers from Kant to Hegel; the more recent philosophers of Europe and America.

**362 Great Nineteenth-century Thinkers****3 hrs. Fall**

Reading and discussion of the work of a small number of outstanding philosophers: Hegel, Schopenhauer, Nietzsche, Mill, Royce. Not offered in 1960-61.

**363 Great Twentieth-century Thinkers****3 hrs. Spring**

Reading and discussion of the work of a small number of outstanding philosophers: Bergson, James, Santayana, Dewey, Whitehead. Not offered in 1960-61.

**370 Design for Living****2 hrs. Fall**

Man viewed as an individual: life with and without a design; conflict situations in life and the issue of freedom; the meaning of life; responsibilities toward one's self and one's neighbors; concern, service, and love.

**371 Social Values****3 hrs. Spring**

Man viewed as a member of organized society: forms of social relationships and responsibilities; moral implications of democracy; individualism, cooperation, and the problem of planning; the need for international order; and the essence of liberty.

**380 The Philosophy of History****2 hrs. Fall**

Theories about the laws and principles of history; question of fate or contingency; inner meanings of historical events; traditions and revolutions; Toynbee, Sorokin, Spengler, and other theorists.

**381 The Philosophy of Science****2 hrs. Spring**

The logical foundations and the methodology of science; the eternal principles of the universe as discussed in physics, chemistry, and biology; natural law and causality; mechanism and vitalism.

**466 and 467 Independent Study****B. RELIGION**

A student may earn a minor in Religion by choosing at least ten hours from the courses listed below, and by electing from five to seven hours of the following options: Hist. 352, 555; Phil. 370, 371; Soc. 574.

**201 Introduction to Religion****3 hrs. Fall, Spring**

A survey of anthropological, archaeological, and historical data which provide a background against which the Biblical view of nature, man, and God can be seen and understood.

**310 The World of the Old Testament****2 hrs. Fall**

The distinctive religious faith and traditions of the Hebrew people studied against the background of the ancient civilizations of the Middle East.

**311 The World of the New Testament****2 hrs. Spring**

The distinctive religious faith and traditions of the early Christian Church studied against their Jewish background and Hellenistic environment.

**330 Great Religions of the World: The East****3 hrs. Fall**

A study of Hinduism and Buddhism in terms of their historical development, their systems of thought, and their contemporary revival. Special emphasis is placed on reading and analysis of original sources available in English translation.

**341 Christianity and Modern Thought****3 hrs. Spring**

Eighteenth- and nineteenth-century intellectual challenges to Christianity; Christian responses, especially those supported by recent trends in biblical studies and the philosophy of religion.

**344 Religious Aspects of Modern Poetry and Drama****2 hrs. Spring**

A study of selected literary works of Eliot, Auden, Tennessee Williams, Graham Greene, Robert Penn Warren, Albert Camus, and other contemporary artists. The concern of the course is to teach students to read imaginative literature in genuinely religious as well as fully aesthetic terms. Not offered in 1960-61.

**520 Religious Heritage of America****2 hrs. Spring**

A study of the histories of Judaism, Protestantism, and Roman Catholicism in the United States, followed by a study of distinctive beliefs and practices which are characteristic of these three traditions at the present time.

**SPEECH**

Zack L. York, Head  
Albert B. Becker  
Charles T. Brown  
Marvin E. DeBoer  
Faber B. DeChaine  
William R. Dopheide

Robert Dye  
George O. Egland  
Beatrice Hartman  
Charles R. Helgesen  
Deldee M. Herman  
Radford Kuydendall

Robert Marsden  
James McIntyre  
John J. Pruis  
Ann M. Shaw  
Charles Van Riper  
M. Glen Wilson

Courses in the department are offered with three major responsibilities in mind: to meet the cultural and professional needs of the general student body; to meet the needs of students preparing to teach in the various departments of the public schools; to prepare students to teach speech.

A beginning student, whatever his special interest in the field, shall take one of the following first level courses: Communication 114, 115; Speech Courses 100, 102, 104. These courses may not be counted toward minimum requirements for a major or minor in speech. General speech 100 is required of all teaching majors and minors.\* All teaching of speech majors and minors shall take the appropriate speech methods course as recommended by the chairman.

A teaching and a non-teaching major are offered. (For speech correction major see Special Education Curriculum—Speech Correction.) 1. Requirements for a teaching major in speech: one first level course, 110, 130, 222, 234, 250, 320, 562, and electives to make a total of 27 semester hours. 2. Requirements for a non-teaching major are courses in the field totaling 27 semester hours planned in consultation with the chairman of the department before the end of the student's sophomore year. All students are

\*Exceptions may be made upon the recommendation of an instructor and/or approval of the chairman of the department.



*School of Liberal Arts and Sciences*

urged to include in their programs Parliamentary Procedure 230 and as many additional courses in speech as possible.

Six minor sequences are offered requiring 15 semester hours each.

1. Teaching minor in dramatics and interpretation: Courses 110, 222, 320, 562 and 130 or another course in an area other than dramatics and interpretation.
2. Teaching minor in forensics: 130, 234, 566, 562, and 110 or another course in an area other than forensics.
3. Teaching minor in general speech: 110, 130, 562, and electives to make a total of 15 semester hours.
4. Teaching minor in elementary education: 100, 560, 564, and 8 hours electives (4 hours may be Communication).
5. Non-teaching minor in radio: 140, 240, 242, 340, and 110, or another course in an area other than radio.
6. Non-teaching minor in general speech: Sequences are planned to meet the personal interests and needs of the student in consultation with the chairman of the department by the end of the sophomore year.

**99 Special Speech Problems****No credit. Fall, Spring**

Designed to meet the needs of the students with special speech difficulties. Emphasis is placed upon the solution of the individual speech problems through individual and group therapy.

**100 General Speech****3 hrs. Fall, Spring**

A beginning course in speech dealing with the study and application of basic principles underlying effective oral communication. Required of all students planning to secure a teaching major or minor in speech.

**102 Speech for Teachers****3 hrs. Fall, Spring**

Designed for students planning to teach. A beginning course in speech dealing with the study and application of basic principles underlying effective oral communication. Particular attention will be given to developing skill in meeting the special situations encountered by the teacher.

**104 Business and Professional Speech****3 hrs. Fall, Spring**

Designed for students in business or pre-professional curricula. A beginning course in speech dealing with the study and application of basic principles underlying effective oral communication. Particular attention will be given to developing skill in meeting the speech situations encountered in the business and professional world.

**110 Interpretative Reading****3 hrs. Fall, Spring**

Analysis and interpretations of the more simple types of prose and poetry. Emphasis is placed upon developing the student's standards of appreciation of literature and his skill in reading orally from the printed page. Prerequisite: Speech 100, 102 or 104.

**114, 115 Communication**

For description of course see Division of Basic Studies. Credit for these courses may be given in first level requirements for non-teaching speech majors and minors upon recommendation of the instructor and approval of the head of the speech department.

**130 Public Speaking****3 hrs. Fall, Spring**

Introductory study of principles of public speech and audience psychology. The primary aim is to develop skill in speech composition, clear thinking, and effectiveness in speaking. Frequent opportunity for platform work is given. Prerequisite: Speech 100, 102, or 104.

**140 Introduction to Broadcasting****3 hrs. Fall, Spring**

Introductory study and analysis of radio and television with a consideration of the social and psychological effects of broadcasting. Attention is given to developing skill in radio speaking.

**220 Introduction to the Theatre****3 hrs. Fall, Spring**

Considers the many aspects of the theatre with the purpose of developing the student's interest in and appreciation of theatre as a part of his cultural heritage and liberal arts background. Some laboratory experience is provided in viewing and participating in the University drama program.

**222 Acting****3 hrs. Fall, Spring**

Study and practice of the basic principles and techniques of acting designed to help the student to develop a basis for appreciation and criticism. Prerequisite: Speech 110, or instructor's consent.

**224 Stagecraft****2 hrs. Fall**

A beginning course in the planning and construction of stage scenery. Includes laboratory work on campus dramatic productions. No prerequisites.

**226 Stage Design****2 hrs. Spring**

A beginning course for students who want experience in planning and executing stage settings. Includes laboratory practice in staging campus dramatic productions. No prerequisites. Note: This course may be counted for credit in either art or speech.

**228 Stage Make-up****1 hrs. Fall, Spring**

Study and practice of the principles and techniques of stage make-up.

**230 Parliamentary Procedure****1 hr. Fall, Spring**

Designed for students who desire knowledge and practice in participating in and conducting business meetings.

**232 Discussion****3 hrs. Fall, Spring**

Study and practice in discussion and conference. Skill in participation, leadership, group thinking, and evaluation are emphasized. Recommended

for any student whose vocation involves work with groups, such as students in business, pre-professional, or teaching curricula.

**234 Argumentation and Debate** 3 hrs. Fall

A study of the principles of argumentation and frequent practice in debating current public questions. Attention given to problems involved in judging debates.

**236 Intercollegiate Debating** 1 hr. Fall, Spring

This activity gives students an opportunity to participate in intercollegiate debates, discussions and student congresses. The national college debate and discussion topics are used. Debaters meet regularly as a group. Students interested in qualifying for this activity should contact either the men's or women's debate coach. Maximum of six semester hours may be accumulated.

**242 Radio Production** 3 hrs. Spring

Study and application of radio production techniques. Students will be given experience in directing, using music, sound effects, and other production aids.

**250 Introduction to Speech Correction** 3 hrs. Fall, Spring

Designed to acquaint the student with the scope, history and nature of speech correction. Topics considered are: the development of speech in the child, the psychology of the speech defective and the nature of the speech disorders and their treatment.

**252 Principles of Speech Correction** 3 hrs. Fall, Spring

Designed for students in speech correction, special education, and elementary education. The course is designed to acquaint the student with the methods used in speech correction for the various speech disorders. Prerequisite: 250.

**254 Problems of the Deaf and Hard of Hearing** 3 hrs. Spring

An introduction to fundamental aspects of normal and defective hearing considered from a practical standpoint, as applied to teachers, parents and therapists working with speech and hearing problems.

**300 Voice and Diction** 3 hrs. Fall, Spring

Emphasis is placed exclusively upon voice production and diction. It gives the student a basis for individual analysis and emphasizes an intensive program for self-improvement. No prerequisites.

**310 Interpretive Reading II** 2 hrs. Fall

Advanced work in the oral interpretation of literature, with special emphasis on the dramatic form. Prerequisites: 110, 222 or consent of instructor.

**320 Play Production 3 hrs. Fall, Spring**

Theory and application of basic principles of directing and staging plays with particular emphasis upon production problems of school and community. Prerequisite: 222 or instructor's consent.

**326 History of the Theatre 2 hrs. Fall**

From the beginning to the English Renaissance.

**327 History of the Theatre 2 hrs. Spring**

From the English Renaissance to the present day.

**340 Radio and TV Scriptwriting 2 hrs. Fall**

Analysis of radio scripts—commercial, sustaining, and educational. The class will consider the mechanical and production aspects of radio that present special problems to the writer. Emphasis will be placed on preparing scripts in subject matter areas in which class members major or minor. Not offered in 1960-61.

**342 Radio and TV Journalism 3 hrs. Spring**

Basic principles of news reporting; radio and TV as news media; news-casts, commentators, on-the-spot coverage and features. Problems of news staff organization. Emphasis is given to news sources and providing of visual and audio materials.

**344 Practicum in Broadcast Arts 2 hrs. Summer**

Provides the student with practical experience at commercial or educational stations, allowing him to gain some familiarity with operation, equipment and problems of broadcasting. Prerequisites: Speech major or minor, 140, 242, 340, and consent of instructor.

**350 Phonetics 3 hrs. Fall**

Designed to acquaint the student with the phonetic alphabet, sound formation and phonetic transcription, and with the application of these to foreign language dialect, interpretive reading, dramatics and speech correction.

**352 Practicum in Speech Therapy 1 hr. Fall, Spring**

This course consists of supervised practice in clinical speech correction. Case presentations, therapy planning, the review of pertinent literature, and actual therapy compose the course content. Prerequisite: 250.

**354 Practicum in Speech Therapy 1 hr. Fall, Spring**

A continuation of 351. Prerequisite: 351.

**356 Practicum in Speech Therapy 1 hr. Fall, Spring**

A continuation of 351. Prerequisite: 354.

**454 Applied Speech Correction** 3 hrs. Fall, Spring

For students interested in the actual practice of speech correction. The course will involve training in the remedial treatment of both adult and child speech defectives in the university clinic and schools associated with the university and the study of the principles of clinical practice. Prerequisite: 252 or consent of instructor.

**500 Speech for the Classroom Teacher** 2 hrs. Fall, Summer

A course for seniors and teachers in service who find that they need more work in speech. This course is designed to help the teacher analyze and improve her own speech. Emphasis is given to the various speech needs of the classroom teacher.

**516 Oral Interpretation of Drama** 2 hrs.

Reading and analysis of the dramatic form in literature. Aim is to develop and establish a basis for intelligent criticism and appreciation of the drama. Prerequisite: 110. Not offered in 1960-61.

**520 Children's Theatre** 2 hrs. Spring

Deals with the production of formal plays with and for children. Considers the dramatic literature of the field; selection, staging and direction of children's plays; and psychology of child audiences.

**522 Acting** 2 hrs.

Intensive work in the techniques of creative acting. Each student creates at least one role in a play. Prerequisite: Acting 222 or consent of instructor. Not offered in 1960-61.

**524 Problems of Play Direction** 2 hrs. Summer

Consider special problems facing the teacher in the field with little or no formal theatre training. Study limited to selecting and casting the play; approach and preparation of the role and directing the play.

**526 Technical Problems of Play Production** 2 hrs. Summer

Companion course to 524. Emphasis placed on problems in planning and executing scenery, lighting, costuming, and makeup.

**530 Public Speaking** 2 hrs. Spring

The study of speech composition, audience psychology, and delivery with particular emphasis upon the language of effective speech. The course includes practice in speaking and analysis of model speeches. Prerequisite: Public Speaking 130 or consent of instructor.

**532 Persuasion** 2 hrs. Fall, Summer

Speech skills are developed by the presentation of studies in persuasion, by participating in discussion and by criticism of both. Content of course is the psychological theories and experimentation in motives and theories in persuasion ethics. Recommended for teaching, pre-ministerial, pre-law and business students.

**540 Broadcasting Regulations****2 hrs.**

Growth of self regulation and governmental regulation of the radio and television industry. Requirements and responsibilities of the broadcaster as an administrator of a public trust. Prerequisites: 140 or 110 or consent of instructor. Not offered in 1960-61.

**542 Radio in Education****2 hrs.**

Radio series for in-school listening will be auditioned and evaluated. The class will investigate sources of educational programs and experiment in utilization techniques. *Experience in making tape recordings for educational use will be provided. Not offered in 1960-61.*

**544 Workshop in Radio****4 hrs. Summer**

Designed especially for the non-specialist interested in educational radio. Emphasis will be placed on planning, writing, and producing radio programs whose aim is to interpret the schools to the public. Individual projects will be planned to fit the particular subject matter interests of each class member.

**550 Basic Voice and Speech Science****3 hrs. Fall**

For students majoring in speech or speech correction. Topics considered include: anatomy and physiology of hearing; speech and hearing; anatomy and physiology of articulation and phonation; the neurological organization of the speech function; the physics and physiology of quality, pitch and intensity; and the psychology of speech.

**552 Stuttering and Allied Disorders****3 hrs. Spring**

Designed to provide the student with more detailed knowledge of the nature, and causes, development of stuttering and other serious functional speech disorders. The literature will be surveyed, and the various methods for treating these disorders will be described in detail. Prerequisite: 252.

**558 The Organic Speech Disorders****3 hrs. Spring**

This course is concerned with the diagnosis and treatment of the speech disorders of organic origin: cleft palate, cerebral palsy, aphasia, aphonia, and dysarthria. Prerequisite: 252 or consent of instructor.

**560 Teaching Speech in the Elementary School****2 hrs. Spring**

A methods course for the elementary teacher, designed to help her improve the oral language skills of her pupils.

**562 Teaching Speech in the Secondary School****3 hrs. Fall, Spring**

Designed to give the prospective teacher and the teacher in the field an understanding of the problems of teaching speech to high school students. It considers the aims, principles, curricula, and techniques of modern speech; and seeks to bridge the gap between the student's academic training and its application to the teaching situation. Prerequisite: Speech major or minor.

**564 Creative Dramatics for Children                      2 hrs.   Fall, Spring, Summer**

The study of the principles, materials and techniques of informal dramatics as a classroom activity in elementary grades. Includes observation of demonstration groups.

**566 Direction of Forensic Activities                      2 hrs.   Summer**

Includes principles of coaching discussion, debate, extempore speaking, oratory, and reading. Opportunities given for participating in the management and judging of speech contests and festivals. Prerequisite: A major or minor in speech, or consent of instructor. Not offered in 1960-61.

## **DIVISION OF SCIENCE AND MATHEMATICS**

Stanley Kuffel, Chairman

The Division includes the departments of Biology, Chemistry, Geography and Geology, Mathematics, Physics, and Psychology. Major and minor requirements are listed under the individual departments. The heads of the respective departments will advise students with respect to departmental majors and minors in science and mathematics.

In certain cases where a Divisional or group major or minor in science seems advisable, the Chairman of the Division should be consulted. A group major in science must include at least thirty semester hours of work taken in not more than two departments in the Division, and at least fifteen hours of this work must be in courses above the freshman level. A group minor in science must include at least twenty semester hours of work taken in not more than two departments in the Division, and at least eight hours of this work must be in courses above the freshman level. No courses in mathematics may be included in a group major or minor, but if the two departments in which the work is taken do not include either chemistry or physics, the course in Physical Science (108) may be included among the freshman courses offered.

Divisional or group majors and minors are intended for students in the Elementary Education curriculum. They will not ordinarily be approved for students in other curricula, except that a group major may be approved for students in the Secondary Education curriculum who satisfy all the requirements listed in schedules C or D in the table shown below. On the basis of recent studies the Division has approved certain patterns of courses for the preparation of science teachers for secondary schools. These patterns, shown in the following table, correspond to the most common teaching combinations. Only those students who fully satisfy some one of these approved patterns may be given official Divisional recommendations.

The following Divisional freshman courses are offered: Biological Science; Physical Geography; Physical Science. Descriptions of these courses are found under the Division of Basic Studies. In addition to these, the following Divisional courses are offered, and are usually given during the semesters indicated:

## College Science Courses Recommended for Training Prospective Science Teachers for Secondary Schools

Teaching Pattern	Biology	Chemistry	Physics	Mathematics	General Education Basic Science	Other Science Courses	Science Methods
A. Biology and General Science. In combination with Physical Education	A Basic Course in Introductory Biology A Field Course involving Botany Additional Courses to total at least a 15-hour teaching minor in Biology				Physical Science (2 semesters)	Meteorology (one semester)	Biology Methods (one semester)
B. Biology and General Science	A Basic Course in Introductory Biology (usually 2 semesters) A Field Course involving Botany (one semester) Additional Courses to total at least 24 hours (major) in Biology, to include Botanical and Zoological (both vertebrate and invertebrate) areas	General Chemistry (one semester)			Physical Science (2 semesters)	Astronomy (one semester) Geology, including Field Work (2 semesters) Meteorology (one semester)	Biology Methods (one semester)
C. Chemistry Mathematics Physics and General Science		General Chemistry (2 semesters)	General Physics (2 semesters)	Trigonometry (one semester) College Algebra (one semester) Analytic Geometry (one semester) Additional Courses to make a minor (15 hours)	Biological Science (one semester) Physical Geography (one semester)	Astronomy (one semester)	Physical Science Methods (one semester)
		Additional Courses to make a major (24 hours) in Chemistry or in Physics or a group major (30 hours) in a Chemistry-Physics combination					
D. Biology Chemistry Physics and General Science	A Basic Course in Introductory Biology (usually 2 semesters) A Field Course involving Botany (one semester) Additional Courses in Biology and Geology to total at least 20 hours (group minor)	General Chemistry (2 semesters)	General Physics (2 semesters)			Geology, included in group minor with Biology (2 semesters) Meteorology (one semester)	Biology or Physical Science Methods (one semester)
		Additional Courses to make a major (24 hours) in Chemistry or in Physics or a group major (30 hours) in a Chemistry-Physics combination					



**203 Teaching of Elementary Science****3 hrs. Spring**

This course covers important subject matter of the physical and biological sciences with methods for its effective presentation in the classroom, particularly in rural schools.

**390 Teaching of Physical Science****2 hrs. Fall**

Deals with problems of teaching high school chemistry, physics and physical science. The main emphasis is on effective methods of instruction. Practical methods of apparatus ordering, maintenance, and construction are also considered. Prerequisite: A major or minor in physics or chemistry.

**530 Conservation Education****2 hrs. by Extension**

Survey of the whole field of conservation through lecture, laboratory, library, and field experiences. Consideration will be given to ways of including conservation in the elementary and secondary curricula. Students will have contact with personnel of local, state, and federal conservation agencies. Designed primarily for teachers in service. Prerequisite: consent of instructor.

**BIOLOGY**

W. C. Van Deventer, Head	A. Verne Fuller	Thane S. Robinson
Bette E. Barnes (on leave)	Frank J. Hinds	Beth Schultz
Harriette V. Bartoo	Elaine Hurst	Edwin B. Steen
Richard Brewer	Jean Lawrence	Leo C. Vander Beek
W. Jackson Davis	Myrtle M. Powers	Merrill R. Wiseman

Courses 100 and 101 serve as the foundation for a biology major, for pre-professional training in medicine, dentistry, nursing, medical technology, forestry, horticulture, and landscape architecture, and as general prerequisites for advanced courses in the department. Students who are not planning to specialize in biology generally take course 107.

A recommended major for pre-medical and pre-dental students should include 100, 101, 240, 241, 341, and 343. If possible, 312 and 313 should be elected. A recommended major for students preparing to enter forestry, horticulture or landscape architecture should consist of 100, 101, 220, 221, 240, and 241. If possible, 224, 347, and 320 should be elected. Those majoring in biology are required to take their general education science work in the physical science area.

A major or minor for secondary teachers should be based on 100 and 101, and should embrace as wide a range of courses as possible within the department. Not more than eight hours of 100 level work are counted toward a major or a minor. Any major or minor must include work in the following areas: (1) animals, (2) plants and (3) the human body. It must also include some work taken at the junior or senior level. Prospective secondary teachers majoring or minoring in biology must take 304. This course should be taken before the student enrolls for directed teaching in biology.

A recommended biology major for elementary teachers must include General Biology 100 or Biological Science 107, and Outdoor Science 232 and 233. Electives to complete the major should include courses in botany and zoology, and Teaching of Elementary Science 203. A recommended biology minor for elementary teachers must include General Biology 100 or Biological Science 107, and one semester of Outdoor Science 231, 232, or 233. Electives should include Teaching of Elementary Science 203, and courses in botany and zoology. Work at the Conservation Training School at Higgins Lake should be included in both the major and the minor if possible.

All biology majors are required to attend Biology Seminar.

#### **100 General Biology**

**4 hrs. Fall**

This and the following course, 101, cover the field of biology and serve as a foundation for advanced courses. This course includes a study of the cell and protoplasm, unicellular organisms, and the animal groups in the order of advancing complexity. First semester. Six class hours weekly, including lecture and laboratory.

#### **101 General Biology**

**4 hrs. Spring**

A continuation of 100, covering the higher animal groups, the plant groups, genetics, evolution, ecology and conservation. Second semester. Six class hours weekly, including lecture and laboratory.

#### **107 Biological Science**

**4 hrs. Fall, Spring, Summer**

A course designed to present basic biological principles, and to give the student an understanding of the operation of the world of life. This course fulfills the general education requirement for biological science.

#### **201 General Ecology**

**2 hrs. Spring**

This is a study which deals with plant-animal communities, relationships among living organisms, and interrelationships of living organisms with their environment. Ecological concepts are presented and illustrated. Field work is emphasized. Prerequisite: eight hours of college biology, or consent of instructor.

#### **231 Outdoor Science for Teachers**

**3 hrs. Summer**

An abridgment of 232 and 233, designed for teachers in service. Offered only in summers and by extension.

#### **232 Outdoor Science**

**4 hrs. Fall**

The development of ability to interpret natural phenomena with scientific accuracy, and to gain an understanding and appreciation of the relationships of life forms to each other and to their environment. The course includes flowering and non-flowering plants, insects, spiders, winter birds, mammals and astronomy. Especially desirable for elementary teachers. Field trips are a part of the scheduled work.

**233 Outdoor Science****4 hrs. Spring**

This course has the same aims as 232. It includes spring plants, pond life, migratory and resident birds, rocks, minerals and weather. Especially desirable for elementary teachers. Field trips are a part of the scheduled work. Students may enter without having had 232.

**302 Man and the Living Environment****3 hrs. Fall**

A study of interrelationships among plants and animals, including man. Emphasis is placed on classroom and field experiences which will lead to an understanding of man's dominance and of the development of the human-plant-animal community.

**304 Methods and Materials in Biology****2 hrs. Fall, Spring**

This consists of class discussion, laboratory practice and field work, illustrating the collection, preparation, care and use of materials for biology teaching, with particular reference to high school. This course is required of all students who are following a secondary education curriculum, and list biology as a major or minor. Prerequisite: twelve hours of biology, including both zoological and botanical aspects.

**306 Genetics****2 hrs. Fall**

A comprehensive study of the laws of heredity, including their application to plant and animal breeding and to man. Prerequisite: Three semesters of laboratory biology. Not offered 1960-61.

**308 Evolution****2 hrs. Fall**

A consideration of the evidence for and the principles involved in the evolution of plants and animals, including man. Prerequisite: 100 and 101, or equivalent.

**309 Nature of Science****2 hrs. Spring**

A consideration of the nature and application of scientific attitude and scientific methodology as exemplified by specific cases from the history of scientific research. Prerequisite: eight hours of college biology, or consent of instructor.

**330 Fish and Game****3 hrs. Fall**

Designed to acquaint the student with the basic principles, techniques and practices which are employed in the management of fish and game animals. Life histories, food, cover and other important environmental factors are discussed. Not offered in 1960-61.

**500 Selected Experiences in Biology****2 hrs. Summer**

Designed primarily for elementary teachers and secondary non-science teachers who need to improve their background in biology. Problems to be studied will be selected under the guidance of the instructor. Laboratory work will consist of independent studies of living plants and animals. These will be done outside of class time, utilizing procedures outlined by the instructor. This course cannot be used as a prerequisite for other graduate

courses in biology. Offered only by extension and in summers. Prerequisite: consent of instructor.

**505 Advanced Studies in Genetics** 2 hrs. Spring

Special problems in genetics, with emphasis on laboratory work. Prerequisite: 306 or equivalent, or consent of instructor. Not offered in 1960-61.

**554 Field Studies in Ecology** 2 hrs. Fall

This course is designed for students who have had sufficient experience in field biology to enable them to carry on studies of specific ecological problems in the field. Prerequisite: twelve hours of college biology, or consent of instructor.

## **ANATOMY, PHYSIOLOGY AND HEALTH**

**111 Healthful Living** 2 hrs. Fall, Spring

A study of the principles underlying sound health practices. Factors in the causation, prevention and control of all departures from normalcy in health are considered.

**210 The Human Body** 3 hrs. Summer

A study of the structure and functioning of the human body. Designed especially for teachers. Offered only in summers and by extension. Not offered 1960.

**212 Community Hygiene** 3 hrs. Fall, Summer

An introduction to the field of public health. Organized activities for the promotion of physical and mental efficiency, the prevention of disease and the prolongation of life are considered. Prerequisite: one year of college biology.

**213 Anatomy and Physiology** 4 hrs. Spring

The gross and microscopic structures, and the functions of organs and tissues of the vertebrate body, with special reference to man. Three lectures and four hours of laboratory per week. Prerequisite: 100 or equivalent.

**214 Anatomy and Physiology for Nurses** 4 hrs. Fall

An abridgment of 216 and 217, especially adapted to meet the needs of students in the Bronson Methodist Hospital School of Nursing. For Bronson students only.

**215 Bacteriology for Nurses** 3 hrs. Spring

A specialized course dealing with microorganisms, adapted to the needs of students in the Bronson Methodist Hospital School of Nursing. For Bronson students only.

**216 Anatomy** 4 hrs. Fall

A study of the gross and microscopic structures of the organs and tissues of the mammalian body, with emphasis on that of man. In the laboratory,

the cat is dissected in detail. Prerequisite: eight hours of biology or equivalent.

**217 Physiology****4 hrs. Spring**

A study of the functions of the various organs and tissues of the human body. Experiments concerned with fundamental life processes are performed in the laboratory. Prerequisite: 214 or 216 or equivalent.

**312 Bacteriology****4 hrs. Fall**

A general introduction to the principles governing the study of all microorganisms. Practical techniques are employed in the laboratory. Prerequisite: twelve hours of science selected from the fields of biology and chemistry, or equivalent.

**313 Advanced Bacteriology****4 hrs. Spring**

This course is for more advanced students who are particularly interested in the microorganisms which cause disease. Special techniques are used in the laboratory, and a number of unknowns are identified. Prerequisite: 312 or equivalent.

**512 Health Problems****2 hrs. Fall, Summer**

This course is an intensive study of those diseases and practices which constitute major social problems. Frequent reports are made, and an investigative project is required for graduate credit. Prerequisite: sixteen hours in the fields of biology and/or chemistry, or consent of instructor.

**514 Methods and Materials for School Health Education****2 hrs. Fall, Summer**

A course of lectures and demonstrations in which emphasis is placed on the effective health supervision of school children, the principles and practices of health teaching in the various grades, and the interrelation of this teaching with that of other subjects in the curriculum. Not offered in 1960-61.

**515 Alcohol Problems****2 hrs. Fall, Summer**

An objective study of a major social problem, examined critically with regard to its physiological, psychological, legal, cultural and sociological aspects. Frequent reports are made, and an extensive project is required of graduate students. Prerequisite: twenty hours in the fields of biology and/or sociology or consent of instructor. Not offered in 1960-61.

**516 Neurology****3 hrs. Fall**

This course includes lecture and laboratory work on the structure, development and functioning of the nervous system in mammals, with particular reference to humans. Both normal and pathological aspects are considered. Prerequisite: at least a minor in biology including a semester each of undergraduate work in anatomy and in physiology, or consent of instructor.

**BOTANY****220 Botany of Seed Plants****4 hrs. Fall**

The study of seed plants, their fundamental gross and microscopic structure, physiology, classification and development. The university greenhouse is used in experiments involving living plants and their propagation. Prerequisite: eight hours of biology, or consent of instructor.

**221 The Plant Kingdom****4 hrs. Spring**

A systematic study of the various plant groups in relation to their identification, structure, reproduction and ecology. During the second half of the semester field studies occupy the major portion of class time. The second half of this course may be taken separately, without the first half, under the title of course 225. Prerequisite: eight hours of biology, or consent of instructor.

**224 Trees and Shrubs****2 hrs. Fall**

A field course in the identification of trees and shrubs occurring in Southwestern Michigan. Attention is given to their geographic and physiographic distribution, and to their economic uses. Prerequisite: eight hours of biology, or consent of instructor. Not offered in 1960-61.

**225 Local Flora****2 hrs. Spring**

An elementary field course in the identification of flowering plants. Especially designed for those who need an acquaintance with the common wild flora occurring in this region. This course corresponds to the last half of 221. Students taking 221, therefore cover the material of this course, and cannot obtain additional credit for 225. Those wishing additional work in this area should take course 421. Prerequisite: eight hours of biology, or consent of instructor.

**320 Plant Pathology****3 hrs. Spring**

For students with an interest in biology, agriculture, forestry, or allied fields of botany. This course deals with the common diseases of higher plants, caused by fungi, viruses and physiological factors, as well as those connected with the presence of animals such as nematodes and insect larvae. Emphasis is on causes, carriers and "cures" for plant diseases commonly found in farm, garden and greenhouse cultivation. Prerequisite: one semester of botany or equivalent. Not offered in 1960-61.

**323 Reproduction and Growth in Plants****3 hrs. Spring**

Intended for advanced students in biology, who feel the need for a survey type course covering a comparative approach to the study of reproduction from the lower forms to advanced organisms. Discussion lectures will deal with asexual and sexual reproduction, alternation of generations, parthenogenesis, apospory and apogamy. Experiments in these areas as well as in subsequent growth of type organisms will be set up. Prerequisite:

at least twelve hours of biology, including four hours of botany, or consent of instructor.

**421 Flowering Plants****2 hrs. Spring**

A course in field study and identification of flowering plants. Students will be expected to use keys for identification, and assemble an herbarium collection for their own use. Prerequisite: eight hours of biology, or consent of instructor.

**424 Economic Botany****3 hrs. Fall**

A course dealing with plants useful to man for food, flavoring, drugs, clothing and building purposes. Field trips are planned to places where plant products are grown, manufactured, exhibited or sold. Emphasis is placed on a knowledge of plant life of economic value in connection with teaching at both elementary and secondary levels. Desirable also for students in business, economics and industrial education. Not offered 1960-61.

**426 Plant Physiology****2 hrs. Fall**

A course in which the broader aspects of physiological processes shared commonly with animals are emphasized. Functions of various plant organs are discussed and related to structure. Prerequisite: 220 or its equivalent. A course in high school or college chemistry is desirable.

**521 Plant Taxonomy****2 hrs. Summer**

Designed for those interested in carrying on investigations in the identification, classification and ecological distribution of the higher plants. Students should have some knowledge of plant classification and plant families. They should be able to use standard plant keys, and should be familiar with the organization of an herbarium. A special problem is required. Prerequisite: the equivalent of an undergraduate minor in the field of biology, which should include a course in botany. Not offered Summer 1960.

**522 Phytogeography****2 hrs. Fall**

This course deals with present geographical distribution of plants over the earth, emphasizing rainfall, soils, geological and ecological factors which contribute to this distribution. Family, genus and species names will be used in the study. Prerequisite: At least a minor in biology, including 421, or equivalent, or consent of instructor.

**523 Paleobotany****3 hrs. Fall**

Intended to give the student a knowledge and appreciation of plant life of the past. Plant fossils most commonly found in and around Michigan are the subjects of discussion from the standpoint of identification and classification, as well as from that of their structure. At least two extended field trips are arranged during the semester. Prerequisite: twelve hours of biology, including 221. Not offered 1960-61.

**525 Biological Constituents****2 hrs. Spring**

The chemical elements in plants and animals, as well as the synthesis, characterization and degradation products of the more important compounds. Prerequisite: eight hours of laboratory courses in biology, and consent of instructor.

**527 Advanced Studies in Plant Physiology****2 hrs. Spring**

An advanced course in plant physiology covering such topics as photosynthesis, respiration, tropisms, plant-growth regulators and enzymes. This course is especially adapted to those students who expect to teach biology at the college level, but whose past training has been largely in the field of animal or general biology. Students are required to carry out individual investigations. Prerequisite: twelve hours of biology, including 220 or its equivalent. A knowledge of chemistry is desirable. Not offered in 1960-61.

**ZOOLOGY****240 Invertebrate Zoology****4 hrs. Fall**

A study of the structural characteristics, physiology, life histories, habits, distribution and classification of the invertebrates. Identification of local forms and those having economic importance is emphasized. Eight class hours weekly. Prerequisite: 100 and 101, or equivalent.

**241 Vertebrate Zoology (Comparative Anatomy)****4 hrs. Spring**

A study of the Phylum Chordata; essential features of lower types; general features of chordate development and the comparative anatomy of the systems of vertebrates. Field work may include a trip to the Chicago Natural History Museum. Eight class hours weekly. Prerequisite: 100, 101, 240, or equivalent.

**341 Histology****4 hrs. Spring**

The microscopic study of the cells, tissues and organs of the body, with some attention to their preparation for study. Eight class hours weekly. Prerequisite: 100, 101 and eight additional hours of biology.

**343 Embryology****4 hrs. Spring**

The development of the individual from the origin of the germ cells to adulthood. The frog and chick are emphasized in the laboratory. Eight class hours weekly. Prerequisite: 100, 101 and eight additional hours of biology. Not offered 1960-61.

**347 Ornithology****3 hrs. Spring, Summer**

A development of knowledge and appreciation of birds through a study of their plumage, song, flight, migration, nesting habits, relation to environment and importance to man. The student learns to identify birds in the field, and a minimum of 100 species in the laboratory. Early morning field trips are required. Not offered 1960-61.



**518 Endocrinology** 2 hrs. Fall

A study of the glands of internal secretion, the active principles produced by each and their effects on metabolism. Prerequisite: three semesters of laboratory biology, or consent of instructor. A course in chemistry is recommended.

**542 Entomology** 2 hrs. Summer

A general study of insects, their structure, classification, life histories, ecological relationships, economic importance and methods of control. Prerequisite: 100 and 101, or equivalent, or consent of instructor.

**543 Protozoology** 2 hrs. Fall

A study of the comparative anatomy, physiology and ecology of the free-living protozoa, with consideration of their evolutionary relationships. Prerequisite: a minor in biology, or consent of instructor.

**545 Ichthyology** 2 hrs. Spring

A study of the anatomy, physiology, taxonomy and ecology of fresh-water fishes, with particular emphasis on those occurring in Michigan. Prerequisite: eight hours of biology, or consent of instructor.

**547 Advanced Ornithology** 3 hrs. Spring, Summer

Investigation of details of song, habitat, habits and identification of shore and marsh birds in their native haunts. Skins of birds of Michigan, both resident and migrant, are provided for identification. Early morning field trips are required. Prerequisite: eight hours of college laboratory courses in biology, or consent of instructor. Not offered 1960-61.

**551 Parasites and Parasitism** 2 hrs. Spring, Summer

A study of parasitism and its effects on parasite and host. Typical representatives of the principal groups of animal and plant parasites will be studied in detail. Special attention will be given to the parasites of humans. Prerequisite: three semesters of laboratory biology or equivalent, or consent of instructor.

**555 Natural History of Land Vertebrates** 3 hrs. Summer

To acquaint students with the classification, life histories, adaptations, ecology and behavior of amphibians, reptiles and mammals. Prerequisite: two college laboratory courses in biology or equivalent, or consent of instructor. Not offered 1960.

**557 Natural History of Invertebrates** 3 hrs. Summer

To acquaint students with the ecology, distribution and taxonomy of the invertebrates of the region, with special reference to their life histories and economic importance. Students will prepare their own teaching collections. Prerequisite: two college laboratory courses in biology or equivalent, or consent of instructor.

## CHEMISTRY

Lillian H. Meyer, Head	Don C. Iffland	Lauri E. Osterberg
Robert H. Anderson	Lawrence G. Knowlton	Elizabeth F. Tuller
James W. Boynton	Robert C. Nagler	Esther Woodruff
Paul Holkeboer	Gerald Osborn	Elaine Zimmerman

A major in chemistry consists of 24 hours of chemistry. Students majoring in chemistry in the general degree curriculum and desiring an industrial laboratory position upon graduation are required to take an additional ten hours of chemistry. Students majoring in chemistry should have a minor in physics.

All chemistry majors are required to take chemistry seminar during junior and senior years.

A minor sequence in chemistry consists of 8 hours of general chemistry and 8 hours from the following: 220, 222, 360, 361, 340, 551, 552, 553.

The Chemistry Department is accredited by the American Chemical Society. Students who take 40 hours of chemistry from the course sequence described below meet the minimum standards for professional training of the American Chemical Society and are certified by the Department Chairman on graduation. These students are eligible for membership, senior grade, in the American Chemical Society after two years of experience in the field of chemistry, rather than five years of experience. The courses required include the 34 hours of basic chemistry through Physical Chemistry 530-533; Organic Preparations 564, and four hours of advanced work. The advanced courses may be taken from the following: 410, 505, 560, 580, 590 and 591.

### 100 General Chemistry

4 hrs. Fall

A course with emphasis on the fundamental principles, theories, and problems of chemistry. It is designed for students with no high school chemistry preparation. Prerequisite: One year of Algebra.

### 102 General Chemistry

4 hrs. Fall, Spring

This is a more advanced course than 100. The theory and fundamental principles of chemistry are emphasized. It is a foundation course. Prerequisite: One unit of high school chemistry and one unit of algebra.

### 103 General Chemistry

4 hrs. Fall, Spring

Students who will elect more advanced chemistry are required to take this course, except those who have satisfactorily completed Chemistry 108. Prerequisite: 100 or 102.

### 105 General Chemistry

4 hrs. Spring

Some applications of inorganic chemistry to home economics, elementary organic chemistry, introduction to the chemistry of foods and the body, and to textiles and dyeing. Open only to students in Home Economics. Prerequisite: 100 or 102.

*School of Liberal Arts and Sciences***106 Chemistry for Nurses** 4 hrs. Fall

The fundamentals of chemistry are studied with a view to applying them to the field of nursing. Credit does not apply towards a major or minor in chemistry.

**107 Applied Chemistry** 3 hrs Spring

A course for the students in the curriculum in Petroleum Distribution. Fundamental principles of chemistry and an introduction to petroleum chemistry are given emphasis.

**108 Honors General Chemistry** 5 hrs. Fall

A one semester course designed for superior students and which serves as a prerequisite for Chemistry 220 and 360. This course includes a rigorous treatment of such topics as: atomic structure, nature of the chemical bond, acid-base theory, equilibrium and electrochemistry. Students desiring to enroll in this course are required to take a qualifying examination.

**109 General Chemistry** 4 hrs. Spring

This is a continuation of General Chemistry 100 or 102 and is a terminal course not acceptable as prerequisite for advanced chemistry. It is designed to meet the needs of those who require one year of chemistry. Descriptive chemistry of metallic and non-metallic elements with emphasis on industrial and practical applications, elementary equilibrium and simple organic chemistry are studied. Prerequisite: 100 or 102.

**210 Engineering Materials** 3 hrs. Fall

An elementary study of the manufacture and properties of the ferrous and non-ferrous alloys, cements, clay products, protective coatings, fuels, and water softening. This is a non-laboratory course for pre-engineers. This course should be accompanied or followed by (211) metal-processing course. Prerequisite: 101 or 103.

**220 Qualitative Analysis** 4 hrs. Fall, Spring

A lecture and laboratory course treating the theory and practice of separation and identification of both cations and anions. Prerequisite: 101 or 103.

**222 Quantitative Analysis** 4 hrs. Fall, Spring

This course includes the theory and practice of volumetric and gravimetric analysis. Prerequisite: Qualitative Analysis 220. A freshman course in Qualitative Analysis is not sufficient.

**320 Advanced Qualitative Analysis** 2 hrs.

A laboratory course dealing with the analysis of complex solids and commercial products. Chromatographic methods of analysis and the determination of equilibrium constants will be included. Given on request. Prerequisite: 222.

**322 Advanced Quantitative Analysis****2 hrs.**

Special determinations will be selected by the student upon approval of the instructor. Several different types of determinations will be included. Laboratory, eight hours per week, plus consultation with the instructor. Given on request. Prerequisite: 222.

**340 Food Chemistry****2 hrs. Fall**

This is mainly a laboratory course and includes the analysis of foods for important components such as carbohydrates, proteins, fats, minerals, vitamins, and food pigments. Prerequisite: 105 or 360.

**360 Organic Chemistry****4 hrs. Fall, Spring**

The preparation and chemical properties of aliphatic and aromatic compounds are studied. Emphasis is placed upon the nature of covalent bonds and molecules and the general reactions of functional groups. The course includes lecture, laboratory and quiz. Prerequisite: 103.

**361 Organic Chemistry****4 hrs. Spring**

A continuation of course 360. Prerequisite: 360.

**390 Teaching of Physical Science****2 hrs. Fall**

Deals with problems of teaching high school chemistry, physics and physical science. The main emphasis is on effective methods of instruction. Practical methods of apparatus ordering, maintenance, and construction are also considered.

**410 Inorganic Chemistry****2 hrs.**

The course includes descriptive and theoretical inorganic chemistry as well as preparation of different types of inorganic compounds. Four hours laboratory and one hour discussion and lecture per week. Prerequisite: 24 hrs. of Chemistry.

**505 Chemical Literature****2 hrs.**

An introduction to the use of the various types of chemical literature such as journals, handbooks, abstracts, monographs, government and institutional publications, and patents. Problems in the course require literature searches in analytical, inorganic, biological, organic and physical chemical fields. Prerequisite: 24 hrs. chemistry.

**530 Physical Chemistry****3 hrs. Fall**

The course includes studies in kinetic theories of gases, liquids, solids, solutions, thermodynamics, physical basis for molecular structure, thermochemistry, homogeneous equilibria, heterogeneous equilibria, etc. Prerequisite: 222, Physics 113 and Calculus 223.

**531 Physical Chemistry****3 hrs. Spring**

A continuation of course 530. This course includes radioactivity, quantum theory, atomic structure, conductance of solutions, pole potentials, oxidation potentials, polarization, chemical thermodynamics, colloids, etc. Prerequisite: 530.

**532 Physical Chemistry Laboratory** 2 hrs. Fall

Includes experiments on molecular weight determination, viscosity, surface tension, vapor pressure, distillation of liquid mixtures, etc. Corequisite: 530.

**533 Physical Chemistry Laboratory** 2 hrs. Spring

A continuation of Course 532. Includes experiments on adsorption, colloids, reaction rate, spectrophotometry, phase rule, etc. Corequisite: 531.

**536 Theoretical Chemistry** 3 hrs.

This course is intended to acquaint high school science teachers with an elementary knowledge of physical chemistry. It includes the properties of gases, liquids, solids, solutions, and colloids. Prerequisite: 222, 1 yr. Physics, College Algebra, Analytical Geometry.

**537 Theoretical Chemistry** 3 hrs.

Thermochemistry, homogeneous and heterogeneous equilibrium, electrochemistry, kinetics, etc. Prerequisite: 536.

**551 Biochemistry** 2 hrs. Spring

Elementary study of the chemistry of the body, digestion, metabolism, excretion, the endocrines, and vitamins. Prerequisite: 360.

**552 Biochemistry Laboratory** 1 hr. Spring

Analysis of blood, urine, and gastric juice, and other experiments according to the needs of the student. Corequisite: Biochemistry 550. Prerequisite: 222 or 340 and 360.

**553 Special Topics in Biochemistry** 1 hr. Spring

Laboratory problems are selected to fit the needs of the student and increase his knowledge of biochemistry and improve techniques. To accompany 552.

**560 Qualitative Organic Analysis** 3 hrs. Fall

A course in the methods of identification of organic compounds in the pure state and in mixtures, which has as secondary goals the familiarization with many organic reactions and the development of deductive reasoning in the field of organic chemistry. Prerequisite: 361.

**564 Organic Preparations** 2 hrs. Fall

A course in the application of principles and techniques of handling aliphatic and aromatic compounds on a preparative scale. Typical standard procedures are assigned. Emphasis is placed on good yields as well as quality of product. Eight hours of laboratory is arranged each week. Consult instructor before enrolling. Prerequisite: 361.

**565 Organic Preparations** 2 hrs.

A continuation of 564.

**580 History of Chemical Theory****2 hrs. Spring**

This course is taught from the point of view of the history of chemical theory in which the evidence for the theories is critically presented. Prerequisite: 24 hrs. of chemistry or approval of instructor.

**590 Special Problems in Chemistry****2 hrs.**

Advanced students who have completed certain basic work in chemistry may select a special problem in the fields of analytical, organic, biochemistry or physical chemistry. Prerequisite: 24 hrs. of chemistry or approval of instructor.

**591 Special Problems in Chemistry****2 hrs.**

A continuation of special problem work started under 590. Given on request.

## GEOGRAPHY AND GEOLOGY

William R. Brueckheimer, Head  
 Oscar H. Horst  
 Eugene C. Kirchherr  
 F. Stanley Moore

Lloyd J. Schmaltz  
 Cyril L. Stout  
 Robert Vogel  
 Arthur G. Wilner

### GEOGRAPHY MAJOR OR MINOR

Geography 105 serves as the foundation course for both geography majors and minors and, therefore, is the prerequisite for all undergraduate geography courses except 225, 244, and 350. There is no required sequence in the courses in regional geography.

Successful completion of 360 is prerequisite to receiving departmental recommendation for directed teaching or for a teaching position in geography.

Major (24 hours)		Minor (15-17 hrs.)	
<b>Required Courses:</b>	<b>S.H.</b>	<b>Required Courses:</b>	<b>S.H.</b>
Physical Geography 105	4	Physical Geography 105	4
Regional Geography of the World 106 or		Regional Geography of the World 106 or	
Economic Geography 244	3-4	Economic Geography 244	3-4
Introduction to Geology 130	4	<b>Additional required courses for teaching minors:</b>	
U.S. and Canada 210 or		Geographic Techniques 360	3
Conservation of Natural Resources 350	3	U.S. and Canada 210 or Conservation of Nat. Resources 350	3
Geographic Techniques 360 (teaching majors)	3	Plus at least one additional course chosen with advice + consent of departmental counselor.	
Field Geography 366 (non-teaching majors)	3		
Cartography and Graphics 380 (non-teaching majors)	2		
Plus four to seven hours of electives chosen with advice and consent of departmental counselor.		<b>Additional required courses for non-teaching minors:</b>	
		Field Geography 366	3
		Plus five to seven hours of electives chosen with advice + consent of counselor.	

### MAJOR IN GEOLOGY

Departmental Counselor—Lloyd J. Schmaltz

Major (24 hours)		
<b>Required Courses:</b>	<b>S.H.</b>	
Physical Geology 230	4	Plus at least 4 additional hours in geology chosen with advice and consent of counselor.
Historical Geology 231	4	
Invertebrate Paleontology 330	3	
Mineralogy 335	3	
Petrology 336	3	
Structural Geology 430	3	

*Geography and Geology*

Supporting required courses: Chemistry 100 and 101 or 102 and 103 (for students with a high school chemistry background); Physics 110 and 111; Physical Geography 105; Biology 100; and Mathematics 122 and 123. Some modification of these requirements may be made in consultation with the student's departmental counselor.

Desirable supporting courses: Geology majors who are preparing to do graduate work in geology should have an adequate background in the natural sciences, mathematics and foreign languages and, therefore, should take additional work recommended by his geology counselor in these areas.

**MAJOR OR MINOR IN EARTH SCIENCE**

Major (24 hours)		Minor	
Required Courses:	S.H.	Required Courses	S.H.
Physical Geography 105	4	Physical Geography 105	4
Weather + Climate 225	3	Weather + Climate 225	3
Physical Geology 230	4	Physical Geology 230	4
Historical Geology 231	4	Historical Geology 231	4
Conservation of Natural Resources 350	3	Astronomy (Physics 200)	3
Astronomy (Physics 200)	3		
plus at least 3 hours of additional course work in geology with the advice and consent of departmental advisor.			

**GEOGRAPHY OFFERINGS****FOUNDATIONAL COURSES**

105 Physical Geography (See Division of Basic Studies)

**REGIONAL COURSES**

106 Regional Geography of the World 4 hrs. Fall, Spring

The continents are studied by geographic regions. Attention is given to patterns of agricultural land use, mining, manufacturing, fishing, recreation, and other major uses of land and other resources.

210 United States and Canada 3 hrs. Fall, Spring

Study of areal differentiation in Anglo-American and of present-day problems, with emphasis upon occupational crises in selected regions. Prerequisite: 105.



**212 South America****3 hrs. Fall**

Regional study of the several countries of South America with attention to the interrelationships of the physical and cultural environments. Historical background necessary for the interpretation of the present political, social and economic conditions is included. Prerequisite: 105.

**213 Mexico and the Caribbean Lands****2 hrs. Spring**

Includes the regional study of Mexico, Central America and the West Indian Islands; present economic, social, and political development of these regions; their potentialities and trends. Prerequisite: 105.

**214 Europe****3 hrs. Fall**

Course discloses the ways man has adjusted his economic, political, and social life to the natural environmental conditions within the regions of the continent. Prerequisite: 105.

**314 Union of Soviet Socialist Republics****3 hrs. Spring**

Analysis of the geography of the whole of the Soviet realm. Prerequisite: 105.

**315 Asia****3 hrs.**

Interpretation of the major geographic regions of Asia. Special emphasis is given to the organization of materials into geographic units. Prerequisite: 105. Not offered in 1960-61.

**318 Africa****3 hrs.**

The evolution of the present political pattern of the continent; governmental policies of the colonial powers; the geography of the major areas of economic exploitation; impending changes related to opposition to colonial status. Prerequisite: 105. Not offered in 1960-61.

**319 Islands of the Pacific****3 hrs.**

Study of populations and natural resources of Australia, New Zealand and the Pacific Islands with emphasis upon economic and political problems which have arisen. Prerequisite: 105. Not offered in 1960-61.

**510 Geography of Michigan****2 hrs. Spring**

Detailed but non-technical study of Michigan in which are taken up the major economic, social, and recreational activities with a view to explaining their existence in the state where each activity is prominent.

**512 Economic Development in Latin America****2 hrs.**

Intensive study is directed toward problems of economic development in Latin America. These are considered in light of varied resource bases and involve a consideration of socio-economic, political and geographic conditions. Prerequisite: 105 or consent of instructor. Not offered in 1960-61.

**515 The Far East****2 hrs. Fall**

A study of the environmental and cultural assets and liabilities of Japan, China, Formosa, and Korea. Particular attention is given to the population and food problems of the Far East. Prerequisite: 105 or consent of instructor.

**516 Southeast Asia****2 hrs. Spring**

Intensive study of the environmental and cultural assets and liabilities of India, Pakistan, and Southeast Asia. Particular stress is given to the population-resource problems of the monsoon countries. Prerequisite: 105 or consent of instructor.

**517 The Middle East****2 hrs.**

Diversity and homogeneity in the Middle East, with emphasis on regional interrelations, developmental potentialities and the economic-geographic problems of Israel, Egypt and the Moslem World. Prerequisite: 105 or consent of instructor. Not offered in 1960-61.

**SYSTEMATIC COURSES****225 Weather and Climate****3 hrs. Spring**

Non-technical study of such elements of weather and climate as temperature, pressure, and precipitation; the major air masses; the major and minor air disturbances and their relationships to man. Also the study of the distribution and characteristics of the major climates of the earth and phenomena causing these conditions.

**244 Economic Geography****3 hrs. Fall, Spring**

Course deals with important economic products from the standpoint of their places of origin, cultural and natural factors in their production, their flow in commerce, and principal regions of their consumption.

**350 Conservation of Natural Resources****3 hrs. Spring**

Critical evaluation of certain of the natural resources of the United States, such as minerals, soils, forests, water, and wild life; and study of the utilization of these resources so as to yield the greatest ultimate good. Methods in teaching conservation.

**360 Geographic Techniques****3 hrs. Fall, Spring**

Guidance is given in the selection, interpretation, and use of all major types of geographical materials such as texts, library materials, pictures, and maps. Special emphasis is placed upon the organization of findings into geographic teaching units. Prerequisite: 105.

**366 Field Geography****3 hrs. Spring**

Intensive study of type areas near Kalamazoo with the purpose of observing how agricultural and industrial development, transportation, commercial organization, and the urban pattern have made adjustments in these areas. The course is based primarily upon field work. Prerequisite: 105.

**380 Cartography and Graphics 2 hrs. Spring**

Study of maps, the construction of them for reproduction, and the projections and symbolism most commonly used; also the graphic presentation of statistical material. Prerequisite: 105.

**382 Interpretation of Maps and Aerial Photographs 2 hrs. Spring**

The interpretation of topographic and geologic maps and aerial photographs and their application to the physical and social sciences.

**540 Political Geography 2 hrs. Spring**

Study of the resources, people, and geographic-political problems of the various nations and empires of the world from the point of view of the reciprocal relations involved. Prerequisite: 105.

**541 Geographic Foundations of National Power 3 hrs.**

The study of world power relationships in terms of such geopolitical factors as the size, shape, and location of nations; mineral wealth as related to industrial and military strength; and weather, climate and land forms as related to problems of transportation and economic development. The concept of "autarchy" and the field of "geopolitics" are considered in detail. Prerequisite: 105 or equivalent.

**556 Land-Use Planning 2 hrs.**

The study of the environment in relation to the various uses of the land such as agriculture, grazing, forestry, and recreation. The application of geographic concepts to land-use planning and regional planning. Prerequisite: Conservation of Natural Resources 350. Not offered in 1960-61.

**560 Studies in Geographic Education 2 hrs.**

Course gives prospective geography teachers guidance in the selection, organization and presentation of the best materials available in this field. Not offered in 1960-61.

**570 Urban Geography 2 hrs. Fall**

The study of the spatial distribution of urban centers, their internal structure and external relationships with contiguous and non-contiguous areas. Special emphasis will be given to Kalamazoo's position in Southwestern Michigan.

**574 Methods in Urban Research 2 hrs. Spring**

A course designed to acquaint the student with source materials and field techniques utilized in the investigation of urban problems. Ample opportunity will be provided for research in the Kalamazoo area. Prerequisite: Urban Geography 570 or Field Geography 366.

### **GEOLOGY OFFERINGS**

**130 Introduction to Geology 4 hrs. Fall, Spring**

A one-semester course covering both physical and historical geology designed for students who do not plan to major or minor in geology. The

course carries credit for graduation but not towards a geology major. Three lectures and a two-hour laboratory period.

**230 Physical Geology** 4 hrs. Fall

Study of the origin and development of surface features of the earth and processes involved in their development. Emphasis is given to the geologic work of water, wind, ice, vulcanism and diastrophism. Three lectures and a two-hour laboratory period.

**231 Historical Geology** 4 hrs. Spring

Course includes a study of the origin of the earth, development of plant and animal life as shown by fossils, and major changes that have occurred in elevation, size, and form of the continents throughout geologic time. Three lectures and a two-hour laboratory period. Prerequisite: 230.

**332 Invertebrate Paleontology** 3 hrs. Fall

The study of fossils in which consideration is given to the identification, classification, and historical significance of the major fossil groups. Prerequisite: 231.

**335 Mineralogy** 3 hrs. Spring

Study of the physical and chemical properties, occurrence, uses, and determination of approximately 100 or more of the common minerals. Lecture, 2 hours a week; laboratory, 2 hours a week. Prerequisite: 230 and General Chemistry.

**336 Petrology** 3 hrs.

A systematic study of the common rocks. Lecture, 2 hours a week; laboratory, 2 hours a week. Prerequisite: 335. Not offered in 1960-61.

**539 Field Geology—Summer Trip** 4 hrs.

A study of geologic materials and features in the Upper Great Lakes Region and the Black Hills. Prerequisite: 130 or 230. Not offered in 1960-61.

**382 Interpretation of Maps and Aerial Photographs** 2 hrs. Spring

(See description under Geography).

**430 Structural Geology** 3 hrs.

The development of rock structures and the mechanics of rock deformation. Prerequisite: 230 and 231. Not offered in 1960-61.

**432 Economic Geology** 3 hrs.

Origin, occurrence, and utilization of metallic and non-metallic mineral deposits including fuels and water resources. The industrial and political significance of these resources is stressed. Prerequisite: 335. Not offered in 1960-61.

**532 Geomorphology** 3 hrs. Spring

A study of the development of land forms and the effects produced upon the more common geologic materials and structures by the agents of erosion. Prerequisite: 130 or 230.

## MATHEMATICS

Charles H. Butler, Head	Adelaide E. Howson	Joseph K. Peterson
Yousef Alavi	Stanislaw Leja	James H. Powell
Fred A. Beeler	Joseph C. McCully	Robert C. Seber
Merle Galbraith	Jack R. Meagher	Robert E. Sechler
Herbert H. Hannon		Gertruda Wolinski

The first two years (four semesters) of systematic work in mathematics includes the study of college algebra and trigonometry, analytic geometry and calculus. Completion of this work leads to a minor in mathematics, and eligibility to elect advanced courses from among the variety offered in the department.

A major in mathematics must include at least three courses for which calculus is prerequisite. These must total at least 8 semester hours and must be approved for the major by the departmental advisor.

Certain special "service" courses also are offered. These are designed mainly for prospective teachers of mathematics or for students in the School of Business or the School of Applied Arts and Sciences. Such courses may not be included among those presented for a major or a minor in mathematics.

The courses in high school mathematics which a student presents for admission normally determine the pattern of his work in college mathematics. The student who intends to take calculus can determine the appropriate sequence for his freshman and sophomore years by referring to the following table.

Subjects and number of units presented for Admission	First year		Second year	
	First Semester	Second Semester	First Semester	Second Semester
Algebra, 1½ or 2 units Geometry, 1 or 1½ units	122	123	220	221
Algebra, 1 unit only Geometry, 1 unit	120	122	123	220*

\*To complete a minor in mathematics this should be followed by 221.

### 100 Business Mathematics

2 hrs. Fall, Spring

Diagnostic and remedial work in the fundamental operations of arithmetic, and a study of elementary business forms and problems. Intended primarily for students in the School of Business. Gives no credit toward a degree.

**120 Intermediate Algebra** 3 hrs. Fall, Spring

The course covers the work usually given in the third semester of high school algebra. Prerequisite: Plane geometry and one year algebra.

**121 Plane Trigonometry** 3 hrs. Fall, Spring

A study of trigonometric functions, identities, and equations, inverse functions, logarithms, radian measure, and the solution of triangles. Prerequisite: Plane geometry and 120 or equivalent.

**122 College Algebra and Trigonometry** 5 hrs. Fall, Spring

A semester course combining the study of college algebra and plane trigonometry. Topics in algebra will include real numbers, functions, systems of equations, the binomial theorem, inequalities, determinants, complex numbers, logarithms, permutations and combinations, sequences, and selected topics from the theory of equations. In trigonometry only brief attention will be given to solution of triangles. Main emphasis will be on analytic trigonometry including properties of trigonometric functions, trigonometric identities, inverse functions, and trigonometric equations. Prerequisite: 120 or equivalent.

**123 Analytic Geometry and Calculus** 5 hrs. Fall, Spring

The first semester of a three-semester sequence in analytic geometry and the calculus. The following topics will be considered: functions, limits, derivatives, lines, circles, conic sections, related rates, maxima and minima, definite integrals with applications. Prerequisite: 122.

**150 Arithmetic for Teachers** 3 hrs. Fall, Spring

This course is designed for students who expect to teach arithmetic in grades 1 to 6. It deals with the history, philosophy, objectives, and methods of teaching arithmetic, and includes a review of the subject matter of arithmetic.

**202 Mathematics of Finance** 3 hrs. Offered on request

This course includes the study of compound interest, simple annuities certain, and the application of such annuities to problems in the amortization of debts, sinking funds, valuation of bonds, depreciation, and perpetuities. Prerequisite: 122 or equivalent.

**220 Analytic Geometry and Calculus** 5 hrs. Fall, Spring

The second semester of a three-semester sequence in analytic geometry and the calculus. The following topics will be considered: polar coordinates, transcendental functions, hyperbolic functions, methods of integration, vectors, determinants and linear equations. Prerequisite: 123.

**221 Analytic Geometry and Calculus** 5 hrs. Fall, Spring

The third semester of a three-semester sequence in analytic geometry and the calculus. The following topics will be considered: solid analytic geometry, partial derivatives and multiple integrals with applications, infinite series, complex numbers and functions, and differential equations. Prerequisite: 220.

**222 Analytic Geometry and Calculus** 4 hrs. Fall, Spring

The second semester of a three-semester sequence in analytic geometry and the calculus. Topics considered will include definite integrals with applications, polar coordinates, transcendental functions, methods of integration, determinants and linear equations. Limited to students majoring in chemistry. Prerequisite: 123.

**223 Analytic Geometry and Calculus** 4 hrs. Fall, Spring

The third semester of a three-semester sequence in analytic geometry and the calculus. Topics considered will include solid analytic geometry, partial derivatives and multiple integrals with applications, infinite series. Limited to students majoring in chemistry. Prerequisite: 220 or 222.

**260 Elementary Statistical Practice** 3 hrs. Fall

A study of averages, dispersions, sampling, correlation, and tests of significance for small and large samples. Prerequisite: 123 or equivalent.

**302 Programing for Computers** 3 hrs. Offered on request

Organization of, problem preparation for, and general use of high speed computing machines from the point of view of scientific and engineering computations. Flow charts and programs will be prepared for problems such as: social security, square root, quadratic equations, exponential, multiplication of matrices, solution of polynomials, and correlation. In addition to the three class meetings per week, one laboratory session each week will be devoted to coding and solution of the problems to be run on an electronic computer. Prerequisite: Math 221 or consent of instructor.

**306 Differential Equations** 3 hrs. Fall, Spring

An elementary course in ordinary differential equations with applications to problems of engineering, physics, and chemistry. Prerequisite: 223 or equivalent.

**330 Theory of Equations** 3 hrs. Fall

From a postulational introduction of the natural numbers the integers, rational and real numbers are developed to illustrate properties of integral domains and fields. Polynomial domains of integral domains and fields are considered in detail with special attention to the field of complex numbers. Prerequisite: 221.

**340 Solid Analytic Geometry****2 hrs.**

Study of lines, planes, space curves, and surfaces; transformations, using matrices. Prerequisite: 221 or 223.

**350 Teaching of Junior High School Mathematics****3 hrs. Offered on request.**

A critical restudy of the mathematics commonly taught in grades 7, 8, and 9, with discussion of associated problems of learning and teaching.

**360 Statistical Methods for Industry****3 hrs. Fall**

Statistical methods of quality control; the normal, binomial, and Poisson distributions; the Shewhart control chart; sampling methods for scientific acceptance inspection. Math. 360 and 361 together form an introductory course especially designed for the needs of people in industry in both experimental work and the flow of production. Prerequisite: 221 or 223.

**361 Statistical Methods for Industry****3 hrs. Spring**

Significance tests; tests valid for small samples; introduction to linear correlation; elementary design of experiments. Prerequisite: 360.

**504 Theoretical Mechanics****2 hrs. Offered on request**

A vectorial treatment of the kinematics and dynamics of particles and of rigid bodies, with emphasis on problem solving. Prerequisite: 505.

**505 Vector Analysis****3 hrs. Spring**

The formal processes of vector analysis, with application to geometry and mechanics. Prerequisite: 221 or 223.

**540 Introduction to Higher Geometries****2 or 3 hrs. Summer, Spring**

Selected topics from set theory, topology, affine, and projective geometry, and symbolic logic. Topics discussed are related to mathematics taught in secondary schools. Especially recommended for students planning to teach mathematics. Prerequisite: 221 or 223.

**550 Teaching of Secondary Mathematics****2 or 3 hrs. Summer, Fall**

In this course some consideration is given to curriculum problems and trends in secondary school mathematics, but the main emphasis is upon specific problems of teaching mathematics effectively to secondary school students. Prerequisite: 221 or 223.

**552 History of Mathematics****2 hrs. Summer, Spring**

An introduction to the history and foundations of mathematics. A strongly historical treatment of some fundamental mathematical concepts. Topics considered will include sets, relations, functions, and algebraic structures. Prerequisite: Mathematics 221 or 223.

**560 Introduction to Statistical Analysis****3 hrs. Summer, Fall**

The study of statistics as the science of experimentation; averages, dispersions, sampling, correlation, and statistical tests valid for small and large samples. Prerequisite: 221 or 223.



**570 Advanced Calculus****3 hrs. Spring**

This course constitutes a further study of limits, continuity, ordinary and partial derivatives, improper integrals, and infinite series, beyond that in the first year's work in calculus. Prerequisite: 221 or 223.

**PHYSICS**

Paul Rood, Head  
George E. Bradley  
Stanley K. Derby

Jacob Dewitt  
Haym Kruglak  
Walter G. Marburger

Roy Mesick  
Robert B. Miller  
Nathan L. Nichols

A major consists of 24 hours of credit and a minor consists of 16 hours. Acceptable sequences of courses are arranged in consultation with the departmental advisor; these courses are listed below. Every major in Physics should have a minor in Mathematics and a minor in Chemistry. All physics majors are required to take Physics Seminar during their junior and senior year.

Courses applicable on a major in Physics:

112 and 113	Mechanics, Heat, Electricity and Electricity, Sound, Light	10 s.h.
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Fourteen semester hours chosen from the following:

200	Astronomy	2 s.h.	
	or		
202	Photography	2	
340	Heat and El. Thermodynamics	3	
350	Light	3	
360	Introduction to Electronics	3	
380	Adv. Laboratory Physics	2	
530	Theoretical Physics	3	
552	Applied Spectroscopy	3	
562	Electrical Measurements	4	
564	Adv. Electronics	3	
570	Atomic Physics	3	
572	Nuclear Physics	3	14
			<hr/> 24 s.h.

Courses applicable on a minor in Physics:

110 and 111	General Physics	8 s.h.	8
	or		or
112 and 113	Mechanics, Heat, Electricity and Electricity, Sound, Light	10 s.h.	10 s.h.
Eight (or six) semester hours chosen from the "200", "300" and "500" courses listed under "Courses Applicable on a Major in Physics."			8 or 6
			<hr/> 16 s.h.

**PHYSICS COURSES**

**108 and 109 Physical Science (See Division of Basic Studies)**

**102 Elementary Acoustics** 2 hrs. Fall, Spring

In this course are studied the nature of sound, how sounds are produced, reflection, and absorption, reverberation, the physics of hearing, and the physical basis of musical scales. It is a required course for students majoring in music. Open to any student who is not majoring or minoring in physics.

**110 General Physics** 4 hrs. Fall

A general college physics course in the principles and practical application of mechanics, sound, and heat. Required of all medical and dental students. Recommended for general students desiring a four-hour course in physics.

**111 General Physics** 4 hrs. Spring

This course follows 110 and consists of studies in electricity, magnetism, and light. Prerequisite: 110.

**112 Mechanics, Heat, and Electricity (General Physics)** 5 hrs. Fall, Spring

A general college course dealing with mechanics, heat, and electricity and some of their applications. Required for students majoring in physics and for engineers; recommended for students planning to teach physics.

**113 Electricity, Sound, and Light (General Physics)** 5 hrs. Fall, Spring

This course follows 112 and consists of studies in electricity, magnetism, sound, light, and modern physics. Prerequisite: 112.

**114 Physics Problems** 1 hr. Fall

A course in problems in mechanics, heat, and electricity. This course, together with 115, is required of engineers presenting only 8 s.h. of credit in Physics whose program calls for 10 s.h. in this subject.

**115 Physics Problems** 1 hr. Spring

A course in problems in electricity, sound, and light. Prerequisite: 114.

**200 Astronomy** 3 hrs. Fall, Spring

A non-mathematical course in astronomy for all students who desire an acquaintanceship with our solar system, with stars and constellations, and with the great galaxies of stars which nature has spread so abundantly throughout the known universe. Frequent use is made of an 18 ft. Spitz planetarium and a 4½" refracting telescope. Open to freshmen.

**202 Photography** 3 hrs. Fall, Spring

This is an elementary course in the theory and use of photographic materials.

**340 Heat and Elementary Thermodynamics** 3 hrs. Spring

An intermediate course dealing with expansion, specific heats, change of state, kinetic theory, and the elementary principles of thermodynamics. Prerequisite: 112, 113, Calculus 220, 221, or 222, 223.

**350 Light** 3 hrs. Spring

This is a course in physical optics. The main topics discussed are: wave motion, interference, diffraction, velocity of light, and polarization and double refraction. Prerequisite: 112, 113, Calculus 220, 221, or 222, 223.

**360 Introduction to Electronics** 3 hrs. Fall

This course includes an introduction to electric circuit analysis with particular reference to electron-tube circuits. The more important uses of electron tubes are considered in some detail. Prerequisite: 112, 113, Calculus 220, 221, or 222, 223.

**380 Advanced Laboratory Physics** 2 hrs. Fall, Spring

A course in laboratory experimentation more advanced than that in 112, 113. May be elected only on arrangement with the instructor. Prerequisite: 112, 113, and a minor or major in physics. Open to qualified Juniors, Seniors.

**390 Teaching of Physical Science** 2 hrs. Fall

Deals with problems of teaching high school chemistry, physics and physical science. The main emphasis is on effective methods of instruction. Practical methods of apparatus ordering, maintenance, and construction are also considered.

**530 Theoretical Physics** 3 hrs. Fall

A course designed to present the fundamental structure of physics in precise mathematical terms. It is particularly arranged for students who are majoring in physics or in mathematics. The topics will include mechanics from a vector point of view, flow of fluids, electrical and magnetic fields. Prerequisite: 112, 113, Calculus 220, 221, or 222, 223.

**552 Applied Spectroscopy** 3 hrs. Spring

A combined class and laboratory course on methods of spectrographic analysis. The topics studied will include the history of spectroscopy, the origin of line spectra, spectrographic instruments, and modern techniques of qualitative and quantitative analysis. Prerequisite: 112, 113, 350 or consent of instructor.

**562 Electrical Measurements** 4 hrs. Fall, Spring

This course deals with the theory and use of instruments to measure electrical and magnetic quantities. Both AC and DC bridge methods are included. Prerequisite: 112, 113, Calculus 220, 221, or 222, 223.

**564 Advanced Electronics** 3 hrs. Spring

Applications of electronics in different types of radio frequency communication systems, in control devices and in general instrumentation are

considered in this course. Some laboratory measurements at both audio and radio frequencies are included. Prerequisites: 461, Calculus 220, 221, or 222, 223.

### 570 Atomic Physics

3 hrs. Fall

A study is made of the electron, photoelectric effect, thermionic emission, the physics of x-rays, quantum theory, devices for accelerating nuclear particles, isotopes, spectra, and atomic structure. Prerequisite: 112, 113, Calculus 220, 221, or 222, 223.

### 572 Nuclear Physics

3 hrs. Spring

Designed to follow 471. It includes natural and artificial radio-active transformations, the experimental methods of nuclear physics, properties of neutrons binding energy, nuclear reactions, nuclear structure, fission and cosmic rays. Prerequisite: 570, or consent of the instructor.

### 574 Nuclear Physics for High School Teachers of Science

2 hrs. Fall

The history and the structure of the atomic nucleus and its characteristics will be reviewed. Emphasis will be placed on nuclear devices and their instrumentation, on operational principles of reactors, and on the use of nuclear materials in industry and research, together with the related necessary health safeguards. Prerequisite: General College Physics and the consent of the instructor. Not offered in 1960-61.

### 612 Current Developments in Physics

2 hrs. Summer

The course will consist of demonstration lectures and discussions of some of the outstanding developments in physics in recent years, such as nuclear energy and its application, semi-conductors and transistors, ultrasonics, elementary particles, and high energy accelerators. Special attention will be given to making the course of value to high school teachers of science. Prerequisites: 112, 113.

## PSYCHOLOGY

Stanley Kuffel, Head  
Eston J. Asher  
Homer L. J. Carter  
Parviz Chahbazi

Frank A. Fatzinger  
George G. Mallinson  
Dorothy J. McGinnis  
William B. Pavlik

John A. Poppelstone  
Richard H. Schmidt  
Charlotte Sumney  
William Yankee

General Psychology 200 is prerequisite to all other courses in this department, except courses 100 and 102. A major may be obtained by completing 24 hours of work in the department, including course 432. A minor consists of 15 hours.

Students majoring in psychology are advised to elect from the Department of Biology and the Department of Sociology.

### 100 Introduction to Learning and Adjustment

1 hr. Fall, Spring

Psychological principles of effective learning will be presented; methods of note-taking, reading, memorizing, and organization will be discussed.

*School of Liberal Arts and Sciences*

Emphasis will be placed upon problems of personal, educational, and social adjustment. This course may not be counted toward a major or a minor in psychology or in fulfillment of the requirements in the science area.

**102 General Psychology for Nurses** 2 hrs. Fall

An introductory course intended to fit the needs of students of nursing. Not open to regular students. It covers the recommendations of the "Curriculum Guide for Schools of Nursing".

**200 General Psychology** 3 hrs. Fall, Spring, Summer

A brief survey of the elementary principles of psychology. This course affords a general introduction to the field.

**204 Applied Psychology** 2 hrs. Fall, Spring

An overview course introducing the student to the various areas of psychology at work. Some areas covered are: educational, industrial, business, military, clinical, criminal, and legal.

**220 Psychology of Personality** 3 hrs. Fall, Spring, Summer

Attention is given to individual differences, traits, content, and synthesis of personality; modification of behavior and varieties of adjustive behavior. Emphasis is placed upon constructive personal adjustment and the manner in which it is achieved in various interpersonal relations.

**270 Psychology of Adolescence** 3 hrs. Fall, Spring, Summer

This course deals with the various kinds of development in the adolescent. It discusses his problems and difficulties and the proposals for reducing his difficulties and improving his adjustment.

**322 Abnormal Psychology** 3 hrs. Fall, Spring, Summer

A discussion of the deviant individual, with particular attention to the recognition of disorder behaviors, to the factors contributing to their development and to the principles of therapy. Consult instructor before enrolling.

**330 Elementary Statistical Methods in Psychology** 3 hrs. Fall, Spring

Computation and interpretation of statistical techniques useful in the production and understanding of psychological and educational research.

**340 Introduction to Industrial Psychology** 2 hrs. Fall, Spring

A survey of the industrial applications of psychology. Emphasis on employee selection, classification, training, evaluation, and working conditions.

**341 Psychological Aspects of Business** 3 hrs. Fall, Spring

A psychological examination of the salesman, the consumer, and the business social structure. Emphasis on the psychological principles of buying, selling, market research, and advertising.

**380 Psychological Testing** 3 hrs. Fall, Spring

The course will consider selecting, administration, and interpretation of educational, personality, and aptitude test. Lecture and laboratory.

**415 Comparative Psychology** 2 hrs. Spring

This is primarily a course for psychology majors. A general treatment of the behavior, sensory and perceptual processes, and learning of the lower animals as bearing on the problem of the evolution and development of human behavior. Consult instructor before enrolling.

**432 Elementary Experimental Psychology** 3 hrs. Fall, Spring

An introduction to current psychological problems and laboratory methods through experimental work in motivation, emotion, memory, learning, and perception. This is a course for majors. Six hours combined lecture and laboratory.

**481 Mental Testing** 2 hrs. Fall, Spring

The purpose of this course is to provide training in the administration, scoring, and interpretation of various mental tests. This course supplements 380.

**490 Special Projects in Psychology** 1-2 hrs. Fall, Spring

General prerequisites must include twelve hours in psychology, and the permission of the instructor. Arrangements will be made for adequately prepared students to undertake individual problems under the direction of a member of the staff. This is a course for majors.

**492 Clinical Psychology** 2-4 hrs. Fall, Spring

This course considers theory and practice of the case study. It involves individual case studies, home visits, interviewing, conferences, laboratory, and clinical procedures. Course 492 involves additional cases and practice in clinical procedure. Prerequisite: 380, 322, and 481, or consent of instructor.

**510 Learning and Memory** 2 hrs. Fall, Summer

An introduction to the experimental analysis and theoretical integration of some phenomena of learning and memory.

**512 Physiological Psychology** 2 hrs. Spring

The study of relationships between bodily processes and behavior. Psychology is treated as a biological science in this course.

**514 Emotion and Motivation** 3 hrs. Spring

An introduction to the experimental analysis of psychological and physiological aspects of motives, incentives, and emotions. Should follow Learning and Memory 510.

**516 Advanced General Psychology 2 hrs. Fall**

An intensive study of basic principles of psychology with emphasis on the principles and theories of learning, motivation, emotion, perception, development and other areas of psychology. Recommended for all graduate students in psychology.

**517 Advanced General Psychology 2 hrs. Spring**

A continuation of course 516. This course covers the topics not included in 516. Students are permitted to first enroll in either 516 or 517. Recommended for all graduate students in psychology.

**534 Sensation and Perception 3 hrs. Fall**

An examination of the current facts and theories of sensation and perception. Emphasis on experimental methods. Two hours lecture, two hours laboratory. Prerequisite: Elementary Experimental Psychology.

**542 Occupational Analysis and Classification 2 hrs. Fall, Spring**

Sources of occupational information; procedures and techniques of job analysis and job classification; applications in employment procedures, placement, and vocational counseling.

**560 Vocational Psychology 2 hrs. Fall, Spring**

Interviewing and counseling techniques; applications of testing and counseling in industry and education. Practice in administration and interpretation of tests. Prerequisite: 380.

## DIVISION OF SOCIAL SCIENCES

Leonard C. Kercher, Chairman

The Division includes the Departments of Economics, History, Political Science, and Sociology. It functions through the Divisional Planning Committee, working in conjunction with the department heads and the staff members of the Division.

Majors and minors in individual departments of the Division must have the approval of the heads of the respective departments. Special requirements are listed under the separate department headings.

Students preparing for social work should consult the head of the Sociology Department concerning their departmental or group major in the social sciences and their minor in social work. See the Social Work Curriculum for special requirements.

Group majors and minors in the Division should see Dr. Bowers, Economics, Ad. 218 or Dr. Kercher, Sociology, Ad. 221, or Dr. Weber, Political Science, Ad. 219, for Divisional counselling.

1. A group major must include:
  - a. Thirty or more hours in the Division.
  - b. A minimum of twelve hours in one department of the Division.
  - c. A minimum of nine hours in 300-500 level courses.
  - d. Acceptable courses in at least three departments of the Division. (Man and Society 102, 103, do not alone satisfy this requirement.)
2. A group minor for those who qualify for a teaching certificate must include:
  - a. To teach in the elementary schools:
    1. Twenty or more hours in the Division.
    2. Acceptable courses in at least three departments of the division. (Man and Society 102, 103, do not satisfy this requirement.)
  - b. To teach in the secondary schools (Open only to those who major or minor in a department of the Division or in a closely related subject matter area taught in the secondary schools such as business studies, English, geography, and speech.)
    1. Twenty or more hours in the Division.
    2. At least one course at the 300-500 level.
    3. Acceptable courses in the three departments other than the one in which a student has a major or minor. (Man and Society 102, 103, do not satisfy this requirement.)



*School of Liberal Arts and Sciences*

3. A group minor for students not working toward a teaching certificate must include:
  - a. Twenty or more hours in the Division.
  - b. May be developed around any one of the following patterns:
    1. Western Civilization 100, 101 ..... 8 hrs.  
Electives ..... 12 hrs.
    2. Man and Society 102, 103 ..... 8 hrs.  
Electives ..... 12 hrs.
4. The required 3 hours of work in government may be applied toward the satisfaction of any of the above group majors and minors if it has not been applied toward a political science major or minor.

**DIVISIONAL COURSES**

The general education offerings of the division include two sequences, one in history and the other in the combined social sciences.

The history sequence is made up of two courses, Foundations of Western Civilization 100, 101. It carries departmental credit only in history. The combined social science unit consists of two courses, Man and Society 102, 103.

Full credit for the history sequence or the combined social science sequence may be applied toward group majors or minors in the social sciences.

**100-101 Foundations of Western Civilization**                      8 hrs. Fall, Spring  
For description of the course, see Division of Basic Studies.

**102-103 Man and Society**    8 hrs. Fall, Spring  
For description of course, see Division of Basic Studies.

**500 Teaching of the Social Studies**                                      3 hrs. Fall, Spring  
Teaching of the social studies in the Junior and Senior High School. Definition of objectives. Selection, organization, and development of content materials. Study of the procedures and problems of effective teaching in the social studies.

**504 Social Studies Seminar: England**                                      6 hrs. Summer  
A foreign study seminar especially designed for teachers and advanced college students in the social studies. It consists of regularly scheduled lectures and discussions on British life, institutions, social problems, and international relations. Following twelve days' travel in the British Isles, the Seminar will be in formal session at Oxford University, England, for a period of four weeks. After Oxford the party will spend approximately a month touring several countries on the Continent. Graduate or undergraduate credit, up to a maximum of three semester hours in any one department, may be distributed among economics, history, political science, and sociology. Next offered in Summer of 1960.

## ECONOMICS

Robert S. Bowers, Head	Theodore L. Carlson	Marguerite Patton
Myrtle Beinhauer	John A. Copps	K. Philip Rahbany
Howard F. Bigelow		Jared S. Wend

Courses are designed (1) to contribute to general education by attempting to make students more familiar with the ways and means by which men make their living in modern times; (2) to fulfill the requirements for the training of teachers in certain professional groups, such as social sciences, business studies, and business administration; and (3) to furnish courses and explore areas of economic thought which are prerequisite to graduate study and are recommended as pre-professional in business administration, engineering, journalism, law, medicine, and social work.

Principles 200, 201 are prerequisite to all other courses offered in the department except 230, 322, 502, 514, 604, 628, 612.

A minor in Economics consists of a minimum of 15 hours in the department.

A major in Economics consists of a minimum of 24 hours in the department.

**There are no set patterns for these minors and majors.** The selection of specific courses depends a great deal upon the student's interest and the kind of work he plans to take up following graduation. For example, the selection of courses for the prospective graduate student might be quite different from those for the person planning to be an accountant; by the same reasoning, a good background of courses for a salesman might be quite different from those sought by a person planning to do personnel work.

The head of the department will assist students in selecting courses suited to their needs in fulfilling the minor and major requirements.

For the student planning to do graduate work in Economics certain basic courses should be taken as early as possible as an undergraduate student because they are preliminary if not prerequisite to more specialized courses and studies. For example:

Principles of Economics 200, 201 is a prerequisite to nearly all the other courses in the area. Marketing 240 is the course which should precede advanced studies in the rapidly growing field of marketing research and analysis. Money and Credit 320, 321, forms the background for all courses and studies in finance, credit, and fiscal policies of private concerns and of government.

Economic Statistics is an aid to all studies and a requirement for a graduate degree. Corporations 442 familiarizes the student with our most significant forms of business organization. Labor Problems 510, 511 acquaints the student with the whole labor field and is a desirable forerunner of many, if not all, other labor courses. Business and Government 552 constitutes a good introduction to the constantly widening area of government economics and regulated industries.

### **Principles and General Theory**

#### **200 Principles of Economics** 3 hrs. Fall, Spring

A study of the fundamental principles of economics and their application to some of our more important economic problems. This course and the following one, 201, are basic to intelligent understanding of our American economic system as compared with communism or other "isms".

#### **201 Principles of Economics** 3 hrs. Fall, Spring

A continuation of Principles of Economics 200. Among the problems to which Principles are applied are those of national income, wages, interest, rents, profits, public utilities, monopolies, international economics, and fiscal policies, including taxes.

#### **502 Modern Economics** 3 hrs. Fall, Spring

A one semester survey course designed for students who do not intend to major or minor in economics and hence do not take 200 and 201. The basic economic principles necessary for a better understanding of present-day economic problems are illustrated by current developments. This course should be of value to prospective teachers, graduate students, and others who have the opportunity for only one course in economics. Credit in either 200 or 201 will preclude credit in 502.

#### **505 Price Theory** 2 hrs. Fall

A basic course in economic theory, with emphasis on production and income distribution theory. Prerequisite: 200, 201.

#### **506 Business Cycles** 2 hrs. Spring

An historical and theoretical analysis of business cycles. Prerequisite: 200, 201.

### **Labor Economics**

#### **510 Labor Problems** 2 hrs. Fall

An analysis of the nature and underlying causes of the problems facing the worker in modern economic society. Prerequisite: 200, 201.

#### **511 Labor Problems** 2 hrs. Spring

A study of the methods by which workers, employers, and the public have been and now are attempting to solve labor problems. Present programs are evaluated in the light of underlying economic principles in order to develop sound thinking about these problems. Prerequisite: 510.

#### **512 Collective Bargaining** 3 hrs. Fall

An analysis of the major problems in present-day collective bargaining including the negotiation of collective agreements, the practical aspects and the economic implications. Prerequisite: 510, 511 or the consent of the instructor.

**514 Labor and Government****3 hrs. Spring**

The course deals with the government's role in the problems arising from labor-management relations and from labor's search for security. It covers the court's attitude toward labor organization from the rule of conspiracy through Taft-Hartley. It also includes protective legislation and the development of security legislation.

**Money, Credit and Finance****320 Money and Credit****2 hrs. Fall**

In this course an examination is made of the evolution and functions of money, monetary standards, and credit. Some attention is given to the history of currency in the United States, experiments with paper money, and price-level control, together with considerable factual material relative to credit and credit instruments. Prerequisite: 200, 201.

**321 Money and Credit****2 hrs. Spring**

A continuation of 320 with special emphasis on banking and other financial institutions. Prerequisite: 320.

**322 Budgeting****2 hrs. Spring**

An analysis and evaluation of budgeting as a tool of management, through the detailed study of modern budget practice as applied to the financial operations of households, businesses, and governments.

**524 Public Finance****3 hrs. Fall**

An analysis and evaluation of the problems and economic impact of government fiscal policies, with special emphasis on spending, taxing and borrowing. Prerequisite: 200, 201.

**Consumption Economics****230 Economics of Consumption****3 hrs. Fall, Spring**

A study of the problems faced by the individual and the family in trying to satisfy their wants with the money income and other resources at their disposal.

**536 Advanced Consumer Economics****3 hrs. Spring**

A study of the place of the consumer in the economic system. The relationships of personal income to price levels, and of consumer liquid assets and availability of consumer credit to total consumer demand will be analyzed. Special consideration will be given to the role of the consumer in determining the amount of national income and the stability of the economic system. Prerequisite: 200 and 201 or 230.

**Industrial Organization and Public Control****240 Marketing****3 hrs. Fall, Spring**

An analysis of the eight marketing functions as they apply to our distribution of physical goods and the transfer of title to those goods. Some

attention is given to principles, methods and the increasing problems of successful marketing, together with a recognition of the general criticisms of the existing marketing structure and some proposals for its improvement.

Prerequisite: Principles of Economics 200, 201 which may be taken either before or in conjunction with this course.

This course may be counted as credit in either the Economics Department or in the School of Business.

**444 Transportation** 3 hrs. Spring

An examination and study of the economics of the transportation industry, including its history and regulation. The course also offers an introduction to traffic management and problems. Prerequisite: 200, 201.

**442 Corporations** 3 hrs. Fall, Spring

A study of the nature of the modern business corporation, and its place in modern business life. Consideration is given to problems of organization, direction, finance, and control. Prerequisite: 200, 201. (Because of overlapping content, the same student is not permitted to receive credit in both Economics 472 Corporations, and Business course 330 Corporation Finance.)

**542 Business and Government** 3 hrs. Fall

A study of the regulatory policies of government and their impact on private enterprise. The course seeks to explain the needs for regulation, and to provide an analysis and evaluation of the various laws from the viewpoint of encouragement, subsidization, and control. Special attention will be directed to certain aspects of concentration of economic power, public ownership, and nationalization programs. Prerequisite: 200, 201. Work in Political Science may be substituted in special cases by permission of the instructor.

**546 Public Utilities** 3 hrs. Fall

The nature and problems of the public utility industries and the reasons for and methods of government regulation. Prerequisite: Principles of Economics 200, 201.

**547 Business Administration** 3 hrs. Fall, Spring

This course deals with the elementary principles of internal organization and management of industrial enterprises. It includes a discussion of plant location and types of construction; material equipment and power; planning and routing; statistics and accounting; marketing methods and problems; production management; personnel administration; purchasing, traffic, credit, and collections. Prerequisite: 200, 201.

### **International Economics**

**580 International Economics** 2 hrs. Spring

A study of the fundamentals of international trade and related problems, with special reference to the implications of the international economic policies of the United States both for the economy and for the firm. Prerequisite: 200, 201.

**584 Comparative Economic Systems****2 hrs. Spring**

The economic institutions and conditions of capitalism, socialism, communism, fascism, and the cooperative movement are critically examined as to ideology and actual operation. Prerequisite: 200, 201 or consent of instructor.

**588 Economic Development****3 hrs. Fall**

An analysis of the economic factors such as population, resources, innovation and capital formation which affect economic growth. Selected underdeveloped areas will be studied to understand the cultural patterns and economic reasons for lack of development and the steps necessary to promote economic progress. Special attention will be paid to evaluating the effectiveness of the United States foreign aid program and examining the issues arising as a result of the conflict with the U.S.S.R. Prerequisite: 200, 201.

**HISTORY**

Robert R. Russel, Head	Edward O. Elsasser	A. Edythe Mange
Ernst A. Breisach	Robert Friedmann	Gilbert W. Morell
Alan S. Brown	Margaret Gill	Howard Mowen
Walter J. Brunhumer	H. Nicholas Hamner	Russell H. Seibert
Sherwood S. Cordier	Margaret B. Macmillan	John R. Sommerfeldt
Willis F. Dunbar	Paul L. Maier	Charles R. Starring

Students who have previously acquired a good general knowledge of United States history are advised to by-pass the general survey courses United States History 210, 211 and take more advanced courses in the field. In case of uncertainty as to whether or not courses 210 and 211 ought to be by-passed, the departmental adviser should be consulted.

Students who plan to major or minor in history should consult the departmental adviser as early in their college careers as possible.

A major in history must include at least 5 hours in courses numbered in the 500's. The 500's courses deal intensively with short periods or with single historical topics and, therefore, afford students better opportunity than general survey courses do to become acquainted with methods of advanced historical study.

A minor in history for students in the Secondary Education Curriculum must include at least one 500's course and in cases of students in other curricula at least one 300's or 500's course.

Foundations of Western Civilization 100, 101 in the Division of Basic Studies or their equivalents may be applied toward a major or minor in history.

The department does not ordinarily recommend persons for teaching in junior and senior high schools who have only a minor in history without a supporting major or minor in a closely related field, such as political science, economics, sociology, or a combination thereof.

*School of Liberal Arts and Sciences*

Students who plan to teach history in a junior or senior high school are strongly advised to take Social Science 500, Teaching of the Social Studies. (See description under Divisional Courses, p. 286.) The course does not apply toward a major or minor in history.

Since a reading knowledge of French, or German, or both is helpful in advanced courses in history and essential in graduate work in the field, students majoring in history are urged to elect at least two years of French or German.

**100 Foundations of Western Civilization** 4 hrs. Summer, Fall, Spring  
For description, see Division of Basic Studies.

**101 Foundations of Western Civilization** 4 hrs. Summer, Fall, Spring  
For description, see Division of Basic Studies.

**202 Great Britain and the British Empire, 1688-1815** 3 hrs. Fall  
A general survey of the history of Great Britain and the British Empire from the Revolution of 1688 to the close of the Napoleonic Wars.

**203 Great Britain and the Commonwealth, 1815 to the Present** 3 hrs. Spring  
A general survey of the history of Great Britain and members of the Empire and Commonwealth since 1815 and the evolution of the British Commonwealth of Nations.

**210 United States History to 1865** 3 hrs. Summer, Fall, Spring  
A general survey of American history from the beginnings of the Thirteen Colonies to the end of the Civil War.

**211 United States History, 1865 to the Present** 3 hrs. Fall, Spring  
A general survey of United States history for the period.

**302 The Modern Middle East** 3 hrs. Fall  
Political, economic, religious, social, and cultural developments of the Middle East.

**310 History of Michigan** 3 hrs. Summer, Fall, Spring  
A course designed to show the development of the contemporary political, social, and economic status of Michigan. The relation of the history of the state to that of the nation is stressed.

**316 Economic History of the United States** 3 hrs. Fall  
A general survey of the subject. A general knowledge of United States history such as may be gained from 210, 211 is presupposed, and a knowledge of the principles of economics is very helpful.

**340 History of Russia to 1917** 3 hrs. Fall  
Political, economic, religious, social, and cultural developments and the foreign relations of Russian in the Kievan, Muscovite, and Imperial Periods.

**341 History of the U.S.S.R. 3 hrs. Summer, Spring**

Political, economic, ideological, social, and cultural developments and the foreign relations of the Union of Soviet Socialist Republics from the November Revolution, 1917, to the present time.

**346 Economic History of Europe 3 hrs.**

A study of the evolution of the economic institutions of Europe with comparisons between Europe and the United States. Not offered in 1960-61.

**350 Ancient Greece 3 hrs. Fall**

Near Eastern and Aegean background; the Homeric Age; rise and fall of Athens; Alexander the Great; Hellenism; and the political achievements and cultural legacy of the Greeks.

**351 Ancient Rome 3 hrs. Spring**

Growth, civil wars, and conquests of the Roman Republic and Empire; constitutional history; Roman law; rise of the Christian church; and the decline and fall of the Empire.

**352 Medieval Europe 3 hrs. Fall**

A general survey of the history of Medieval Europe from the fall of the Roman Empire to the Renaissance with emphasis on cultural development and political and economic institutions.

**370 Colonial Latin American History 2 hrs. Fall**

A study of the social, political, economic, and cultural aspects of Latin American history to the end of the Wars of Independence.

**371 History of the Latin American Republics 2 hrs. Spring**

A study of the development of Latin America since the achievement of independence. Special stress is placed on foreign relations.

**380 History of the Far East 3 hrs. Spring**

A comprehensive survey of the Far East from the earliest times down to the present. The internal development and cultures of China, Japan, and India are considered, and special emphasis is placed upon the foreign relations of these countries in the nineteenth and twentieth centuries.

**506 Intellectual History of Western Man, to 1550 2 hrs. Fall**

Leading ideas and intellectual movements in Western civilization: their foundations in Judaeo-Christian traditions; Medieval thought; Arab influences; the spirit of Gothic art; the Renaissance and Humanism; and the final breakup of the Medieval system through the Protestant Revolution.

**507 Intellectual History of Western Man, 1550 to Present 2 hrs. Spring**

Four hundred years of the Modern mind; the dominance of the scientific perspective and its conflict with Christian ideas and ideals; Calvinism and the economic revolution; rationalism, the Enlightenment, and the secularization of life; romanticism, liberalism, and the challenge of socialism; and the world at a crossroads.



**508 Modern Nationalism in Europe and America** 2 hrs.

Factors promoting the rapid growth of nationalism in early Modern Times; its part in eighteenth- and nineteenth-century revolutions; changes in twentieth-century nationalism; and recent effects of nationalism on international relations. Not offered in 1960-61.

**516 Constitutional History of the United States** 3 hrs. Spring

A study of the development of the political institutions of this country from Colonial Times to the present with emphasis on the growth of the Federal constitution.

**518 History of United States Foreign Policy** 3 hrs. Fall

A study of the formation and evolution of foreign policy by the United States from the time of independence to the present.

**520 American Foundations** 2 hrs. Fall

The English colonies in America, both continental and island, 1607-1763, with emphasis upon the development of institutions and upon imperial policy and administration.

**521 The Era of the American Revolution, 1763-1787** 2 hrs. Summer, Fall

The causes, character, and consequences of the American Revolution. An intensive study of selected topics. Principal aims are to acquaint students with all kinds of historical materials and to introduce them to methods of advanced historical study.

**522 United States History, 1787-1815** 2 hrs. Spring

The making of the Constitution and establishment of the early republic. This course is conducted in the same manner as 521.

**523 United States History, 1815-1848** 2 hrs. Fall

An intensive study of selected topics. Principal objects are to acquaint students with the various classes of historical materials and to introduce them to methods of advanced historical study.

**524 United States History, 1848-1877** 2 hrs. Spring

This course deals principally with the great sectional struggle over slavery. It is conducted in the same manner as 523.

**527 The Old South** 2 hrs.

A study of economic, social, and cultural conditions in the ante-bellum South with emphasis on the plantation system and Negro slavery and the social and political philosophy of Southern leaders. Not offered in 1960-61.

**532 United States History, 1901-1933** 2 hrs. Fall

An intensive study of a short period. The principal topics are the Progressive Movement, World War I, and the causes of the Great Depression.

- 533 United States History, 1933 to the Present** 2 hrs. Spring  
A continuation of 532. The big topics are the Great Depression, the New Deal, World War II, and our foreign relations since the war.
- 552 The Medieval Church** 2 hrs. Summer, Spring  
A study of the impact upon Christianity of classical culture and the barbarian invasions, the Church and feudalism, Church-state controversies, the rise and fall of the papal theocracy, scholasticism, and mysticism.
- 554 The Renaissance** 2 hrs. Spring  
The life, thought, and art of the Renaissance, 1350-1550; Humanism; social and economic conditions in Renaissance Europe.
- 555 The Reformation** 2 hrs.  
A history of the religious reformation in Europe at the beginning of Modern Times.
- 558 The Old Regime** 2 hrs. Fall  
A study of the development of absolute monarchy; of the institutions, life, and thought of the eighteenth century, with special emphasis upon France; and of the causes of the French Revolution. Prerequisite: An introductory course in European history.
- 559 The French Revolution and the Napoleonic Era, 1789-1815** 2 hrs. Summer, Spring  
The overthrow of the French Monarchy and the establishment of the First French Republic; the rise and fall of the Napoleonic Empire; and the spread of revolutionary principles throughout Europe. Prerequisite: An introductory course in European history.
- 560 Continental Europe, 1815-1870** 3 hrs. Fall  
The principal topics are the reaction following the Napoleonic Wars; the revolutions in behalf of liberty and democracy; the emergence of new states; and the unification of Germany and Italy.
- 561 Continental Europe, 1870-1914** 3 hrs. Spring  
The principal topics are the liberal and socialist movements of the time and the growth of nationalism and its consequences.
- 562 Europe, 1914 to 1945** 3 hrs. Fall  
A study of the origins and character of World Wars I and II. Special attention is given to the Great Depression, Fascism, and Communism.
- 563 Europe, 1945 to the Present** 3 hrs. Spring  
This course is concerned principally with the economic recovery of Europe after World War II, efforts of the Western powers to prevent the spread of Communism and the aggrandizement of the U.S.S.R., the movement for Western European political unity, and efforts to ensure world peace and security.

**567 Twentieth Century Britain****2 hrs.**

A study of British political, social, and economic development since 1900 and of the changing character of the Empire and Commonwealth. Not offered in 1960-61.

**571 History of Mexico****3 hrs. Fall**

A study of the political, social, and economic evolution of Mexico from the Wars of Independence to the present day with attention given to the concurrent Mexico-United States relations.

**592 The Literature of History****2 hrs. Spring**

The reading of selected writings of great historians. The purpose is to develop (1) standards for evaluating approaches, the use of sources, and the handling of controversial matters and (2) appreciation of the pleasures of reading good history.

**POLITICAL SCIENCE**

William V. Weber,  
Head

Robert J. Batson  
Samuel I. Clark

Milton Greenberg  
Robert W. Kaufman  
James E. Nadonly  
Roy Olton

Claude S. Phillips, Jr.  
Jack C. Plano  
Leo C. Stine  
Melvin W. Wachs

Courses in the Department are designed to prepare a student to become (1) a functioning citizen; (2) a teacher of government or civics; (3) a governmental employee or officer; (4) to understand the part government plays in every day business or other activities; (5) to develop sound methods of investigation and reflection as well as the ability to evaluate political information critically; (6) to make clear the role which individuals and organized groups can play in the Political Process; and (7) to demonstrate relationship of the study of government and public affairs to the other social sciences.

The state legislature in 1954 passed a law requiring that all colleges receiving public money shall grant neither degree nor diploma after June 30, 1956, to any student unless such student shall have successfully completed a three semester hour course in Political Science, or in government and public administration. This requirement may be met by one of the following department courses: Nos. 200, 202, or 204.

A major in Political Science consists of a minimum of 24 semester hours of work in the Department plus an acceptable amount of work in other areas related to the individual student's interests. A minor consists of a minimum of 15 semester hours in the Department. After September 1, 1961, persons who begin teaching in high schools approved by the North Central Association must have a minimum of 18 hours in their minor. It is strongly recommended that if you wish to major or minor in Political Science, that you take Political Science 202, 204, 340, and 350. The student should plan his program so that he will have work in at least three of the major areas listed below.

Students majoring or minoring in Political Science should consult the head of the Department to determine the appropriate advanced courses to be included in the student's program.

Political Science 202, 204 overlap with 200. Therefore, credit in either 202 or 204 will preclude credit in 200.

The Department of Political Science cooperates with the School of Business in offering a curriculum in Public Administration designed for students planning careers in the public service or in other employment where their work will bring them into continuing contact with governmental agencies and activities. The student may take a Bachelor of Arts Degree with a Major in Political Science and a Minor in Business, or a Bachelor of Business Administration Degree consisting of a Business Administration Major plus a Minor in Political Science. For further details see page 142 under Business Administration.

A program of graduate study leading to the Degree of Master of Arts is offered by the Political Science Department. For information on courses offered, see the Graduate Bulletin.

## MAJOR AREAS

### American Government

#### 200 American Government

3 hrs. Fall, Spring

The structure and function of our federal, state, county and municipal governments. Emphasis is placed on the rights and responsibilities of citizenship. This course is intended primarily for those who do not have an opportunity to take more courses in Political Science.

#### 202 National Government and Administration

3 hrs. Fall, Spring

An introductory course dealing with the national government structure, processes and functions. The structure and functions of political parties are touched upon incidentally. Emphasis is placed on the relationships and obligations of citizens to their government. Comparisons are made with our state and local governments. This course is intended for those who expect to major or minor in the department or to teach government or civics in the secondary schools.

#### 204 State and Local Government and Administration

3 hrs. Fall, Spring

Detailed attention is given to the structure, functions, and processes of state, county, township, municipal and school government, with emphasis upon Michigan patterns and practices. Comparison is made with our National Government and its relationships to state and local governments. This course is intended for those who expect to major or minor in the department or to teach government or civics in the secondary schools.

**300 Current Issues and Legislation****3 hrs.**

Congress and the State Legislature in action. An examination of the major legislative problems of the current session of Congress and the State Legislature. Critical examination of the impact of current legislation upon vital community matters such as agriculture, education, taxation, welfare, housing, and civil rights are considered. Prerequisite: Junior standing. Not offered in 1960-61.

**500 Municipal Government****2 hrs. Spring**

City Governments: their relation to the state, the rights and liabilities of municipal corporations, city pressure groups, and detailed analysis of the forms of municipal governments. Prerequisite: 204 or the equivalent.

**504 Rural Local Government****2 hrs.**

A survey of governmental organization, functions and political relationships of counties, townships, towns, villages, and special districts. Attention will be directed to the urbanization of rural areas and the emergence of the metropolitan problem. Not offered in 1960-61.

**506 Current Problems of American Government****2 hrs. Spring**

An advanced study of the issues and policies in government, politics, and economics in their historic and sociological perspectives for elementary and secondary teachers. Specific units for teaching may be developed by individuals or groups.

**Politics****310 Political Parties****2 hrs. Fall**

A study of the nature of political parties and the part they play in government. Party principles, organization and the role of parties in the electoral process is emphasized. Prerequisite: Junior standing.

**312 Public Opinion and Pressure Groups****2 hrs. Spring**

An analysis of the nature of public opinion, the methods of influencing it, and the techniques of opinion and attitude measurements, the organization, characteristics, methods, and results of propaganda are considered. Prerequisite: Junior standing.

**316 Legislative Process****2 hrs. Spring**

This course deals with the organization, procedure, and practice of American, national and state legislative bodies. Emphasis will be placed on the relationship between the executive and legislative bodies in the determination of legislative policy.

**Public Law****320 Constitutional Law****3 hrs. Fall**

This course considers the nature, principles, and the view of the government of the United States as embodied in written Constitutions and judicial decisions. Prerequisite: 202 or 200.

**322 Administrative Law****2 hrs.**

A study of the legal requirements for, and the limits on, the exercise of administrative powers by public officials; of the means of safeguarding individual rights; the delegation of power; elements of fair administrative procedure; judicial control over administrative determination. Not offered in 1960-61.

**324 International Law****3 hrs.**

Relations of nations in war and in peace, and the accepted usages regarding the rights of neutrals and belligerents, contraband, blockade, visit and search, changes of sovereignty, extradition, expatriation, and similar subjects. Changes brought about by World War II. Prerequisite: A course in modern European history or international affairs. Not offered in 1960-61.

**520 The Constitution and Civil Liberties****2 hrs. Spring**

A study of free speech loyalty in a democratic state, citizenship, freedom of religion, rights of persons accused of crime, and government's responsibility to protect persons from racial and religious discrimination, with special attention to the role of law and judges. Prerequisite: Junior standing.

### **Public Administration**

**330 Introduction to Public Administration****3 hrs. Fall**

Development of administrative organization; administration and the executive, legislature, and judiciary; principles of organization, including line and staff relationships; the staff services of finance and personnel; formal and informal control. Prerequisite: 200 or 202.

**332 Problems of Public Administration****2 hrs. Spring**

The course will include an analysis of some typical problems of administration at all three levels of government. An attempt will be made to develop some principles which will aid the administrator in his consideration of such matters as organization and reorganization of agencies of government personnel and financial administration, techniques of control within the unit and public relations. Individual problems will be assigned at the level of government in which each is particularly interested.

**334 Public Personnel Administration****2 hrs.**

The organization and procedures of civil service and personnel systems in government. History of the merit system. Consideration of competitive examinations, position classification, pay administration, civil service discipline and appeals, prestige of the public service, motivation and morale of public servants, the role of bureaucracy in a democracy. Not offered in 1960-61.

**336 American Chief Executive****2 hrs.**

This course considers the role and position of the chief executive in American government with primary attention given to the office of the President and the office of the Governor. The constitutional, political, administrative

functions of the chief executive as well as the relation of the executive branch to the legislature and courts will be examined. The growth and development of the executive office in the 20th Century and the implications of this for democratic leadership will be studied. Prerequisite 200 or 202. Not offered in 1960-61.

### **Comparative Government**

#### **340 Comparative Governments of Europe 3 hrs. Fall, Spring**

The organization and procedure of the political institutions of England, France, Germany, and the U.S.S.R. Political trends and forces challenging or reshaping democratic institutions are examined. Prerequisite: 202 or Junior standing.

#### **540 British Government and Politics 2 hrs.**

The organization and operation of the government of Great Britain and a survey of contemporary British political issues and problems. Prerequisite: 202 or equivalent. Not offered in 1960-61.

#### **542 Governments and Politics of Modern Asia 3 hrs. Fall**

A survey of contemporary government in several selected Asian nations, including China, Japan, India and Thailand. Particular attention will be given the historical, cultural and environmental factors which influence political and administrative behavior. The rise of communist states, the problems of underdeveloped areas and the influence of former colonial powers will be considered in regional context.

#### **544 Governments and Problems of Central and South America 2 hrs.**

This course includes a study of the governmental organization, an analysis of some of the more current economic, and social problems of selected Latin American countries. Not offered in 1960-61.

#### **546 Government of the Soviet Union 2 hrs. Fall**

The organization and government of the Soviet Union deals primarily with the present political structure with special emphasis on the Communist Party and its relationship to the organization of the state. Attention will be paid to youth organizations and education in general as well as to the socio-economic basis of the current system.

### **International Relations**

#### **350 International Relations 3 hrs. Fall, Spring**

This course includes a study of the forces which have operated to bring conflict among the states in the international community. It also includes an analysis of power and the ways in which power is gained, maintained and used in international relations. Prerequisite: Political Science 202 or a course in modern history or equipment.

**352 International Organization****3 hrs. Spring**

A study of systems and methods derived by states for dealing with their common problems. Consideration of the principles, objectives and methods of the United Nations. Emphasis will be given to the military, political, economic, social and cultural role of international agencies. (This course is designed as a continuation of 350 but may be taken separately.) Prerequisite: 202 or a course in modern history or equivalent.

**550 American Foreign Policy****2 or 3 hrs. Spring**

An analysis of the diplomatic relations of the United States with emphasis on present foreign problems. Consideration will be given to the formation and execution of American foreign policy. Prerequisite: Political Science 202 or a course in American History or equivalent.

**Political Theory and Methodology****362 Contemporary Political Thought****3 hrs. Spring**

This course emphasizes the important political ideas of the past century. It deals with such political movements as Marxism, Social Democracy, Fascism, liberalism and conservatism. It is designed primarily for undergraduate non-majors. Prerequisite: Junior standing.

**560 History of Political Philosophy—Plato to Machiavelli** **3 hrs. Spring**

An introduction to the important portions of the political thought of the Ancient and Medieval world. The works of the great political philosophers will be studied in their historical setting.

**561 History of Political Philosophy—Machiavelli to the Present** **3 hrs.**

Includes the great works of political philosophy from the late Middle Ages to the present. Not offered in 1960-61.

**Readings and Research****470 Readings and Research in Political Science** **1 to 3 hrs. Fall, Spring**

Is intended to give an opportunity to advanced students with good scholastic records to pursue independently the study of some subject having especial interest for them. Subjects are chosen and arrangements are made to suit the needs of each particular student. Approval of head of department and instructor required.



## SOCIOLOGY

Leonard C. Kercher, Head  
Paul B. Horton  
Chester L. Hunt

George Klein  
Robert F. Maher  
Jerome G. Manis

Nellie N. Reid  
Roy Rodgers  
James Schellenberg

Courses are designed (1) to give students in general a better understanding of the significant factors and processes of modern life; (2) to meet the needs of students preparing to teach in the social-science field; (3) to prepare students to do graduate work in the field of sociology; and (4) to stimulate interest in and provide prerequisite study for the profession of social work.

A major in the field consists of 24 hours and a minor of 15 hours of course work. After September 1, 1961, persons who begin teaching in high schools approved by the North Central Association must have a minimum of 18 hours in their minor.

Courses 200 and 210 or 220 are required of all students majoring or minoring in sociology and should constitute a minimum selection for students preparing to teach "Community Civics." All courses may be taken separately, and may be taken in any order by students who have had the prerequisite courses.

The curriculum in social work requires a major in sociology or a major in social science with a sociology concentration and a minor in social work, consisting of 19-20 semester hours selected from courses 260, 380, 381, 362, 364, 360, 368, 462, 463. Students intending to pursue this curriculum should seek counsel and guidance early from the instructor in social work.

## MAJOR AREAS

### Theory

**100 Sociology (for Nurses)** 2 hrs. Spring

An introductory course in sociology especially adapted to the need of students of nursing. Not open to regular students.

**200 Principles of Sociology** 3 hrs. Fall, Spring

A study of man's social nature and of the social world in which he lives. The biological, social, and cultural factors underlying the development of human personality and the various forms and processes of group association are analyzed.

**500 History of Social Thought** 2 hrs.

A critical survey of the social thinking of outstanding students of society from Plato to those of modern social science. Prerequisite: 200 or Man and Society 102, or 600\*. Not offered in 1960-61.

**502 Contemporary Social Movements****3 hrs. Spring**

A study of the growth and place in contemporary society of selected social movements, including communism, fascism, Klu Klux Klan, the Townsend movement, and the like. Prerequisite: 200, or 600\*.

**Social Problems****210 Modern Social Problems****3 hrs. Fall, Spring**

A general survey of some of the major social problems now confronting American society, such as inter-group conflict, physical and mental ill health, economic insecurity, juvenile delinquency and crime, population changes, and mass communication. Prerequisite: 200.

**312 Criminology****3 hrs. Spring**

A study of crime as a social problem. Course includes (1) an analysis of causative factors in crime, (2) a study of American police and court systems, (3) a survey of the problems of penology, and (4) a consideration of crime prevention. Visits to institutions are made. Prerequisite: 200.

**314 Race Relations****2 hrs. Spring**

A study of race and inter-group relations, stressing (1) the meaning of race, (2) the nature and roots of race prejudice, race discrimination, and inter-group conflict, and (3) the character and effectiveness of various means of adjustment to the problem. Prerequisite: 200.

**514 Juvenile Delinquency and the Community****2 or 3 hrs. Spring**

A study of juvenile delinquency as a social problem. Extent, causative factors, methods of treatment, and programs of prevention and control are covered. When possible, extensive use of community resource people is made. Prerequisite: 200, or 600\*, or equivalent.

**Social Psychology****220 Social Psychology****3 hrs. Fall, Spring**

A study of the social and cultural aspects of individual personality, together with an analysis of the problems of personal adjustment that arise from the interaction of personalities and from the relation of the individual to the social environment in general. Prerequisite: 200.

**322 Mass Communication****3 hrs. Spring**

The study of the media of mass communication in modern society. Impact of radio, television, movies, and newspapers on family life, delinquency, leisure, and mass behavior. Analysis of rumor, propaganda and ideologies. Prerequisite: 200.

\*600 Social Dynamics of Human Behavior is a foundational course in sociology at the graduate level.

**Anthropology****230 Introduction to Anthropology 3 hrs. Fall**

An introduction to the principal fields of anthropological study in terms of their concern with the nature of man as it is revealed in his development as a creator and user of culture.

**330 Cultural Anthropology 3 hrs. Spring**

A study of the nature of culture through an investigation of the ways of life of both "primitive" and "civilized" peoples. The structure and functions of culture are considered along with its relationships to environment, society, and the individual. Prerequisite: 200 or 230.

**532 Culture and Personality 2 hrs. Spring**

An investigation of the interaction of culture and personality with particular attention to the role of culture as a force in the development of the individual. Prerequisite: 200 or 230, or 600\*, or equivalent.

**534 Comparative Culture Studies 2 hrs.**

A comparative study of the structure and the functioning of selected aspects of culture in Britain and America. The courts, the educational system, the welfare state, class stratification, correctional institutions, political organization, and the basic structure of government are considered. Prerequisite: 200, or 600\*. Not offered in 1960-61.

**536 The Dynamics of Culture Change 2 hrs. Spring**

An inquiry into the dynamics of culture through a study of the principal theories of culture change and their application to concrete situations such as the rise of complex civilizations and the reactions of non-Western societies to contact with the West. Prerequisites: Sociology 200, 230, or 600.

**Marriage and Family****240 Modern Marriage 2 hrs. Fall, Spring**

A general education course designed to increase the students' competence for coping with interpersonal problems arising in dating, courtship, engagement, marriage and parenthood. Choosing a mate wisely, planning for marriage, adjusting to one's partner, preparing for successful parenthood are considered.

**340 Marriage and the Family 3 hrs. Fall, Spring**

A study of both the personal and the institutional aspects of marriage and family living. Courtship and mate selection, marital adjustment, parent-child relations, family disorganization, and the adaptation of the family to modern society are considered. Prerequisite: 200.

**542 Family Life Education and Counseling 2 hrs.**

This course is designed to provide the student with a working knowledge of the methods and materials appropriate in the school, the church and

other social situations, for working with individuals and small groups who desire preparation for marriage and parenthood. Some attention will be given to the techniques for handling counseling opportunities arising out of these teaching situations. Not offered in 1960-61.

### **Community and Class**

#### **353 The City**

**2 hrs. Fall**

A study of city life as influenced by the processes of industrialization and urbanization. Community problems and social planning for community life are given appropriate consideration. Prerequisite: 200.

#### **554 Population Problems**

**3 hrs. Fall**

A study of population trends and their human significance. The social and cultural factors influencing the reproductive behavior of man are examined. Biosocial facts are presented and analyzed, but primary stress is on the social implications of present and probable future population trends. World pressure spots as well as the United States are considered. Prerequisite: 12 semester hours of Social Science.

#### **556 Social Stratification**

**3 hrs. Fall**

An analysis of the structuring of societies along social class and caste lines. Emphasis is placed on the class structure of the United States and its implications for educational, occupational, and political policies. Prerequisites: Sociology 200 or 600\*, or consent of instructor.

#### **558 Social Forces in Underdeveloped Areas**

**2 hrs. Spring**

An examination of the social factors which influence the growth of industrialization in underdeveloped areas. These factors include cultural tradition, social class stratification and the problems involved in a shift from rural to urban residency. Case materials from private business enterprises, missionary and educational ventures, U.S. Foreign Aid projects and U.N. projects included.

### **Social Work**

#### **260 The Field of Social Work**

**2 hrs. Fall**

A study of social work as a professional field. The philosophy, functions, employment opportunities, patterns of specialization, and methods of social work are surveyed. Interpretative visits to varied types of social work agencies are made.

#### **360 Principles of Social Work**

**3 hrs. Fall**

A course designed for students without social work experience. It constitutes a general introduction to the basic principles and processes of social case work and social group work. Prerequisite: Minimum of 5 sem. hrs. of Sociology.

\*600 Social Dynamics of Human Behavior is a foundational course in sociology at the graduate level.

**362 Family and Child Adjustment 3 hrs. Fall**

A study of personality development and adjustment in family situations during childhood and adolescence. Cases are analyzed to reveal the common emotional problems encountered by social workers. Prerequisite: Minimum of 5 sem. hrs. of Sociology.

**364 Public Welfare 3 hrs. Spring**

The history of social legislation and public welfare and their underlying philosophy are considered from the Elizabethan Poor Law to the Social Security Act. An analysis is made of various aspects of welfare legislation of importance to the social worker.

**368 Welfare Organization 2 hrs. Fall**

A study of the community organization method as it applies to the planning, coordination, and integration of social, health, welfare, and recreation services. The class will observe a community organization agency by visits to its meetings and offices.

**462 Orientation to Field Work 2 hrs. Fall**

A course in agency observation and study, aiming to orient the student to a specific field work assignment. A minimum of 90 hours of on-the-spot study of the agency's organization, functions, and methods is required. Prerequisite: Social Work curriculum.

**463 Supervised Field Work 3 hrs. Spring**

A continuation of 462, with emphasis on supervised participation in the work of the agency. Each student is required to complete 135 hours of field work on specific assignments. The student's work is evaluated jointly by the agency supervisor and the instructor. Prerequisite: 462, and consent of the instructor.

### **Institutions**

**374 Industrial Sociology 2 hrs. Fall**

A study of human relations in business and industry. The functioning of informal groups and the varying roles of leadership are analyzed. Consideration is given also to the problems of depersonalization, of worker morale and output, and of labor-management conflicts.

**376 Sociology of Education 3 hrs.**

The class room as a social situation analyzed in terms of the interaction between teacher-student and student-student. The educative process as a function of the interpersonal relations among teachers and between teachers and administrators. The school as a social system as it affects and is affected by the community in which it is located and society at large. Prerequisite: 200. Not offered in 1960-61.

**377 Cooperative Social Organization****2 hrs.**

A study of cooperative enterprise and cooperative movements; covering principles, historical developments, forms and manifestations, problems of operation, and place in contemporary society. Prerequisite: 200. Not offered in 1960-61.

**572 Community Agency Resources****2 hrs. Spring**

A study of community agencies and resources for those concerned with family and personal problems. Emphasis is placed upon the availability of these resources and their effective use by business and industry, speech therapists, guidance counselors, teachers, etc.

**574 Sociology of Religious Institutions****2 hrs. Spring**

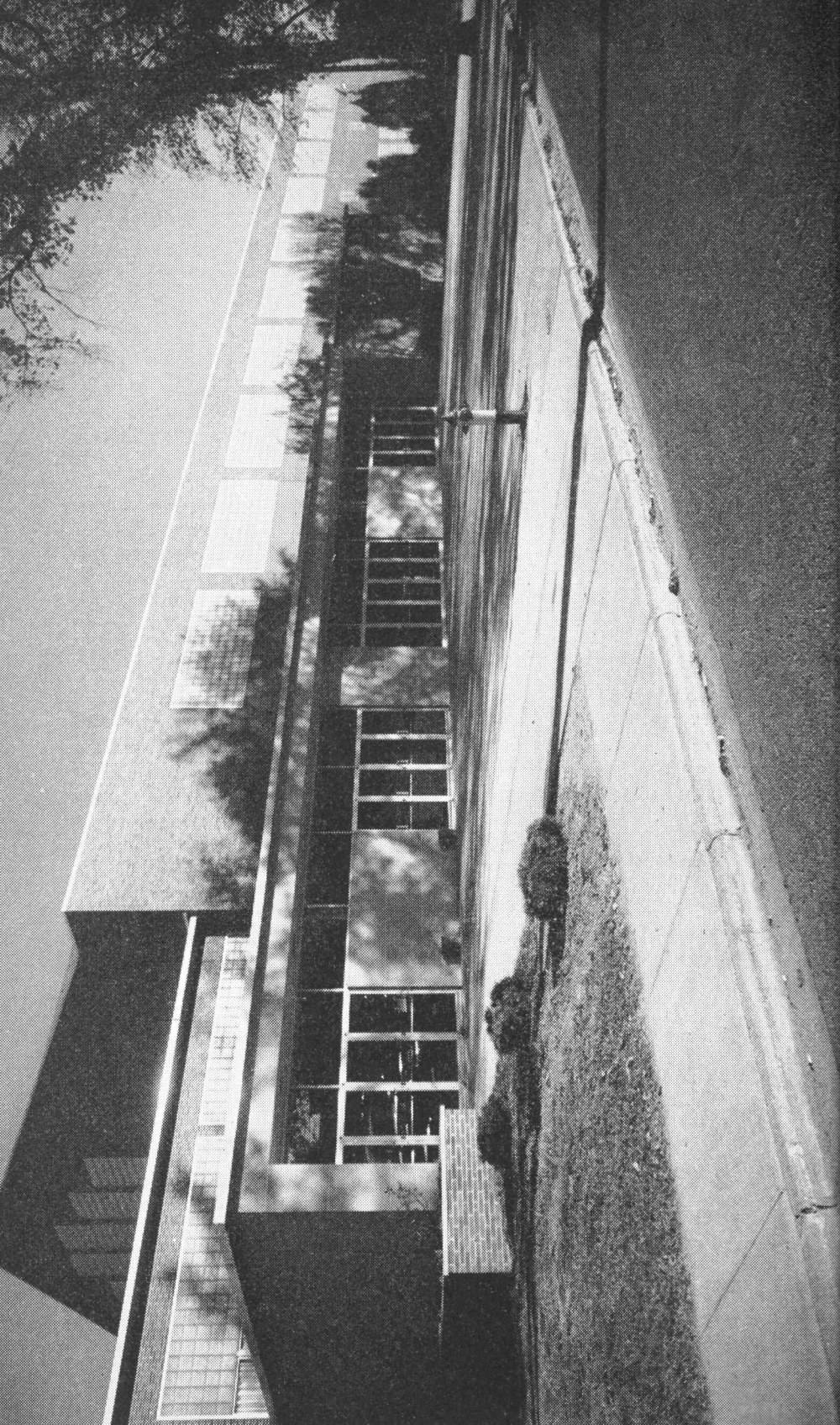
A study of the social role of religious institutions and beliefs, with particular reference to the United States; the relation between religion and other aspects of society. The course considers social factors affecting the development of different types of religious institutions and the influence of religion on American society. Prerequisite: 200.

**Research****380 Introduction to Social Research****2 hrs. Fall**

An introductory course in the principles and techniques of social investigation. The leading research approaches are surveyed. Procedures for planning, organizing, and conducting limited research projects are analyzed. Statistical concepts and methods are studied. Each student will take part in a group study project. Prerequisite: 12 semester hours of social science other than history.

**381 Social Research Projects****2 hrs. Spring**

A concrete application of scientific methods to specific research projects developed in the introductory research course. Each student will participate in one or more field studies. Prerequisite: 380.



# *School of Graduate Studies*

**GEORGE G. MALLINSON,  
Dean**

## **Departments:**

**Librarianship**

◀ The new field house is a center for athletic and recreational activities. It is located adjacent to the physical education building.



## SCHOOL OF GRADUATE STUDIES

### GENERAL STATEMENT OF RULES AND REGULATIONS

#### GRADUATE INSTRUCTION

An independent graduate program leading to the degree of Master of Arts was first offered at Western Michigan University in the fall semester of 1952-53. Until 1958, degrees were granted only in the various fields of Education. Since then programs have been developed that lead to the degree of Master of Arts in Biology, Chemistry, Economics, English, History, Librarianship, Occupational Therapy, Political Science, Psychology and Sociology. A program leading to the degree of Master of Business Administration is now available.

Graduate programs are offered in the following curricula in Education:

Curriculum Development and Coord.	Teaching of Business Educ.
Elem. Adm. and Supervision	Teaching of Distributive Educ.
General Adm. and Supervision	Teaching of Home Economics
Guidance	Teaching of Industrial Educ.
School Psychologist	Teaching of Literature and Lang.
Secondary Adm. and Supervision	Teaching of Music
Special Education	Teaching of Physical Education
Teaching in the Elem. School	Teaching of Science and Math.
Teaching in the Jr. High School	Teaching of Social Science
Teaching in the Junior College	Teaching of Speech Correction
Teaching of Art	Teaching of General Speech

A Specialist in Education diploma is now offered for a sixth year of work in Education and in School Psychology.

#### PERMISSION TO ENROLL

Permission to enroll in graduate courses is granted at an admissions conference. Prior to this conference, a student must complete an Application for Permission to Enroll and submit an undergraduate transcript that gives evidence of satisfactory completion of the bachelor's degree or its equivalent. A graduate bulletin and the application forms will be sent upon request by the Graduate Office.

**Unqualified Admission.** Unqualified admission is awarded to a student about whom no reservations are held. A student who receives unqualified admission will normally be assigned to a curriculum at the time of his admissions conference. The adviser of the curriculum to which he is assigned will help him in the planning of his graduate program.

**Admission for Extension Courses.** All students enrolled in graduate extension courses must be admitted to the Graduate School before the completion of the course or credit will not be granted. No admissions conference

is required for such admission. However, the student must submit his application and an undergraduate transcript showing his bachelor's degree. No assurance is given to the student who receives such admission that the courses elected will be accepted toward a degree program if, at a later date, he desires to work toward the master's degree.

## ADMISSION TO CANDIDACY FOR THE MASTER'S DEGREE

A student who wishes to complete the master's degree at Western Michigan University must apply for candidacy at the beginning of the first semester following the completion of ten hours of graduate work from Western Michigan University. These ten hours may include both residence and extension courses. Special permission must be secured from the Dean of the Graduate School if later application is desired.

## REQUIREMENTS FOR THE DEGREE

The total requirements of the master's degree include the following:

**Graduate Program.** All students must meet the requirements for one of the graduate programs and be admitted to candidacy.

**Total Hours.** A minimum of thirty hours of graduate work is required. At least fifteen hours of the program must be earned in courses restricted to graduate students.

**B Average.** An academic average of B or better in residence credit, as well as an over-all average of B, is a minimum requirement.

**Residence Credit.** Of the total thirty semester hours, a minimum of eighteen hours must be elected in residence credit from the School of Graduate Studies. This election must include residence during one semester or summer session on a full-time basis.

1. **Extension Credit.** A maximum of twelve hours of graduate work may be elected through the Extension Division of Western Michigan University as part of a student's program provided the courses are approved by the student's curriculum adviser.

2. **Transfer Credit.** A maximum of six hours of graduate work may be transferred from other accredited graduate schools toward the master's degree with the approval of the student's curriculum adviser.

**Time Limit.** All requirements for the degree program must be completed within six years.

## TUITION AND FEES

The following fees will be charged for graduate study:

## SEMESTER AND SUMMER FEES

Sem. Hrs.	Resident Students			Non-Resident Students		
	Tuition	Loc. Fees	Total	Tuition	Loc. Fees	Total
1-2	\$12.00	\$23.00	\$35.00	\$24.00	\$23.00	\$ 47.00
3-4	24.00	29.00	53.00	48.00	29.00	77.00
5-6	36.00	35.00	71.00	72.00	35.00	107.00

## GRADUATE STUDENTS ARE LIMITED TO SIX SEMESTER HOURS IN SUMMER SESSION

7-8	\$48.00	\$41.00	\$89.00	\$96.00	\$41.00	\$137.00
9 or more	66.50	47.50	114.00	133.00	47.50	180.50

## ON-CAMPUS SHORT COURSES

1	\$ 6.00	\$14.00	\$20.00	\$12.00	\$14.00	\$26.00
2	12.00	14.00	26.00	24.00	14.00	38.00

## DOUBLE REGISTRATION

Senior students at Western Michigan University who are *within six hours of graduation* may seek tentative admission to the Graduate School for the final semester of their undergraduate work. These students may elect graduate courses, in addition to the undergraduate courses needed to complete the bachelor's degree, to encompass a full academic program.

Students registering for both graduate and undergraduate courses will pay fees for the total enrollment in the school in which the greater number of hours are elected. If an equal number of hours are carried in each school, student will pay the higher fee.

Further information is available in the Graduate Bulletin which may be obtained by writing to the Dean, School of Graduate Studies, Western Michigan University.

## LIBRARIANSHIP

Alice Louise LeFevre, Head  
Frederic J. O'Hara

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Esther Carter  
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The undergraduate curriculum in librarianship offers preparation for the teacher-librarian or for the student who expects to enter the graduate program in library science either at Western Michigan University or at some other library school. Starred courses are open to prospective teachers or others who desire a wider acquaintance with books and library materials and methods.

Students in the elementary or secondary curricula may meet certification requirements for teacher-librarianship by taking the undergraduate minor in library science along with a subject major. This Librarianship minor

consists of the following courses: 100, 101, 230, 510, 512, 530 and 542 or 546 and 516 if the candidate is in the elementary curriculum. The Field Assignment Seminar (520) is also required. A portion of the Directed Teaching period is spent in one of the cooperating school libraries.

The sequence for the Pre-professional Minor consists of 230, 510, 512, 530, and 520. Each candidate will be assigned to one of the cooperating libraries for experience in the area of library science of special interest to him, and for which he is qualified.

The school libraries on the campus and at Paw Paw serve as centers for field work for those preparing for school library service, and selected cooperating libraries throughout the state serve for field assignments in other areas of librarianship. A departmental laboratory containing books and other materials in library science and related fields is provided in the new quarters of the Department of Librarianship in the Dwight B. Waldo Library.

## PRE-PROFESSIONAL

### A.B. or B.S. Degree

Students who expect to enter a graduate school of library science either at Western Michigan University or elsewhere should matriculate in the following curriculum:

First Year	S.H.	Second Year	S.H.
Basic Studies		Humanities 220, 222	6
College Writing 116, 117	6	General Psychology 200	3
Found. of Western Civilization 100, 101	8	Children's Literature 282	3
Science	8	Human Growth and Development 254	3
Modern Foreign Language	8	Great American Writers, 322	3
Intro. to Librarianship 100, 101	2	Organization of Library Materials 230	2
Physical Education	2	Electives	8
	34	Physical Education	2
			30
Third Year	S.H.	Fourth Year	S.H.
American Government 200	3	History of Michigan 310	3
Reference Service 512	3	Intro. to Classification and Cataloging 530	4
Selection of Books and Related Materials 510	3	Field Assignment Seminar 520	2
Electives	21	Audio-visual Education 548	2
	—	Electives	19
	30		—
			30

**100 Introduction to Librarianship****1 hr. Fall**

An introductory survey to acquaint students with the various types of services offered in the modern library as a social, cultural and educational institution. Students will have opportunity to observe, and in some cases, to participate in the work performed in school, public, county or regional, college and special libraries. Open to freshmen and sophomores who may wish to explore the profession of librarianship as a career.

**101 Introduction to Librarianship****1 hr. Spring**

A continuation of 100.

**230 Organization of Library Materials****2 hrs. Fall**

Methods of organizing various types of materials such as books, periodicals, pamphlets, and audio-visual aids for effective use in relation to the demands of schools and of the community. Emphasis is placed upon practical methods of keeping essential business records, book buying, processing and distributing books with a minimum of routine in schools and in small public libraries.

**510 Selection of Books and Related Materials 3 hrs. Fall, Summer, Spring**

Principles of selection and evaluation of books and non-book materials. Appraisal of printed aids, book reviewing media, and other sources of information used in building the library collection. Opportunity given for developing competence in writing annotations and book reviews.

**512 Reference Service****3 hrs. Fall, Spring, Summer**

Study and evaluation of basic reference and bibliographic sources in the various subject fields. Critical examination of the publications of governmental agencies, societies and institutions especially as reference sources. Attention given to organization and methods of reference services.

**516 Elementary School Library Materials****2 hrs. Spring**

Problems in the selection and evaluation of books, periodicals, films, recordings and other materials for children with special emphasis on the content areas in the elementary school curriculum. Methods of stimulating interest in reading with attention to the retarded as well as the gifted child. For teachers, parents and librarians and others who work with children. Prerequisite: Children's Literature 203 or equivalent.

**520 Field Assignment Seminar****2 hrs. Fall, Spring, Summer**

An assignment in selected cooperating libraries for the purpose of giving the student experience in the organizational and administrative activities in specific types of libraries as basis for understanding their function and the principles underlying policy. The assignment may precede the opening of college or may be carried on during the term. Laboratory period for discussion of problems is held throughout the term.

**522 School Library Service****2 hrs. Spring**

The function of the library as a department in elementary and secondary schools. Includes study of special problems in budget planning, in provision of staff and in planning for space and equipment. Open to students in school administration programs as well as to librarianship students.

**530 Introduction to Classification and Cataloging****4 hrs. Fall**

Introduction to the principles of cataloging and classifying the book collection. Includes study and practice in making the dictionary catalog and in classifying according to the Dewey Decimal Classification scheme. Students are taught to use the unit card system and are given practice in assigning subject headings, in adapting Library of Congress and Wilson printed catalog cards, and in cataloging non-book materials.

**542 Reading Interests of Young Adults****2 hrs. Spring, Summer**

Study of the fields of literature suited to the interests of young people. Students are given opportunity through wide reading to develop principles and standards for the selection of the book collection. Includes an introduction to methods of stimulating broader reading interests and of conducting group book discussions with young people. Open to students in the Education Department and to others who expect to work with youth.

**546 Storytelling****2 hrs. Fall**

Underlying principles of the art of story telling: techniques; content and sources of materials. Practice in telling stories before groups of children is provided. Planning the story-hour program for various ages as a means of developing appreciation of literature and stimulating an interest in reading.

## *Miscellaneous Information*

### AWARDS, FELLOWSHIPS, SCHOLARSHIPS

For complete details and application blanks, please write to the registrar.

#### AWARDS

##### DEPARTMENTAL

**ATHLETICS**—The Athletic Board of Control Award is a plaque given to an outstanding athlete who ranks high in scholarship and participation.

**BIOLOGY**—The Harold Cook Memorial Prize of \$20 is given to a student judged most proficient by the Committee on Scholarship, in cooperation with the president of the Faculty Science Club.

**BUSINESS**—Gamma Tau chapter, Alpha Kappa Psi, professional fraternity in commerce, awards annually a Scholarship Key to the male senior student pursuing a degree in the School of Business, who has attained the highest scholastic average for three years of work at this University.

**CHEMISTRY**—The William McCracken Award was named in honor of the first head of the Chemistry Department. It is given to a senior who, in the opinion of the chemistry staff, has shown the greatest aptitude in the field of basic chemistry.

**EDUCATION**—Election to Kappa Delta Pi.

**ENGLISH**—The George Sprau Award in English is given to the graduating senior with the best grades in English throughout his university career.

**FRENCH**—The French Embassy gives an annual prize to the outstanding student of French in the graduating class.

**HISTORY**—The James O. Knauss History Award was established in honor of a distinguished scholar and teacher who was on the faculty for thirty years and was head of the History Department for eleven. It is awarded annually to the senior history major who has made the most outstanding record in history during his university career.

**HOME ECONOMICS**—An award to a freshman girl based on scholarship and leadership.

**INDUSTRIAL EDUCATION**—A plaque is given to the outstanding senior student in that department.

**MATHEMATICS**—This prize is awarded to the senior student judged by the Department of Mathematics to have exhibited the highest proficiency and promise in that field.

**OCCUPATIONAL THERAPY**—The Marion R. Spear Award is an annual award of \$25 and a letter of commendation given by the Alumni Association to an outstanding senior in the department who gives promise of being a superior Occupational Therapist.

**PAPER TECHNOLOGY**—Awards ranging from \$100 to \$500 are given to students above freshman level who have demonstrated superior performance in the curriculum. These awards may be for one year only, and vary in amount and number.

**PHYSICS**—An annual prize of \$50 is given to the senior judged most proficient throughout his college course in the field of physics. An annual prize of a Handbook of Chemistry and Physics and \$10 cash is awarded to the best freshman student in physics.

**POLITICAL SCIENCE**—The D. C. Shilling Award was established in honor of a distinguished scholar and teacher who was on the faculty of Western Michigan University for thirty years, and Head of the Political Science Department for seven years. An annual award of thirty dollars is given to the graduating senior Political Science major or minor who has made the most outstanding record in Political Science during his university career.

**SCIENCE**—Membership in Kappa Rho Sigma.

**SPEECH**—Membership in Tau Kappa Alpha.

## ORGANIZATIONAL

**ASSOCIATED WOMEN STUDENTS**—A prize to the outstanding woman student.

**KAPPA DELTA PI**—A prize to the outstanding student in academic areas.

**MEN'S UNION**—A prize to the outstanding male student.

**PI KAPPA RHO**—A scholarship cup awarded annually by the Committee on Scholarship to the outstanding women's organization.

**TAU KAPPA EPSILON**—A scholarship cup awarded annually by the Committee on Scholarship to the outstanding men's organization.

## FELLOWSHIPS

**WESTERN MICHIGAN GRADUATE FELLOWSHIPS**—Ten graduate fellowships are awarded each year on the campus, permitting persons to pursue fulltime graduate study towards the master of arts degree, with specialization in education. These fellowships carry a stipend of \$1,500 for two semesters. Applications should be filed by March 1 with the graduate office.



*Miscellaneous Information*

**STATE COLLEGE FELLOWSHIP**—A State College Fellowship with a stipend in the amount of \$1,600 is offered each year to a graduate of the university by the Horace Rackham School of Graduate Study at the University of Michigan.

**GRADUATE FELLOWSHIPS AND ASSISTANTSHIPS**—These are available in the leading universities for students who have a high scholarship record and who show promise of success in graduate work. Application should be made to the graduate school of the student's choice.

**SCHOLARSHIPS**

For complete details and application blanks, please write to the registrar.

**GENERAL**

**ALPHA BETA EPSILON SCHOLARSHIPS**—Each of the 16 chapters of the sorority gives one or more scholarships each year. A student who receives a scholarship must fill the requirements set by the chapter. Apply to the chairman of the sorority chapter in your community.

**CONSUMERS POWER COMPANY SCHOLARSHIP**—Open to incoming freshmen with good scholastic ability, character, personality, and citizenship. Applicant must be active in extra curricular activities, indicate seriousness of purpose and have financial need. Applicants must be February or June graduates of their high school and from an area serviced by the Consumers Power Company. The amount of the award is \$350 per year and is not renewable. Apply to the registrar.

**DETROIT EDISON COMPANY SCHOLARSHIP**—Open to freshmen entering Western from an area serviced by the Detroit Edison Company. Based on scholastic ability, character personality, citizenship, and extra-curricular activities, seriousness of purpose, and financial need. Applicant must be a February or June graduate of their high school. Amount of the award is \$350 per year and is not renewable. Apply to the registrar.

**EXCHANGE CLUB MEMORIAL SCHOLARSHIPS**—These scholarships, one for a man and one for a woman, are sponsored and administered by the Kalamazoo Exchange Club in memory of former faculty members of the Exchange Club. They are full-tuition scholarships and are limited to students from Kalamazoo County.

**THE FORD MOTOR COMPANY FUND** maintains a scholarship program for the sons and daughters of Ford Motor Company employees. Apply to the Ford Motor Company.

**GENERAL MOTORS FOUNDATION SCHOLARSHIP**—Two scholarships are awarded annually for a period of four years. Recommended for prospective freshmen who present outstanding scholastic and extra-curricular records from high school and show promise of continued success. Recipients are determined by the scholarship committee. The amount of the award is

based on need which is determined by the College Scholarship Service and Western Michigan University, a minimum of \$200 per year. Apply to the registrar.

**HONORARY SCHOLARSHIPS**—Western Michigan University annually grants a limited number of new scholarships to outstanding and deserving high school graduates with a definite need. Recipients are determined by a scholarship committee. The amount of the award varies. They may be renewed three times. Apply directly to the Registrar.

**STUDENT COUNCIL GRANTS-IN-AID**—In March, 1953, the Student Council established a Grant-in-Aid program at the university. These grants, which vary in number, are open to any student enrolled in a full-time course of study beginning with the second semester of the freshman year. The recipient must show leadership in extra-curricular activities, have at least a C average, and have a definite need. The amount of the award is \$50 a semester. They may be renewed. Apply to the Student Council.

**ATHLETIC**—Western Michigan University offers these scholarships to students excelling in athletics, and participating in/or preparing to participate in varsity sports. A student must be recommended by the Physical Education Department and approved by the Scholarship Committee. Application should be made directly to the Physical Education Department, or to the Registrar.

## **BUSINESS**

**GILMORE BROTHERS CO-OPERATIVE RETAILING SCHOLARSHIP**—Open to high school graduates currently enrolled in the cooperative retailing training program at Western. Recipients must be recommended by the coordinator of the cooperative retailing program and approved by the Dean of the School of Business and the Registrar. The scholarships will be granted on the basis of need, scholastic ability, good character, a pleasing personality, and a real interest in retailing as a career. There are two awards for tuition and fees each semester. Applicants should apply to Mr. R. E. Embertson, Coordinator of the cooperative retailing program, School of Business, Western Michigan University.

**KALAMAZOO ACCOUNTANT'S ASSOCIATION SCHOLARSHIP**—One award for tuition and fees and automatic membership in the Kalamazoo Accountant's Association for the period of the scholarship. Open to juniors or seniors majoring in accounting. Contact Mr. R. B. Wetnight, head of the Accounting Department, School of Business, Western Michigan University.

**LOAN FUND**—Open to students entering their junior or senior year who are enrolled in the business administration curriculum and are recommended by the School of Business. The award is given on the basis of merit, need, and extra-curricular activities specifically in the business and transportation areas. An overall scholastic average of 2.25 and a 2.75 average

*Miscellaneous Information*

in business studies subjects is required. The amount varies from \$300 to \$500 per year. Apply directly to the registrar.

**REAL ESTATE SCHOLARSHIP**—Open to any student enrolled in the School of Business who will commit himself to the Real Estate Certificate program. The student must exhibit a definite need as well as scholastic ability. The amount of the award is \$250 per semester for a total of \$1,500, including a year towards a master's degree. Apply to Dr. E. A. Grossnickle, School of Business, Western Michigan University.

**NATIONAL SECRETARIES ASSOCIATION SCHOLARSHIP**—Applicants must submit an essay stating "Why I am Preparing to be a Secretary (or Teacher)." Open to any student in the secretarial curriculum having an academic average of B and the recommendation of the faculty based on character, scholastic aptitudes, endeavor and financial need. The award is \$100. Contact Mr. T. W. Null, Coordinator, Cooperative Secretarial Training Program, School of Business, Western Michigan University.

**EDUCATION**

**STATE BOARD OF EDUCATION SCHOLARSHIPS**—The Michigan State Board of Education has made available for Western Michigan University a limited number of tuition grants for high school graduates who wish to enter the teaching profession. These cover tuition and not local fees. The grant is awarded for two years, providing the student maintains a satisfactory scholastic average. It may be renewed for two additional years.

**ERNEST BURNHAM RURAL LIFE FUND**—This fund was established by friends and students of the late Ernest Burnham, to commemorate the twenty-fifth anniversary of his work at Western Michigan University. Income from the fund may be used for books or scholarships in the Department of Rural Life and Education.

**THE ELIZABETH R. STEWART SCHOLARSHIP**—This scholarship, made available by the Michigan Congress of Parents and Teachers, is in the amount of \$250.00 per year. Applicants must have completed two years at Western Michigan University, and recipients of this scholarship must commit themselves to at least three years of teaching. Parents and recipients must be citizens of the United States and residents of the State of Michigan. Qualifications in respect to scholarship shall be the same as those for State Board Scholarships. Applications must be made to the Registrar's Office and forwarded to the Michigan Congress of Parents and Teachers by July 1.

**INDUSTRIAL EDUCATION**

**ATLAS PRESS SCHOLARSHIP**—Two scholarships offered by the Atlas Press Company to stimulate interest in Industrial Education. Open to any high school graduate in Michigan in Industrial Education curriculum who has had at least one course in Industrial Education. One award is for \$400 and another for \$100. Apply to the Registrars' Office.

**ORTHOPEDIC FRAME COMPANY**—Established in 1953 by the Orthopedic Frame Company of Kalamazoo to stimulate interest in industrial arts and to help raise the caliber of the industrial arts education. Open to all graduating seniors in all schools in Michigan who have had at least one course in Industrial Arts. The top applicant will be selected by the faculty of the industrial arts department at Western. The amount of the award is \$200 for the first year and \$100 for each succeeding year as long as the student continues a successful program in the industrial education department and a successful part-time employment program at the Orthopedic Frame Company. Apply to the Registrar's Office.

## **INDUSTRIAL DISTRIBUTION**

**MICHIGAN INDUSTRIAL DISTRIBUTORS SCHOLARSHIP AWARD**—For students enrolled in industrial distribution who are planning a career in the field. The award is open to juniors and seniors with business backgrounds or interests, who show evidence of becoming distributors, salesmen, or potential executives. A 2.5 scholastic average is required. Two awards of tuition and fees are awarded and may be renewed. Apply directly to the Industrial Technology Department.

## **INDUSTRIAL TECHNOLOGY**

**DURAMETALLIC SCHOLARSHIP**—The Durametallic Corporation offers \$250 per semester to a student who has completed two years of a technical program at the university and elects to go into the degree program in industrial supervision. Application should be made by the third week of each semester.

## **LIBRARIANSHIP**

**JUNIOR COLLEGE SCHOLARSHIPS IN LIBRARIANSHIP**—These scholarships are open to graduates of Michigan Junior Colleges who are entering the librarianship curriculum and who have a C average. These ten scholarships pay tuition and are renewable. Apply to the Department of Librarianship.

**STATE BOARD OF EDUCATION TUITION GRANTS**—These are available for those students in the librarianship curriculum who are preparing to be teacher librarians. A B average is required and need will also be considered.

## **MUSIC**

**MUSIC SCHOLARSHIPS**—Ensemble: 10 Band, 10 Orchestra, and 10 Choral. These scholarships pay tuition only, and are valid for a period of one year. They are recommended by the Conductor of the Ensemble, with the approval of the Head of the Department of Music. Applications must be filed by July 1.

*Miscellaneous Information*

**Applied Music:** 8 Stringed Instruments, 8 Wind and Percussion, 8 Voice and 8 Piano and Organ. These scholarships pay state tuition and \$30.00 of the Applied Music fee, and are valid for one school year, provided the student maintains a 2.75 (near B) average. Bachelor of Music degree candidates only are eligible. Applications must be filed by April 1, since competitive auditions are held near the end of April.

**Special Ability:** A maximum of 4 scholarships that pay state tuition and student fees. These scholarships are valid for one school year and are renewable annually for three additional years, provided the student maintains a 2.75 (near B) average, and satisfactorily discharges his other duties. Students who have displayed superior ability are eligible, and may be recommended by the Head of the Music Department. Applications must be filed by August 1.

**Drum Major and Majorette:** Four awards are made annually on a competitive basis to pay student tuition and fees. The awards may be renewed annually, based on an audition and a minimum 2.0 (C) average. Applications should be received by May 1, since auditions are held approximately June 1.

## OCCUPATIONAL THERAPY

**ELKS FOUNDATION**—Offered to students engaged in specialized training in cerebral palsy, occupational therapy, physical therapy, and speech. The amount of the award varies to \$1,200. Applications should be submitted to the Elks Foundation, 16 Court Street, Boston, Massachusetts.

**KALAMAZOO SCHOOL ALUMNI ASSOCIATION SCHOLARSHIP**—One scholarship is given to a beginning occupational therapy student with a definite need for a period of one year. A second scholarship is given under the same circumstances but may be retained for two years. One scholarship pays \$100 for one year. The two-year scholarship pays \$100 each semester. Apply directly to the O.T. Department at Western.

**MICHIGAN OCCUPATIONAL THERAPIST ASSOCIATION**—Established by the Michigan Occupational Therapist Association for the purpose of aiding the worthwhile students in occupational therapy. Applicants must exhibit scholarship and show a definite need. Must be a Michigan occupational therapy student, junior or above. Amount of award is \$100 and two awards are given annually. Apply to the Occupational Therapy Department.

**NATIONAL ASSOCIATION OF AMERICAN BUSINESS CLUBS**—For juniors or seniors in occupational therapy who exhibit a definite need and who have at least a C average. The amount of the award varies. Applications should be submitted to Mr. W. Edinburgh, Executive Secretary, National Association of American Business Clubs, 207 Duke Building, Box 762, Danville, Illinois.

**THE OFFICE OF VOCATIONAL REHABILITATION GRANT**—Offered to juniors and seniors, advanced standing and clinical students in occupational therapy.

**UNITED CEREBRAL PALSY GRANT**—Two awards of \$90 per student are given. The applicants must be an occupational therapy junior or above and exhibit scholarship as well as need. Apply to the Occupational Therapy Department.

## **PAPER TECHNOLOGY**

**PAPER TECHNOLOGY SCHOLARSHIPS**—A number of scholarships ranging from \$200.00 to \$500.00 per year are awarded to freshmen on a competitive basis. These scholarships are normally renewable three times. Application may be made by applying directly to the Head of the Paper Technology Department, or the Registrar, by March 1.

## **PETROLEUM DISTRIBUTION**

**FARMERS PETROLEUM SCHOLARSHIP PROGRAM**—There are two scholarships offered in an amount not to exceed \$600 each. Apply directly to the Farmers Petroleum or to the Distributive Education Office.

**THE CARL H. KAISER MEMORIAL SCHOLARSHIP**—Given by Helen E. (Kaiser) Wood and Fred Kaiser. This scholarship grants \$700 for two years to any eligible high school graduate from the Port Huron area.

**PURE OIL'S FINANCIAL AID PROGRAM**—Two grants of \$500 each for two years to relatives of Pure Oil Company dealers, jobbers and employees who are high school graduates in the upper half of their graduating class. Must have participated in extra-curricular activities, exhibited leadership abilities, and shown interest in the distribution of petroleum products. Apply directly to the Pure Oil Company, or to the Distributive Education Office.

## **SPEECH**

**THEATRE ASSISTANTSHIP**—This assistantship carries a stipend of \$300 per year and is available to a student selected by the Theatre Staff of the Speech Department.

**DEBATE SCHOLARSHIPS**—Four Debate Scholarships are offered to two men and two women participating in debate. These scholarships will pay tuition and student fees. The recipients of these scholarships must be recommended by the Speech Department and are renewable only by further recommendation of this department. Contact the Speech Department.

## **SCIENCE**

**GROVER C. BAKER**—A grant of \$100.00 per year is being made available to a freshman, enrolled in Science, and planning to major in Physics (or Science). The recipient should come from a rural high school (or small city school) and be recommended by the Physics Teacher of his high school.

*Miscellaneous Information*

**COMPETITIVE SCIENCE SCHOLARSHIPS**—In connection with the annual Science Day, a prospective freshman may compete for two scholarships. One is valued at \$150 per year; the other at \$100 a year. The scholarships are awarded only when the students actually enroll at Western. They may be renewed annually for the second, third and fourth year, provided the student carries a major in science or mathematics and maintains a satisfactory grade average.

**KALAMAZOO CIVITAN CLUB SCHOLARSHIP**—Recipients must be residents of Kalamazoo County and must have earned a 2.5 average to secure and maintain the award. Major field of study is to be physical sciences with special emphasis on teacher education. Financial need shall be the determining factor in awarding the scholarship and for continuation of the scholarship. It is renewable three times, funds permitting. The award is to be issued to the student in the amount of \$125 for the first semester and \$125 for the second semester.

**JOHN E. AND EDWIN S. FOX SCHOLARSHIP**—Open to beginning freshmen who show promise in the field of physics and who have maintained a 2.5 average in high school. The amount of the award is up to \$500. It is not renewable. Application should be made to the registrar by April 1 and should be accompanied by a recommendation from the instructor in physics or math.

**JOHNSON FOUNDATION SCHOLARSHIP**—Since September, 1953, the S. C. Johnson and Sons, Inc., of Racine, Wisconsin, have presented to a senior majoring in chemistry a scholarship of \$500. The actual granting of the scholarship is administered by the Chemistry Department.

**UPJOHN COMPANY MERIT SCHOLARSHIP**—The company is sponsoring a minimum of ten merit scholarships. Eight are for students who plan to major in pharmacy, engineering, pre-medicine, or in one of the chemical or biological sciences, including one or more scholarships at Western Michigan University for science students from Southwestern Michigan. Two scholarships are for students who plan to pursue a course of study in any other field.

## STUDENT LOANS AND MEMORIAL FUNDS

Please address requests for information to the Student Aid office. All funds are administered by the Committee on Student Loans. Unless otherwise indicated, a semester's residence is required before a loan is made.

**AMELIA BISCOMB MEMORIAL LOAN FUND**—Established in 1939 through the will of Mrs. Biscomb, for over 30 years a teacher of English in Western Michigan University, who provided the sum of \$500 for this purpose.

**EMELIA GOLDSWORTHY CLARK ART FUND**—This fund was established in 1920 by Mrs. Emelia Goldsworthy Clark, former head of the

*Student Loans and Memorial Funds*

Art Department at Western Michigan University. The fund, as long as money is available, is intended to provide tuition for a year for a gifted Kalamazoo Central High School or University High School Art Student. Recommendations are made by the head of the Art Department.

**DEBATE LOAN FUND**—This loan fund is for the use of Varsity Debaters only.

**DWIGHT B. WALDO MEMORIAL FUND**—Initiated by a group of faculty members at the time of Dr. Waldo's death in 1939. Loans from the fund are available to any worthy student.

**FANNIE BALLOU MEMORIAL FUND**—Founded in 1921 in honor of Fannie Ballou, who was for seven years supervisor of the second grade of the Training School. Loans are awarded to persons of superior ability in the field of elementary education. Preference is given to students in early elementary education who have completed at least one year of resident work in this university.

**FRENCH STUDENT LOAN FUND**—The fund was started in 1944 by Miss Marion Tamin in tribute to the students of French who have made the supreme sacrifice on the battlefields of the world, insuring thus the liberation of France.

**GRAND RAPIDS AND DETROIT PANHELLENIC SOCIETY LOAN FUND**—The Grand Rapids and Detroit Panhellenic Society has established a permanent Student Loan Fund for emergency or long term loans available to deserving women students to continue their education. It is preferred that this fund be loaned to sorority members but if they have no use for it, it can be loaned to any needy woman student.

**HELEN STATLER FUND**—Established in 1944 by Mrs. Frederick C. Fischer and Frederick C. Statler in honor of their mother and is available to any worthy student.

**JOHN C. HOEKJE LOAN FUND**—Established in 1958 to honor the memory of John C. Hoekje who retired from the university in 1955 after 39 years of service as dean of administration-registrar. The money is loaned to deserving university students on the recommendation of a faculty committee.

**KALAMAZOO VALLEY SECTION, TAPPI, ROTATING LOAN FUND**—For students of paper technology. This fund amounts to \$1,500. Loans are available to students upon recommendation of the head of the department of paper technology. There is no charge for interest while the student is enrolled at Western Michigan.

**LEROY H. HARVEY MEMORIAL LOAN FUND**—Established in 1925 by the student Science Club to honor the memory of Dr. LeRoy H. Harvey, who until his death was the head of the Department of Biology. Loans are made to students whose major interest is in the field of science.



*Miscellaneous Information*

**MICHIGAN LIBRARY ASSOCIATION, CONSTANCE BEMENT SCHOLARSHIP**—A loan fund established to aid a candidate for a degree from a recognized library school or an individual who has shown promise of a definite contribution to the library profession. The maximum grant to any one student is \$300 with repayment beginning one year after employment, one percent annual interest. Application blanks may be obtained from the chairman of the MLA Scholarship Committee through the Department of Librarianship.

**NATIONAL DEFENSE STUDENT LOAN FUND**—Limited funds are available to Western Michigan University students under the National Defense Education Act, Title II. This act is administered by the United States Office of Education. Loans from this National Defense Student Loan Fund shall be made reasonably available to all eligible applicants. An "eligible" applicant is a student who is enrolled or has been accepted for enrollment at the university as a full time graduate or undergraduate student. Has filed an application for a loan from the fund, is in need of the amount of the loan to pursue his course of study, and in the case of an applicant for admission to the university, is capable in the opinion of the university of maintaining good standing in such course of study, or, in the case of a student already attending the university, is in good standing. In the selection of students to receive loans from the fund, special consideration shall be given to students with a superior academic background who express a desire to teach in elementary or secondary schools; and to students whose academic background indicates a superior capacity or preparation in science, math, engineering, or a modern foreign language. In the event applications exceed available funds the order of selection will be based on objective criteria as determined by the university. Loans from the fund are granted by WMU only to students who are in need of the amount of the loan to pursue a full time course of study at the university. Such a determination shall include consideration of (1) the income and resources of the applicant's family, (2) any income and assets of the applicant, and (3) the costs reasonably necessary for the student's attendance at the university. Apply to the Student Aid office.

**OCCUPATIONAL THERAPY FUND**—Loans have been provided by the Kellogg and Kalamazoo Foundations for the use of Occupational Therapy students. Loans up to \$300 are available to these students after the completion of one year at Western Michigan University. The purpose of the fund is to defray the cost of clinical affiliation when necessary. The loans are payable within six months after the anticipated graduation date. Applications are to be made to the departmental head.

**PATRICIA ANN PETERSON SCHOLARSHIP**—These scholarships were established in memory of Patricia Ann, a student at Western for four years, by her parents. There are awards of varying amounts for women majoring in art and enrolling in teacher education. The awards are as follows: \$400 for a senior woman for the 1960-61 school year; \$400 for a freshman woman for the 1960-61 school year; \$300 per year for a sophomore

*Student Loans and Memorial Funds*

woman beginning in September, 1961, renewable; \$300 per year each succeeding year for a sophomore woman, renewable. Application should be made to the registrar's office.

**ROTARY STUDENT LOAN**—A short-term loan fund available to foreign students upon recommendations of a faculty committee.

**SIGMA TAU GAMMA MEMORIAL LOAN FUND**—Chi Chapter of Sigma Tau Gamma fraternity established this memorial loan fund to perpetuate the memory of Ode Custer, Elmer Stillwell, Harry Karnemont, Robert Fletcher and Robert Harvey who made the supreme sacrifice in World War II. Loans from this fund may be obtained by any male upper-classman with a point-hour ratio of at least 2.5. The loans are non-interest bearing.

**SOPHIA REED-MARY MOORE HOME ECONOMICS LOAN FUND**—The Home Economics Club of Western Michigan University set up the loan fund in 1953 in honor of Miss Sophia Reed and Miss Mary Moore who served on the home economics faculty for many years. The maximum amount per applicant will be \$50. This is a non-interest loan to be paid back within a year of the recipient's graduation date. Recommendations are made by the staff of the Home Economics Department.

**STATE D.A.R. SCHOLARSHIP LOAN FUND**—Founded in 1934, has grown to a fund of \$500 through gifts made by the State Committee of the Daughters of the American Revolution.

**STONE D.A.R. STUDENT LOAN FUND**—Established in 1932 through gifts from the Lucinda Hinsdale Stone Chapter of the Daughters of the American Revolution.

**W.M.U. STUDENT LOAN FUND**—In September, 1912, a nucleus of a student loan fund was established by a gift of \$200 from Miss Blanche Hull. This fund has been increased to a total of several thousand dollars. Money is loaned to deserving students on the recommendation of a faculty committee. An interest rate of five per cent is charged, and notes not exceeding one year are accepted.

**WILLIAM McCracken LOAN FUND IN CHEMISTRY**—Established in 1945 through a gift of \$1,000 made by Mrs. William McCracken to honor the memory of her husband, who organized the Department of Chemistry and served as its head (1907-1939). Loans are granted to worthy and needy students majoring in chemistry. Preference will be given students who have proven their ability through courses taken in chemistry at Western Michigan University. Applications for loans should be presented to the head of the chemistry department.

## **BUILDINGS and GROUNDS**

### **EAST CAMPUS**

This campus originally included only a hilltop site of 20 acres. Now more than 70 acres are in use, with 15 acres devoted to physical education and recreation. The principal buildings in this area, exclusive of student housing and athletic facilities, are:

**EDUCATION**—University Elementary and High School are housed here, along with the Educational Service Library and School of Education classrooms.

**ELECTRONICS**—Houses classrooms for department of industrial technology.

**HEALTH SERVICE**—The main floor of this building is devoted to the University health service. Also housed here are the Psycho-Educational and Speech clinics, the Research division, the offices of the School of Education and the department of psychology.

**INDUSTRIAL ARTS**—Industrial Education department and University Print Shop.

**MAINTENANCE**—Headquarters for university maintenance, building and supply services.

**MECHANICAL TRADES**—A 1941 gift from the W. E. Upjohn Unemployment Trustee Corporation of Kalamazoo, this structure houses much of the department of industrial technology.

**NATURAL SCIENCE**—Biology and the C. C. Adams Center for Ecological Studies are the principal occupants.

**SCHOOL OF BUSINESS**—The former general library building, now completely remodeled for the School of Business use. A library annex for east campus classes is included in the structure.

**THEATRE**—Center for campus dramatic and speech activities. The auditorium, with a completely equipped stage, seats 350.

**WALWOOD UNION**—East campus student center provides a snack bar, cafeteria, meeting rooms and the ballroom. Temporarily mathematics and drafting classes are housed here.

### **SPEECH ANNEX**

### **WEST CAMPUS**

During World War II, additional land was purchased to increase the campus area by 180 acres. Lying west of the New York Central railroad, the campus provides a hillside panorama of functional, modern buildings exclusive of housing and athletics, they are:

**ADMINISTRATION**—Opened in 1952, this structure houses administrative offices, and 23 classrooms for the social sciences, languages and literature.

**ARCADIA**—The department of occupational therapy is housed here.

**DWIGHT B. WALDO LIBRARY**—This main library building is the newest building to be added to the campus, and in addition to its book collection, includes the department of librarianship and the university Audio-Visual Center.

**HARPER C. MAYBEE MUSIC HALL**—Besides housing all music activities, studios for WMCR-FM are located here.

**KANLEY MEMORIAL CHAPEL**—This is the campus religious center. It was made possible through a gift from the estate of the late William Kanley, an alumnus, and was opened in 1951.

**UNIVERSITY STUDENT CENTER**—This giant structure on West Michigan avenue was opened in the fall of 1957. Social and recreational facilities are provided here for students, and are made available to other educational ventures, as they can be scheduled. A snack bar, bowling alleys, game room, lounges, ballroom, cafeteria, music room and faculty lounge are included.

**WILLIAM McCracken Hall**—Erected in 1949, this building is the home for the departments of chemistry, physics, art and home economics. In 1957 and 1959 there were added to it other structures for paper technology, the Paper Industry Laboratories.

## **FACULTY AND STUDENT HOUSING**

Archie Potter, A.M., Director of Housing.

Between the years 1938 and 1959 the following modern residential structures for students and faculty have been erected:

### **EAST CAMPUS**

**LAVINA SPINDLER HALL**—197 women; Mrs. Edith M. Lake, director.

**HENRY VANDERCOOK HALL**—210 men; Mr. and Mrs. Fred Stevens, directors.

**WALWOOD HALL**—115 men; James Boynton, director.

### **WEST CAMPUS**

**BERTHA DAVIS HALL**—250 women; Mrs. Helen Inman, director.

**BLANCHE DRAPER HALL**—260 women; Mrs. Lucille Yost, director.

**ERNEST BURNHAM HALL**—275 women; Mr. and Mrs. Harry Hefner, directors.

**FRANK ELLSWORTH HALL**—415 men; Mr. and Mrs. Homer Cox, directors.

*Miscellaneous Information*

ELMWOOD APARTMENTS—192 units for married students.

THEODORE HENRY HALL—415 men; Dr. and Mrs. John Copps, directors.

JOHN C. HOEKJE HALL—415 men; Mr. and Mrs. William Yankee, directors.

HILLSIDE APARTMENTS—32 units for faculty and staff.

NORTH VALLEY APARTMENTS—96 units for married students.

LYDIA SIEDSCHLAG HALL—260 women; Mrs. Katharine Chapman, director.

SMITH BURNHAM HALL—257 women; Mrs. Mary Friedli, director.

## LABORATORY SCHOOLS

Four Laboratory schools are provided for the use of student teachers. On the East Campus, there are the University Elementary school and University High School. West of Kalamazoo is the Hurd rural school for the use of the department of rural life and education. At Paw Paw, 17 miles west, there is a city-graded school and a high school for the use of our student teachers. Other student teachers are placed throughout Southwestern Michigan, many of them taking not only their practice teaching, but also their education courses at the school in which they are working.

## ATHLETIC FACILITIES

GATEWAY GOLF COURSE—Adjacent to the west campus, this 79-acre nine-hole course provides recreational opportunities for students and faculty. It is open to the general public.

HYAMES FIELD—One of the finest collegiate baseball layouts in the nation. Permanent seating is provided for 2,500 spectators.

KANLEY FIELD—Includes two practice football fields, a baseball field, landscaped park and picnic area. Used by the Men's physical education department and intramural leagues.

FIELD HOUSE—Opened in the fall of 1957, the field house provides indoor facilities for basketball, track, and practice areas for football, baseball, golf and tennis. The main dirt floor is 160 feet by 312 feet, and seating for basketball is more than 5,000. An eight-lap track is provided.

EAST CAMPUS GYMNASIUM—Now the headquarters for the women's physical education department, this structure can seat 2,500 for basketball, and has a balcony running track.

PHYSICAL EDUCATION BUILDING—Opened in 1956, this complete physical education facility has a regulation swimming pool, three handball courts, a basketball court which can be divided by powered doors, wrestling room, special purpose rooms, classrooms and locker

facilities; as well as offices for the men's physical education department. Dressing rooms for women are also provided adjacent to the pool. The field house connects to this building.

**TENNIS COURTS**—Twelve lawn-tex courts are provided on the East Campus, along Davis street, and 10 new asphalt courts are on the West Campus, behind Ellsworth Hall.

**WALDO STADIUM**—Two concrete stands, each seating 7,500, line this field, and an eight-lane, quarter-mile track with a 220 yard straight-away are included with the football field. A press box rises above the southeast stands.

**CAMPUS SCHOOL GYMNASIUM**—A playing floor of 60 by 119 feet is provided, along with a stage, offices, locker rooms and a swimming pool.

## OTHER FACILITIES

**KLEINSTUECK WILD LIFE PRESERVE**—Given to the University in 1922 by Mrs. Caroline Hubbard Kleinstueck, this 50-acre tract provides instructional space for biological sciences near the campus and inside the city of Kalamazoo.

**UNIVERSITY FARM**—Six miles south of the university on Milham road, this farm of 150 acres is a training area for students in agriculture.

## STUDENT ACTIVITIES AND ORGANIZATIONS

In order to meet the needs of students, opportunity is afforded for participation in many extra-curricular activities. All campus organizations must be chartered by the Student Activities Committee, consisting of both student and faculty members.

## CHARTERS

Regulation adopted by the Michigan State Board of Education, September 17, 1952.

Charters of Clubs and Organizations may be granted provided that:

- (1) the aims and functions of such societies and clubs are in harmony with the ideals of the university as now defined, or hereafter defined, by the university authorities and the State Board of Education;
- (2) the aims and functions are in harmony with the American form of government, and are constructive in furthering the American way of life. No organization or its officers, local or national, shall be associated with any subversive groups or so-called fronts; and,
- (3) the purposes and functions of the proposed new organization shall not unnecessarily duplicate organizations already chartered by a university.

## DISCRIMINATION

"We recommend that no organization be permitted to come on the campus of Western Michigan University which has either in its constitution or its ritual any restrictions based upon race, creed, or national origin.

"Nothing in the above statement of policy is to be interpreted to prevent a religious organization from requiring affiliation with their particular church as a qualification of membership."

## GENERAL ORGANIZATIONS

### STUDENT ASSOCIATION

Every student is a member of the Student Association. The organization is governed by the Student Council. The Council conducts two student elections annually, sponsors a Foster Child, Campus Chest, Leadership Conference, Mimeograph Service, Student Research and Opinion, Insurance for Students, School Spirit Committee, World Affairs Week, and audits all organizational books.

### ASSOCIATED WOMEN STUDENTS

All undergraduate women at the University are members of A.W.S. Their general purpose is to encourage a richer social life for women students, to promote leadership opportunities and to encourage scholastic achievement. The Activities Board plans and carries out the social program. The Judicial Board maintains social standards through regulation and discipline.

### MEN'S UNION

Organized in 1936 the Men's Union includes in its membership all undergraduate men. The Men's Union was organized to promote the social, cultural, and recreational life of the men in the University.

THE MEN'S STUDENT COURT handles all the problems concerning the men on campus.

### RESIDENCE HALLS ASSOCIATION

Council for 12 residence halls—Davis, Draper, Ellsworth, Ernest Burnham, Henry, Hoekje, Siedschlag, Smith Burnham, Spindler, Vandercook, Walwood, Zimmerman.

### UNIVERSITY STUDENT CENTER ADVISORY BOARD

The board sets up policy for the welfare of student activities within the University Student Center, evaluates the existing program of activities, and promotes new programs as they are needed.

## DEPARTMENTAL CLUBS AND PROFESSIONAL ORGANIZATIONS

American Chemical Society

Amateur Radio Club—operates station W8CVQ

Art Club

Athletics:

Men: PEMM—Physical Education for Majors and Minors

Porpoise Club—Men's Swimming Club

"W" club for varsity lettermen

Women: Phi Epsilon—for Physical Education Majors and Minors

Water Sprites—Swimming Club for Women

University Dancers

Women's Recreation Association

For Men and Women: Cheerleaders

Ski Club

Aviation: Sky Broncos

Sigma Alpha Tau—Honorary in Aviation

Business:

Alpha Kappa Psi—national professional fraternity

American Marketing Association

Industrial Management Society

Pi Omega Pi—honorary in business education

Sigma Tau Chi—honorary in business

Society for the Advancement of Management S.A.M.

Western Honorary Accounting Society

Class Organizations:

Freshman

Sophomore

Junior

Senior

Alumni

Economics Club

Education:

Association of Childhood Education International

Council for Exceptional Children

Country Life Club

Student National Education Association S.N.E.A.

Kappa Delta Pi—Honorary in Education

English Club

Food Distribution Association

Geography—Gamma Theta Upsilon

History Club



*Miscellaneous Information*

Home Economics Club

Industrial Arts Association

Epsilon Pi Tau—National Honorary Industrial Arts

International Students Club—open to all students

Language:

French—Le Cercle Francais

German—Der Deutsche Verein

Spanish—Ecos Espanoles

Librarianship—Alpha Beta Alpha

Music:

Phi Mu Alpha Sinfonia—National music fraternity for men

Sigma Alpha Iota—National fraternity for women in music

Occupational Therapy Club

Pi Theta Epsilon—honorary in O.T.

Paper and Pulp—Ts'ai Lun

Petroleum—Student Petroleum Association

Philosophy Forum

Political Issues Seminar

Politics: Campus Democrats

Young Republicans

Publications: Brown and Gold Yearbook

Calliope—biennial literary magazine

Herald—bi-weekly newspaper

Pre-Med Club

Psychology Club

R.O.T.C.:

Gun Club (Western Marksmen)

Judo Club

Military History

Pershing Rifles—national chapter for drill team

Torch and Blade—local branch of General ROTC fraternity

Social Work Club

Social Studies:

Pi Gamma Mu

Speech:

Brown and Gold Fantasies—Original music, drama, and dance

Speech Club

Speech Correction Club

Tau Kappa Alpha—forensic honorary fraternity—1st honorary on this campus, established in 1928

Vets of W.M.U.

Western Marksmen

Western Wives Club

W.I.D.R.—Inter-residence hall radio station

*Student Organizations*

Women Living Off Campus—Omega Chi Gamma

Service: Alpha Phi Omega

Honor Societies:

Arista—For senior Women

Beta Beta Beta—Honorary biology

Epsilon Pi Tau—International honorary in industrial education

Kappa Delta Pi—National society in education. Beta Iota Chapter

Kappa Rho Sigma—Mathematics and science

Lambda Xi Delta—A.B.E. Scholarship recipients

Omicron Delta Kappa—honorary for men

Phi Mu Alpha Sinfonia—National music fraternity for men

Pi Gamma Mu—National fraternity in social studies

Pi Omega Pi—National fraternity in business education

Sigma Alpha Iota—National fraternity for women in music

Sigma Alpha Tau—Aviation

Sigma Tau Chi—National fraternity in business

Tau Kappa Alpha—National forensic fraternity

Fraternities:

Delta Chi—National. Western Michigan chapter

Delta Sigma Phi—National. Beta Tau chapter

Delta Upsilon—National. Western Michigan chapter

Kappa Alpha Psi—National. Gamma Beta chapter

Phi Alpha Colony of Sigma Alpha Epsilon

Phi Sigma Epsilon—National. Phi Gamma chapter

Sigma Phi Epsilon—National. Michigan Beta chapter

Sigma Tau Gamma—National. Chi chapter

Tau Kappa Epsilon—National. Delta Alpha chapter

Theta Xi—National

Sororities:

Alpha Chi Omega—National. Gamma Xi chapter

Alpha Omicron Pi—National. Kappa Rho chapter

Alpha Sigma Alpha—National. Beta Psi chapter

Chi Omega Colony—Pi Zeta

Delta Sigma Theta—National

Delta Zeta—National. Gamma Pi chapter

Sigma Kappa—National. Gamma Beta chapter

Sigma Sigma Sigma—National. Beta Rho chapter

Theta Upsilon—National. Nu Alpha chapter

Religious Organizations: Religious Council—co-ordinating organization

Baptist Student Fellowship

Campus Christian Fellowship

Canterbury Club

Catholic Student Organization

Christian Science Organization

Congregational Student Fellowship

Disciple Student Fellowship

Gamma Delta

*Miscellaneous Information*

Geneva Club  
Hillel  
Inter-Varsity Christian Fellowship  
Kappa Phi  
Liahona Fellowship  
Lutheran Student Association  
Presbyterian Student Fellowship  
Sigma Theta Epsilon  
Wesley Foundation

**ATHLETICS**

Athletics consists of two major programs: intercollegiate athletics and intramural athletics.

**INTERCOLLEGIATE**—The University is represented by teams in football, baseball, basketball, indoor and outdoor track, cross country, tennis, wrestling, swimming, and golf. Representative teams from all parts of the country are scheduled in these sports with the emphasis on mid-western teams.

Western Michigan University has been a member of the Mid-American Conference since 1947. The other members of the Conference are Bowling Green, Kent State, Marshall, Miami, Ohio and Toledo. The athletics are governed by an Athletic Board, composed of faculty members and students, which adheres to the Athletic Code of the Mid-American Conference and the policies and principles established by the National Collegiate Athletic Association. The teams winning Mid-American Conference championships in basketball and baseball qualify automatically for the annual NCAA playoffs.

To date Bronco teams have finished in the first division 63 times and in the second division only 24 times. Teams have won 23 championships, in addition to one title tie.

Western Michigan University is a member of the Central Collegiate Conference. Participation in this conference furnishes competition with a number of the stronger track teams in the middle west.

**INTRAMURAL**—An extensive intramural program provides opportunity for students to engage in competitive sports on campus as members of clubs, fraternities or independent teams. Sports offered for men include basketball, bowling, hand ball, tennis, volley ball, indoor baseball, outdoor baseball, track, archery, horseshoe pitching, golf and swimming. Any sport in which a sufficient number of students indicate an interest and for which facilities are available may be set up in the intramural schedule.

## CLINICS

### PSYCHO - EDUCATIONAL CLINIC

The primary purpose of the Psycho-Educational Clinic is to provide educational and clinical experiences for mature students enrolled at Western Michigan University who are preparing themselves to do educational and psychological work with children and adults. A secondary function of the clinic is to provide educational and psychological services to parents, teachers and college students. Specific activities carried on by the clinic are designed to provide corrective and developmental instruction in reading for children and adults, and to furnish consultative services for teachers and schools in Southwestern Michigan. Furthermore, the clinic provides students in education and psychology an opportunity to see the administration of educational and clinical tests and the procedures employed in interviewing children.

### READING CLINIC

University students encountering difficulty in reading or those needing to improve their reading skills may seek assistance in the Psycho-Educational Clinic located in Room 310 of the Health Service Building on the East Campus. Referrals are made by the Student Personnel and Guidance Services and by members of the faculty. After causal factors have been identified, students are generally referred to the course in Adult Reading.

### READING LABORATORY (Adult Reading)

Four classes are provided each semester in Adult Reading. The emphasis in these classes is upon instructional and developmental procedures for helping adults improve their reading skills as they do their regular academic or office work. Each class consists of lectures, demonstrations and laboratory period in which the students do both guided and free reading. Reading as a thinking process is stressed. The student is taught how to add words to his vocabulary, how to read a chapter effectively, how to read for the purpose of solving problems, how to concentrate upon reading activities, how to find and organize information and how to read critically. Measures of reading are administered at the beginning and the end of the course in order that the student may evaluate objectively his reading performance.

### SPEECH CLINIC

Among the services provided students are those of the Speech Clinic. Diagnosis and therapy are provided for all individuals with voice, articulation, stuttering, hearing, cleft palate, or foreign accent problems. Individuals unable to carry on their classroom activities or to achieve adequate results in the general speech courses or to do their practice teaching be-

*Miscellaneous Information*

cause of speech difficulties are treated in this modern clinic. Student speech therapists use the facilities of the clinic in preparing for their careers.

**WRITING CLINIC**

The clinic is for those students recommended by their instructors to receive help in improving organization, expression, and technical competence in written English. The instructor analyzes the particular difficulties of each student and tries to help him establish ways of overcoming them. No credit.

**DEBATING—FORENSICS—DRAMATICS**

Opportunities are offered for participation in all or any of the following activities: (1) Debate—separate programs for women and men offer experience in debating current issues with other colleges of the state and nation. (2) Forensics—extemporaneous speaking, oratory, discussion and various activities and contests are held on local, state, and national bases. (3) Dramatics—activity in theatre includes the production of at least six major plays per year including two productions for children in addition to an active student studio production program. In none of the above activities is it necessary to belong to an organization or to be enrolled in the speech curriculum.

**EMPLOYMENT FOR STUDENTS**

Students interested in earning money with which to pay, in part, their expenses will be given advice and detailed information upon application to the Student Aid Adviser, Student Personnel Services, Room 208, Administration Building. Students whose point-hour ratio is less than 1.8 are not eligible for campus employment.

**HEALTH SERVICE**

The purpose of the student health service is to help students develop an appreciation of the essentials of healthful living; to assume the responsibility for intelligent self-direction, and a knowledge of when to ask for expert advice.

**REQUIRED HEALTH EXAMINATION**

Students enrolling for the first time, or after a prolonged absence are required to file a health appraisal report, as a part of the pre-registration requirements. No physical examinations will be given by the university student health service. In order that our records may be uniform, a university health service blank will be sent to each student with the acceptance notice from the Records Office. Students will not be allowed to complete their registration until the health examination report has been received.

## HEALTH SERVICE FACILITIES

The main clinic and infirmary are located on the east campus in the Health Service Building. Clinic hours are Monday through Friday 8 A.M. to 4:30 P.M. and Saturday from 9 A.M. to 12 noon. The clinic on the west campus is in Room 140 of the Administration building. Clinic hours are 8 A.M. to 12 noon and 1:00 P.M. to 4:30 P.M. Monday through Friday only.

Students registered for nine or more hours are entitled to medical care for minor illnesses and emergencies in the health service clinics and infirmary. In addition to the medical director, the Health Service provides the services of surgical consultants, psychiatrists, a dermatologist, and a dentist as well as a staff of registered nurses. These services are free to the students during the scheduled clinics, but a nominal charge is made for medications.

For more serious conditions requiring elaborate diagnostic study, or surgery the student will be referred to a private physician of his choice. In addition, if it is necessary for a physician to see a student in a dormitory or rooming house, the student will be charged for the call.

A university approved accident and illness insurance policy (covering major illness and hospitalization) is offered to all students by a private insurance company for a nominal fee. Students and their families are urged to give this serious consideration for the additional protection.

## LABORATORY SCHOOLS

The training schools of the University are unique in that they include a wide range of typical schools; a rural school, a large village school, a city-graded school and a high school; thus approximating the types of schools students may expect to work in after graduating. Neighboring public school systems are also used. Transportation to outlying schools is provided by the university.

## LIBRARIES

**DWIGHT B. WALDO LIBRARY**—With the beginning of the 1958 Summer Session, Western Michigan University students were able to use the new Dwight B. Waldo Library, a \$1,500,000 structure just completed on the west campus. Also housed in the building are the department of librarianship and the audio-visual center.

The collection of the main library includes about 130,000 volumes. Currently the library receives 1,200 periodicals, of which nearly 700 are bound for permanent retention.

The main library also conducts a Library Annex in the School of Business building on the east campus. This library contains basic reference works and materials related to east campus courses. Currently more than 100 general and specialized periodicals and newspapers are received. A Music Library is maintained on the second floor of Harper Maybee music hall.

*Miscellaneous Information*

A branch of the main library, this unit has about 2,250 volumes devoted to music, 26 periodicals and more than 2,500 phonograph records. Music listening rooms are a part of this library.

**EDUCATIONAL SERVICE LIBRARY.** The Educational Service Library is located in Room 103, Education Building. It provides for students of education a representative collection of the latest editions of text books both in the elementary and secondary fields, texts for each of the common branches and special subjects, books in general education, professional books in the different subject areas, teaching and curriculum aids, source and reference material, a fine collection of elementary and secondary courses of study in all subject fields.

## MUSIC

The Band rehearses twice a week, three times during the football season, and gives concerts on and off the campus. Any student with adequate playing ability on a band instrument is eligible for membership. The Orchestra meets twice a week throughout the year and presents concerts both on the campus and in other cities of the state. It joins each year with the choral groups to present the Christmas program. Any student with reasonable proficiency in any orchestral instrument is eligible for membership.

An important part in the musical life of the University is played by the Glee clubs and Choirs. The Men's Glee club, Women's Glee club, the University Choir and the University Singers aim to develop and maintain a high standard of choral ensemble singing. They make a number of appearances on the campus, at high schools throughout the state, and with organizations like the Kalamazoo Symphony Orchestra. The University Singers is designed for students with little choral experience, but many of the students in this organization later find their way into the Glee clubs and the University Choir.

## COUNSELING AND GUIDANCE SERVICES

The Counseling Bureau is located in Room 131, Administration Building.

Services are provided for all new students preceding the semester or summer session of entrance to the university. Students who have not been counseled prior to the day of registration will be referred to a counselor on registration day. No student may register without presenting either a "Student Schedule" or a "Counselor's Approval Card" which is obtained from the counselor.

Counselors assist all students in planning for a total program leading toward a degree, with or without certification, as well as students enrolling in two year terminal curricula. This includes:

1. Help in understanding the educational requirements of the university.
2. Help in understanding the requirements of the curriculum in which enrolled.

3. Help in selection of major and minor fields of concentration.
4. Referral to the responsible departmental adviser for help in outlining requirements of the major and minor fields.

Students are expected to assume responsibility for obtaining information relative to the above requirements. It is desirable that all necessary procedures pertaining thereto be completed by the end of the sophomore year. An adjustment in time is made for transfer students in which to complete these procedures.

Counselors are available to all students to help them with other educational problems, or personal and social problems, and to interpret policies and procedures of the university.

An occupational counseling service is offered students to assist them in making a suitable vocational choice. Students are urged to take advantage of this service.

Veterans are given help in—

1. Proper enrolling.
2. Preparing necessary papers and reports required by Veterans Administration.
3. Filing applications for loans.
4. Other items or questions which need clarification.

Students are urged to avail themselves both of the counselors' and Departmental Advisers' help. Names of Advisers, their rooms and office hours are published each semester on a mimeographed sheet to be found in the counseling office. Their names also are published in the Schedule of Classes.

## **PUBLICATIONS**

The Brown and Gold is the yearbook written and edited by the students of the University. Policies and control of the publication are handled by the Brown and Gold student-faculty committee. The editor and business manager are appointed and receive remuneration for their work. They are responsible for naming other staff members and carrying the project to completion. Offices are maintained in the Ty House, East Campus.

The Western Herald is the student newspaper, now published bi-weekly through the fall and spring semesters. Policies controlling the publication are set by the Herald student-faculty committee. The editor and business manager are paid positions, appointed by the above committee. Offices are maintained in the Ty House and the paper is printed in the University print shop.

The Student Directory is published during the fall semester each year by the Student Council, with that organization's publicity director charged with responsibility.

The Western Way is published each fall by the Student Council as a guide



*Miscellaneous Information*

for students to the campus organizational and social life. Copies are available free for all students at the opening of school.

Calliope, a student authored literary magazine, is published twice each year. Supervision is provided by the English faculty.

**RADIO**

WMCR, the FM voice of Western Michigan University, began official broadcasts in April, 1951, operating at 102.1 megacycles with an effective radiated power of 400 watts.

In 1954 a grant of \$7,500 from the Kellogg Foundation made it possible for the station to secure equipment increasing its power to 36,000 watts, effective radiated power. With the power increase WMCR enables the university to serve an area sixty miles in radius.

In addition to broadcasting classroom lectures, special programs from various departments, athletic events, recitals from the Music Department, assembly speakers, and special college events, the station also brings to its service area scores of significant radio series on tape.

WIDR is the student-operated radio station, broadcasting eight hours each day. It can be heard only in University residence halls.

**READING LABORATORY**

Individuals wishing to improve their reading skill may spend from one to two hours in the Reading Laboratory on Tuesday and Thursday of each week. Twenty-two assignments have been prepared, and each student is expected to proceed from assignment to assignment as his ability permits. These assignments show the student how to improve his reading ability as he does his regular class work. The facilities of the Psycho-Educational Clinic will be drawn upon to provide clinical service whenever the student's needs warrant.

**R.O.T.C.**

The United States Army has established a Reserve Officer Training Corps Unit at Western Michigan University, which offers the student an opportunity to prepare for military service and to occupy positions of leadership in the Armed Forces. Students pursue a General Military Science course including subjects common to all branches of the army.

The first two years of ROTC comprise the Basic Course, and the final two years the Advanced Course. Uniforms and textbooks are furnished. Advanced Course students receive a monetary allowance of approximately \$27 each month.

Upon completion of the four-year course, and summer camp training, students are eligible to apply for appointment as Second Lieutenant,

United States Army Reserve or Regular Army. Enrollment in ROTC together with an acceptable scholastic average will entitle a student to apply for a draft deferment so that he may complete his college training without interruption.

Organizations sponsored by the Military Science Department are the Torch and Blade Society, Cadet Rifle Team and the Pershing Rifles, which is a national chapter for drill teams. Membership in these organizations are available to cadets in the ROTC program. The drill team of Pershing Rifles and the Rifle Team compete with other teams representing the various universities and colleges of Michigan and Indiana. The Torch and Blade Society sponsors the annual formal Military Ball for members of the cadet corps.

## RELATED SERVICES

### ALUMNI

Western Michigan University has granted degrees and/or certificates to more than 29,000 individuals. An additional 60,000 former students have received part of their educational training here. All of these persons are considered alumni and are eligible to membership in the Alumni Association.

The News Magazine, published quarterly, contains a section devoted to alumni activities. It is sent free to all students in their senior year and regularly to all alumni who become active, dues-paying members of the Alumni Association.

About 1,000 of Western's alumnae are members of Alpha Beta Epsilon. This is a sorority having 18 chapters in various cities of Michigan and Indiana. A chief activity of each chapter is to maintain one or more outstanding students at Western by means of a fine scholarship program.

The Office of Alumni Relations is located in the Walwood Union.

### ART COLLECTION

Through the courtesy of the family of the late Hon. Albert M. Todd, an interesting collection of paintings, sculpturing, and fine ceramics gathered by Mr. Todd in many years of travel has been presented to the University.

These were formerly concentrated in an exhibition room in the Library, but through the extensive building program they have been distributed among different buildings to provide distinctive decorative notes appropriate to the building.

### CARNEGIE GIFT OF BOOKS AND PICTURES

A gift from the Carnegie Corporation of New York of books, photographic prints, color facsimiles, and etchings was presented to Western Michigan University in the summer of 1939. The collection consists of 831 large, well-mounted photographs and 125 books, together with 30 colored reproductions, and portfolios containing illustrations of prints. This collection is housed in McCracken Hall in the Art Department Gallery.

## DIVISION OF FIELD SERVICES

The Division offers educational opportunities to persons who do not participate in the regular full-time undergraduate or graduate program of the University.

Serving primarily the sixteen counties of Southwestern Michigan, Western's offerings last year reached more than 60,000 persons. Of these, over 9,000 represented extension class and correspondence enrollments. The remainder were contacted through adult education activities in conferences and discussion groups, through in-service education programs, and through extension course planning meetings. A variety of courses is offered to benefit teachers in the field and other interested adult students. Course offerings in the sixteen counties are planned in conference with county superintendents, public school superintendents and their teacher committees. Courses are offered on both the undergraduate and graduate levels. A special schedule of on-campus offerings is planned each semester for persons who can attend Saturday or evening classes.

There is also a wide variety of correspondence courses available. These may be taken for credit and applied toward an undergraduate degree within the limitations described in this bulletin.

In the field of adult education the office provides advisory services, speakers, discussion leaders, and persons qualified to handle leadership training programs. Upon request, such services are available to farm groups, labor unions, schools, church organizations, and other organizations.

In-service education programs are planned with schools, business, professional and civic groups. Advisory services are offered, as well as actual training programs.

For details of policy, and further information please write the Division of Field Services.

Fees for undergraduate and graduate credit, and audit are \$13.00 per semester hour.

## PLACEMENT SERVICE

Western Michigan University has operated a free placement service for many years. No graduating student can be guaranteed employment; but all graduates have the opportunity to meet prospective employers from the public schools, business, industry, social agencies and governmental services. Active communication is maintained between the university and hundreds of employing officials. Information concerning employment trends and general job opportunities is made available. Alumni are always welcome to use the placement service free of charge. Summer employment contacts for students are also maintained. The Office of Placement is located in Room 231, Administration Building.

## INDEX

	Page		Page
ABSENCES .....	51	Changing Courses .....	51
Accounting Courses .....	149	Charters .....	331
Accreditation .....	36	Chemistry Courses .....	263
Administration .....	7	Choirs .....	340
Administrative Council .....	9	Christian Ministry	
Admission Requirements .....	39	Curriculum .....	206
Agricultural Courses .....	99	Class Attendance .....	51
Agricultural Curriculum .....	89	Class Load .....	51
Aircraft and Aircraft Engine		Classification of Students .....	52
Tech. ....	92	Clinics .....	337
Air Conditioning, Refrig.		Clubs, Departmental .....	333
Curriculum .....	98	College Ability Tests .....	52
Alumni .....	343	Commencement .....	52
Applied Arts and Sciences,		Communication, Basic Studies .....	212
School of .....	63	Conduct .....	52
Applied Music Courses .....	225	Coop. Retailing .....	147
Art Collection .....	343	Coop. Secretarial .....	146
Art Courses .....	215	Correspondence .... Inside Cover	
Associated Women Students .....	332	Counseling .....	340
Athletic Board of Control... ..	10	Course Numbering .....	52
Athletic Facilities .....	330		
Athletics, Intercollegiate .....	336	DEBATING .....	338
Athletics, Intramural .....	336	Degree Requirements .....	42
Attendance at Commencement .....	52	Degrees .....	41
Auditor's Fees .....	54	Dentistry Curriculum .....	207
Automotive Engineering Tech. .....	73	Departmental Clubs .....	333
Automotive Tech. Curriculum .....	93	Dietetics Curriculum .....	67
Aviation Engineering Tech. ..	75	Discrimination .....	332
Awards .....	316	Dismissal .....	59
		Distributive Ed. ....	65
BAND .....	53	Distributive Ed. Courses .....	102
Basic Studies, Division of... ..	212	Dormitory Rates .....	56
Basic Studies Requirements ..	43	Double Registration .....	312
Biology Courses .....	254	Drafting and Design Tech....	94
Board and Room .....	56	Dramatics .....	338
Buildings and Grounds .....	328		
Business, School of .....	139	ECONOMICS COURSES .....	287
Business Administration .....	142	Educational Service Library ..	340
Business Teacher Curricula ..	145	Education Courses .....	174
Business Education Courses ..	150	Education, School of .....	159
		Electronics Tech. ....	96
CALENDAR .....	5	Elementary Curriculum .....	162
Carnegie Gift .....	343	Elementary Permanent	
Certification, Limited .....	47	Certificates .....	47
Certification, Teacher .....	46	Elementary Provisional	
Certification, Teacher,		Certificates .....	46
Permanent .....	47	Emeriti .....	11

	Page		Page
Employment, Parttime .....	338	Honor Points .....	58
Engineering Curriculum .....	207	Honors Colloquium .....	214
Engineering Technology .....	77	Honors in Course .....	57
English Courses .....	228	Honors Program .....	57
Enrollment Data .....	37	Housing Costs .....	56
Examinations .....	45, 53	Housing Requirements .....	60
Expenses .....	54	Humanities, Basic Studies ...	214
 FACULTY SENATE .....	9	 IDENTIFICATION PHOTOS .....	61
Faculty Housing .....	329	Incompletes .....	58
Faculty Members .....	11	Industrial Arts Curriculum ..	70
Fees and Tuition .....	54	Industrial Distribution	
Fellowships, Scholarships,		Curriculum .....	79
Loans .....	316	Industrial Education .....	70
Field Services, Division of...	344	Industrial Education Courses	110
Fine Arts, Division of .....	215	Industrial Engineering .....	80
Forestry Curriculum .....	208	Industrial Supervision	
Forensics .....	338	Curriculum .....	81
Foundry and Metallurgy Tech.	95	Industrial Technology Courses	118
Fraternities .....	335	Industrial Technology and	
French Courses .....	235	Engineering .....	73
Freshman Admission .....	40	Intercollegiate Athletics .....	336
 GENERAL BUSINESS		Intramural Athletics .....	336
COURSES .....	154	 JOURNALISM .....	209
General Curriculum .....	199	 LABORATORY SCHOOLS ..	330
Geography, Geology Courses ..	268	Languages and Literature,	
German Courses .....	237	Division of .....	228
Glee Clubs .....	340	Languages Courses .....	234
Graduate Studies, School of ..	309	Late Enrollment Fee .....	54
Graduate Tuition and Fees...	312	Latin Courses .....	239
Graduation Requirements ...	56, 59	Law Curriculum .....	207
Group Majors and Minors .....	45	Liberal Arts Curriculum .....	200
Guidance Services .....	340	Liberal Arts and Sciences,	
 HEALTH EDUCATION ..	188, 190	School of .....	197
Health Examination .....	338	Librarianship Courses .....	312
Health Service .....	338	Librarianship Curriculum	
High Scholarship .....	59	(for teacher-librarians) ...	164
Historical Sketch .....	35	Librarianship Curriculum	
History Courses .....	291	(pre-professional) .....	313
Home Economics Courses ...	105	Libraries:	
Home Economics Curricula ..	67	Educational Service .....	340
Home Economics in Business.	68	Dwight B. Waldo .....	339
Homemaking, Teaching of ...	69	Music .....	339
Homemaking, Non-Degree ...	91	Limited Certificates .....	48
Honor Societies .....	335	Liquor Regulation .....	52

	Page		Page
Living Expenses .....	56	Philosophy Courses .....	243
Loans and Scholarships .....	316	Physical Education—Men .....	184
Low Scholarship .....	59	Physical Education—Women .....	189
MACHINE TOOL		Physical Education	
TECHNOLOGY .....	97	Requirement .....	184
Major, Minor Requirements ..	45	Physical Examination .....	338
Marking System .....	57	Physics Courses .....	278
Mathematics Courses .....	274	Photos, Identification .....	61
Medical Examination .....	338	Placement Service .....	344
Medical Technology .....	201	Point-Hour Ratio .....	59
Medicine Curriculum .....	210	Political Science Courses .....	296
Men's Union .....	332	Pre-Professional Curricula ..	206
Michigan Teachers'		Printing Management .....	72
Certification .....	46	Probation .....	59
Military Science and Tactics ..	82	Professional Organizations ..	333
Military Science Courses .....	130	Program of Study .....	36
Minor Requirements .....	45	Psycho-Educational Clinic .....	337
Mortuary Science Curriculum ..	210	Psychology Courses .....	281
Music Activity Credit .....	53	Publications, Student .....	341
Music Courses .....	218		
Music Curriculum		RADIO, WMCR, WIDR .....	342
(for teachers) .....	165	Reading Clinic .....	337
Music Curriculum (Applied) ..	202	Reading Laboratory .....	337
Music Curriculum		Refrigeration and	
(Composition-Theory) .....	203	Air Conditioning .....	98
Music Ensembles .....	226	Refunds, Tuition .....	55
Music Therapy Curriculum ..	203	Religion Courses .....	244
NATIONAL AND MILITARY		Religious Organizations .....	335
AFFAIRS CURRICULUM .....	82	Residence Halls Association ..	332
Nursing Curriculum .....	211	Residence Halls, Rates .....	56
		Residence Requirements .....	55
OCCUPATIONAL		Retailing Curriculum .....	147
THERAPY COURSES .....	133	ROTC .....	82, 342
Occupational Therapy		ROTC—Physical Education	
Curriculum .....	84	Credit .....	185
Orchestra, Credit for .....	53	Rural Life and Education,	
		Curricula .....	166
PAPER SALES		Rural Life and Education,	
CURRICULUM .....	87	Courses .....	194
Paper Technology Courses .....	136	Russian Courses .....	240
Paper Technology Curricula ..	85	SCHOLARSHIP INDEX .....	58
Permanent Certification .....	47	Scholarship and Loans,	
Personnel Services .....	340	Undergraduate .....	316
Petroleum Distribution .....	89	Science, Basic Studies .....	213
Pharmacy Curriculum .....	211	Science and Mathematics,	
		Division of .....	252

	Page
Science Requirements for Teachers .....	253
Secondary Education Curriculum .....	163
Secondary Permanent Certificate .....	47
Secondary Provisional Certificate .....	47
Secretarial Curriculum .....	146
Social Science, Basic Studies .....	213
Social Sciences, Division of .....	285
Social Work Curriculum .....	204
Sociology Courses .....	302
Sororities .....	335
Spanish Courses .....	241
Special Education Curricula .....	167
Crippled and Homebound Children .....	170
Deaf and Hard of Hearing .....	167
Mentally Handicapped .....	169
Speech Correction .....	172
Specialist in Education .....	310
Speech Clinic .....	337
Speech Courses .....	245
State Board of Education .....	6
State Board Scholarships .....	320
State Teaching Certificates .....	46
State Limited Certificate .....	48
Student Association .....	332
Student Awards and Scholarships .....	316
Student Health Service .....	338
Student Housing .....	329
Student Loan Funds .....	324
Student Organizations .....	331

	Page
Student Publications .....	341
Super Market Distribution ..	90

## TEACHER EDUCATION

COURSES .....	174
Teacher Placement .....	344
Teaching Curricula .....	161
Teaching Certificates .....	46
Technical Business Curriculum .....	147
Theology Curriculum .....	206
Todd Art Collection .....	343
Training Schools .....	330
Transcripts .....	60
Transfer Students .....	41
Tuition & Fees, Graduate .....	312
Tuition & Fees, Penalty .....	54
Tuition & Fees, Undergraduate .....	54
Tuition Refunds .....	55

## UNDERGRADUATE

SCHOLARSHIPS .....	316
Unit of Credit .....	60
University Center Advisory Board .....	332
University Councils .....	9
University Senate .....	9

## VOCATIONAL INDUSTRIAL

ED .....	71
WIDR .....	342
Wildlife Preserve .....	331
Withdrawal from Courses .....	58
WMCR .....	342
Writing Clinic .....	338

