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# SIUE Undergraduate Catalog, 1959-1960

Southern Illinois University Edwardsville

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*Southern Illinois University Bulletin*

announcements for 1959  
1960

*Southwestern  
Illinois Campus*

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ALTON & EAST ST. LOUIS, ILLINOIS



Objectives of  
Southern Illinois University

Southwestern Illinois  
Campus

General Announcements  
1959-1960

ALTON RESIDENCE CENTER  
2809 College Avenue

EAST ST. LOUIS RESIDENCE CENTER  
909 Ohio Street

General Announcements  
1959-1960  
Campus  
Southern Illinois  
University

Composed and printed by Printing Service  
Southern Illinois University  
Carbondale, Illinois



# Objectives of Southern Illinois University

## TO EXALT BEAUTY

IN GOD,  
IN NATURE,  
AND IN ART;  
TEACHING HOW TO LOVE THE BEST  
BUT TO KEEP THE HUMAN TOUCH;

## TO ADVANCE LEARNING

IN ALL LINES OF TRUTH  
WHEREVER THEY MAY LEAD,  
SHOWING HOW TO THINK  
RATHER THAN WHAT TO THINK,  
ASSISTING THE POWERS  
OF THE MIND  
IN THEIR SELF-DEVELOPMENT;

## TO FORWARD IDEAS AND IDEALS

IN OUR DEMOCRACY,  
INSPIRING RESPECT FOR OTHERS  
AS FOR OURSELVES,  
EVER PROMOTING FREEDOM  
WITH RESPONSIBILITY;

## TO BECOME A CENTER OF ORDER AND LIGHT

THAT KNOWLEDGE MAY LEAD  
TO UNDERSTANDING  
AND UNDERSTANDING  
TO WISDOM.

## Board of Trustees

|  | TERM EXPIRES |
|--|--------------|
| JOHN PAGE WHAM, <i>Chairman</i> ,<br>Centralia           | 1959         |
| LINDELL W. STURGIS, <i>Vice-Chairman</i> ,<br>Metropolis | 1959         |
| MELVIN C. LOCKARD, <i>Secretary</i> ,<br>Mattoon         | 1959         |
| STELLA COLLINS, West Frankfort                           | 1961         |
| KENNETH L. DAVIS, Harrisburg                             | 1963         |
| HAROLD R. FISCHER, Granite City                          | 1963         |
| MARTIN F. OEHMKE, East St. Louis                         | 1961         |
| GEORGE T. WILKINS, ( <i>Ex-officio</i> )<br>Springfield  |              |
| LOUISE MOREHOUSE, <i>Recorder</i>                        |              |

## Officers of Instruction

DELYTE W. MORRIS, *President*  
 CHARLES W. TENNEY, *Vice-President for Instruction*  
 HAROLD W. SEE, *Vice-President for Southwestern Illinois Campus*  
 WILLIAM T. GOING, *Dean of Instruction*  
 JOHN J. GLYNN, *Director*, Alton Residence Center  
 JAMES D. TURNER, *Director*, East St. Louis Residence Center  
 JOHN H. SCHNABEL, *Associate Registrar*



## Residence Center Calendar 1959-1960

### SUMMER SESSION

|                          |                                  |
|--------------------------|----------------------------------|
| Session Begins           | Monday, June 22                  |
| Independence Day Holiday | Friday, July 3                   |
| Final Examinations       | Wednesday–Thursday, August 12–13 |
| Commencement             | Friday, August 14                |

### FALL QUARTER

|                      |                                   |  |
|----------------------|-----------------------------------|--|
| Advance Registration | July 5–31                         | 9 A.M.– 3 P.M.                         |
| Registration         | September 14–15                   | 6 P.M.– 8 P.M.                         |
|                      | September 16–17                   | 9 A.M.–12 noon<br>1–4 P.M.<br>6–8 P.M. |
|                      | September 18                      | 9 A.M.–12 noon<br>1–4 P.M.             |
|                      | September 19                      | 9 A.M.–12 noon                         |
|                      | September 21–22                   | 9 A.M.–12 noon<br>1–4 P.M.<br>6–8 P.M. |
|                      | September 23                      | 9 A.M.–12 noon<br>1–4 P.M.             |
| Quarter Begins       | Wednesday, September 23           |  |
| Thanksgiving Recess  | Wednesday, 12 noon–Monday, 8 A.M. |  |
|                      | November 25–30                    |  |
| Final Examinations   | Monday–Saturday, December 14–19   |  |

### WINTER QUARTER

|                    |                              |
|--------------------|------------------------------|
| Quarter Begins     | Monday, January 4            |
| Final Examinations | Monday–Saturday, March 14–19 |

### SPRING QUARTER

|                      |                              |
|----------------------|------------------------------|
| Quarter Begins       | Monday, March 28             |
| Memorial Day Holiday | Monday, May 30               |
| Final Examinations   | Wednesday–Tuesday, June 8–14 |
| Commencement         | Wednesday, June 15           |

Day classes will begin on the second day of the quarter. Evening classes (6:00 P.M. or later) will begin on the first day of the quarter. Summer session classes will begin Monday, June 22.

## University Calendar 1960-1961

### SUMMER SESSION\*

|                          |                                  |
|--------------------------|----------------------------------|
| Session Begins           | Monday, June 20                  |
| Independence Day Holiday | Monday, July 4                   |
| Final Examinations       | Wednesday–Thursday, August 10–11 |
| Commencement             | Friday, August 12                |

### SUMMER QUARTER\*

|                          |                     |
|--------------------------|---------------------|
| Quarter Begins           | Monday, June 20     |
| Independence Day Holiday | Monday, July 4      |
| Quarter Ends             | Friday, September 2 |

### FALL QUARTER

|                     |   |
|---------------------|---|
| Quarter Begins      | Wednesday, September 21                             |
| Thanksgiving Recess | Wednesday, 12 noon–Monday, 8 A.M.<br>November 23–28 |
| Final Examinations  | Monday–Saturday, December 12–17                     |

### WINTER QUARTER

|                    |                              |
|--------------------|------------------------------|
| Quarter Begins     | Tuesday, January 3           |
| Final Examinations | Monday–Saturday, March 13–18 |

### SPRING QUARTER

|                      |                              |
|----------------------|------------------------------|
| Quarter Begins       | Monday, March 27             |
| Memorial Day Holiday | Tuesday, May 30              |
| Final Examinations   | Wednesday–Tuesday, June 7–13 |
| Commencement         | Wednesday, June 14           |

\*Provision has been made for either an eight-week summer session or a regular summer quarter. The one to be followed will not be known until after the Illinois General Assembly acts on the University's budget during the 1959 legislative session.



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## 1. Southwestern Illinois Campus

The Alton campus is located on College Avenue in Alton, Illinois. Eight permanent buildings, situated in the midst of a beautiful wooded campus of forty acres, form the nucleus of the physical plant. Additional buildings are being readied to meet the needs of an expanded undergraduate and graduate program and the increased student enrollment anticipated for the 1959-60 term.

The East St. Louis campus is located on the site of the former East St. Louis Senior High School at Tenth and Ohio streets in East St. Louis, Illinois. Laboratories, classrooms, libraries, and other facilities have been redesigned and equipped to provide for an expanded undergraduate and graduate program at this campus.

### HISTORY

The first residence center of Southern Illinois University was established in 1948 at Belleville. Limited to an evening program, it offered classes almost exclusively for in-service training of teachers.

In the summer of 1957 a residence center was established at Alton on the former Shurtleff College campus and in September of the same year a residence center opened in East St. Louis.

During the year 1957-58 these residence programs provided educational opportunities for more than 2,000 undergraduate and graduate students in day and evening degree programs and for 1,000 persons enrolled in adult and technical education programs or short-term workshops.

The year 1958-59, exclusive of the summer session, saw more than 3,000 students enrolled in full-time day programs and evening courses leading toward certificates and associate, baccalaureate, and advanced degrees at the residence centers, plus another 1,600 enrolled in technical and adult education courses.

During the year 1958-59 the communities of Madison and St. Clair counties joined hands to provide a central campus site for the Southern Illinois University program in southwestern Illinois. With the development of a central campus it is estimated that by 1962 more than 9,000 full-time and part-time students will be taking work toward degrees and another 4,600 students will be enrolled in technical, vocational, and business courses.

## CENTRAL ADMINISTRATIVE OFFICES AND COUNCILS

The central administration of the Southwestern Illinois Campus of the University is comprised of the Office of the Vice-President, the Office of the Dean of Instruction, the Office of the Registrar, and the Business Office.

Four councils, the Administrative Council, the Faculty Council, the Graduate Council, and the Athletic Council, serve as advisory bodies to the Vice-President and the Dean of Instruction respectively.

## ADMINISTRATIVE OFFICES

## OFFICE OF THE PRESIDENT

|  |      |
|--|------|
| President Delyte W. Morris, Ph.D. (Iowa) | 1948 |
|--|------|

## OFFICE OF THE VICE-PRESIDENT

|   |      |
|---|------|
| Vice-President Harold W. See, Ed.D. (Indiana)                               | 1955 |
| Supervisor of Information Service Raymond J. Spahn, Ph.D.<br>(Northwestern) | 1957 |

## GENERAL INSTRUCTION

|   |      |
|---|------|
| Dean of Instruction William T. Going, Ed.D. (Michigan)  | 1957 |
| Director of Alton Residence Center John J. Glynn, Ph.D.<br>(St. Louis University)               | 1957 |
| Director of Belleville and East St. Louis Residence Centers<br>James D. Turner, Ph.D. (Indiana) | 1958 |
| Head of Industrial and Adult Education Chelsea Bailey, M.S.<br>(Cincinnati)                     | 1957 |

## REGISTRAR

|   |      |
|---|------|
| Associate Registrar and Director of Admissions<br>John H. Schnabel, Ed.D. (Indiana) | 1957 |
| Assistant Registrar Gene C. Turner, M.S. (Southern Illinois)                        | 1958 |
| Assistant Registrar David R. Van Horn, M.S. (Oklahoma State)                        | 1957 |

## BUSINESS OFFICE

|  |      |
|--|------|
| Business Officer Caswell E. Peebles, B.S. (Illinois)                           | 1957 |
| Assistant Business Officer Morris F. Carr, M.S. (Illinois)                     | 1958 |
| Assistant Business Officer Lionel D. Howell, M.S.<br>(Fort Hayes Kansas State) | 1958 |

## COUNCILS

## THE ADMINISTRATIVE COUNCIL

Harold W. See, *Chairman*  
William T. Going, *Vice-Chairman*  
John H. Schnabel, *Secretary*  
Chelsea Bailey  
Clifton Cornwell  
Howard V. Davis  
Robert W. Duncan  
Thomas D. Evans  
Frederick A. Forrest  
Hyman H. Frankel

John J. Glynn  
Alfred G. Harris  
Caswell E. Peebles  
William J. Probst  
Raymond J. Spahn  
James D. Turner

## THE FACULTY COUNCIL

William T. Going, *Chairman*  
John H. Schnabel, *Secretary*  
Joseph W. Bird  
Clifton Cornwell  
Robert W. Duncan  
John J. Glynn  
Nicholas T. Joost  
S. D. Lovell  
Laurence R. McAneny

Harold W. See, *Ex Officio*  
Virgil L. Seymour  
Harry H. Smith  
Eric A. Sturley  
James D. Turner  
Leonard B. Wheat

## THE GRADUATE COUNCIL

Leonard B. Wheat, *Chairman*  
David E. Bear  
Joseph W. Bird  
Ernest L. Boyd  
Milton B. Byrd  
John J. Glynn  
William T. Going, *Ex Officio*  
Nicholas T. Joost

Alfred E. Kuenzli  
Herbert A. Rosenthal  
Harold W. See, *Ex Officio*  
Harry H. Smith  
Eric A. Sturley  
James D. Turner

## THE COUNCIL ON INTERCOLLEGIATE ATHLETICS

Harold W. See, *Chairman*  
Lloyd G. Blakely  
Howard V. Davis  
Sam Flood  
William T. Going  
Melvin E. Kazeck

Babette Marks  
Howard C. Nesbitt  
Harry H. Smith  
Robert A. Wood, Jr.



### ORGANIZATION AND PATTERN OF THE EDUCATION PROGRAM DEGREE PROGRAMS

The Alton Residence Center offers four years of undergraduate instruction. The East St. Louis Residence Center curriculum for 1959-60 is concerned primarily with freshman, sophomore, and junior course offerings. An expanded program is planned for seniors in 1960-61. Graduate level course offerings at both centers provide opportunities for the graduate student to pursue work toward the master's degree. In certain fields of education the student can now obtain three-fourths of his study for a master's degree at the residence centers, completing the degree on the Carbondale campus. The residence centers also offer associate degree and certificate programs in business and secretarial studies designed especially for evening-college students. Other special courses and much of the regular college program are scheduled in the late afternoon, in the evening, and on Saturday morning. The Belleville Residence Center offers a limited program of evening courses designed primarily for in-service teachers.

The academic organization of the residence centers comprises seven divisions of instruction with a number of major programs in each division:

- |                |                             |
|----------------|-----------------------------|
| I. Business    | V. Nursing                  |
| II. Education  | VI. Science and Mathematics |
| III. Fine Arts | VII. Social Studies         |
| IV. Humanities |                             |

### INDUSTRIAL AND ADULT EDUCATION

For persons not working toward degrees but desiring to develop their capabilities in various fields of interest, the Southwestern Illinois Campus provides non-credit adult and technical education courses. More than 1,500 persons took part in this program during 1958-59.

### AREA SERVICES

The University's Department of Area Services maintains a Community Development Office with a field director on the Southwestern Illinois Campus to aid in bringing about the full development of the human resources and natural wealth of the region.

### UNIVERSITY REGULATIONS

The University and its various instructional units reserve the right to change the rules regulating admission, instruction, and graduation; and to change any other regulation affecting the student body. Such regulations shall go into force whenever the proper authorities so determine, and shall apply both to prospective students and to those who have matriculated in the University. The University also reserves the right to withdraw courses and to change fees.

## UNIVERSITY SESSIONS

The academic year is divided into three quarters. Each quarter is approximately twelve weeks in length.

The fall quarter opens near the middle of September and closes just prior to the Christmas vacation period. The winter quarter begins early in January and ends about the middle of March. The spring quarter begins the latter part of March and ends about the second week in June. Definite dates for each quarter may be found in the University Calendar.

In addition to the three regular quarters, there is an eight-week summer session which begins immediately following the close of the spring quarter.

The summer session consists of a comprehensive program of courses offered by most departments of the University. In addition to the courses which run the full eight weeks, there are a number of workshops and courses covering shorter periods of time.

## CLASS PERIODS

The basic unit ("hour") of instruction is a period of fifty minutes. All schedules allow an interval of ten minutes between successive instruction periods. During the regular academic year, daytime classes meet on the hour from 8:00 A.M. to 5:00 P.M., including the noon hour. On Saturdays, classes are scheduled during the morning hours only. For example, a three-hour course may be scheduled to meet at 8:00 A.M. either on Monday, Wednesday, and Friday, or on Tuesday, Thursday, and Saturday. For the benefit of in-service teachers and other employed persons a certain number of upper-level and graduate courses are scheduled to meet for a longer period on Saturday morning only.

Evening classes are usually scheduled to meet two evenings a week for extended periods. A few graduate level classes in education may meet one evening for a longer period.

Summer session class periods are lengthened to seventy-five minutes to compensate for the shorter (eight-week) term. The first class period begins at 7:30 A.M., with successive periods following at intervals of one hour and twenty-five minutes (seventy-five minutes plus ten minutes intermission) throughout the day.

## RESPONSIBILITY OF THE STUDENT

Each student must assume responsibility for his progress by keeping an up-to-date record of the courses he has taken and by checking periodically with his adviser and the Registrar's Office. Responsibility for errors in program or in interpretation of regulations of the University rests entirely with the student.



## 2. Facts for the Student

### ADMISSION TO THE UNIVERSITY

All inquiries concerning admission to Southern Illinois University residence centers should be directed to the Admissions Office of the Southwestern Illinois Campus. Applications for admission are accepted any time during the calendar year. Applications should be initiated at least thirty days in advance of the desired entrance date to permit the necessary work of processing to be completed. High school seniors should apply for admission at the beginning of the last semester of the senior year.

Admission to Southern Illinois University constitutes admission to a particular college or instructional unit except in the case of a person who is admitted as an unclassified student.

### ADMISSION OF FRESHMEN STUDENTS

To be eligible for admission, a person must be either a graduate of a recognized high school or at least twenty-one years of age. A person twenty-one years of age and not a high school graduate is required to pass the General Educational Development Test within the first period of his attendance at Southern. A military veteran who is not a graduate of a recognized high school or is not twenty-one years of age may qualify for admission by passing the General Educational Development Test. A high school graduate who did not rank in the upper three-fourths of his high school graduating class is granted probational admission to the University.

### ADMISSION OF TRANSFER STUDENTS

To be considered for admission to advanced standing, a student must present a complete record of his previous academic work. This record includes evidence of graduation from high school and transcripts and evidence of good standing from every college and university attended. All such transcripts should be mailed directly from the institution to the Office of Admissions.

Admission by transfer does not necessarily mean that all credits presented for transfer will be accepted. Transferable credits are determined through evaluation at the time of presentation. In all cases, at least three-fourths of transferable credits must be "C" quality or above.

A transfer student is subject to the scholarship rules of this University.



A case involving admission on probation will be referred to the director of the residence center in which the student desires to enroll before final admission will be granted.

A transfer student dropped for poor scholarship from the last institution attended who would also have been dropped under Southern's scholarship rules is not eligible for admission to Southern until at least one quarter has elapsed from the date of suspension. A transfer student dropped for any reason other than academic failure must be cleared by the Office of Student Affairs before admission will be granted.

A transfer student must take the Guidance Test Battery or submit to the Testing Service the results of such tests taken at another institution.

#### ADMISSION OF FORMER STUDENTS

A former student of Southern not in attendance on the campus at the close of the quarter preceding application for admission must apply to the Admissions Office for re-entrance prior to registration.

A former student who is not in good standing must clear his status before the Admissions Office will prepare his registration permit. It is advisable for such a student to initiate re-entrance clearance early so that all inquiries may be answered and so that the applicant can find time to complete any requirements that may be imposed upon him.

#### ADMISSION OF UNCLASSIFIED STUDENTS

A mature person who wishes to register for particular courses offered by the University without undertaking the regular plans of study and without becoming a candidate for a degree may be admitted as an unclassified student. Such a student must present satisfactory evidence that he is prepared to take advantageously the work required.

Application for admission as an unclassified student should be made at the Office of Admissions. Such a student must sign a statement indicating that he is not a degree student and that credit received cannot be applied toward a degree at this University while he is enrolled as an unclassified student.

A person desiring to register for only one or two courses may do so in the Office of Admissions. A person desiring to take more than this is referred to the regular academic adviser for unclassified students. A person who has already received a bachelor's degree and wishes to register as an unclassified student is referred to the Graduate School Office for advisement prior to registration.

#### ADMISSION OF GRADUATE STUDENTS

A qualified student may apply for admission to the Graduate School any time during the calendar year. Application forms may be obtained from the Admissions Office. Official admission to the Graduate School will not

be granted until three copies of complete transcripts of all previous college work are on file in the Admissions Office. Transcripts must reach the Admissions Office at least one month prior to the time the applicant expects to enter Southern.

A student who wishes to enter the Graduate School immediately after graduation may submit during the final quarter or semester of undergraduate work a transcript showing the courses he is taking, together with a statement from his registrar that graduation will follow successful completion of his current enrollment.

An undergraduate student who is within one term's work (sixteen hours) of meeting requirements for the bachelor's degree may take courses for graduate credit by applying for admission to the Graduate School and obtaining approval for his proposed major from the departmental chairman. An undergraduate who takes such courses for graduate credit must also obtain the approval of the Supervisor of Graduate Advisement at the time of registration.

A student who holds the bachelor's degree and who does not wish to become a candidate for a higher degree or for another bachelor's degree but who wishes to take work in the University should apply for admission as an unclassified graduate student.

#### ADMISSION TO THE FIRST YEAR OF GRADUATE STUDY

Admission to the Graduate School does not constitute admission to a particular major or to candidacy for a degree.

Unconditional admission to the Graduate School is granted to a graduate of a fully accredited college or university if his undergraduate average is 3.2 or above on a 5-point grading scale or the equivalent. Grades for previous graduate work must be "B" or above.

A graduate of an institution of limited accreditation who has a 3.2 average or above may be granted conditional admission, depending upon the merits of the institution concerned.

Written approval for each student to major in the department of his choice must be obtained at the time of his first registration in the Graduate School from the chairman of the department or his representative. If this is not done, the student will have no assurance that courses taken in that department will lead to a major or be applied toward a master's degree at this University. The process by which a proposed major is approved is initiated by the Supervisor of Graduate Advisement, who informs each student of the action taken by the departmental chairman and of any conditions which have to be fulfilled before the major can be considered for final approval.

The student attains full graduate standing when he has fulfilled the prerequisites of his major department and has made satisfactory scores on the Graduate Aptitude Test.

Graduate students in education and guidance may take up to thirty-six hours of work in residence center courses on a program leading to the Master of Science in Education degree. The remainder of the forty-eight hours required for the degree must be taken on the Carbondale campus of Southern Illinois University. Major study may be done in educational administration, elementary education, guidance and counseling, instructional supervision, secondary education, and special education. Graduate School advisers in each of these fields may be consulted at the residence centers and programs leading to the master's degree planned with them.

#### ADVISEMENT AND REGISTRATION

Admission to the college or university of the student's choice is an important step toward a college degree. After the student has been admitted he should talk with an adviser about his educational plans and complete his registration for the quarter he expects to enter Southern.

To insure that an undergraduate student is properly advised concerning the choice of a course of study that fulfills the requirements of the University and prepares him for his chosen career, academic advisement has been made a special responsibility of the teaching faculty, with a chief academic adviser at each residence center.

Once a student has been admitted to the University, the Office of Student Affairs is notified and information concerning orientation is sent to each new student. Each fall quarter a New Student Week is held and during the other quarters a special meeting for all new students is held on the first day, with other meetings planned during the term.

At Southern a program of advance registration has been in operation for a number of years. The period of time from the third through the tenth week of each regular quarter and from the third through the seventh week of the summer session is used for advisement and registration for the following quarter. For example, a student who plans to attend Southern during the winter quarter may register between the third and the tenth week, inclusive, of the fall quarter. A new student may also register on the opening day of each quarter. All students are urged to take advantage of the advance registration period.

More detailed information about the dates for advisement and registration may be obtained from the Schedule of Classes prepared for each quarter, a copy of which may be obtained from the Registrar's Office.

A new student must have an appointment for advisement and registration during any of the advance registration periods. The steps in this procedure are given below:

1. A new student should check to be sure that he has been admitted to the University.
2. An undergraduate should write to the Admissions Office for an appointment for advisement and enrollment. The graduate student should write the Office of Graduate Advisement for an appointment for advisement.

Included in the letter should be the name of his major subject and the preferred date and time the student could come to campus.

#### REGISTRATION INFORMATION

Registration for the Alton and East St. Louis residence centers takes place at the respective center. Registration for the Belleville Residence Center is conducted at the East St. Louis center.

#### ADVANCE REGISTRATION

Advance registration for all fall quarter classes, day and evening, will be held July 6 to August 1 from 9:00 A.M. to 3:00 P.M., Monday through Friday, in the Registrar's Office at the Alton and East St. Louis residence centers.

All students expecting to enter the fall session at the residence centers are urged to register in advance. Program advisers will be available for consultation with students desiring to take courses at either the undergraduate or graduate level.

Students registering in advance by August 1 for the fall quarter will receive their fee statements by mail. Fees must be paid either in person or by mail to the Bursar's Office by September 5 or the advance registration will be cancelled and the student will have to register again at the beginning of the quarter.

Program changes may be made after students have paid their fees. However, they will not be accepted at the Registrar's Office between September 5 and September 14.

#### CENTRAL REGISTRATION

Registration for all fall quarter classes, day and evening, will be held September 14 and 15 from 6:00 to 8:00 P.M.; September 16, 17, and 22 from 9:00 A.M. to 12:00 noon, 1:00 to 4:00 P.M., and 6:00 to 8:00 P.M.; September 18 from 9:00 A.M. to 12:00 noon and 1:00 to 4:00 P.M.; September 23 from 9:00 A.M. to 12:00 noon and 1:00 to 4:00 P.M.; and Saturday, September 19, from 9:00 A.M. to 12:00 noon. Students must be prepared to pay fees at the time of registration. Classes start September 23 at 6:00 P.M.

#### CHANGES AND WITHDRAWALS

A prescribed procedure must be followed by any student desiring to change his academic program or to withdraw from the University while the period for which he is registered is still in progress.

A student is considered officially registered after he has cleared his payment of fees at the Bursar's Office. If a student then finds he cannot attend college or, if after attending for a period of time, finds he cannot continue, he must report to the Office of Student Affairs to initiate official withdrawal action.



*Failure to follow the official procedure will result in academic penalty.*

A student is officially registered only for those courses appearing on his registration cards. Any change to add or drop a course can be made only after fees are paid and must be made through an official program change.

A student may not drop a course merely by stopping attendance. Mere attendance does not constitute registration in a class, nor will attendance in a class for which a student is not registered be a basis for asking that a program change be approved permitting registration in that class.

If a student desires to drop a course during the second, third, or fourth week of a term, the change will be approved only when the reasons appear valid. If a student desires to drop a course after the fourth week, the change will be approved only under unusual conditions. In the last three weeks of a term changes will be approved only in extreme emergencies.

Students processing program changes will be required to present their fee receipts and No. 3 program cards and must complete the following procedure:

The student must initiate approval for the change with his adviser. The approved program change form must then be taken by the student to the Registrar's Office within two days after approval by the adviser. After having been cleared with the Registrar's Office, program changes for which a program change fee is assessed must be presented to the Business Office for payment and immediately returned by the student for final processing. *No change is official until the preceding procedure is completed.*

The same rules will govern program changes in the eight-week summer session, except that after the third week approval will be given changes only in case of unusual conditions.

A student desiring to change his major should do so at the time he next registers after having made his decision. A change in majors within an academic unit is made with the student's academic adviser.

#### FEES AND OTHER EXPENSES\*

The fees charged students are established by the Board of Trustees and are subject to change whenever conditions make changes necessary. At the present time, the fees charged for a quarter during the regular year are as follows.

Full-time fees, for students taking more than eight hours, for the twelve-week quarter are as follows:

|                                       |         |
|---------------------------------------|---------|
| Tuition .....                         | \$42.00 |
| Student Activity Fee .....            | 9.50    |
| Student Union Building Fund Fee ..... | 5.00    |
| Book Rental Fee .....                 | 5.00    |
| <hr/>                                 |         |
| Total .....                           | \$61.50 |

\* Effective fall 1959.

Students taking up to eight hours, inclusive, pay the following fees:

|                                       |         |
|---------------------------------------|---------|
| Tuition .....                         | \$21.00 |
| Student Union Building Fund Fee ..... | 5.00    |
| Book Rental Fee .....                 | 2.50    |

---

|             |         |
|-------------|---------|
| Total ..... | \$28.50 |
|-------------|---------|

(Student activity fee of \$9.50 is optional.)

Graduate student fees are the same as above with the addition of a matriculation fee of \$5.00 for graduates of schools other than Southern.

Additional special fees include the following:

|   |         |
|---|---------|
| Out-of-State Fee—full-time (non-Illinois residents) ..... | \$50.00 |
| Out-of-State Fee—part-time (non-Illinois residents) ..... | \$25.00 |

In addition to the above fees, a student is subject to certain other charges under the conditions listed below:

1. A late registration fee, which is \$2.00 for the first day and which increases \$1.00 each day to a maximum of \$5.00 when a student registers after the regular registration period is over.

2. A \$1.00 charge for completion of an incomplete course.

3. A \$2.00 program change charge whenever a student changes his program from the one for which he originally registered when the change is made for reasons other than the convenience of the University.

4. A graduation fee of \$17.00.

5. A Graduate Aptitude Test fee of \$3.00 charged a graduate student when he takes the Graduate Aptitude Test.

Students holding valid state scholarships are exempt from the above fees to the extent provided by the terms of the specific scholarship held. An Illinois State Teacher Education Scholarship exempts the student from paying of tuition, the student activity fee, and the graduation fee. An Illinois Military Scholarship exempts the student from the paying of those same fees. An Illinois State Scholarship exempts the student from fees in accordance with the terms of the individual scholarship.

The student activity fee includes the fees for entertainment, athletics, student newspaper, and such other privileges as may be provided.

Faculty members and University civil service employees taking courses are not charged tuition and activity fees. They pay, however, the appropriate book rental fee of \$5.00 or \$2.50, depending on whether they are taking more than eight hours or eight hours or fewer. They also pay the student union building fund fee.

Extension course fees are \$6.00 per hour plus a \$1.05 book rental fee per course.

Adult education course fees are computed on the basis of approximately \$.60 per contact hour for lecture courses and \$.30 per contact hour for laboratory courses.

Other charges which a student may incur are those for departmental field trips, library fines, and excess laboratory breakage.

#### PAYMENT OF FEES

Fees are payable quarterly during the academic year. Students who register in advance receive a fee statement by mail and may pay either by mail or in person at the Bursar's Office in accordance with instructions accompanying the fee statement. Students who do not register in advance or who register during the last week of the advance registration period must pay fees at the time of registration.

Refunding of fees is possible only if a student has officially withdrawn from the school within the first ten days of a quarter and only if the application for a refund is received in the Registrar's Office within ten school days following the last regular registration day. This means that for terms starting on a Monday the official withdrawal from school must have been made within the first two calendar weeks of the term and the refund application received by Monday of the third week. No refunding of fees is made for withdrawals occurring after the first two weeks.

#### UNIT OF CREDIT

One quarter hour represents the work done by a student in a lecture course pursued for a regular quarter one hour a week; in the case of the



laboratory and activity courses, additional time is required. (One quarter hour of credit is equivalent to two-thirds of a semester hour.)

### ACADEMIC LOAD

The normal class load for a student is sixteen quarter hours, with a maximum of eighteen hours. For the eight-week summer session, the normal load is twelve quarter hours.

A student with a 4.25 average or above for the preceding quarter may be allowed by the dean of his college or school to take as many as twenty-one hours. In no case may a student carry, or be credited with, more than twenty-one hours in any quarter. In the eight-week summer session, a load above twelve hours regularly requires a 4.25 average and the approval of the dean of the college or school. In no case may a student carry, or be credited with, more than fourteen hours during a summer session.

A student on probation may not take more than fourteen hours per quarter. In the summer session, a student on probation may not take more than nine hours.

A full-time student carries twelve or more hours per quarter during the regular academic year and eight or more hours during the summer session. A part-time student carries fewer than twelve hours per quarter during the regular academic year and fewer than eight hours during the summer session.

A person may not register for more than eight quarter hours if he is employed full-time.

Students deferred under the classification of I-S (C) or II-S must complete satisfactorily at least forty-eight hours (forty-five hours for freshmen) during three successive quarters. (Summer sessions are not considered regular quarters.) More detailed information regarding the academic loads of deferred students may be had in the bulletin *Selective Service Scholastic Deferments as Applied at Southern Illinois University, March, 1953*, which is available in the Registrar's Office or the Office of Student Affairs.

Veterans enrolled under Public Law 550 are subject to the following regulations regarding the academic load required for proportional subsistence for a regular quarter:

| TYPE OF ENROLLMENT             | NUMBER OF HOURS REQUIRED |           |
|--------------------------------|--------------------------|-----------|
|                                | Undergraduate            | Graduate  |
| Full-time enrollment           | 14                       | 10        |
| Three-quarter-time enrollment  | 10-13                    | 8-9       |
| Half-time enrollment           | 7-9                      | 5-7       |
| Less than half-time enrollment | 6 or less                | 4 or less |

### CLASS STANDING

An undergraduate student is classified as a freshman, sophomore, junior, or senior, depending upon the number of hours he has successfully com-



pleted toward the degree. A freshman is a student who has completed fewer than 48 hours; a sophomore from 48 through 95; a junior from 96 through 143; and a senior 144 or more.

A student who has completed one bachelor's degree and is seeking a second bachelor's degree is registered as a senior in the academic unit in which he is seeking the second degree. An undergraduate student not registered in one of the academic units is registered as an unclassified student. Such a student must sign a statement indicating that he is not a degree student and that the credit received cannot be applied toward a degree at this University while he is enrolled as an unclassified student.

A registrant in the Graduate School is classified as a graduate student. A regular graduate student is one who is working toward an advanced degree from this University. A graduate student wishing to take graduate or undergraduate courses without their being counted toward a degree at this University is registered as an unclassified graduate student.

### GRADING SYSTEM

Grades are expressed in letters as follows:

|   | (Per quarter hour) |
|---|--------------------|
| A, Excellent .....  | 5 grade points     |
| B, Good .....   | 4 grade points     |
| C, Satisfactory (this is intended to be the average grade) .....  | 3 grade points     |
| D, Poor, but passing .....  | 2 grade points     |
| E, Failure; all work completed including final examination, but failed .....  | 1 grade point      |
| W, Course not completed; includes incomplete records of all kinds (except "deferred" for graduate students) .....   | 0-5 grade points   |
| The number of weeks the student has attended is indicated by a number; if he attended more than four weeks, this is to be followed by the grade he was making at the time of withdrawal. For example: W <sup>5</sup> B. |                    |

DEF or DF, Deferred grade; work not complete. Given only for graduate students.

AU, Course taken on audit basis. No grade or credit hours earned.

CR, Credit. No letter grade assigned.

A grade given at the end of a course is final and may not be raised by additional work.

Any student who withdraws from a class without following the prescribed procedure will receive a grade of "W-E" in the course regardless of when the withdrawal occurs. A withdrawal from a course is initiated with the student's academic adviser.

Courses from which a student has withdrawn officially will be shown as "W." Withdrawal within the first four weeks of the term will not carry

a grade. Courses from which the student has withdrawn after the first four weeks will be recorded as "W" and must carry a grade. Withdrawals after the first three weeks of an eight-week summer session or after the first six weeks of a sixteen-week extension course must carry grades. Exceptions to this rule may be permitted for unusual circumstances, but only through written approval of the student's academic dean.

Any change of grade, as upon the completion of a "W," must be reported within a year after the close of the term in which the course was taken. A fee of \$1.00 is charged for the completion of a course marked "W" unless the fee is waived on the recommendation of the University Physician. A student who for some reason must miss the final examination may not take an examination before the one scheduled for the class. In this case "W," along with the grade earned at the time, is recorded by the instructor. The final examination may be taken at a later date, within one year. A complete record of all changes in grades will appear on the official transcript.

The official record of a student's academic work is maintained in the Registrar's Office.

#### SCHOLASTIC PROBATION

Students who do not meet the graduation requirement of a "C" average are placed on scholastic probation.

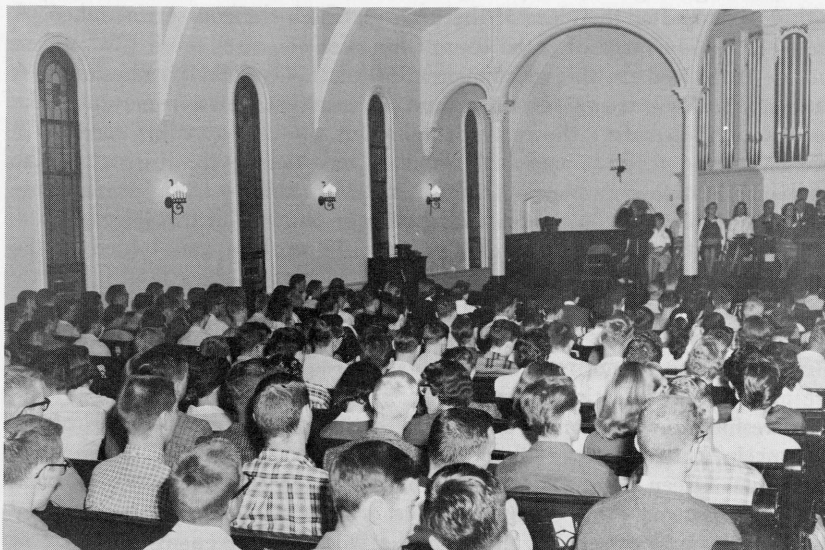
A freshman or sophomore goes on scholastic probation at the end of the quarter in which his over-all grade points fall below the "C" average by more than fifteen points. A freshman or sophomore on scholastic probation who does not make a "C" average for a given quarter will be dropped from his academic unit. At that time he will be referred to the Office of Student Affairs for counsel concerning future academic possibilities. He is restored to good standing when his over-all grade points rise again to within fifteen points of a "C" average.

A junior or senior goes on scholastic probation at the end of any quarter in which his over-all average falls below "C." A junior or senior on scholastic probation who does not make a "C" average for a given quarter will be dropped from his academic unit. At that time he will be referred to the Office of Student Affairs for counsel concerning future academic possibilities. He is returned to good standing when his over-all average is again a "C" or better.

A student on scholastic probation who makes a "C" average or better for a given term is permitted to re-register for the next term without special permission. A student who has been dropped on the basis of the University's scholastic probation rules and who desires to be readmitted must initiate action through the Admissions Office.

In order to participate in extracurricular activities, any student on scholastic probation must submit a petition for consideration by a special committee. This request is to be filed with the Supervisor of Student Activities, Office of Student Affairs.

A transfer student should note that the rules governing scholastic probation apply to his record made only at Southern Illinois University as well as to his over-all record. For example, a junior student who transferred in good standing will be placed on probation if he fails to maintain a "C" average for his work at Southern as well as if he fails to maintain a "C" average for his total work.



#### FRESHMAN CONVOCATIONS

All freshmen students are required to register for freshman convocations. The freshman convocations program has been planned as an opportunity for Southern's freshmen students to see and hear outstanding persons as a part of their general education and cultural development. Attendance is checked and three quarters of satisfactory attendance meets the requirement.

#### DEGREES GRANTED

Southern Illinois University grants the following degrees in June and August each year:

|                                    |                                |
|------------------------------------|--------------------------------|
| Associate in Business              | Master of Arts                 |
| Bachelor of Arts                   | Master of Fine Arts            |
| Bachelor of Science                | Master of Music                |
| Bachelor of Science in Agriculture | Master of Music Education      |
| Bachelor of Science in Education   | Master of Science              |
| Bachelor of Music                  | Master of Science in Education |
| Bachelor of Music Education        | Doctor of Philosophy           |

## REQUIREMENTS FOR THE BACHELOR'S DEGREE

Each candidate for the degree must complete 192 hours of credit in approved courses. At least 64 must be in senior college courses, of which 48 must be earned in residence at Southern. Each student must have a "C" average, and grades not lower than "C" in subjects aggregating at least three-fourths of the work. A "C" average is required in the major subject. These averages are required for credit made at Southern as well as for the total record.

The following requirements should be met within the first two years of attendance by degree candidates of all colleges. (For the Bachelor of Music and the Bachelor of Music Education degrees, for which the requirements are somewhat different, see the School of Fine Arts Bulletin.)

Social Studies—20 hours (work in four departments required)

Economics, 5 hours

Geography, 5 hours

Government, 5 hours

History, 5 hours

Sociology, 5 hours

Humanities—18 hours

Art 120 or Music 100, 3 hours

English 101, 102, 103, 9 hours

English 205, 206, 209, 211, 212, 6 hours

NOTE: The student is also advised to complete the foreign language requirement for the bachelor's degree, where applicable, within the first two years.

Biological Sciences—9 hours

Botany 101, 202, or Zoology 100, 5 hours

Health Education 100, 4 hours

Mathematics and Physical Sciences—12 hours (work in two departments required)

Chemistry

Mathematics

Physics

Physical Education—6 hours of activity courses

Practical Arts and Crafts—3 hours of agriculture, business, home economics, or industrial education (not required if student has had any of this work in high school)

Degree candidates are expected to follow the basic program set out here, plus the advanced work recommended by the department in which the student expects to do his major work. The requirement that freshmen must attend freshman convocations should also be noted. If the student intends to take his degree elsewhere, the adviser may recommend changes in these requirements in favor of those of the institution from which the student plans to be graduated. If the student changes his mind and decides to take



his degree at Southern, none of the above requirements can be waived.

A student who receives his first bachelor's degree from Southern, and who desires a second bachelor's degree, must complete forty-five hours in addition to those required for the first degree and must fulfill the requirements for the second degree. Of these forty-five hours, a maximum of fifteen hours may be taken by extension and/or correspondence courses. At least thirty hours must be in senior college courses. If a student received his first bachelor's degree from another university, forty-eight hours are required to fulfill the residence requirement for the second bachelor's degree, two-thirds of which must be in senior college courses.

Students may satisfy any of the above requirements by passing non-credit attainment tests. In some cases, more advanced work may be substituted for the required courses listed. Students who transfer in the junior or senior years may substitute senior college courses in most departments for the freshman-sophomore courses listed above.

The physical education requirement can be waived only by the Graduation Appeals Committee upon the recommendation of the University Physician. Waiver procedure should be initiated early in the student's college course and in no case later than the end of the sophomore year. Students thirty years of age or older are not subject to this requirement.

#### TYPICAL FRESHMAN PROGRAM

Not all of the 192 hours required for a bachelor's degree consist of required courses. A student will find that he has opportunity to take exploratory courses to aid in selecting a major field. A typical freshman schedule of classes might include the following courses:

| FALL QUARTER         |    | WINTER QUARTER     |    | SPRING QUARTER     |    |
|----------------------|----|--------------------|----|--------------------|----|
| English 101          | 3  | English 102        | 3  | English 103        | 3  |
| Physical Education   | 1  | Physical Education | 1  | Physical Education | 1  |
| Sociology 101        | 5  | Government 101     | 5  | Zoology 101        | 5  |
| Art 120 or Music 100 | 3  | Mathematics 106    | 4  | Speech 101         | 4  |
| Health Education 100 | 4  | History 102        | 3  | History 103        | 3  |
| Total Hours          | 16 | Total Hours        | 16 | Total Hours        | 16 |

The student may elect special subjects, i.e., band, orchestra, choir, etc., in addition to the regularly scheduled classes.

#### EXTENSION AND CORRESPONDENCE CREDIT

A maximum of one-half of the number of hours required for the bachelor's degree, or ninety-six hours, may be taken by extension and correspondence courses combined. Of this total, not more than forty-eight hours may be taken in correspondence courses.

While Southern Illinois University does not maintain a correspondence division, courses taken by correspondence from institutions which are members of the Association of American Universities are regularly accepted, if the final examinations are taken under supervision on a college campus.

### UNIVERSITY CREDIT FOR MILITARY EXPERIENCE

Southern Illinois University follows the policies recommended by the American Council on Education regarding credit for military experience and for experience in civilian activities related to the war, as set forth in the *Guide to the Evaluation of Educational Experiences in the Armed Forces*. No credit is allowed for College Level G.E.D. Tests. Credit will be accepted for USAFI courses within the limitations imposed for extension and correspondence work.

Veterans who served one year or more of active duty and who received an honorable discharge may receive up to fifteen hours of credit for such service. This credit will substitute for the physical education, air science, and health education requirements as listed under Requirements for the Bachelor's Degree. Veterans who served six months to one year of active duty and were honorably discharged may receive three hours of freshman air science credit. Less than six months of active service does not allow any college credit.

In the event a veteran has already taken some of this work in college prior to entrance into service, the amount of credit received for military service will be reduced correspondingly. In order to receive credit for military service a veteran must present a copy of his discharge or separation papers to the Admissions Office.

### GENERAL REQUIREMENTS FOR THE MASTER'S DEGREE

Students desiring to pursue a master's degree program through the residence centers may take thirty-six hours of their course work at the centers. The remaining twelve hours of course work necessary for the master's degree must be taken on the Carbondale campus.

Forty-eight hours of acceptable graduate credit are required for the master's degree, except in fine arts, where sixty hours are necessary, and in psychology and rehabilitation counseling, where seventy-two hours are required. At least half of the total hours of credit required must be earned in courses numbered 500 or above. No more than sixteen hours earned for work done in extension may be counted toward the degree. A maximum of sixteen hours of graduate credit earned in another fully accredited institution may be transferred to count toward the master's degree. In every case at least twelve hours of credit must be earned on the campus. No credit toward the degree may be earned in correspondence; and only credits earned within a six-year period preceding the completion of course requirements for the degree will be counted toward it.

Ordinarily a graduate student is expected to select both a major and a minor field. This is particularly true of those who major in the field of educational administration. Most of these majors do part-time teaching after receiving the degree and find it to their advantage to complete a minor in an academic field. A student may be permitted by his advisory

committee and the Dean of the Graduate School to concentrate his efforts in one particular area of study. The graduate major consists, in most fields, of a minimum of thirty hours of credit in the area of special concentration; some departments, however, require as many as forty hours for the major, in which case no minor is required. The graduate minor consists of a minimum of fifteen hours. A student may have a double major recorded on his transcript upon completing the necessary number of courses. One who has a master's degree in a field other than education from another institution and who wishes to obtain a master's degree in education from Southern Illinois University may count his major of the first degree as his minor for the second. In this case the student must demonstrate his competence in that major by taking a graduate course in it at Southern Illinois University.

Grades are recorded by the letters A, B, C, D, and E. An average of "B" (4.0) in all courses taken for graduate credit is a prerequisite of the master's degree. Credit for any course for which the grade given is below "C" will not be counted toward the degree. If the graduate student fails to complete a course by the end of the term, he may be given a grade of "deferred." If the deficiency is removed by the end of the eighth week of the following term, the "deferred" is replaced with a letter grade; otherwise it then becomes a "W" followed by the grade earned in that portion of the course which was completed.

Each candidate for the master's degree shall either write a thesis which may be counted for not more than nine nor fewer than five hours' credit, carry out a special project, or take specific courses on the graduate level, as may be recommended by his advisory committee and approved by the Dean of the Graduate School. Each student who does not write a thesis must submit to the Graduate School Office, for its permanent records, a copy of a research paper as evidence of his knowledge of formal research techniques.

The subject of the thesis is to be approved by the chairman of the advisory committee and the Dean of the Graduate School at least two terms before the date of graduation, and is to be reported to the Graduate School Office by the student. The completed thesis shall be submitted for evaluation to the members of the student's advisory committee at least two weeks before the final examination. If possible, it should be submitted, at some time before the examination, to all the committee members who administer the final examination. Two copies of the approved thesis (the original and first carbon) must be presented to the Graduate School Office at least two weeks prior to the date of graduation, to be bound and shelved in the University Library.

Each candidate for a master's degree must pass a comprehensive examination covering all his graduate work, including the thesis. This examination may be written or oral, or both, as determined by the stu-

dent's advisory committee. If a written examination is required, at least half of it shall be of a subjective nature. The committee for the oral examination shall be appointed by the Dean of the Graduate School and shall consist of four or more members of the graduate faculty, with one outside the student's major and minor field of specialization. The duration of the oral examination shall be one to two hours.

The graduate student must file his application for graduation at least three weeks prior to the date of graduation. One copy of the application is to be presented to the Graduate School Office and one to the Registrar. Application forms may be secured from the Registrar's Office. At the same time, the student should make arrangements with the Bursar's Office for payment of the graduation fee.

The graduate student must assume responsibility for his progress by keeping an up-to-date record of the courses he has taken and by checking periodically with his advisory committee and the Graduate School Office. Responsibility for errors in program or in interpretation of regulations of the Graduate School rests entirely with the student.

Candidates are expected to meet requirements in force during the year of graduation, but due consideration will be given the fact that a student may have been admitted and may have planned his work when other requirements were current. Important changes in requirements are put into effect gradually. Any change in intention, no matter how minor, should be reported to the Graduate School Office, so that records may be accurately kept. It is especially important that the following data should be kept up to date on the student's record in the Graduate School Office: the major and the minor, the degree for which the student is a candidate or a potential candidate, the chairman of the advisory committee, and the thesis adviser.

### PRE-PROFESSIONAL PROGRAMS

#### PRE-ENGINEERING (APPLIED SCIENCE)

In general, engineering schools specify approximately the same courses for the first year or two, regardless of the type of engineering training. Before arranging a program for the second year, the student should decide what kind of engineer he wishes to be and the college or university he wishes to enter. In this way, his adviser can work out a program with him that will best fit into the program required by the engineering school of his choice.

In the two years of pre-professional work the student's program normally includes two years of mathematics, a year of rhetoric and composition, a year of physics, a year of inorganic chemistry, a year of economics and general business, and beginning courses in engineering drawing and descriptive geometry. Electives are chosen on the basis of the type of engineering program desired.



## TYPICAL PRE-ENGINEERING PROGRAM

| FALL QUARTER                           | WINTER QUARTER                               | SPRING QUARTER                         |
|--|--|--|
| <i>Freshman Year</i>                   |  |  |
| Engineering Drawing I                  | Engineering Drawing II                       | Descriptive Geometry                   |
| Elementary Analysis I                  | Elementary Analysis II                       | Elementary Analysis III                |
| Freshman Composition I                 | Freshman Composition II                      | Freshman Composition III               |
| Inorganic Chemistry                    | Inorganic & Qualitative Chemistry            | Inorganic & Qualitative Chemistry      |
| Physical Education                     | Physical Education                           | Physical Education                     |
| <i>Sophomore Year</i>                  |  |  |
| Analytical Mechanics I (Statics)       | Analytical Mechanics II (Dynamics I)         | Analytical Mechanics III (Dynamics II) |
| Problems of American Democracy         | Introduction to Business                     | Survey of Economic Principles          |
| Calculus I                             | Calculus II                                  | Calculus III                           |
| University Physics (Mechanics & Sound) | University Physics (Electricity & Magnetism) | University Physics (Heat & Light)      |
| Physical Education                     | Physical Education                           | Physical Education                     |

## PRE-LAW

American law schools vary in pre-legal requirements, and the student should check with the law school he expects to attend concerning these requirements. In general, pre-law students should take as much work as possible in the following subjects: English, speech, economics, government, history, sociology, and psychology.

## PRE-MEDICAL AND PRE-DENTAL

The University provides an adviser who is familiar with requirements of the various medical and dental schools. He is available by appointment to advise those students who are planning to enter medical or dental school. In general, such students will need at least two years' work in chemistry, including some qualitative and some organic chemistry, and one year of zoology.

### 3. University Services

#### SOUTHWESTERN ILLINOIS CAMPUS LIBRARIES

|  |      |
|--|------|
| Associate Librarian Frederick A. Forrest, Ph.D. (Stanford),<br>East St. Louis Residence Center   | 1958 |
| Associate Librarian Alfred G. Harris, Ph.D. (Ohio State),<br>Alton Residence Center              | 1957 |
| Assistant Librarian Harriet J. Scheldrup, B.S. (Minnesota),<br>Alton Residence Center            | 1958 |
| Assistant Librarian Ollie Mae Williams, B.A. in L.S. (Emory),<br>East St. Louis Residence Center | 1958 |

The Southwestern Illinois Campus Libraries provide library facilities at the Alton and East St. Louis residence centers.

Most of the materials in the libraries are arranged in "open stacks" so that students and faculty members may browse freely. The libraries provide for informal study, for reading current newspapers and periodicals, and reserve materials especially restricted for specific classes and courses. Preview areas are provided for audio-visual materials. Facilities for the use of microfilm, microprint, and microcards are also available. The library staff at each campus is prepared to assist patrons in locating specific materials, in finding general or special information on any topic, and in giving instruction in the use of the library and bibliographical tools.

The libraries at Alton and East St. Louis contain approximately 50,000 volumes, plus a collection of children's literature, phonograph records, curriculum guides, and courses of study; they subscribe to some 400 periodicals and to 12 newspapers, including microfilm editions of several for permanent record; and they act as service agencies for materials available from the Carbondale campus.

#### AUDIO-VISUAL SERVICES

The Audio-Visual Department of Southern has two primary functions: on-campus and area services. The department has approximately 2,300 films and 1,000 filmstrips available for use at any campus of the University, and each campus is provided with the various types of projection service. Films from many other sources are also available at each campus.

Equipment and laboratory facilities for the production of educational audio-visual materials and for microfilming books, manuscripts, and periodicals are available through the Audio-Visual Department.

#### BIBLIOGRAPHICAL FACILITIES

The Southwestern Illinois Campus Libraries provide central catalogs of author, subject, and title entries for all books to assist library patrons in locating materials quickly. National and trade bibliographies, including the catalog of the Library of Congress, are located in the library at Alton. Other trade bibliographies, periodical indexes, and printed bibliographies on various subjects are housed in the libraries at both Alton and East St. Louis.

#### TEXTBOOK RENTAL SERVICE

A textbook rental system is operated for the benefit of students as a service of the University Libraries. Students are provided with the basic textbooks required for their courses each quarter. The fee for this service is included in the fees paid at the time of registration. The books are returned at the end of the quarter. Students interested in purchasing any of the texts for their personal libraries may do so at a reduced cost.

#### OFFICE OF STUDENT AFFAIRS

|   |      |
|---|------|
| Supervisor of Student Affairs Howard V. Davis, Ed.D.<br>(Washington), Alton Residence Center                | 1957 |
| Supervisor of Student Affairs Thomas D. Evans, M.S. (Southern<br>Illinois), East St. Louis Residence Center | 1957 |

The services of the Office of Student Affairs are designed to assist in developing and maintaining a suitable campus environment for all students. The Office of Student Affairs is an all-University division which co-ordinates all student personnel services not associated with academic instruction and supervises all student activities and organizations. The units of this division include the Student Counseling and Testing Service, Student Activities, and Student Special Services, which includes Housing and Financial Assistance.

#### STUDENT SPECIAL SERVICES

##### STUDENT FINANCIAL ASSISTANCE

The program of student financial assistance of Southern Illinois University includes scholarships, awards, prizes, grants-in-aid, private agency awards, and student loan funds.

The comparative limitation of such forms of assistance in terms of both number and the amount available from each makes it inadvisable for an undergraduate student to expect to meet all University expenses from such means. It is strongly suggested that the student be prepared to supplement

such assistance as may be granted with private funds secured from personal savings, insurance, family assistance, part-time employment in the community, or participation in the work experience program at the University.

In addition to the financial aids outlined here, students should refer to the Graduate School for information concerning assistantships and fellowships.

#### *Scholarships and Awards*

Southern Illinois University Scholarship and Activity Awards established by the University's Board of Trustees cover remission of tuition at Southern and are awarded annually to qualified students.

Scholastic potential and financial need are the two most important criteria utilized in selecting recipients of scholarships. Freshman applicants must have ranked in the upper half of their graduating class and have achieved a minimum comprehensive high school average equal to that of a "C" (3.0). Enrolled students at the University must have achieved a minimum over-all average of "B" (4.0) for all course work completed at the university or college level.

Other factors being equal, the students with the highest grade averages will be given preference in determining recipients of the scholarships.

The Scholarship Committee reviews all applications and references for these awards and recommends those students who receive the awards. Applications for awards may be secured in the Office of Student Affairs in each of the residence centers. Other scholarships and awards may be established in the residence centers by organizations or individuals who wish to assist students with their educational expenses.

#### *State Teacher Education Scholarships*

State scholarships are awarded each year through the office of the State Superintendent of Public Instruction to selected students who plan to enter the teaching profession. Graduates of recognized high schools who are in the upper half of their graduating classes are certified by the principals to county superintendents, who transmit these names to the Superintendent of Public Instruction. The Superintendent, in turn, may award scholarships to the highest-ranking graduates who signify their intentions to prepare to teach in the Illinois public schools. The scholarship covers the student's tuition and activity fees. Such a student must be registered in a teacher training program while using the scholarship. If a scholarship holder does not register for the next regular term following receipt of the scholarship, or, having registered, if he withdraws from the University, he forfeits his scholarship. Any student holding a scholarship who needs a leave of absence for the purpose of earning funds to defray his expenses while in attendance, on account of illness, or because of entrance into military service may be granted such leave and allowed a period not to exceed six years in which to complete his course at the University. Request for a



leave of absence should be addressed to the Registrar. A forfeited scholarship may be issued to the next highest-ranking student as shown on the list submitted to the Superintendent of Public Instruction.

#### *State Scholarship Act*

The state scholarship program established with Illinois House Bill No. 380 (State Scholarship Act) is applicable at Southern Illinois University. Interested students should consult their local high school office for complete information on the program.

#### *Federal Assistance for Veterans of Military Service*

Educational benefits for most veterans of World War II have lapsed. A person having a service-incurred disability may qualify as a recipient of benefits under Public Law 16 or 894, the latter being an amendment to Public Law 16. Public Law 16 is intended for veterans who received their disability between September 16, 1940, and July 25, 1947, while Public Law 894 is intended for veterans who received their disability between June 27, 1950, and an unestablished date in the future. Under Public Laws 16 or 894 the veteran's tuition, fees, special equipment and supplies, and subsistence will be paid for by the United States government through the Veterans' Administration.

Persons who have been in active military service between June 27, 1950, and January 31, 1955, who have served at least ninety days, and who have been discharged under conditions other than dishonorable may be eligible for educational benefits under the Veterans' Readjustment Assistance Act of 1952 (Public Law 550 or "Korean G.I. Bill"). Application forms and more complete information concerning these benefits may be obtained from the Registrar's Office or the Office of Student Affairs, the Veterans' Administration, or the local Illinois Veterans' Commission Office. Veterans are urged to apply for training at least two months prior to enrolling.

Experience has shown that a period of two or three months elapses before a veteran participating in such a program receives his first check. It is advisable, therefore, that each veteran be prepared to finance himself in the first two or three months during his first quarter in attendance.

#### *Public Law 634*

Benefits under Public Law 634 are available to the child or children of a person who died of an injury or disease incurred or aggravated in the line of duty in active service in the Armed Forces during World War I, World War II, or the Korean conflict and whose service did not terminate under dishonorable conditions. In addition, if the veteran's child served on active duty with the Armed Forces he must have been separated under conditions other than dishonorable.

Payments cannot be made while the veteran's child is serving on a tour of duty with the Armed Forces. In general the same rules apply to this law

as to Public Law 550. Application forms may be obtained at the Registrar's Office, the Veterans' Administration, or the local Illinois Veterans' Commission Office.

#### *Vocational Rehabilitation*

Under the State Board for Vocational Education is a division for the vocational rehabilitation and placement in remunerative employment of persons whose capacity to earn a living is or has been impaired. This includes those with physical handicaps of various kinds. Approved students receive all registration and tuition fees, book rental, and school supplies for nine months a year.

Persons who wish to consult with a representative may call at the Carbondale Field Office located at 416 South Illinois Avenue. Mr. Louis Viececi is the counselor in charge of this office. Students from other parts of the state now receiving training through the State of Illinois Division of Vocational Rehabilitation may consult any representative of the Board.

#### *Illinois Military Scholarship*

Any person who served in the Armed Forces of the United States during World War I or World War II (including all service between September 16, 1940, and an undetermined date to be established in the future) may be eligible for the benefits of the Illinois Military Scholarship. To be eligible a person must have been (1) a resident of the state of Illinois at the time of entering the service; or, if not an Illinois resident, a student at Illinois State Normal University, Northern Illinois University, Eastern Illinois University, Western Illinois University, Southern Illinois University, or the University of Illinois at the time of his enlistment or induction; and (2) honorably discharged.

This scholarship is awarded for four calendar years or for sufficient time to enable the veteran to complete his course of study provided this time does not exceed four calendar years. It may be used for resident or off-campus study and covers matriculation, tuition, and activity fees. Application for this scholarship should be directed to the Registrar's Office and must be accompanied by a copy of the discharge. Award will be made only to veterans possessing all necessary entrance requirements.

After a veteran has been awarded a scholarship, he must use it on a continuing basis. Any period of absence not covered by an approved leave of absence will result in the loss of the scholarship. Leaves may be granted for a maximum of two years for reasons of illness, to earn funds to defray expenses while in attendance, or to enter military service. Requests for leaves of absence should be directed to the Registrar's Office.

#### *The Governor's Committee for Veterans' Rehabilitation and Employment*

This committee will assist any veteran, but gives aid primarily to ex-servicemen and ex-servicewomen with impaired health or with limited

physical abilities. Such persons may receive at state expense vocational training and education, plus health restoration treatments and prosthetic appliances. After proper training, they are given assistance in obtaining employment.

#### *Petty Loan Fund*

The residence centers have established loan funds providing emergency financial help for students enrolled on a full-time basis. Loans of up to \$10.00 may be made to students for short periods of time with no interest charge.

#### *National Defense Education Loan Fund*

The National Defense Education Act of 1958 provides federal assistance for the setting up of student loan funds at low interest rates to enable students to pursue their college education. The residence centers are participating in this loan program.

To be eligible for a loan, a student must (a) be in need of the amount of the loan to pursue a course of study; (b) be capable of maintaining good standing in such course; and (c) have been accepted for enrollment as a full-time student; or, be already in attendance as an undergraduate or graduate student.

No student may borrow over \$1,000 in any one year or over \$5,000 in the aggregate. Interest at 3 per cent per year on the unpaid balance shall be paid. Provisions of the loan fund are particularly attractive to students who plan to teach, since up to one-half of any loan (plus interest) may be cancelled for service as a full-time teacher for a term of five years.

Further information concerning the loan funds and loan applications may be obtained in the Office of Student Affairs.

#### HOUSING

The Office of Student Affairs maintains a listing of rooms, apartments, and houses for rent or for sale. This list is maintained for the convenience of students and faculty. The University does not approve nor authorize housing for students. All arrangements for housing and all business transactions in the matter of housing are the sole responsibility of the student and the owner of the housing facility.

#### STUDENT ACTIVITIES

The residence centers encourage a broad student activity program with opportunities for all students to participate. A number of organizations augment the student's educational experiences by assisting him in learning how to plan and to carry out responsibilities, how to work with others, how to make wise use of leisure time, and how to develop leadership.

The Office of Student Affairs assists all campus groups in planning, conducting, and evaluating their activities and programs. The range of





## COUNSELING AND TESTING

All new students at Southern Illinois University must take the Guidance Test Battery. When receiving personal, educational, and vocational counseling, students may also be given intelligence, aptitude, interest, and temperament tests. Counselors are available to discuss any problems which may confront a student and to consult with parents, guardians, and instructors.

## PRE-COLLEGE COUNSELING

High school seniors who are contemplating entering college may obtain counseling to assist them in their decision concerning the type of program they might best pursue. General information regarding college and university admission requirements is provided.

Visits each year are made to high schools by staff members from the University to supplement the educational and vocational counseling provided by the high schools.

## VOCATIONAL INFORMATION

The Student Counseling and Testing Service has a file of selected pamphlets, monographs, and books cataloged to afford authentic information about vocational requirements, trends, and opportunities. A similar file is provided in the University Library.

## VETERANS' AND MILITARY SERVICE INFORMATION

Veterans who need information about the benefits to which they are entitled or assistance in filing claims may seek the services of the Student Counseling and Testing Service. Forms for receiving these benefits may be obtained and completed in the Registrar's Office.

An up-to-date file of literature and reports on all branches of the military service, as well as of current information of interest to college students regarding the Selective Service System, the military reserve program, and special training programs, is maintained. Reports on a student's status and academic progress are made by the Registrar's Office to the appropriate Selective Service System Board.

## CORRESPONDENCE COURSE FINAL EXAMINATIONS

Students desiring to take the final examinations for correspondence courses from other universities may consult the Counseling and Testing Service in order to take the examinations under approved supervision.

## STUDENT WORK PROGRAM

The student work program assists students in obtaining employment to defray a portion of their educational expenses as well as to gain experience while working. Since it is impossible to guarantee work to every applicant, prospective students who expect to earn part of their expenses, and who

do not have definite appointments to positions before coming to college, should have means of support for at least three months. Students who expect to earn a large part of their expenses should plan to carry reduced academic loads.

The recommended work load with respect to the academic load is as follows:

| <i>Scholastic Load</i> | <i>Work Load</i>    |
|------------------------|---------------------|
| 16 quarter hours ..... | 70 hours per month  |
| 12 quarter hours ..... | 90 hours per month  |
| 8 quarter hours .....  | 110 hours per month |
| 4 quarter hours .....  | 130 hours per month |

The student work program provides job opportunities as follows: (a) Students employed on the residence center campuses are paid from \$.90 to \$1.25 per hour, based upon off-campus experiences and the number of years of satisfactory service to the University. Employment by the residence center campuses on a part-time basis is provided for some 150 or more students in the following fields: clerical, typing, and stenographic; library, laboratory, research and survey; gardening, janitorial, maintenance, and repair; food service; and miscellaneous jobs. (b) Private employment off campus is sometimes obtained by the students themselves. The Student Work Office is a referral agency and as such cannot promise jobs to students. However, every effort is made to place students with financial need.

Students employed in positions on campus are expected to participate in pre-service and/or in-service training programs of departments having programs of this nature.

An application for student employment, or other information about work possibilities, may be obtained by addressing the Office of Student Affairs.

#### INFORMATION SERVICE

Supervisor Raymond J. Spahn, Ph.D. (Northwestern)

1957

The Information Service is the official news agency of the University. It was established to serve both the students and the University through the dissemination of news and items of general interest to newspapers, magazines, and radio stations. The primary purpose of the Information Service is to keep the people of Illinois informed of the activities of the Southwestern Illinois Campus and to make known the achievements of the students and staff.

#### PLACEMENT SERVICE

The Placement Service is maintained for the benefit of students, graduates, and others who have attended the University, and who desire to find employment in the teaching field, in the professions, or in business. It also serves employers by helping them locate personnel.

The facilities of the Placement Service are free to candidates seeking

positions, as well as to employers. Each degree candidate is requested to register with the Placement Service during the fall quarter. This co-operation will aid the record-keeping function as well as the placement function of the office. Credentials are sent to prospective employers at the request of either candidate or employer.

The Placement Service is a member of the National Institutional Teacher Placement Association, the Midwest College Placement Association, and the Association of School and College Placement.

Inquiries should be addressed to the Director of the Placement Service, Southern Illinois University, Carbondale, Illinois.

#### LECTURES, ENTERTAINMENT, AND EXHIBITS

At Southern Illinois University, the general education of the student is advanced not only by the courses required for all degrees but also by a planned program of lectures, concerts, recitals, plays, and exhibits.

In order to establish in students a continuing interest in such matters, freshman convocations are held regularly. Outstanding lecturers, musicians, artists, scientists, explorers, and educators appear before the freshmen to acquaint them with developments in various fields of interest and concern. Attendance is required of all students classified as freshmen.

A number of upper-class seminars are being arranged to provide continuing opportunities for the cultural advancement of students.



## 4. Instruction

At the present time the residence centers' academic organization is patterned on a divisional rather than a departmental structure. There are seven divisions. Under each are listed the types of courses offered by the division, the instructional personnel for 1958-59, and the courses (with their prerequisites) to be offered at the Alton and/or the East St. Louis residence centers during the year 1959-60. Schedules issued well in advance of each quarter will indicate the specific offerings of the fall, winter, spring, and summer sessions for both the day and evening college programs. Additional courses may be scheduled where student demand is sufficient. Certain courses selected from the East St. Louis Residence Center schedule will be offered at the Belleville Residence Center evening college.

Courses numbered 000-099 do not fall within freshman, sophomore, junior, senior, or graduate levels. Those numbered 100-199 are primarily for freshmen; 200-299 for sophomores; 300-399 for juniors; 400-499 for seniors and graduates; and 500 for graduate students only. The number after the dash indicates the hours of credit for the course.

Courses offered by the residence centers, unless starred by an asterisk, are the same as those offered on the Carbondale campus. Descriptions for courses offered concurrently on the Carbondale campus and on the Southwestern Illinois Campus may be found in the Southern Illinois University Bulletin series.

### BUSINESS DIVISION

Accounting  
Economics  
Management

Marketing  
Secretarial Science and  
Business Education

The Business Division seeks to prepare the student for successful performance in the business world. Opportunity is provided for the student to gain a knowledge of the operational phases of business and a familiarity with the sources of information and methods of collecting and interpreting data. The programs seek to develop in the student an understanding of, and a skill in, the art of human relations and a high sense of integrity and responsibility.



|  |      |
|--|------|
| Professor Joseph W. Bird, Ph.D. (New York)                         | 1957 |
| Associate Professor Mary M. Brady, Ed.D. (New York)                | 1957 |
| Associate Professor John J. Glynn, Ph.D. (St. Louis)               | 1957 |
| Associate Professor Joe R. Small, M.B.A., C.P.A. (Kansas)          | 1958 |
| Assistant Professor Norbert V. Schmitt, M.S. (St. Louis)           | 1958 |
| Instructor Morris F. Carr, M.S. (Illinois)                         | 1958 |
| Instructor Lionel D. Howell, M.S. (Fort Hays Kansas State)         | 1958 |
| Instructor Robert E. McDaniel, M.S. (Southern Illinois)            | 1958 |
| Instructor Kenneth E. Martin, M.S. (Kansas State Teachers College) | 1958 |
| Instructor Peter C. Nittolo, M.S. (Columbia)                       | 1958 |
| Instructor Virgil M. Pinkstaff, M.A. (Washington)                  | 1957 |

## DIVISION COURSE DESCRIPTIONS

## ACCOUNTING

- 250-4. ACCOUNTING FUNDAMENTALS. For students who want a general knowledge of accounting, but who do not wish to pursue the subject further. Not open to business administration majors.
- 251, 252, 253-4. ACCOUNTING I, II, III. Principles and practices in handling simple transactions in books of original entry and books of accounts—trial balances, adjustments, and financial statements. Must be taken in proper sequence.
- 309-2. INCOME TAXES FOR INDIVIDUALS. Federal income tax law as applied to individuals.
- 331-5. TAX ACCOUNTING. Study of accounting principles and procedures for meeting requirements of current laws and regulations which relate to federal income tax and social security taxes. Laboratory problems and preparation of tax reports. Prerequisite: 253.
- 341-4. COST ACCOUNTING. Departmental, job order, and process cost. Accumulation of material and labor costs; factory overhead and its allocation; cost reports to executives—their preparation and use. Prerequisite: 253.
- 351, 352, 353-4. ADVANCED ACCOUNTING I, II, III. Accounting principles and procedures for the preparation of adequate financial statements. Special attention given depreciation, appraisals, investments, intangibles, installment sales, consignments, branch accounts, compound interest in relation to accounting for sinking funds, annuities, leaseholds, and bonds. Preparation and use of special statements, application of funds, statement of affairs, and consolidated statements. Prerequisite: 253; must be taken in proper sequence.
- 355-3. GOVERNMENTAL ACCOUNTING. Budget and operating fund accounts, with emphasis on accounting control as a means of improving administration of public enterprises. Prerequisite: 253.
- 356-5. AUDITING. Procedures and practices of public accountants in verifying accounts and supplementary data; training in preparation and analysis of reports. Laboratory method used. Prerequisite: 353.
- 358-4. ACCOUNTING SYSTEMS. Problems in system design and installation. Practice in system design. Prerequisite: 442.
- 432-4. PROBLEMS IN FEDERAL TAXATION. Study of income tax problems which arise from partnership, corporation, estate, and trust types of organization. Brief study of federal estate and gift taxes. Student does research in source materials in arriving at solutions to complicated tax problems. Prerequisite: 331.
- 442-4. ADVANCED COST ACCOUNTING. Standard costs and distribution costs.

Special problems in cost accounting, including joint product, by-product, and capacity costs. Prerequisite: 341.

- 461-4. CPA & ADVANCED ACCOUNTING PROBLEMS. A problems course, using problems from the examinations sponsored by the American Institute of Certified Public Accountants and given in the last few years. Some problems also drawn from other sources. Prerequisite: 442, 353.

## ECONOMICS

- 205-5. SURVEY OF ECONOMIC PRINCIPLES.  
206-4. ECONOMIC PRINCIPLES AND PROBLEMS. Prerequisite: 205. For courses numbered in the 300's and 400's, both 205 and 206 prerequisite; exceptions which require 205 only: 307, 317, 355, 360.  
301-1 to 6. ECONOMIC READINGS. Reading in books and periodicals in a defined field, under direction of one or more staff members. Periodic written and oral reports.  
307-4. ECONOMIC AND BUSINESS STATISTICS. 3 hours lecture; 2 hours laboratory. Prerequisite: 205 only; recommended, Mathematics 106a.  
310-4. LABOR PROBLEMS.  
315-4. MONEY AND BANKING I.  
317-4. ECONOMIC HISTORY OF THE UNITED STATES. Prerequisite: 205.  
328-4. INTERNATIONAL ECONOMICS.  
330-4, 331-3. PUBLIC FINANCE: NATIONAL, STATE, LOCAL, AND FISCAL POLICY.  
340-4. PUBLIC UTILITY ECONOMICS.  
355-3. ECONOMICS OF CONSUMPTION. Prerequisite: 205.  
411-4. COLLECTIVE BARGAINING AND DISPUTE SETTLEMENT. Nature, issues, procedures, economic effects. Analysis of actual collective bargaining situations.  
416-4. MONEY AND BANKING II. Emphasis upon the Federal Reserve and other banking systems. Prerequisite: 315.  
440-3. INTERMEDIATE THEORY. A more intensive treatment of price and income theory.  
450-3. HISTORY OF ECONOMIC THOUGHT. Great economists and the development of economic theory.  
451-3. ECONOMIC THEORIES. A study of the theories of recent leading economists.  
470-3. BUSINESS CYCLES. Major business fluctuations in the United States; prices, employment, production, credit, inflation and deflation, and government action during the cycles. Prerequisite: 315 or 440.

## MANAGEMENT

- 170-4. INTRODUCTION TO BUSINESS. A survey of business, intended to give to the student a general knowledge of the modern business world, a better basis for choosing his specialty, and certain information not covered in the various specialized courses offered.  
271-4. BUSINESS WRITING. Principles and practice in writing typical kinds of business correspondence and reports. Prerequisite: Eng. 103. Ability to pass qualifying test in typewriting.  
320-5. FINANCIAL MANAGEMENT. Financial structure in industry, sources of capital, regulation of securities, of stock exchanges, and the Security and Exchange Commission; dividend and other financial policies. Interpreting corporation reports and evaluating securities through the analysis of financial statements. Prerequisite: Acct. 253; Econ. 205.  
323-4. INVESTMENTS. Survey of the problems and procedures of investment management; types of investment risks; security analysis; investment prob-

- lems of the individual as well as of the corporation. Prerequisite: 320; Acct. 253; Econ. 206.
- 327-4. **INSURANCE.** Underlying principles and functions of insurance in the economic life of the individual and of business. Prerequisite: 253; Econ. 206.
- 328-3. **REAL ESTATE.** Purchasing, financing, owning, developing, improving, assessing, maintaining, zoning, subdividing, conveying, managing, operating in a real estate business; the influence of recent court decisions on real estate.
- 340-4. **BUSINESS ORGANIZATION.** Business organization, management theory, and practice. Prerequisite: 380.
- 371, 372, 373-4. **BUSINESS LAW I, II, III.** Legal problems in the normal business relations, including the law of contracts, agency, sales, bailments, negotiable instruments, insurance, private property, and business organizations.
- 380-4. **PRODUCTION MANAGEMENT.** Plant location, design, and construction; internal organization for operations; production control, stores control, routing of materials, job analysis, and time study; wage systems, subdivision of executive responsibilities and duties; methods of co-ordination and planning. Prerequisite: Econ. 206.
- 385-4. **PERSONNEL MANAGEMENT.** Relation of the human element to production; the art of securing understanding and co-operation; employee organizations and outside activities; work of the personnel department; wage standards and working conditions. Prerequisite: Econ. 206.
- 475-4. **BUDGETING AND SYSTEM.** Budgeting and systems as aids in co-ordinating and directing business operation. Prerequisite: 320; Acct. 253.
- 479-2 to 8. **PROBLEMS IN BUSINESS AND ECONOMICS.** Application of economic theory to practical business problems. Open to majors in business administration or economics, who have senior standing.

#### MARKETING

- 330-5. **MARKETING.** A general survey course designed to acquaint the student with the entire field of marketing. Consideration given to the underlying economic principles; historical development of distributive systems, channels, agents, institutions, functions, policies, and principles.
- 331-4. **RETAILING.** Retailing opportunities and techniques. Purchase planning; mark-up; inventory calculation and valuation; stock turnover; inventory, mark-downs, discounts. Prerequisite: 330.
- 332-4. **STORE MANAGEMENT.** Store management, organization, location, layout. Procedures in receiving goods, handling sales, packing, wrapping, customer complaints, telephone orders, etc.
- 333-4. **ADVERTISING.** Advertising fundamentals in relation to modern business activities; fields of advertising; advertising media, campaigns, and systems. Prerequisite: 330.
- 334-4. **CREDITS AND COLLECTIONS.** Organization and operation of the credit department, including the sources and analysis of credit information, collection methods, and correspondence. Retail credit management emphasized. Prerequisite: 330.
- 336-3. **PURCHASING.** Dealer-supplier relationship in manufacturing, wholesaling, and retailing. Purchasing for resale and for consumption. Influence in sales promotion materials. Buying from single and multiple suppliers. Prerequisite: 330.
- 337-4. **SALESMANSHIP.** History, scope, and importance of selling in modern business; the sales department; the salesman's part in the selling process. Prerequisite: 330.
- 341-4. **TRANSPORTATION.** Evolution of American transportation systems, and of the current problems of transportation facilities in connection with governmental control and regulation. Prerequisite: 330.

- 438-4. SALES MANAGEMENT. Developing and training a sales force. The different types of sales forces. Managing sales functions; determining salesmen's territories, quotas, compensation. Budget preparation. Developing and implementing the merchandise plan. Prerequisite: 330, 337, or consent of the instructor.

## SECRETARIAL SCIENCE

- 102-3. TYPEWRITING I. An introductory course in touch typewriting, giving credit only to those students who have had no previous school training in typewriting. Students who have had typewriting in high school should take a placement test. (Placement tests are given during each quarter at announced times.)
- 103-3. TYPEWRITING II. Continuation of 102. Emphasis on business letter typing and on development of speed and accuracy.
- 104-3. TYPEWRITING III. Development of techniques incidental to business letter tabulating, typing from rough-draft copy. Prerequisite: 103.
- 105-4. SHORTHAND I. An introductory course in Gregg shorthand, giving credit only to those students who have had no previous school training in shorthand. Students who have had shorthand in high school should take a placement test. (Placement tests are given during each quarter at announced times.)
- 106-4. SHORTHAND II. Continuation of 105.
- 107-4. SHORTHAND III. Continuation of 106. Development of skill in writing Gregg shorthand from dictation, with emphasis on increasing the vocabulary.
- 113-3. TYPEWRITING-DUPLICATING. Review of elementary typewriting. Development of techniques related to duplicating processes, including stencil and direct-process machines. Open only to kindergarten-primary education majors. Prerequisite: 102; education major.
- 213-3. TYPEWRITING IV. Continuation of 104. Development of high competencies in typewriting. Emphasis on business letters, other business forms, manuscripts, legal forms, and stencils or masters for duplicating machines; transcription from dictaphone belts. Prerequisite: 104 or equivalent.
- 216-4. SHORTHAND IV. Continuation of 107. Development of high competencies in writing shorthand from dictation. Prerequisite: 107 or equivalent.
- 307-3. SECRETARIAL PRACTICE. A finishing course for secretaries, covering such topics as personality and office relationships, office mail, office equipment, travel, and business reports. Prerequisite: 213 and 216, or their equivalents.
- 308-4. TRANSCRIPTION. Integration of shorthand, typewriting, and English.
- 313-4. OFFICE CALCULATING MACHINES. Introduction to various kinds of office calculating machines, emphasizing the usefulness of each kind of machine in solving the different mathematical problems encountered in the office. Laboratory practice required.
- 401-4. PROBLEMS OF BUSINESS EDUCATION. The fundamentals of business education, covering history and status of business education, business curriculum, objectives, types of learning, instructional materials, and measurement and standards of achievement. Prerequisite: permission of instructor.
- 403-3. THE TEACHING OF TYPEWRITING. Methods, materials, tests, programs, and other aspects of the teaching of typewriting in high schools. Prerequisite: 213 or equivalent.
- 404-3. THE TEACHING OF SHORTHAND. Methods, materials, tests, programs, and other aspects of the teaching of shorthand in high schools. Prerequisite: 216 or equivalent.
- 405-3. THE TEACHING OF BASIC BUSINESS SUBJECTS. Methods, materials, tests, programs, and other aspects of the teaching of high school business



- subjects other than shorthand and typewriting. Prerequisite: permission of instructor.
- 407-3. OFFICE MANAGEMENT. Application of principles of management to office problems, with the purpose of giving the secretary an understanding of office work from the management viewpoint. Prerequisite: permission of instructor.

### EDUCATION DIVISION

|                                |                         |
|--------------------------------|-------------------------|
| Education                      | Health Education        |
| Administration and Supervision | Industrial Education    |
| Elementary                     | Instructional Materials |
| Secondary                      | Physical Education      |
| Guidance                       | Special Education       |

The Education Division prepares teachers for all grades from kindergarten through high school. The division is committed to giving professional training to teachers, supervisors, administrators, and specialists. In its current offerings it broadens its efforts to include provisional work in several specialties in school administration and supervision. For most undergraduate students preparing to teach in high school, the subject matter majors will be taken in other divisions, and the provisional preparation for teaching, including the student teaching, will be taken in the Education Division.

|  |      |
|--|------|
| Professor Harold W. See, Ed.D. (Indiana)                     | 1955 |
| Associate Professor John H. Schnabel, Ed.D. (Indiana)        | 1957 |
| Associate Professor Harry H. Smith, Ed.D. (Washington)       | 1958 |
| Associate Professor Leonard B. Wheat, Ph.D. (Columbia)       | 1958 |
| Assistant Professor David E. Bear, Ed.D. (Washington)        | 1957 |
| Assistant Professor Howard V. Davis, Ed.D. (Washington)      | 1957 |
| Assistant Professor Marjorie Logan, M.S. (Illinois)          | 1958 |
| Assistant Professor Babette Marks, M.Ed. (North Carolina)    | 1957 |
| Assistant Professor Howard C. Nesbitt, Ed.D. (Columbia)      | 1958 |
| Assistant Professor Robert H. Steinkellner, Ph.D. (Missouri) | 1958 |
| Instructor James L. Diekroeger, M.A. (Indiana)               | 1958 |
| Instructor Thomas D. Evans, M.S. (Southern Illinois)         | 1957 |
| Instructor Norman E. Showers, M.S. (Southern California)     | 1957 |
| Lecturer Frank L. Eversull, Ph.D. (Yale)                     | 1958 |
| Lecturer Joseph C. Jurjevich, Jr., Ed.D. (Peabody)           | 1958 |

### DIVISION COURSE DESCRIPTIONS

#### EDUCATION

##### ADMINISTRATION AND SUPERVISION

- 100-3. INTRODUCTION TO EDUCATION. An orientation course to enable students to make intelligent decisions about teaching as a career.
- 331-3. AMERICAN PUBLIC EDUCATION. A general overview of the entire field

- of American public education. Prerequisite: Guidance 305. Not open to students who have had Education 330.
- 355-4. PHILOSOPHY OF EDUCATION. The philosophical principles of education and the educational theories and agencies involved in the work of the schools.
- 420-4. LEGAL BASIS OF AMERICAN EDUCATION. The study of legal concepts governing education in the United States. Particular emphasis is placed on common law principles.
- 424-4. SCHOOL ADMINISTRATION. For those who look forward to positions as supervisors, principals, or superintendents. Prerequisite: Guid. 305.
- 431-3. HISTORY OF EDUCATION IN THE UNITED STATES. An historical study of the problems of American education which have relevance to contemporary education.
- 456-4. SCHOOL SUPERVISION. The function of the principal or supervisor in the improvement of instruction. Some activities, methods, and devices for improving the effectiveness of teaching. For present and prospective principals or supervisors who wish to familiarize themselves with accepted principles of supervision in elementary and secondary schools. Prerequisite: three courses in education.
- 460-4. CURRICULUM. Modern practices and procedures in curriculum development: principles and practice in evaluation and construction of curriculum areas, with attention to the professional, social, economic, and other major factors in curriculum planning. Not open to students who have had 461 or 561.
- 500-4. RESEARCH METHODS. Practical training in research and writing techniques in the field of education. Bibliography materials, footnotes, use of the library. Recommended that students have had Guid. 420, 421, or 422.
- 502-4. SEMINAR IN COMPARATIVE EDUCATION. A study of the educational ideas and practices of various countries of the world, both Eastern and Western, and their impact upon our culture and education.
- 520-4. ILLINOIS SCHOOL LAW. Designed to provide (a) interpretation and understanding of Illinois school laws and (b) competency in fulfilling, administering, and evaluating provisions of the school laws of the State of Illinois. Includes study of federal legislation and court decisions affecting Illinois public schools.
- 533-4. SCHOOL BUILDINGS. A course dealing with those various phases of physical plant design and maintenance of concern to the school administrator. Students who have had Education 525 not to enroll in this course for credit. Recommended that students have had 424 or 563.
- 534-4. SCHOOL FINANCE. A course dealing with the fiscal administration of public education at the national, state, and local levels. Students who have had Education 525 not to enroll in this course for credit. Prerequisite: 424.
- 554-4. CONTRASTING PHILOSOPHIES OF EDUCATION. A course dealing, both historically and contemporaneously, with the ideologies which have developed from different concepts of education; and emphasizing the alternatives facing American educators in the immediate future.
- 575-2 to 4. INDIVIDUAL RESEARCH. The selection, investigation, and writing of a research topic under the supervision of a member of the departmental graduate staff. By special arrangement.

## ELEMENTARY

- 313-4. CHILDREN'S LITERATURE. Course for students majoring in kindergarten-primary education or elementary education, emphasizing types of literature, analysis of literary qualities, and the principles of selection and presentation of literature for children. Not open to students who have had English 213 or Speech 307. Prerequisite: Guid. 305.

- 314-4. ELEMENTARY SCHOOL METHODS. The fundamental principles of education and the interpretation of current and proposed educational theory and practice. The processes of teaching and learning involved in elementary education. Educ. 314 cannot be substituted for 315, nor Educ. 315 for 314. Prerequisite: Guid. 305; Ed. Ad. 100 or 331.
- 316-4. KINDERGARTEN-PRIMARY METHODS AND CURRICULUM. To aid the teacher in placing subject matter according to age levels and environment, to integrate this material with the child's experiences, to plan a unit of experience, and to help a school group to develop it. 3 hours theory plus 2 hours laboratory. Prerequisite: Guid. 305; Ed. Ad. 100 or 331.
- 337-4. READING IN THE ELEMENTARY SCHOOLS. The principles of reading instruction and the factors that condition reading, together with grade placement of aims and materials; approved techniques of approach, diagnostic and remedial treatment. Prerequisite: 314 or 316; Guid. 305.
- 350D-8. KINDERGARTEN-PRIMARY STUDENT TEACHING.
- 350E-4. ADVANCED KINDERGARTEN-PRIMARY STUDENT TEACHING. Prerequisite: 350D.
- 351D-8. ELEMENTARY STUDENT TEACHING.
- 351E-4. ADVANCED ELEMENTARY STUDENT TEACHING. Prerequisite: 351D.
- 411-4. SEMINAR IN INSTRUCTION. Designed especially to assist teachers and in-service teachers in solving actual classroom problems and in applying basic techniques of teaching to reach desirable goals of education; it involves clinical study and discussion of behavioral and learning situations, with special attention to the developmental characteristics and needs of students. Prerequisite: 314 or 316; Ed. S. 315; Guid. 305.
- 415-4. IMPROVEMENT OF INSTRUCTION IN ARITHMETIC IN THE ELEMENTARY SCHOOL. Emphasis given to items to be taught, the grade placement of content, newer instructional practices and materials of instruction, and means of evaluating achievement. Prerequisite: Math. 210 or consent of instructor.
- 437-4. PROBLEMS IN READING. Practices and trends in the teaching of reading; materials of instruction in reading, particularly remedial materials; techniques and materials for prevention of reading difficulties; diagnosis and remediation of reading difficulties. Prerequisite: 337.
- 461-4. ELEMENTARY SCHOOL CURRICULUM. A critical study of the reorganization, construction, and administration of the elementary school curriculum study, basic issues in realizing a sound curriculum, and installation, adaptation, and administration of the revised curriculum. Not open to students who have had 561 or Ed. Ad. 460.
- 515-4. SPECIAL PROBLEMS IN THE TEACHING OF ARITHMETIC IN THE ELEMENTARY SCHOOL. A seminar course which covers important problems in arithmetic in the elementary school. The content may vary slightly from year to year, depending upon the interests of the students enrolled. Prerequisite: 415 or consent of instructor.
- 541-4. SELECTED TEACHING AND CURRICULUM PROBLEMS IN ELEMENTARY SCHOOL SCIENCE. A course designed to help teachers with the problems of teaching science in the elementary school: aims, methods, materials, and equipment. Special emphasis placed upon grade placement of materials and the use of community resources.
- 542-4. LANGUAGE ARTS IN THE ELEMENTARY SCHOOL. A study of the practical bearing of investigation and theory on the improvement of current practices in the teaching of the language arts, other than reading. Attention given to evaluation of teaching materials in these areas.
- 543-4. SOCIAL STUDIES IN THE ELEMENTARY SCHOOL. Attention given to organization of material for teaching purposes, techniques of classroom

presentation, bibliographies of materials, use of audio and visual aids to instruction, and techniques for evaluating student progress. Readings, lectures, and discussions related to required teaching experience.

- 557-4. THE ELEMENTARY PRINCIPALSHIP. This course is designed to meet many of the particular needs of persons interested in qualifying for appointments as elementary school principals. Other than considering the administrative responsibilities of the elementary principal, such topics as the grouping of pupils, the elementary school's curriculum, the evaluation of the school's program and personnel will be studied. Prerequisite: Ed. Ad. 424 recommended.
- 575-2 to 4. INDIVIDUAL RESEARCH. The selection, investigation, and writing of a research topic under the supervision of a member of the departmental graduate staff. By special arrangement.

#### SECONDARY

- 315-4. HIGH SCHOOL METHODS. The processes of learning and teaching involved in high school education. See El. Ed. 314 description. Prerequisite: Ed. Ad. 100 or 331; Guid. 305.
- 352D-8. SECONDARY STUDENT TEACHING.
- 352E-4. ADVANCED SECONDARY STUDENT TEACHING. Prerequisite: 352D.
- 357-4. INTRODUCTION TO COMMUNITY DEVELOPMENT. A survey of the concepts and processes of co-ordinated citizen study, planning, and action directed toward the fuller development of communities in a democratic society. Prerequisite: four hours of sociology.
- 407-4. THE JUNIOR HIGH SCHOOL. A course concerned primarily with the place of the junior high school in the organizational pattern, with major emphasis upon the areas of organization, administration, and curriculum.
- 411-4. SEMINAR IN INSTRUCTION. Designed especially to assist student teachers and in-service teachers in solving actual classroom problems and in applying basic techniques of teaching to reach desirable goals of education; it involves clinical study and discussion of behavioral and learning situations, with special attention to the developmental characteristics and needs of students.
- 421-4. TESTS AND MEASUREMENTS IN THE SECONDARY SCHOOL. Philosophy and history of educational measurements. Principles and practice of test construction. Planning of testing programs for high schools including the selection, administering, scoring, and interpretation of standardized tests. Prerequisite: Guid. 305.
- 470-4. EXTRA-CLASS ACTIVITIES. Student expected to specialize in one extra-class activity in terms of his own interest and needs. Prerequisite: consent of instructor.
- 550-4. CORE CURRICULUM IN THE SECONDARY SCHOOL. A course designed to help students gain a functional understanding of the core concept. Consideration given to techniques of selecting materials and to the co-operative planning of units of work. Critical study of current practices in this field. Prerequisite: Ed. Ad. 460 or consent of instructor.
- 562-4. WORKSHOP IN HIGH SCHOOL CURRICULUM. This course is designed to permit students to work in groups on problems related to the high school curriculum. Such problems should originate in the schools where the students are employed or will shortly become staff members. The point of view maintained is that procedures should be very democratic. The instructor serves as a co-ordinator of activity; resource people are used freely. Prerequisite: one other graduate course in curriculum.
- 564-4. HIGH SCHOOL PRINCIPALSHIP. Designed to deal with problems met specifically by the high school principal. Emphasizes his role in relation to



guidance, curriculum, schedule-making, extracurricular activities, public relations, budgeting of time, etc. Prerequisite: Ed. Ad. 424 and consent of instructor.

- 575-2 to 4. **INDIVIDUAL RESEARCH.** The selection, investigation, and writing of a research topic under the supervision of a member of the departmental graduate staff. By special arrangement.

#### GUIDANCE

- 305-4. **EDUCATIONAL PSYCHOLOGY.** A course primarily for teachers, designed to help them to develop an appreciation and understanding of behavior; intelligence and its measurement; the use of test results; principles of learning and their application to teaching; and individual differences. Prerequisite: Psych. 201.
- 412-4. **MENTAL HYGIENE.** An integration of knowledge and principles concerning factors and conditions in the personal life that tend to facilitate or to deter mental health. Mental health viewed as living creatively in an atmosphere of satisfactory interpersonal relations. Prerequisite: 305.
- 420-4. **EDUCATIONAL STATISTICS.** A course emphasizing the statistical methods needed by teachers for classroom use, the reading of educational literature, and informal educational research. Includes methods of describing group performance, measures of relationship, normal probability, and an introduction to measures of reliability and tests of significance. Prerequisite: consent of instructor.
- 421-4. **TESTS AND MEASUREMENTS IN THE SECONDARY SCHOOL.** A study of various standard tests with emphasis on the administering, scoring, and interpreting of such tests as they are utilized in the high schools. The planning of testing programs for public schools; the preparation of an objective test by the student in the field in which he plans to teach. Prerequisite: 305 or equivalent.
- 422-4. **TESTS AND MEASUREMENTS IN THE ELEMENTARY SCHOOL.** The uses of objective measurements for diagnosis, appraisal, guidance of learning, and improvement of teaching. Special emphasis on the selection, administration, and interpretation of tests. Attention given to the construction of classroom tests by the teacher. Prerequisite: 305 or equivalent.
- 426-4. **INDIVIDUAL INVENTORY.** Weekly seminars to acquaint students with techniques in individual guidance; emphasizes diagnostic techniques as used in the case study approach. Each student to select one child to serve as his "subject." Prerequisite: 421 or 422; at least one course in remedial reading; Soc. 101; H. Ed. 100.
- 442-4. **BASIC PRINCIPLES OF GUIDANCE.** A basic introductory course. A rapid survey of the organization and supervision of educational, social, and vocational guidance in public schools. A first course for counselors, advisers, deans, teachers, school administrators, and others interested in guidance. Prerequisite: 305 or equivalent.
- 501-4. **SPECIAL RESEARCH PROBLEM.** For majors and minors in the areas of guidance or special education. Choosing and conducting research activities. The student to select a topic for research and present it, upon completion, to the staff. Prerequisite: consent of staff.
- 511-4. **EDUCATIONAL IMPLICATION OF LEARNING THEORIES.**
- 515-4. **PSYCHOLOGICAL ASPECTS OF EDUCATION.** Review of the various theories of learning with special emphasis on the applications of these theories in the classroom. Individual special study concerning a specific application of psychological principles to a classroom situation. Should be taken near completion of master's program. Prerequisite: consent of instructor.

- 523-4. MEASUREMENT OF INTERESTS AND APTITUDES OF STUDENTS. Practical experience in determining pupils' interests and aptitudes as used by guidance personnel in the school. Emphasis on validity, reliability, appropriateness of norms, and interpretation of each test considered. Prerequisite: 421 or 422, 442, or consent of instructor.
- 525-4. SCHOOL BEHAVIOR PROBLEMS AND THEIR PREVENTION. A study of etiological factors, differential diagnosis, and methods used in the correction of behavior problems. Consideration of intra-community and extra-community facilities available in treatment programs. Includes in-service field work. Prerequisite: consent of instructor.
- 536A-4. TECHNIQUES IN INDIVIDUAL MEASUREMENT (Elementary). Training and experience in administering, scoring, and interpreting individual intelligence tests suitable for use with pupils of school age. Each student to administer a minimum of 25 tests. Prerequisite: consent of instructor.
- 536B-4. TECHNIQUES IN INDIVIDUAL MEASUREMENT (Adolescents). Training and experience in administering, scoring, and interpreting individual intelligence tests suitable for use with pupils of school age. Each student to administer a minimum of 25 tests. Prerequisite: consent of instructor.
- 537-4. COUNSELING THEORY AND PRACTICE I. Prerequisite: 421 or 422, 442.
- 543-4. GROUP GUIDANCE PROCEDURES. A study of methods and materials for the organization and utilization of orientation programs, home rooms, clubs, and activities for guidance purposes. An introduction to group relations. Prerequisite: 442.
- 545-A to J-2 to 24. PROBLEMS IN GUIDANCE. A seminar-laboratory course to discuss current problems in guidance as met by guidance workers in the field. Open to majors of advanced standing only.
- 562A-4. THE SCHOOL'S FUNCTION IN RELATION TO CHILD AND ADOLESCENT DEVELOPMENT (Elementary). The way in which the curriculum and other school activities relate to and promote the normal healthy development of children. Prerequisite: 412.
- 562B-4. THE SCHOOL'S FUNCTION IN RELATION TO CHILD AND ADOLESCENT DEVELOPMENT (Adolescent). The way in which the curriculum and other school activities relate to and promote the normal healthy development of children. Prerequisite: 412.

## HEALTH EDUCATION

- 100-4. HEALTHFUL LIVING. A survey course in personal and community health designed to meet the general health needs of college students. Objective of the course to present scientific information as a basis for helping the student develop wholesome health attitudes and practices to result in optimum personal and community health. Prerequisite for all 300 courses. Required for all freshman students.
- 205-4. PRINCIPLES AND FOUNDATIONS OF HEALTH EDUCATION. Introduction to philosophy and history of health education. The function of the school, the health department, and voluntary agencies in a health education program. Examination of techniques in health education such as community organization, interpretations of vital statistics, and group dynamics.
- 302-4. DRIVER EDUCATION AND TRAINING. To prepare the college student for teaching driver education and training in the secondary school. Outlining different instruction plans; obtaining the car, insurance, road-testing, psychophysical testing, and source materials. Driver Education and Training Certificates to be awarded class members satisfactorily completing the course. Prerequisite: Illinois driver's license.
- 334(S)-4. FIRST AID. Red Cross first aid as a basis. Lectures, demonstrations,

and practical applications. Red Cross Instructor Certificate given to those who complete the course requirements satisfactorily. Students who have had 223 or 333 may not take this course.

- 350-4. METHODS AND MATERIALS IN ELEMENTARY SCHOOL HEALTH EDUCATION. Aimed to show the prospective teacher the fundamental processes involved in the teaching of health education at the elementary level. Prerequisite: Guid. 305.
- 460-4. METHODS AND MATERIALS IN SECONDARY SCHOOL HEALTH EDUCATION. To show the prospective teacher the fundamental processes involved in the teaching of health education at the secondary level. Prerequisite: Guid. 305.

#### INDUSTRIAL EDUCATION

- 491-3 to 4. PRINCIPLES OF TRADE TEACHING. Emphasis on methods of teaching trade subjects.
- 494-3 to 4. ORGANIZATION AND ADMINISTRATION OF INDUSTRIAL EDUCATION. Principles and policies governing the administration of industrial education programs in elementary, junior, senior high schools; relation of federal and state supervision of industrial education to local administration.
- 496-3 to 4. SELECTION AND ORGANIZATION OF SUBJECT MATTER. Selection and arrangement of teaching content, preparation of assignment, operation, information, and job sheets, preparation of tests.

#### INSTRUCTIONAL MATERIALS

- 202-2. USE OF BOOKS AND LIBRARIES I. Developing the student's skill in the use of the card catalog, library classifications, and other general keys to library materials. Study of general reference tools.
- 303-4. SCHOOL LIBRARY FUNCTIONS AND MANAGEMENT. Effective library service in relation to the educational objectives of elementary and secondary school programs; organization, supervision, finance, housing, equipment, standards, and evaluation.
- 306-4. SCHOOL LIBRARIES AS INFORMATION CENTERS. Evaluation, selection, and use of reference sources for elementary and secondary school libraries. Principles and methods of reference service.
- 308-4. SCHOOL LIBRARY TECHNICAL PROCESSES. Organization of library materials for effective service to readers. Acquisition, classification, cataloging, preparation, preservation, and circulation of materials. Laboratory assignments.
- 405-4. LIBRARY MATERIALS FOR CHILDREN. Evaluation, selection, and use of books, magazines, recordings, films, and other materials suitable for the needs, interest, and abilities of children and for curriculum enrichment in elementary schools. Review of selected research in the field of children's reading. Open to juniors, with the consent of the instructor.
- 406-4. LIBRARY MATERIALS FOR ADOLESCENTS. Evaluation, selection, and use of books, magazines, recordings, films, and other materials suitable for the needs, interests, and abilities of young people 13 to 18 years old and for curriculum enrichment in secondary schools. Review of selected research in the field of young people's reading. Open to juniors, with consent of instructor.
- 417-4. AUDIO-VISUAL METHODS IN EDUCATION. Selection and utilization of audio-visual methods in the teaching situation, elementary through adult levels. Motion pictures, slides, filmstrips, and recordings particularly stressed. Prerequisite: consent of instructor.
- 420-4. SCHOOL LIBRARY ACTIVITIES AND PRACTICE. Supervised practice and observation integrated with instruction in typical activities of school

- librarians, including story-telling, book talks and discussions, teaching the use of the library. Includes experience in meeting recurrent administrative problems of a library. Prerequisite: 303, 306, 308, 405 or 406.
- 445-4. PREPARATION OF TEACHER-MADE AUDIO-VISUAL MATERIALS. The basic techniques for the preparation of a wide variety of audio-visual materials. Laboratory practice in the preparation of bulletin boards, opaque materials, models, slides, recordings, feltboards, and other graphic materials. Prerequisite: consent of instructor.
- 546-4. INTEGRATION OF AUDIO-VISUAL MATERIALS IN THE CLASSROOM. Selection of audio-visual materials for integration with specific units and with the curriculum. Criteria and appreciation of the place of each type of audio-visual material in the classroom. Prerequisite: 417.
- 548-4. SUPERVISION AND ADMINISTRATION OF AN AUDIO-VISUAL PROGRAM. Intended to provide professional information and training for anyone who has administrative responsibilities for an audio-visual program. For teachers who have been given part-time responsibilities and for full-time co-ordinators or directors in an individual school, a school system, a college, a business firm, or a church. Prerequisite: 417, 546.

## PHYSICAL EDUCATION FOR MEN

- 101A-1/2, 101B-1/2. ORIENTATION PRACTICUM IN PHYSICAL EDUCATION I AND II. Gives understanding and more complete concept of the role of physical education as it relates to the total educational program. The historical aspects of physical education are included. To be taken in proper sequence.
- 115-2. METHODS AND MATERIALS OF COACHING BASEBALL. The techniques of batting, fielding, and playing the different positions. Four hours of activity.
- 116-2. METHODS AND MATERIALS OF TEACHING GYMNASTICS AND WRESTLING. Course aimed principally to develop, by practice, individual techniques in calisthenics, parallel bars, side horse, trampoline, and high bar work; also to teach and perfect safety and spotting techniques used in teaching intermediate and advanced skills. Also the fundamental skills, individual and group methods of wrestling instruction.
- 118-1. METHODS AND MATERIALS OF TEACHING TENNIS AND GOLF. This course is concerned with preparing the prospective teacher to teach the physical activities of tennis and golf through the acquisition of the skills, knowledges, and appreciations associated with each such activity. It includes, also, consideration of necessary and desirable teaching materials designed to enhance instruction in these activities.
- 151, 152, 153-1. FRESHMAN REQUIRED PHYSICAL EDUCATION. Three hours of activity.
- 215-2. METHODS AND MATERIALS OF COACHING TRACK AND FIELD. To prepare prospective physical education teachers to develop a competency in teaching the techniques for successful execution of the individual skills involved in track and field sports. Emphasis is placed upon the study of skill techniques along with practical performance and experience by the student.
- 216-2. METHODS AND MATERIALS OF COACHING BASKETBALL. Course dealing with individual basketball fundamentals, with special emphasis on passing, pivoting, basket-shooting, dribbling, and individual defense. One hour a day, four days a week.
- 217-2. METHODS AND MATERIALS OF COACHING FOOTBALL. Individual instruction and practice in all the fundamentals of the game, such as passing,



- kicking, tackling, blocking, running with the ball; student participation in actual scrimmage. Four days a week.
- 230-1. FOLK DANCING. Fundamental steps and dances of various countries.
- 239-1. SOCIAL DANCING. Fundamental steps of ballroom dancing. For beginners only.
- 251, 252, 253-1. SOPHOMORE REQUIRED PHYSICAL EDUCATION. Prerequisite: 151, 152, 153. Two hours of activity.
- 254-1. BOWLING. Fundamental techniques; rules and strategy.
- 303-5. KINESIOLOGY. The mechanical analysis of physical education activities through the study of joint and muscle action. Prerequisite: Phsl. 209, 300.
- 318-4. TEACHING OF PHYSICAL EDUCATION FOR KINDERGARTEN-PRIMARY CHILDREN. A study of physical activities that meet the needs of the kindergarten-primary child, including movement fundamentals, games, rhythms, self-testing, and apparatus play, as well as creative activities. To fulfill the requirements of the State of Illinois for kindergarten-primary teachers.
- 319-4. TEACHING OF ELEMENTARY SCHOOL GROUP ACTIVITIES. Study of age characteristics; planning of an activity program for all grade levels; care of equipment; techniques of teaching activities for elementary grades. To fulfill the requirements of the State of Illinois for elementary school teachers.
- 331B-2. THEORY OF BASEBALL COACHING. Strategy of the game; conduct of daily practice; study of rules and play situations; also methods of teaching baseball. Prerequisite: 115.
- 331C-2. THEORY OF TRACK AND FIELD COACHING. Instruction in all individual track and field events; methods of organizing and conducting track and field meets as a part of the course. Prerequisite: 215.
- 341-3. PRINCIPLES OF PHYSICAL EDUCATION. This course critically analyzes the foundations and assumptions basic to physical education as a way of education for all children and youth. Prerequisite: senior standing.
- 345A-1. OFFICIATING FALL SPORTS. Intended to prepare students to master the interpretation of rules in the sports of football and cross country; the techniques of officiating; the general code of ethics for officials and players; and unusual problems associated with officiating in these sports. Practice in actual officiating may be required as part of course assignments.
- 345B-1. OFFICIATING WINTER SPORTS. Intended to prepare students to master the interpretation of rules in the sports of basketball, swimming, and wrestling; the techniques of officiating; the general code of ethics for officials and players; and unusual problems associated with officiating these sports. Practice in actual officiating may be required as part of course assignments.
- 345C-1. OFFICIATING SPRING SPORTS. Intended to prepare students to master the interpretation of rules in the sports of baseball, track and field, tennis, and golf; the techniques of officiating; the general code of ethics for officials and players; and unusual problems associated with officiating these sports. Practice in actual officiating may be required as part of course assignments.
- 350-3. METHODS AND MATERIALS OF TEACHING PHYSICAL EDUCATION IN ELEMENTARY SCHOOL. Organization and conduct of physical education activities for the children of elementary schools. Special emphasis is upon program planning, evaluation of materials, and observation and practice in creative rhythms, singing games, folk dancing, and games of low organization.
- 354-4. ORGANIZATION AND ADMINISTRATION OF PHYSICAL EDUCATION AND ATHLETICS. Organization and conduct of the total program of physical education, including interscholastic athletics.
- 370-4. TESTS AND MEASUREMENTS IN PHYSICAL EDUCATION. The theory

of measurements in health and physical education, the selection and administration of appropriate tests, and the interpretation of results. Projects required.

- 376-3. CARE AND PREVENTION OF ATHLETIC INJURIES. Prepares prospective athletic coaches and teachers in physical education to provide emergency care. Deals with methods of preventing physical injuries from athletics, techniques of taping and bandaging, techniques of emergency first aid, massage, and the use of physical therapy modalities. Prerequisite: anatomy and kinesiology or permission of chairman.

#### PHYSICAL EDUCATION FOR WOMEN

- 025-0. ORIENTATION. A course designed to acquaint students with the field of physical education as a profession.
- 100-1. SWIMMING. Beginning.
- 101H-1. FIELD HOCKEY.
- 101S-1. SOCCER.
- 102-1. BASKETBALL AND POSTURE CORRECTION. Continuation of 101.
- 103-1. VOLLEYBALL AND FOLK DANCING. Continuation of 102.
- 107-1. FUNDAMENTAL RHYTHMS.
- 120-1. INTERMEDIATE SWIMMING. Prerequisite: beginning swimming or ability to swim in deep water.
- 204-1. BEGINNING SWIMMING. Strokes and safety devices for beginning swimmers.
- 205-1. INTERMEDIATE SWIMMING. Intermediate and advanced techniques and strokes.
- 206-1. VOLLEYBALL. A course on advanced techniques and team tactics for the game of volleyball.
- 212-1. BASKETBALL.
- 213-1. SOFTBALL.
- 214-1. ARCHERY.
- 215-1. BADMINTON.
- 216-1. TENNIS.
- 218-1. RECREATIONAL SPORTS. Badminton, duckpins, and other recreational sports.
- 222-1. GOLF. Strokes, rules and regulations of the game.
- 223-1. HOCKEY. Techniques and skills.
- 230-1. FOLK DANCING. Fundamental steps and dances of various countries.
- 233-1. MODERN DANCE. Fundamentals of movement and composition. A basic course leading to the creating of contemporary dance compositions.
- 239-1. SOCIAL DANCING. Fundamental steps of ballroom dancing. For beginners only.
- 254-1. BOWLING.
- 255-1. FENCING.
- 318-4. TEACHING OF PHYSICAL EDUCATION FOR KINDERGARTEN-PRIMARY CHILDREN. A study of physical activities that meet the needs of the kindergarten-primary child. Included are movement fundamentals, games, rhythms, self-testing, and apparatus play, as well as creative activities. Course planned to fulfill the requirement of the State of Illinois for kindergarten-primary teachers.
- 319-4. TEACHING ELEMENTARY SCHOOL GROUP ACTIVITIES. Study of age characteristics; planning of an activity program for all grade levels; care of equipment; techniques of teaching activities for elementary grades. Planned to fulfill the requirements of the State of Illinois for elementary school teachers.

- 348-2 to 4. CAMP AND COMMUNITY LEADERSHIP. Fundamentals of scouting, camping, counseling. A week-end camping trip required.
- 352-2. HISTORY OF PHYSICAL EDUCATION. An historical survey of physical education from ancient times through the modern period, showing the relation between aims and practices in physical education and social and physiological needs of different periods.
- 354-2. PRINCIPLES OF PHYSICAL EDUCATION. The fundamental principles, aims, and objectives of physical education, the place of physical education in the educational program, and the problems of athletics.

## SPECIAL EDUCATION

- 410-4. PROBLEMS AND CHARACTERISTICS OF THE MENTALLY RETARDED. A study of the objectives, curriculum, methods, and materials of instruction for slow learners. Emphasis upon the principles of learning as they can be applied to this group. Observations. Prerequisite: Guid. 305 or Psych. 301 or 303.
- 412-4. EDUCATION OF GIFTED CHILDREN. Prerequisite: Guid. 305.
- 414-4. THE EXCEPTIONAL CHILD. A study of the physical, mental, emotional, and social traits of all types of exceptional children. Effects of handicaps in learning situations. Methods of differentiation and techniques for rehabilitation. Individual case studies used; observations and field trips. Prerequisite: Guid. 305; Psych. 301 or 303.
- 420-4. METHODS AND MATERIALS FOR TEACHING EXCEPTIONAL CHILDREN. Offered in conjunction with practice teaching, this course deals with specific methods and materials for teaching exceptional children. Prerequisite: Ed. El. 314 or 316, or Ed. S. 315.
- 428-4. SPEECH CORRECTION FOR THE CLASSROOM TEACHER.
- 513-4. ORGANIZATION, ADMINISTRATION, AND SUPERVISION OF SPECIAL CLASSES. Emphasis upon the functions, underlying principles, and cautions to be observed in the organization and administration of special classes. The selection and training of teachers, problems of supervision, special equipment, transportation, co-operating agencies, and legal aspects of the program. Prerequisite: Guid. 305; Psych. 301 or 303.

## FINE ARTS DIVISION

## Art

## Music

The Fine Arts Division serves as an instrument of the University for the stimulation of creative and professional work in art and music. Students are provided every opportunity to develop artistic and musical talents for cultural or professional reasons. The division provides service work for other divisions. It also makes every reasonable effort to take care of the needs of students other than music or art majors who want experience in the fine arts field for either cultural or practical reasons.

|   |      |
|---|------|
| Associate Professor John H. Schnabel, Ed.D. (Indiana)             | 1957 |
| Assistant Professor Lloyd G. Blakely, Mus.A.D. (Boston)           | 1958 |
| Assistant Professor Herrold E. Headley, Ph.D. (North Texas State) | 1958 |
| Assistant Professor Edwin B. Warren, Ph.D. (Michigan)             | 1957 |
| Instructor-Lecturer Evelyn T. Buddemeyer, B.S. (Missouri)         | 1958 |

The Southwestern Illinois Campus, through special arrangements with members of the St. Louis Symphony and other artist teachers, provides the student with opportunities to study his major instrument as a part of the University music program.

## DIVISION COURSE DESCRIPTIONS

## ART

- 100-5 to 15. BASIC STUDIO. Three-quarter sequence. A comprehensive survey of the various technical areas of art. Required of art majors and recommended for minors and others interested in basic studio experience.
- 120-3. ART APPRECIATION. Introductory course relating art to daily experience. Required of art majors. Satisfies general University requirement.
- 203-4 to 12. BEGINNING CERAMICS. First quarter—emphasis on throwing clay objects on potter's wheel, hand building and press molding of decorative and functional containers; decorative uses of clay and glazes, study of line and form. Second quarter—continuing study of throwing forms on the potter's wheel, decorative techniques using clay and glazes, firing the kiln; study of raw materials of ceramics; glaze making. Third quarter—continuing study of throwing forms on the potter's wheel, calculation of glaze formulas, study of special types of kiln firing; emphasis on creative approach to subject. Prerequisite: 100 (15 hours).
- 225, 226, 227-3. HISTORY OF WORLD ART SURVEY I, II, III. Study of significant historical monuments with reference to the geographical, social, and technical influences in architecture, sculpture, and painting. Prerequisite: 120.
- 231-4. JEWELRY. Single term introductory course. Study of basic techniques used in construction of jewelry with an emphasis on a personal and original design experience. Prerequisite: 100 (15 hours).
- 245-2 to 12. THE FIGURE. Three-quarter sequence. A study of the human figure in terms of form, movement, and structure accompanied by an exploration of possibilities of various drawing media. Prerequisite: 100 (15 hours).
- 250-2 to 12. OIL PAINTING. Three-quarter sequence. Introductory study of oil painting as a medium of expression. Individual rather than group problems planned and worked upon. Non-majors must have permission of instructor. Prerequisite: 100 (15 hours).
- 300-2 to 12. ART EDUCATION. Theory and practice of art activities in the elementary schools. Designed primarily to meet needs of elementary education majors.
- 302-2 to 12. BEGINNING AND ADVANCED CERAMICS. Three-quarter sequence. Similar to 203 with higher level of achievement expected. Advanced subject matter adjusted with reference to number of quarter hours of credit in ceramics previously earned. Prerequisite: 203.
- 306-3. MATERIALS AND TECHNIQUES IN ART EDUCATION. A studio course designed to provide a broad experimental experience with materials and techniques adaptable to art classes in grade and high school. In addition to studio assignments, each student will be required to complete a working file of published material and notes on materials and techniques in art.
- 307-3. THEORY IN ART EDUCATION. A survey of art education theory designed to provide the art education major with an introduction to theoretical studies in his field and, through scheduled observation visits to art classes in local area schools, with the problems of relating theory to practice. Prerequisite: 300.
- 308-3. CURRICULUM AND ADMINISTRATION IN ART EDUCATION. A course



designed to provide art education majors with experience in dealing with problems of planning and organizing art curricula in grade and high school and of introducing and administering such programs. The course will include comparative study of published material and the preparation of a working file on the subject. Prerequisite: 300.

- 320-2 to 12. ADVANCED PAINTING. Three-quarter sequence. Prerequisite: eight hours in 250 and major in art.
- 323-4. THE FIGURE (Advanced). Course for majors providing opportunity for concentrated work from the figure. Prerequisite: twelve hours of 245.
- 325-2 to 15. STUDIO. Advanced research problems. Approval of chairman of department required for selection of project and instructor.
- 356-3. THEORY OF ART. A survey of literature in theory of art and its influence and relationship to art criticism and practical work. Prerequisite: 120.
- 401-2 to 12. RESEARCH IN PAINTING.
- 406-2 to 12. STUDIO IN PAINTING.

#### MUSIC

- 001-1. BAND. Audition required.
- 002C-1. COLLEGIATE SINGERS. Audition required.
- 002D-1. UNIVERSITY CHORUS. Audition required.
- 003-1. ORCHESTRA. Audition required.
- 010A-B-1. CLASS VIOLIN-VIOLA.
- 010C-D-1. CLASS CELLO-BASS.
- 011-071-1 to 4. PRIVATE APPLIED MUSIC.
- 020A-1. CLASS FLUTE.
- 020B-1. CLASS OBOE.
- 020C-1. CLASS CLARINET.
- 040-1. CLASS PIANO.
- 050B-1. CLASS TRUMPET.
- 050C-1. CLASS TROMBONE.
- 060-1. CLASS VOICE.
- 100-3. MUSIC UNDERSTANDING. Introductory course for non-majors, with emphasis on background, purpose, and structure of representative compositions.
- 105, 106, 107-4. THEORY OF MUSIC. Fundamentals of music in sight singing, ear training, harmony, and keyboard harmony. To be taken in proper sequence.
- 200-3. FUNDAMENTALS OF MUSIC. A one-term course in the rudiments of music designed for those with little or no musical background, recommended as a course preliminary to Music 300B, elementary music methods for non-music majors.
- 205-4, 206-4, 207-4. THEORY OF MUSIC. Continuation of 105, 106, and 107. Advanced harmonic techniques, modulation, altered chords, chromatic harmony, and introduction to contemporary harmonic principles. Prerequisite: 107.
- 300B-3. MUSIC EDUCATION (Elementary). Teaching music in the elementary grades. (For non-music majors only).
- 345-1. MADRIGALS. Audition required.
- 350-3. PRINCIPLES OF CHURCH MUSIC. A study of the historical development of music in the liturgical and nonliturgical churches, and the principles which govern the music of these churches.
- 352-3. CHOIR IN THE CHURCH SERVICE. The place of choir and other vocal music in the worship service with emphasis on repertoire and conducting techniques.
- 471-476-2 to 8. PRIVATE APPLIED MUSIC.

- 502-3 to 9. HISTORY AND ANALYSIS OF MUSICAL STYLE. Study of style in relation to evolution of musical materials.
- 550-2. ORGANIZATION AND ADMINISTRATION OF THE MUSIC EDUCATION PROGRAM, ELEMENTARY.
- 551-2. ORGANIZATION AND ADMINISTRATION OF THE MUSIC EDUCATION PROGRAM, SECONDARY.
- 553-3. SEMINAR IN CHORAL MATERIALS AND TECHNIQUES.
- 554-3. SEMINAR IN INSTRUMENTAL MATERIALS AND TECHNIQUES.
- 571-576-4 to 16. PRIVATE APPLIED MUSIC.

## HUMANITIES DIVISION

|                   |            |
|-------------------|------------|
| English           | Philosophy |
| Foreign Languages | Speech     |
| Journalism        | Theater    |

The Humanities Division provides instruction in the intellectual disciplines of English and other languages, of literature, and of ideas. The division is concerned with instruction in the reading, writing, and speaking of English and foreign languages, the development of an understanding and appreciation of literature, and the concomitant recognition of its civilizing values. The division guides advanced students in methods of studying the works, men, and movements that make up literary and intellectual history. All students are encouraged to think and to write rationally, imaginatively, and responsibly as they learn to identify persistent human problems and their classic and current solutions.

|   |      |
|---|------|
| Professor William T. Going, Ed.D. (Michigan)                            | 1957 |
| Associate Professor Ernest L. Boyd, Ph.D. (Northwestern)                | 1958 |
| Associate Professor Nicholas T. Joost, Ph.D. (North Carolina)           | 1958 |
| Associate Professor Ruth J. Kilchenmann, Ph.D.<br>(Southern California) | 1958 |
| Associate Professor Raymond J. Spahn, Ph.D. (Northwestern)              | 1957 |
| Assistant Professor Milton B. Byrd, Ph.D. (Wisconsin)                   | 1958 |
| Assistant Professor Clifton Cornwell, M.A. (Missouri)                   | 1958 |
| Assistant Professor Robert W. Duncan, Ph.D. (Cincinnati)                | 1957 |
| Assistant Professor Marion A. Taylor, Ph.D. (Iowa)                      | 1958 |
| Instructor John I. Ades, M.A. (Cincinnati)                              | 1958 |
| Instructor H. Charles Hooks, M.A. (Baylor)                              | 1958 |
| Instructor John I. Knoepfle, M.A. (Xavier)                              | 1957 |
| Instructor Mary Belle Smith, M.A. (Iowa)                                | 1957 |
| Instructor Gladys R. Steinman, M.A. (Illinois)                          | 1957 |
| Lecturer Anne C. Hampton, B.S. (Peabody)                                | 1957 |
| Lecturer Robert Murdoch, B.A. (Shurtleff)                               | 1958 |
| Lecturer W. Winslow Shea, B.A. (Yale)                                   | 1958 |
| Lecturer Peter L. Simpson, M.A. (St. Louis)                             | 1959 |
| Lecturer Edythe L. Kelley, M.A. (Washington)                            | 1958 |

## DIVISION COURSE DESCRIPTIONS

## ENGLISH

- 101-3. FRESHMAN COMPOSITION. Expository writing, with emphasis upon the sentence. Review of grammar.
- 102-3. FRESHMAN COMPOSITION. Expository writing, with emphasis upon organization. Prerequisite: 101.
- 103-3. FRESHMAN COMPOSITION. The research paper and other special forms. Prerequisite: 102.

Note: 101, 102, and 103 must be completed before any other English courses are taken.

- 205-3. INTRODUCTION TO POETRY. Emphasis on technique, type, and period.
- 206-3. INTRODUCTION TO DRAMA. The form, artistry, and ideas of various plays from most of the notable literary periods. Approximately twenty plays read.
- 209-3. INTRODUCTION TO WORLD LITERATURE. A reading of masterpieces of European literature of various periods.
- 211-3. INTRODUCTION TO FICTION. An examination of the novel; designed to acquaint the student with the important aspects of artistic excellence in this form.
- 212-3. INTRODUCTION TO MODERN LITERATURE. Principal forms, ideas, and writers of the literature of America and England in the twentieth century. Especially recommended to majors in other fields than English.
- 300-4. PRINCIPLES OF ENGLISH GRAMMAR. Required of majors and minors in English. Majors and minors other than in English should take 391. Credit not allowed for both courses.
- 302-4. ENGLISH LITERATURE TO 1550. Required of English majors.
- 308-4. THE AMERICAN NOVEL. Emphasis on Hawthorne, Melville, Crane, Lewis, and Cather.
- 309-4. A survey of American literature from the beginning to Whitman. Required of English majors and minors. Prerequisites: junior standing and at least one course in sophomore literature.
- 310-4. SURVEY OF AMERICAN LITERATURE SINCE 1860.
- 315-4. EIGHTEENTH-CENTURY LITERATURE.
- 316-4. ENGLISH LITERATURE FROM 1550 TO 1750. Required of majors. Credit for 316 not given to students who already have credit for 201.
- 317-4. ENGLISH LITERATURE AFTER 1750. Required of majors. Credit for 317 not given to students who already have credit for 202.
- 321-4. VICTORIAN POETRY, 1830-1880.
- 335-4. THE SHORT STORY.
- 354-4. DEVELOPMENT OF THE ENGLISH NOVEL. From Defoe through Scott.
- 355-4. THE VICTORIAN NOVEL.
- 356-4. THE NOVEL SINCE 1900. Novelists of various nations. Recommended for students not majoring in English.
- 360-4. ENGLISH DRAMA TO 1642.
- 365-4. SHAKESPEARE. The chief comedies and histories.
- 366-4. SHAKESPEARE. The chief tragedies.
- 369-4. HISTORY OF LITERARY CRITICISM. The ideas and techniques of criticism, from Aristotle to the end of the nineteenth century.
- 370-4. MILTON.
- 391-3. USAGE IN SPOKEN AND WRITTEN ENGLISH. The essentials of structural grammar and the "common decencies." Prerequisite to student teaching, except for English majors and minors, who take 300.
- 392-3. PROFESSIONAL WRITING I. Introductory course for undergraduates. Prerequisite to 492. Enrollment is accepted only after interview with the

- instructor. Credit for the course does not constitute automatic admission to 492.
- 402-4. CHAUCER.
- 403-4. THE ENGLISH LANGUAGE. A history. Knowledge of German a desirable preparation for the course.
- 424-4. ENGLISH RENAISSANCE. Non-dramatic literature.
- 485-4. PROBLEMS IN THE TEACHING OF ENGLISH. Studies of the aims, methods, materials, tests, programs, and other aspects of English instruction in the high school.

## FOREIGN LANGUAGES

## FRENCH

- 101, 102, 103-3. ELEMENTARY COURSE. 101 open to students who have had no previous work in French. Prerequisite: for 102, 101 or one year of high-school French.
- 101c, 102c, 103c-1. FRENCH CONVERSATION. Courses in conversation and oral drill taken with 101, 102, 103, by students who wish additional oral training; elected only by students enrolled in the corresponding beginning sections.
- 151, 152, 153-3. INTERMEDIATE COMPOSITION AND READING. Grammar; composition; oral practice; rapid reading of modern authors. Prerequisite: 103, or two years of high-school French.
- 220-2 to 6. FRENCH CONVERSATION. Conversation based largely on topics of current interest chosen from French newspapers and reviews. Prerequisite: 153, or three years of high-school French.

## GERMAN

- 101, 102, 103-3. ELEMENTARY COURSE. 101 open to students who have had no previous work in German; 102 open to those who have had 101, or one year of high-school German.
- 101c, 102c, 103c-1. GERMAN CONVERSATION. Courses in conversation and oral drill taken with 101, 102, 103, by students who wish additional oral training; elected only by students enrolled in the corresponding beginning sections.
- 151, 152, 153-3. INTERMEDIATE COURSE. Grammar review and expansion; reading in modern prose; conversation and composition. Two periods a week devoted to literature, and one to grammar and composition. Prerequisite: 103, or two years of high-school German.
- 220-2 to 6. ADVANCED GERMAN CONVERSATION. Conversation based on topics of current interest; extensive use of German newspapers, periodicals, and records. Admission by permission of the instructor.
- 251-4. SCIENTIFIC GERMAN. Study of vocabulary and sentence construction as commonly found in German scientific writings. Prerequisite: 152 or equivalent.
- 311, 312-4. INTRODUCTION TO GERMAN CLASSICAL LITERATURE. Reading and discussion of representative works of Lessing, Goethe, Schiller. Prerequisite: 153. To be taken in proper sequence.
- 313-4. GERMAN DRAMA IN THE NINETEENTH CENTURY. Reading and discussion of representative works of Kleist, Grillparzer, Hebbel. Prerequisite: 312.

## LATIN

- 101, 102, 103-3. ELEMENTARY COURSE. 101 open to students who have had no



previous work in Latin. Prerequisite for 102: 101, or one year of high-school Latin.

#### RUSSIAN

- 101, 102, 103-3. **ELEMENTARY COURSE.** Pronunciation; reading of elementary texts; oral practice; composition. To be taken in proper sequence.  
 101c, 102c, 103c-1. **RUSSIAN CONVERSATION.** Courses in conversation and oral drill, taken by students of 101, 102, 103 for additional practice; elected only by students enrolled in the corresponding beginning sections.

#### JOURNALISM

- 101, 102-3. **INTRODUCTION TO JOURNALISM I, II.** Development of the newspaper in America; role of the press in modern society.  
 103-3. **NEWS.** Study of the newspaper story with experience in writing and re-writing news; the fundamentals of copyreading.  
 201, 202, 203-3. **NEWSWRITING AND EDITING I, II, III.** How to cover assignments and write news stories; preparation of copy for publication; writing headlines; laboratory experiences.  
 370-3. **PRINCIPLES OF ADVERTISING.** Advertising fundamentals in relation to modern business activities; economic and social aspects, research, media, appeals, production, schedules. Prerequisite: Econ. 205.  
 373-2. **ADVERTISING MARKETS AND MEDIA.** Manufacturers' advertising procedures related to campaigns, markets and market research, media, and organization of the advertising function. Prerequisite: 370.  
 376-4. **ADVERTISING CAMPAIGNS.** Application of advertising principles and skills to the solution of a specific advertising problem; co-ordination of strategy and technique in the planning and execution of an advertising campaign. Prerequisite: permission of instructor.

#### PHILOSOPHY

- 100-2. **SCIENCE AND THE NATURE OF THE WORLD.** Introduction to scientific knowledge and its relation to philosophy. Topics drawn from many sciences presented without assuming any prior acquaintance with the sciences; infinity, cause, necessity, nature and the machine, perception, etc.  
 120-2. **PRACTICAL LOGIC I.** Introduction to accurate thinking, and the proper use of the resources of language, covering such topics as signs and symbols, definition, metaphor, fallacies, propaganda analysis, implication, and syllogism.  
 121-2. **PRACTICAL LOGIC II.** Popular but inadequate ways of gathering and summing up information in contrast with the more reliable procedures of common sense and science.  
 140-2. **IDEAS OF GOOD AND EVIL.** Elementary exploration of human purposes, in terms of the good, faith and knowledge, human destiny and progress, freedom, democracy.  
 160-2. **THE MEANING OF ART.** Significance of the arts, developed by considering selected works from architecture, painting, literature, and music.  
 170-3. **VALUES IN THE MODERN WORLD.** A critical examination of basic moral, religious, aesthetic, and intellectual values of Western civilization as these are expressed in selected works of art, music, literature, and philosophy. Attention will be given to alternative value systems and other forces which challenge these values today.  
 200-4. **TYPES OF PHILOSOPHY.** Study of realism, idealism, and materialism.  
 300-4. **ELEMENTARY METAPHYSICS.** Presentation of answers to the most general problems of existence. An attempt to unify all scientific approaches to reality through the laying down of common principles.  
 301-4. **PHILOSOPHY OF RELIGION.** An analysis of problems in the psychology,

metaphysics, and social effects of religion. Among topics discussed are the nature of mystical experience, the existence of God, and problems of suffering, prayer, and immortality.

- 302-4. **WORLD RELIGIONS.** An historical and comparative study of the principal religions of the world. Particular attention is given to such non-Christian faiths as Hinduism, Buddhism, and Islam.
- 355-4. **PHILOSOPHY OF EDUCATION.** Survey of theories of education and their relationship to educational policies and practices, as elucidated by the great teachers. Satisfies the education requirement, Education 355.

#### SPEECH

- 101-4. **PRINCIPLES OF SPEECH.** Development of an understanding of basic principles and proficiency in the skills involved in everyday communication. Prerequisite to all other courses in speech except 108 and 201, unless by permission of the instructor and department chairman.
- 102-4. **PUBLIC SPEAKING.** Analysis of audience motives and reactions stressed in the approach to speech preparation for typical public speaking situations.
- 103-4. **ORAL INTERPRETATION.** A basic course for speech majors, teachers, preachers, and those interested in the analysis of good literature and the oral communication of the literature to an audience.
- 104-4. **TRAINING THE SPEAKING VOICE.** Designed for students who desire to improve their voice and articulation.
- 108-0 to 3. **SPEECH FOR THE FOREIGN BORN.** Designed to facilitate the learning of American English. May be substituted by foreign-speaking students for Speech 101.
- 109-0 to 3. **SPEECH FOR THE FOREIGN BORN II.** Continuation of 108.
- 201-2. **PARLIAMENTARY LAW.** How to conduct a meeting. Study and practice of the rules of parliamentary procedure.
- 202-3. **PRINCIPLES OF DISCUSSION.** Principles and methods of group discussion. Current problems used as material for discussion.
- 209-1. **FORENSIC ACTIVITIES.** Not more than three hours of credit, and not more than two each year, to be secured for participating in forensic activities.
- Note: No credit in excess of nine hours allowed for forensic and dramatic activity courses.
- 213-4. **SPEECH COMPOSITION.** Rhetorical techniques of public address. One major speech prepared, with every possible refinement. Prerequisite: 102.
- 217-4. **ORAL INTERPRETATION OF POETRY.** The reading of poetry and the interpretation of the thought and emotional content of the poetry to an audience. Prerequisite: 103.
- 306-4. **TEACHING SPEECH IN SECONDARY SCHOOLS.** Philosophy of speech education in the secondary school, and effective teaching of speech through curricular and extracurricular work. Required of majors and minors working for a secondary education degree in the College of Education. Prerequisite: sixteen hours of speech.
- 320-4. **ORAL INTERPRETATION OF DRAMATIC LITERATURE.** Reading, selecting, cutting, and the presentation of various types of dramatic literature. Each person in the class gives a final recital program of readings. Prerequisite: 103.
- 340-4. **TEACHING SPEECH IN ELEMENTARY SCHOOLS.** Role of speech training in the elementary school; speech needs of children; methods of teaching speaking and listening activities in the elementary school. Prerequisite: 101.
- 449-4. **GENERAL SEMANTICS.** The study of means of changing implications so that language, in spoken or written form, describes the life facts.

## THEATER

- 106-4. INTRODUCTION TO THE THEATER.  
 111, 112, 113-3. STAGING TECHNIQUES. Lectures and practical experience in all phases of dramatic production in connection with departmental public presentations. A year course for majors; for non-majors one term is prerequisite to all courses numbered over 200.  
 208-1. DRAMATIC ACTIVITIES. One hour credit per term, but not more than two per year, to be earned by participation in major college plays. Prerequisite: Speech 101.  
 308-1. DRAMATIC ACTIVITIES. Same as 208, but requiring 18 hours of speech and junior standing.  
 310-3. CHILDREN'S THEATER. Dramatization of children's stories, and presentation of plays for children. Prerequisite: 302 or 312; Speech 101.  
 312-4. STAGE DESIGN. Elements of design in lighting, settings, costumes. Prerequisite: 204, 206. (This year 111, 112, 113 substituted for 206); Speech 101.  
 322-2 to 12. PRACTICUM IN THEATER. Practical experience in acting, production, and other associated theater work in campus and area production.  
 402-4. DIRECTING. Selection of plays, casting, and methods of rehearsal. Development of characterization, control of tempo, and similar problems studied. Students to direct or to aid in directing one-act and major plays. Prerequisite: 204, 206, and 312. (This year 111, 112, 113 substituted for 206).

## NURSING DIVISION

The Nursing Division provides programs that will enable the practitioner to render skilled nursing service in the many branches of nursing while assisting him to develop as a well-rounded person in accordance with his individual capabilities and interests. At present the division is concentrating upon two types of programs: (1) a basic professional curriculum for qualified high school graduates and (2) a supplemental course of studies for graduate nurses. It is also the aim of the division to offer refresher courses, workshops, and institutes that will help to improve the quality of the profession in Southwestern Illinois.

Associate Professor Stephanie B. Conwell, M.A. (Columbia) 1958

## DIVISION COURSE DESCRIPTIONS

## NURSING

- 101-0. INTRODUCTION TO NURSING I. An orientation to the philosophy and functions of nursing in contemporary society. Lectures, discussion, and field trips.  
 102-2. INTRODUCTION TO NURSING II. Lectures, discussion, and field trips dealing with the ways in which the health team and the community safeguard the safety and health of its citizens.  
 219-4. GROWTH AND DEVELOPMENT OF THE INDIVIDUAL I. Physical, social, emotional, intellectual, and spiritual development of the normal individual from birth to puberty. Prerequisite: F. & N. 103; Psych. 201; Phsl. 209 (preceding or concurrent).  
 305-4. HISTORY AND PHILOSOPHY OF NURSING. Historical approach to understanding of the broad movements and trends in nursing and philosophy.

- cal concepts underlying current developments. Open only to registered nurses.
- 309-4. INTRODUCTION TO ADMINISTRATION IN NURSING SERVICES. Principles of administration applied to hospitals and other nursing services. Open to registered nurses only.
- 310-4. NORMAL GROWTH AND DEVELOPMENT. This course aims to increase the graduate nurse's understanding of physical, emotional, mental, and social changes normally occurring from birth to old age. Prerequisite: Psych. 201.
- 311-4. INTERPERSONAL RELATIONSHIPS IN NURSING. A course designed to help the students adapt to changing situations and to accept and understand themselves and others. Prerequisite: graduate nurse status and Psych. 201.
- 312-4. TEACHING IN NURSING. Techniques of teaching applied to patients and families, as well as groups. Prerequisite: graduate nurse status and Psych. 201.
- 340-2 to 4. SELECTED PROBLEMS IN NURSING. Application of the problem-solving method to selected situations commonly found in professional nursing practice. Prerequisite: graduate nurse status and Psych. 201.
- 375-4. PRINCIPLES OF PUBLIC HEALTH NURSING. Objectives, principles, and practices in public health nursing, application of nursing science and art to family and community living. Prerequisite: 310, 311, 312; H. Ed. 355 (preceding or concurrent); senior standing.
- 380-8. PUBLIC HEALTH NURSING PRACTICUM. One quarter of supervised experience in a public health agency conducting a generalized program; includes orientation, demonstrations, and conferences. Prerequisites: 375 (preceding or concurrent); H. Ed. 205 or 355.
- 385-2. GENERAL NURSING. A seminar in comprehensive care in the community and the hospital, in the areas ranging from prevention to rehabilitation. Principles of public health nursing are applied throughout the course. Prerequisites: 375, 380.
- 386-2 to 6. GENERAL NURSING PRACTICUM. Designed to assist the graduate nurse to improve her knowledge, understanding, and practice in comprehensive nursing care. Prerequisite: senior standing and 385.

## FOOD AND NUTRITION

- 103-4. NUTRITION. Principles of normal nutrition, including the essentials for selecting and planning the family dietary with some emphasis on the needs for varying ages, economic and social conditions. This course meets the requirements for nursing. Not open to home economics majors. Prerequisite: Chem. 249.

## SCIENCE AND MATHEMATICS DIVISION

|                                     |              |
|-------------------------------------|--------------|
| Applied Science and Pre-Engineering | Microbiology |
| Botany                              | Physics      |
| Chemistry                           | Physiology   |
| Geology                             | Zoology      |
| Mathematics                         |              |

The Science and Mathematics Division contributes to the general education of all students by offering basic courses in mathematics and the physical and life sciences. An attempt is made to help the student understand and appreciate some of the great ideas of science. The division provides a



basic program in applied science and pre-engineering. For more advanced students the division seeks to develop an understanding of methods and disciplines that will equip the student to make a living in areas embracing nature, technology, and industrial processes.

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| Associate Professor Myron C. Bishop, M.S. (Ohio State)     | 1958 |
| Associate Professor Eric A. Sturley, Ed.D. (Columbia)      | 1958 |
| Assistant Professor Marinus P. Bardolph, Ph.D. (Iowa)      | 1957 |
| Assistant Professor Harold E. Broadbooks, Ph.D. (Michigan) | 1957 |
| Assistant Professor Laurence R. McAneny, Ph.D. (Kansas)    | 1957 |
| Assistant Professor Donal G. Myer, Ph.D. (Ohio State)      | 1958 |
| Assistant Professor William J. Probst, Ph.D. (Iowa)        | 1958 |
| Instructor George R. Arnold, M.S. (Illinois)               | 1953 |
| Instructor Florence A. Fanning, M.A. (Illinois)            | 1957 |
| Instructor Ray C. Gwillim, M.S. (Illinois)                 | 1957 |
| Instructor Donald Q. Harris, M.A. (Missouri)               | 1958 |
| Instructor Lyman S. Holden, M.A. (Ohio State)              | 1958 |
| Instructor Arnold Seiken, M.A. (Michigan)                  | 1958 |
| Instructor Frederick W. Zurheide, B.A. (Southern Illinois) | 1958 |
| Lecturer Robert W. Bethel, B.S. (Southern Illinois)        | 1958 |
| Lecturer Irwin H. Parrill, Ph.D. (Iowa)                    | 1958 |

#### DIVISION COURSE DESCRIPTIONS

##### APPLIED SCIENCE

- 101-3. ENGINEERING DRAWING I. Freehand lettering, sketching, use of instruments, applied geometry, orthographic projection, dimensioning, pictorial drawing, auxiliary views, sections, conventional practices, and related information.
- 205-3. ENGINEERING DRAWING II. Shop processes, secondary auxiliary views, screw threads and fasteners, inking and tracing, reproduction of drawings, decimal dimensioning, working drawings, welding drawings, and related information. Prerequisite: 101.
- 206-4. DESCRIPTIVE GEOMETRY. Graphical solution of problems involving the understanding of space relations of points, lines, and surfaces, intersections, and developments, and their application in industry. Prerequisite: 205; Math. 112.
- 260-3. ANALYTICAL MECHANICS (Statics). Resultants of force systems, algebraic and graphical conditions of equilibrium of force systems; analysis of forces acting on members of trusses, frames; forces due to friction; centroids. Prerequisite: registration in Math. 251.
- 261-3. ANALYTICAL MECHANICS (Dynamics I). Displacement, velocity, and acceleration of a particle; translation; rotation; plane motion. (Kinematics). Prerequisite: 260.
- 262-3. ANALYTICAL MECHANICS (Dynamics II). Solutions using the principles of force, mass and acceleration, work and energy, and impulse and momentum. (Kinetics). Prerequisite: 261.
- 363-0. INSPECTION TRIP. One- to three-day tours to nearby industrial plants and engineering projects. Prerequisite: senior standing.

## BOTANY

- 101-5. GENERAL BOTANY. An introductory study of the morphology, anatomy, and physiology of the seed plants including vegetative and sexual reproduction; identification and recognition of common trees by leaf and stem characters. Laboratory and field studies.
- 131-5. FIELD BIOLOGY. A course for those who are planning to teach in the rural and elementary schools; methods for the identification of various types of plants and animals; location of source material suitable for teaching nature study. Laboratory and field work. Cost to student about \$5.00.
- 202-5. GENERAL BOTANY. A study of representative plants of the great plant groups; classification; evolution of the plant kingdom. Laboratory, and one all-day (required) field trip. Cost to student about \$5.00. Prerequisite: 101.
- 203-5. TAXONOMY OF LOCAL SEED PLANTS. A study of the principles of classification and use of manuals; seed plants and ferns of the local flora. Field work. Cost to student about \$5.00. Prerequisite: 101.
- 320-5. ELEMENTS OF PLANT PHYSIOLOGY. A study of the functions of plants and their relation to the various organs. Laboratory. Prerequisite: 101, 202.
- 340-5. PLANT ECOLOGY. A general course, consisting of studies of the ecology of individual plants and plant communities. Field and laboratory. Cost to the student about \$7.00. Prerequisite: 101, 202, 203.
- 391-2 to 5. SPECIAL PROBLEMS IN BOTANY. Individual laboratory or field work under supervised direction. Both written and oral discussions required; open only to undergraduate students. Prerequisite: major or minor in botany; approval of department.

## CHEMISTRY

- 101-4. GENERAL CHEMISTRY. A survey course for students who wish only to satisfy the general education requirements in physical science. Not for chemistry majors and minors or for agriculture, home economics, pre-medical, pre-engineering, and other pre-professional students. Composition and states of matter, valence, formulas and equations, solutions and electrolytes; water, oxygen, carbon, sodium, and iron. Lecture and laboratory.
- 110-4. GENERAL INORGANIC CHEMISTRY. A survey course in chemistry. Not open to engineering students or to students requiring more than one year of chemistry. Lecture and laboratory.
- 111-5. CHEMISTRY PRINCIPLES AND INORGANIC CHEMISTRY. (1 hour credit after 101.) A beginning course (high school chemistry not a prerequisite) for chemistry majors and minors, pre-medical, pre-dental, pre-engineering, pre-veterinary, and dietetics students. Atomic structure, valence, formulas, equations; general properties of gases, liquids, and solids, oxygen, hydrogen, water, solutions, and the halogens. Lecture and laboratory.
- 112-5. CHEMISTRY PRINCIPLES AND INORGANIC CHEMISTRY. Gram molecular weights, chemical equilibrium, electrolytes, acids, bases, and salts; normal solutions; the chemistry of sulfur, nitrogen, phosphorus, carbon, silicon, and boron. Lecture and laboratory. Prerequisite: 111.
- 113-5. INORGANIC AND QUALITATIVE CHEMISTRY. The common metals, their metallurgy, properties, and compounds, as well as their qualitative detection in simple unknowns. Lecture and laboratory. Prerequisite: 112.
- 221-3. QUALITATIVE ANALYSIS. Theory and method of analytical detection of cations and anions. Simple water-soluble, acid-soluble salts, and more complex mixtures, analyzed in the laboratory. Lecture and laboratory. Prerequisite: 113; Math. 113.
- 230-4. GENERAL ANALYTICAL CHEMISTRY. A survey course in chemical analysis; not open to chemistry majors. Two lectures and three laboratory hours per week. Prerequisite: 110 or 112.

- 240-4. ORGANIC CHEMISTRY. Survey. Not open to chemistry majors. Three lectures and three laboratory hours per week. Prerequisite: 110 or 112.
- 331-3. INTRODUCTORY QUANTITATIVE ANALYSIS. Two lectures and three laboratory hours per week. Prerequisite: 221.
- 341-4. ORGANIC CHEMISTRY. For chemistry majors. The hydrocarbons, alcohols, ethers, ketones, and acids in the aliphatic fields. Lecture and laboratory. Prerequisite: 113, 221, or 232.
- 342-5. ORGANIC CHEMISTRY. A continuation of 341, with amides, amines, complex acids, stereoisomerism, sugars, starches, and proteins, followed by an introduction to the chemistry of aromatic compounds. Lecture and laboratory. Prerequisite: 341.
- 343-5. ORGANIC CHEMISTRY. A completion of the study of the chemistry of aromatic compounds, begun in 342. Lecture and laboratory. Prerequisite: 342.
- 461-4. PHYSICAL CHEMISTRY. A study of gases, liquids, solids, solutions, homogeneous and heterogeneous equilibria. Lecture and laboratory. Prerequisite: 331, 343; Math. 253; twelve hours of physics.
- 462-4. PHYSICAL CHEMISTRY. A continuation of 461, to include a study of chemical kinetics, electrical conductance, electromotive force, and electrolytic equilibrium. Lecture and laboratory. Prerequisite: 461.
- 463-4. PHYSICAL CHEMISTRY. A continuation of 462, including chemical thermodynamics, the quantum theory, photochemistry, nuclear structure, atomic structure, and molecular structure. Lecture and laboratory. Prerequisite: 462; Phys. 305.

## GEOLOGY

- 100-4. PRINCIPLES OF GEOLOGY. A study of earth materials, geologic processes, and earth history. Stress upon the common rocks and minerals, erosional and depositional processes, volcanism, and formation of mountains; development of life forms, and the changing face of the earth; application to understanding the landscape, the search for oil and mineral resources, engineering construction. Laboratory.
- 220-5. PHYSICAL GEOLOGY. A study of the principal minerals and rocks of the earth's crust, emphasizing origin and identification; the physical processes active in producing the surface features of the earth. Laboratory and field trips required.
- 221-5. HISTORICAL GEOLOGY. Presenting in chronological order the procession of physical and biotic changes through which the earth has passed. Including the physical history of the earth and evolution of life forms as evidenced by fossil records. Laboratory. Prerequisite: 100, or permission of instructor. An elementary course in zoology or botany also recommended.
- 222-3. MINERALS AND ROCKS. A course to acquaint the student with the common rock-making minerals and the principal rocks of the earth's crust; some important economic minerals also studied. Laboratory and class work concerning identification and principles of origin. Prerequisite: 220.

## MATHEMATICS

- 106a, 160b-4. GENERAL MATHEMATICS I. A course designed particularly for students who take mathematics to satisfy a graduation requirement. Does not count toward a major or minor in mathematics. Regular sections, designated in class schedule as 106a, include a careful study of the real number system in order to provide a better understanding of arithmetic and elementary algebra. Sections for business majors, designated in class schedule as 106b, cover topics from intermediate algebra with business application. Prerequisite: two semesters of high school mathematics and satisfactory score on placement test, or 100.

- 107a, 107b-4. GENERAL MATHEMATICS II. Continuation of 106. Does not count toward a major or minor in mathematics. Regular sections, designated in class schedule as 107a, cover certain topics from algebra and geometry. Sections for business majors, designated in class schedule as 107b, cover elementary mathematics of finance. Prerequisite: 106.
- 111-5. ELEMENTARY ANALYSIS I. First part of the regular three-term beginning sequence for mathematics majors and minors, science majors, pre-engineering students, etc. Students who have especially good high school training in algebra and trigonometry may omit this course and go directly into 112. Includes first part of usual courses in college algebra and trigonometry. Prerequisite: three semesters of high school algebra and satisfactory score on placement test, or 106.
- 112-5. ELEMENTARY ANALYSIS II. Continuation of 111. Includes remaining topics in trigonometry, additional topics in college algebra, and an introduction to analytic geometry. Prerequisite: 111.
- 113-5. ELEMENTARY ANALYSIS III. Continuation of 112. Plane analytic geometry, introduction to solid analytic geometry and some topics in college algebra. Prerequisite: 112.
- 210-4. THE TEACHING OF ELEMENTARY MATHEMATICS. A professional treatment of the subject matter of arithmetic methods and a study of trends and current literature in the teaching of arithmetic. For elementary education majors only. Prerequisite: 106.
- 220-4. ELEMENTARY STATISTICS. A basic introduction to the simpler problems of statistical inference. Descriptive statistics, probability distributions, estimation of parameters, and tests of significance, regression, and correlation. Does not count toward a major or minor in mathematics. Prerequisite: 106 or 111, or consent of instructor.
- 251-4. CALCULUS I. The elements of differential and integral calculus. Prerequisite: 113.
- 252-4. CALCULUS II. Additional applications of differential calculus; additional methods of integration. Prerequisite: 251.
- 253-4. CALCULUS III. Additional applications of integration, multiple integrals, series, and partial derivatives. Prerequisite: 252.
- 305-3. DIFFERENTIAL EQUATIONS I. The classical first course in methods of solving ordinary differential equations. Prerequisite: 253.
- 306-3. DIFFERENTIAL EQUATIONS II. Self-adjoint equations, Sturm's theorem, characteristic functions, orthogonal functions, Laplace transform techniques, and certain partial differential equations of physics. Prerequisite: 305.
- 311-3. THE TEACHING OF SECONDARY MATHEMATICS. A study of the place and function of mathematics in secondary education; the improvement, evaluation, and problems of instruction in secondary mathematics. For mathematics majors and minors in the College of Education only. Prerequisite: twenty hours of college mathematics.
- 320-3. FUNDAMENTAL CONCEPTS OF ALGEBRA I. Logical development of complex number system beginning with the Peano postulates. Introduction to notions of group, ring, and field. Elementary theory of numbers and polynomials. Prerequisite: 251.
- 321-3. FUNDAMENTAL CONCEPTS OF ALGEBRA II. Theory of equations. Theory of determinants. Introduction to matrices. Classical constructions. Prerequisite: 320.
- 415-4. NON-EUCLIDEAN GEOMETRY. An introduction to hyperbolic and elliptic plane geometry and trigonometry. Emphasis given to the nature and significance of geometry and the historical background of non-Euclidean geometry. Prerequisite: consent of instructor.
- 441-3. DETERMINANTS AND MATRICES. Polynomial theory, determinants, matrices, and solution of equations. Prerequisite: consent of instructor.



452, 453, 454-3. ADVANCED CALCULUS. Prerequisite: 253. To be taken in proper sequence.

#### MICROBIOLOGY

100-5. PRINCIPLES OF MICROBIOLOGY. Introduction to the fundamental aspects of biology, drawing for examples upon microbial forms. Consideration of morphology; principles of classification; growth and reproduction; heredity; ecology; effects of physical and chemical agents; organisms essential, beneficial, and harmful to man; host-parasite interaction; principles of immunology and epidemiology. Lectures, laboratory, and field trips.

#### PHYSICS

101, 102-4. SURVEY COURSE IN PHYSICS. Mechanics, light, and sound covered in 101; heat and electricity in 102. For students whose chief interests are not in the physical sciences. Pre-engineers and physics majors to take 211, 212, and 213.

103-5. PROBLEMS IN ELEMENTARY PHYSICS. A quantitative amplification of the principles of physics. The course is designed to fulfill, along with Physics 101, 102, the pre-medical requirements. Prerequisite: 101, 102; Math. 112.

211-5. UNIVERSITY PHYSICS (Mechanics and Sound). Physics 211, 212, and 213 together constitute a thorough course in basic physics for physics majors and pre-engineers. Prerequisite: Math. 251 (or concurrent enrollment).

212-5. UNIVERSITY PHYSICS (Electricity and Magnetism). A continuation of 211. Prerequisite: 211; Math. 252 (or concurrent enrollment in Math. 252).

213-5. UNIVERSITY PHYSICS (Heat and Light). A continuation of 211 and 212. Prerequisite: 211; Math. 252 (or concurrent enrollment in Math. 252).

301-3. MECHANICS. An intensive study of advanced mechanics, using vector notation. Emphasis on kinematics and particle dynamics. Prerequisite: 211; Math. 253 (or concurrent enrollment in Math. 253).

303-5. HEAT. A study of the methods of temperature measurement; theory and measurement of specific heats, thermal expansion, and heat transfer; radiation laws; phase changes; and an introduction to thermodynamics. Prerequisite: 213; Math. 253.

305, 306-5. INTRODUCTION TO ELECTRIC THEORY I, II. A two-quarter course covering electrostatic fields in vacuum and in matter, electromagnetic fields and electromagnetic induction, linear circuits with direct currents and with alternating currents; and electromagnetic radiation. Prerequisite: 212; Math. 253.

314-5. INTRODUCTION TO MODERN PHYSICS. A general survey of atomic physics including elementary atomic structure, thermionics, and photoelectric effect, gas discharges, optical spectra, X-rays, mass spectra, and introduction into nuclear physics. Prerequisite: 212, 213; Math. 253 (or concurrent enrollment in Math. 253).

405-5. ELECTRONICS. Alternating current theory, including circuit analysis by the use of complex numbers; a study of various types of electronic tubes and electronic devices, and their use in circuits which are frequently encountered in experimental physics, including power supplies, amplifiers, oscillators, electronic meters, electronic relays and scalars. Prerequisite: 305, 306.

414-5. RECENT DEVELOPMENTS. Emphasis placed on developments in the field of nuclear physics. Prerequisite: 314.

420-2 to 5. SPECIAL PROJECTS I. A course in which each student is assigned

a definite investigative topic which demands of him considerable resourcefulness and initiative. Adapted to advanced undergraduate students. Prerequisite; 301, 305, 306.

## PHYSIOLOGY

- 209-5. INTRODUCTION TO PHYSIOLOGY. A survey of the functions of the human body. Designed for students in various fields desiring a basic but comprehensive knowledge of human physiology. Three hours lecture; four hours laboratory.
- 300-4. HUMAN ANATOMY. Lectures, demonstrations, and periodic observation of the prosected body. Lectures confined to bones, joints, muscles, and nerves. Designed for majors in physical education.

## ZOOLOGY

- 100-5. PRINCIPLES OF ANIMAL BIOLOGY. Introduction to the major principles underlying the study of zoology. Lectures on principles of animal classification, organization of matter into cells, tissues, organs, and organ systems, heredity, ecology, animal distribution, organic evolution, economic zoology, and conservation. Laboratory work designed to illustrate the above principles. Course satisfies general educational requirement in zoology.
- 102-5. GENERAL INVERTEBRATE ZOOLOGY. Studies of typical representatives of the various kinds of invertebrate animals. Relationships, structure, and natural history are emphasized. Prerequisite: 100.
- 103-5. GENERAL VERTEBRATE ZOOLOGY. Studies of fishes, amphibians, reptiles, birds, and mammals, with special emphasis on the amphibian type. Evolutionary development, structure, and natural history are emphasized. Prerequisite: 100.
- 202-5. COMPARATIVE ANATOMY. Comparative studies of the organ systems of vertebrate animals, with emphasis on the phylogeny and evolution of these organs. Prerequisite: 102, 103.
- 300-5. VERTEBRATE EMBRYOLOGY. Development of the individual and the relationship of this development to vertebrate phylogeny; chick and pig used as types. Prerequisite: 202.
- 303-4. GENERAL ORNITHOLOGY. Recognition of birds and study of their songs, nests, migratory habits, and other behavior. Cost of field trips, \$10-\$25 per student. Prerequisite: 100 or its equivalent.
- 306-4. ENTOMOLOGY. Principles of the structure, classification, and life histories of insects. Prerequisite: 102.
- 310-5. ANIMAL ECOLOGY. Habitats, relations, formations, and associations of animals. Cost of field trips, \$10-\$25 per student. Prerequisite: 102, 103.
- 313-3. EVOLUTION. Principles and processes of the evolution of living things, including the development of present-day man. Prerequisite: one year of biology.
- 314-4. HEREDITY AND EUGENICS. Principles of heredity in relation to animals, including man. (Also given by extension.) Prerequisite: 100 or Bot. 101.
- 322-2 to 5. PROBLEMS IN ZOOLOGY. Research on zoological problems. Prerequisite: 4.25 grade-point average, senior standing, and approval of the department. (Credit may not be used to satisfy any part of the requirements for a minor in zoology.)
- 401-5. GENETICS. (Same as Microbiology 402.) Principles of inheritance including genetic mechanisms, mutation, and selection. Prerequisite: 12 hours of biological science.
- 402-4. NATURAL HISTORY OF INVERTEBRATE ANIMALS. Observation, identification, and life histories of common invertebrate animals. A course designed for teachers. Prerequisite: 100, 102.
- 403-4. NATURAL HISTORY OF VERTEBRATE ANIMALS. Observation, iden-

tification, and life histories of common vertebrate animals. A course designed for teachers. Prerequisite: 100, 103.

407 (500)-5. PARASITOLOGY. Collection of parasitic animals, identification, morphology, life history, and control measures. Prerequisite: 102.

461-4. MAMMALOGY. Taxonomic groups, identification, and natural history of mammals. Prerequisite: 202.

465-4. ICHTHYOLOGY. Taxonomic groups, identification, and natural history of fishes. Prerequisite 202.

### SOCIAL STUDIES DIVISION

Anthropology

Geography

Government

History

Psychology

Public and Social Service

Sociology

The Social Studies Division offers courses designed to enable the student to achieve an understanding and appreciation of civilization viewed in historical perspective, and thereby equip him for participation in the duties and responsibilities of citizenship. His studies will give him insights and understandings which will enable him to live more constructively with others in his family, community, and nation and provide him with a better understanding of social organizations, technologies, and the nature and variety of religions.

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|--|------|
| Associate Professor Richard C. Baker, Ph.D. (Columbia)     | 1957 |
| Associate Professor Melvin E. Kazeck, Ed.D. (Columbia)     | 1958 |
| Associate Professor Alfred E. Kuenzli, Ph.D. (Indiana)     | 1958 |
| Associate Professor James D. Turner, Ph.D. (Indiana)       | 1958 |
| Assistant Professor Frederick A. Forrest, Ph.D. (Stanford) | 1958 |
| Assistant Professor Hyman H. Frankel, Ph.D. (Illinois)     | 1957 |
| Assistant Professor Alfred G. Harris, Ph.D. (Ohio State)   | 1957 |
| Assistant Professor Herbert H. Rosenthal, Ph.D. (Harvard)  | 1958 |
| Assistant Professor Jack B. Thomas, Ph.D. (Indiana)        | 1958 |
| Instructor Clare B. Jarard, M.A. (Iowa)                    | 1957 |
| Instructor Nedra Reames, M.A. (Southern Illinois)          | 1958 |
| Instructor Virgil L. Seymour, M.S. (Southern Illinois)     | 1958 |
| Lecturer Gunter W. Remmling, Ph.D. (Free Berlin)           | 1958 |

### DIVISION COURSE DESCRIPTIONS

#### ANTHROPOLOGY

110-5. GENERAL ANTHROPOLOGY. Anthropology as a science and a profession. Brief survey of human origins, prehistory, world ethnography.

212-3. MEN AND CULTURE. Nature and origin of culture. Content and patterning of cultures. Cultural processes. Prerequisite: 110.

314-4. INDIANS OF NORTH AMERICA. Origin and development of North American peoples and cultures. Prerequisite: 110 or equivalent course.

453-4. PRIMITIVE RELIGIONS. Consideration of the origin of religion, and a

survey of religions past and present, with emphasis on the beliefs of primitive peoples. Prerequisite: senior classification, or consent of instructor.

## GEOGRAPHY

- 100-5. GEOGRAPHY OF MAN. A world regional survey in which significant differences from place to place are observed and analyzed. Basic factors of population distribution core of the course. Tracing of development of man's working connections with the land and its resources.
- 101-5. PHYSICAL GEOGRAPHY. A study of the earth's physical surface, the areal differences and relationships of its land forms, water resources, soils, and natural vegetation, and economic minerals. World distribution patterns of physical elements, their relationships to each other, and their importance to man. Special attention given to Southern Illinois. Meets needs of prospective teachers of nature study; natural, social, and general sciences. One major field trip. Prerequisite: 100.
- 210-4. ECONOMIC GEOGRAPHY. A study of the economic production types or occupations, such as grazing, farming, fishing, lumbering, mining, manufacturing, and transportation. Prerequisite: 100.
- 211-5. ECONOMIC GEOGRAPHY. A course designed to show the relationship between physical environment and economic life of people. Emphasis on economic-geographic factors of world distribution of resources, methods of production and transportation of the important commodities of industry and commerce. Open only to students majoring in business administration and economics.
- 212-3. FUNDAMENTALS OF MAPS AND AIR PHOTOS. (Same as Geology 212.) Properties of maps and air photographs, their use and sources. Units on the use and interpretation of air photos, map symbols, and map projections. Laboratory. Prerequisite: 100.
- 310-4. METEOROLOGY. Study of weather, the factors and conditions influencing it, its importance to man. Emphasis placed upon agriculture, aviation, business, industry, and everyday understanding of weather. Most recent findings in weather science studied. Of value to persons interested in weather bureau service. Prerequisite: 100.
- 312-4. CLIMATES OF THE CONTINENTS. Principles of climatology; physical bases for the differentiation of climatic types; description and interpretation of climatic regions. Prerequisite: 100, 310, or permission of the instructor.
- 315-4. GEOGRAPHY OF EUROPE. An intensive study of regions, with stress on their description, interpretation, and utilization. Emphasis on interdependence of political units. Prerequisite: 100.
- 341-4. TEACHING OF GEOGRAPHY IN THE ELEMENTARY SCHOOL. Presentation and evaluation of methods of teaching geography in the elementary grades. Emphasis upon geographic literature, illustrative materials, and teaching devices suitable to particular age levels. Prerequisite: 100.
- 345-4. POLITICAL GEOGRAPHY. An examination of the world political pattern that is superimposed on the physical earth. Particular attention to world powers and "trouble spots." Prerequisite: 100, 101, 210, or permission of the instructor.
- 424-4. REGIONAL PROBLEMS IN CONSERVATION. The distribution, use, and interrelationship of the resources in the various resource management regions of the United States, the conservation techniques applied to them, and the problems of public policy in their effective management. Prerequisite: 100 and 324, or equivalent courses.

## GOVERNMENT

- 101-5. PROBLEMS OF AMERICAN DEMOCRACY I. A general survey of gov-



- ernment including national and state constitutional principles as required by Illinois Law. Meets the social science and American government requirements.
- 231-5. AMERICAN NATIONAL GOVERNMENT. A survey covering the structure, functions, and principles of national government. Also meets social science and American government requirements.
- 232-5. STATE AND LOCAL GOVERNMENT. A survey of the structure and functions of American state and local government. Prerequisite: 231.
- 233-5. INTRODUCTION TO COMPARATIVE GOVERNMENT. A survey of the principles and techniques of comparative government and their application to the political institutions of modern states. Prerequisite: 101 or 231.
- 300-4. AMERICAN GOVERNMENT. An advanced course to satisfy the American government requirements of the College of Education. Deals with the structure and functions of national, state, and local government. Not open to those who have had 101 or 231.
- 340-3. THE LEGISLATIVE PROCESS. A study of the principles, organization, and work of American legislative bodies. Prerequisite: 101 or 231.
- 360-5. PUBLIC ADMINISTRATION. Principles and problems of administration on the national, state, and local level. Prerequisite: 101 or 231.
- 370-4. INTERNATIONAL RELATIONS. A study of world politics—the causes of international conflict and the conditions of peace. Prerequisite: 101 or 231.
- 380-3. POLITICAL PARTIES. The development and work of American political parties. Prerequisite: 101 or 231.
- 390-3. COMPARATIVE GOVERNMENT (Democracies). A comparative study of the political systems of European democracies, such as England, France, and Switzerland. Prerequisite: 101 or 231.
- 391-3. COMPARATIVE GOVERNMENT (Dictatorships). A comparative study of the political systems of European dictatorships: Nazi Germany, Fascist Italy, Soviet Russia, Falangist Spain. Prerequisite: 101 or 231.
- 420-3. PRESSURE GROUPS AND POLITICS. An analysis of interest groups and their techniques of political propaganda. Prerequisite: 101 or 231.
- 435-3. GOVERNMENT AND BUSINESS. An historical study, with contemporary emphasis upon relations between government and economic institutions. Prerequisite: 231 or consent of instructor.
- 436-3. GOVERNMENT AND LABOR. (Same as Economics 436.) A study of labor relations and legislation considering both constitutional and economic aspects. Prerequisite: 101, 231, or 300 and Econ. 205.
- 440-4. PERSONNEL ADMINISTRATION. A survey of the methods and functions of modern public personnel administration. Prerequisite: 360.
- 441-4. PHILOSOPHY OF GOVERNMENT. Some of the central problems of modern political life, such as sovereignty, world government, authority and consent, the relations of economics and social studies to political theory. Prerequisite: Phil. 140 or 340, or consent of the instructor.
- 467-3. MUNICIPAL GOVERNMENT AND ADMINISTRATION. A study of the development and functioning of city government in the United States. Prerequisite: 232.
- 472-4. INTERNATIONAL GOVERNMENT. A study of the organization and development of international governmental and administrative systems, with emphasis on the United Nations. Prerequisite: 370.
- 475-4. INTERNATIONAL LAW. A study of the rules and practices governing the nations in their relations in peace and war. Prerequisite: 370.
- 487-4. AMERICAN POLITICAL IDEAS. An historical study of the political ideas of leading American statesmen and publicists, and their resulting influence upon our governmental system. Prerequisite: 305 or 385.

- 488-3. RECENT POLITICAL THEORY I. A study of the outstanding Anglo-American liberal political theorists from John Stuart Mill to the present. Prerequisite: 305 or 390.
- 495-4. CONSTITUTIONAL LAW I. A study of leading American constitutional principles, as illustrated by important decisions of the United States Supreme Court. Prerequisite: 231.

## HISTORY

- 101, 102, 103-3. SURVEY OF WORLD CIVILIZATION. Courses designed primarily for freshmen, as a survey of the development and evolution of civilization; the foundation for further courses in the field of history. One term devoted to each of the periods: ancient, medieval, and modern. Required of all history majors.
- 201-5. HISTORY OF UNITED STATES TO 1865. 201 and 202 designed to provide a general survey of the political, social, and economic development of the United States. 201 includes national and state constitutional principles as required by Illinois Law. Prerequisite: sophomore standing.
- 202-5. HISTORY OF UNITED STATES SINCE 1865. A continuation of 201.
- 210, 211, 212-4. HISTORY OF EUROPE, 476 TO THE PRESENT. A comprehensive study of the principal social, economic, political, and cultural developments from the fall of Rome to the present time. 210: 476-1400; 211: 1400-1815; 212: since 1815. Prerequisite: 101, 102, 103.
- 308-3. HISTORY OF ILLINOIS. The history of the state from 1818 to the present. Recommended for history majors and those who expect to teach in elementary schools. Prerequisite: 201 and 202.
- 322, 323, 324-4. SURVEY OF ENGLISH HISTORY. An introductory study of the institutional and cultural development of the English people from the earliest times to the present day. 322: Celtic Britain to 1603; 323: 1603-1815; 324: since 1815. Prerequisite: 101, 102, 103.
- 330-3. UNITED STATES HISTORY, 1789-1860. A study of the conflicting sectional and nationalistic forces which characterize the period. Stress upon the economic and political forces leading to the Civil War. Prerequisite: 201 and 202.
- 372-4. THE HISTORY OF RUSSIA. A survey of Russian history from earliest times to the present. Social, economic, and political conditions under the Czars and the Soviets. Prerequisite: proper background.
- 405-3. CIVIL WAR AND RECONSTRUCTION. Emphasis placed upon the clash of national and sectional interests, the economic and political as well as the military aspects of the conflict, and the course and consequences of reconstruction. Prerequisite: 201 and 202.
- 410-2 to 5. SPECIAL READINGS IN HISTORY. Supervised readings for students with sufficient background. Registration by special permission only.
- 411, 412, 413-3. INTELLECTUAL HISTORY OF THE UNITED STATES. The various types of economic, social, and political thought that have influenced the development of the nation. Prerequisite: 201 and 202.
- 425-3. AMERICAN COLONIAL HISTORY. The founding of the American colonies and the development of their institutions, through the Revolution. Prerequisite: 201.
- 450-5. THE WORLD SINCE 1914. A brief review of the causes and results of World War I, League of Nations, war debts, disarmament, causes of World War II, Korean conflict, and United Nations. Prerequisite: adequate background.
- 452-3. HISTORICAL RESEARCH AND THESIS WRITING. The rules of historical research and their application to a definite topic. Required of all majors in history. Prerequisite: senior standing.

## PSYCHOLOGY

- 201-4. **INTRODUCTORY PSYCHOLOGY.** A general introduction to the psychological nature of man, his inner dynamics, his learning to perceive and think about himself and his world, his personality development trends, and the basic adjustive patterns.
- 301-4. **CHILD PSYCHOLOGY.** The total, integrated psychological development of the child, with special consideration given to the influence of interpersonal relationships in the home and school. Prerequisite: 201.
- 303-4. **ADOLESCENT PSYCHOLOGY.** An understanding of development through the adolescent years; its relation to development in childhood; and the special problems of adjustment in this period. Prerequisite: 201.
- 305-4. **PERSONALITY DYNAMICS.** An intensive study of the nature of the human personality, its development, its deeper basic motivations, the emergence of patterns, and the methods of personality change. Prerequisite: 201.
- 307-4. **SOCIAL PSYCHOLOGY.** A psychological approach to the major social issues in contemporary life. Prerequisite: 201.
- 320-4. **INTRODUCTION TO INDUSTRIAL PSYCHOLOGY.** A study of the functions of psychology as a science and as a profession in contemporary business and industry. Prerequisite: 201.
- 407-4. **THEORIES OF LEARNING I.** Survey of the major learning theories emerging from the psychological laboratory. Prerequisite: 201.
- 431-4. **PSYCHOPATHOLOGY.** Nature and etiology of psychopathology, with consideration of current methods of treatment. Observations in a state mental hospital setting. Prerequisite: 305 or consent of instructor.
- 432-4. **MENTAL HYGIENE.** An integration of psychological knowledge and principles concerning factors and conditions in personal life that tend to facilitate or to deter mental health. Prerequisite: 305 or consent of instructor.
- 437-3. **FUNDAMENTALS OF COUNSELING.** Introduction to the common assumptions, dimensions, and communicative skills underlying psychological counseling. Prerequisite: 305 or consent of instructor.
- 465-4. **GROUP DYNAMICS.** Development of principles of group functioning applicable to industry, schools, clinical practice, and community living. Prerequisite: 307 or consent of instructor.
- 479-4. **PSYCHOLOGY OF INDUSTRIAL CONFLICT.** Consideration of social and psychological factors underlying controversies between workers and management. Prerequisite: 320 or consent of instructor.
- 490-1 to 8. **INDEPENDENT PROJECTS.** Independent readings and projects in psychology. Prerequisite: consent of instructor and chairman of department. Credit according to achievement.

## SOCIOLOGY

- 101-5. **INTRODUCTORY SOCIOLOGY.** Scientific study of human society and the various means by which individuals and groups adjust to each other and to their physical and social environment. Not counted toward major in sociology and anthropology.
- 102-5. **SOCIAL PROBLEMS.** An analysis of selected contemporary social problems in their social and cultural setting, such as crime, suicide, mental illness, the vices, family disorganization, with emphasis upon their extent and significance.
- 184-4. **DATING, COURTSHIP, AND MARRIAGE.** The problem of dating, courtship, and marriage in modern American society. Recommended for the single freshman student without social science background. Cannot be used to fulfill general education requirement.

- 241-4. **MARRIAGE AND PARENTHOOD.** The social psychology of dating, courtship, and family relations; evaluation of research findings; problems of applying scientific principles to changing overt behavior. Prerequisite: 101.
- 306-4. **SOCIAL CONTROL.** The means and principles of social control; social institutions as factors in control; techniques of directing social action. Prerequisite: 101 or 200.
- 312-5. **SOCIOLOGICAL RESEARCH.** Part played by research in development of sociology as a science. Application of scientific method to social data. Types of research. Prerequisite: 101 and four hours of statistics.
- 320-4. **RACE AND MINORITY GROUP RELATIONS.** Racial and cultural contacts and conflicts, causes of prejudice; status and participation of minority groups; national and international aspects of minority problems. Prerequisite: 101 or 200.
- 321-4. **SOCIALIZATION OF THE INDIVIDUAL.** The process of socialization in infancy, childhood, and adolescence; development of habits, attitudes, sentiments; emergence of the self; integration of the individual and society. Prerequisite: 101.
- 333-4. **COMMUNITY ORGANIZATION.** Factors involved in community organization; types, aims, and objectives; community diagnosis; individual case study of a specific community. Prerequisite: 101 or 200.
- 335-4. **URBAN SOCIOLOGY.** The rise, development, structure, culture, planning, and problems in early and modern cities. Prerequisite: 101 or 200.
- 338-4. **INDUSTRIAL SOCIOLOGY.** Social organization and processes within the formal and informal structure of the industrial unit; research and experimental materials concerning social determinants of morale, status, and role of the worker. Prerequisite: 101 or 200.
- 340-4. **THE FAMILY.** The family in historic and contemporary society; evolution of the modern family; changes in family functions, structures, and roles. Prerequisite: 101 or 200.
- 372-4. **CRIMINOLOGY.** The nature of crime; criminal statistics; casual factors; theories and procedures in prevention and treatment. Prerequisite: 101 or 200.
- 373-4. **JUVENILE DELINQUENCY.** Nature of juvenile delinquency; factors contributing to delinquent behavior; treatment and prevention. Prerequisite: 101 or 200.
- 380-4. **INTRODUCTION TO SOCIAL WORK.** The fields of professional social work; theories, objectives, and procedures. Prerequisite: 101 or 200.
- 400-2. **CURRENT SOCIOLOGY.** Students read, report on, and evaluate content of leading sociological journals. Prerequisite: eight hours of sociology.
- 407-4. **INTEGRATED SOCIOLOGY.** A course designed for senior students with a sociology major. Integration of sociological concepts and principles: society and culture, the human group, social norms and patterns, status and role, organization, structure, and function, social change. Prerequisite: fifteen hours of sociology.
- 450-4. **SOCIAL THOUGHT I: BEFORE 1800.** Ancient background of European social thought; development of modern social thought. Prerequisite: 200 or general background in history.
- 451-4. **SOCIAL THOUGHT II: THE SOCIOLOGICAL MOVEMENT.** Rise and development of scientific social thought in Western society. Prerequisite: background in nineteenth-century history of literature.
- 472-4. **TREATMENT AND PREVENTION OF CRIME.** Principles of penology, history of punishment and prisons; criminal law, police function, criminal courts; the prison community; the juvenile court and related movements. Prerequisite: 372.



## GRADUATE COURSE OFFERINGS

Supervisor of Graduate Advisement Leonard B. Wheat, Ph.D.  
(Columbia)

1958

The purpose of graduate course offerings is to make available to advanced students courses and other work which will increase their competencies in particular fields. Development of the power of independent investigation is especially sought. The association of mature and beginning scholars is an important aspect of graduate work and is encouraged. Major study may be done in educational administration, elementary education, guidance and counseling, instructional supervision, secondary education, and special education. Graduate courses in other areas are offered at various times during the school year.

## EVENING COLLEGE

Supervisor Robert W. Duncan, Ph.D. (Cincinnati),  
Alton Residence Center

1957

Supervision Clifton Cornwell, M.A. (Missouri),  
East St. Louis Residence Center

1958

The Southwestern Illinois Campus offers an evening college curriculum at Alton and East St. Louis aimed at enabling area students to enjoy the full range of courses needed to acquire the bachelor's and the master's degrees.

Persons employed full time may enroll in eight hours of course work each quarter. The student's program may be arranged so that he attends two nights a week, in either a Monday-Wednesday or a Tuesday-Thursday combination. Some classes, especially those for teachers, are scheduled to meet only one night a week or on Saturday mornings.

## ASSOCIATE DEGREE

Students interested in furthering their training in business may enter the associate degree program. The associate degree is awarded after successful completion of the four-year evening program.

## SECRETARIAL SCIENCE

A certificate in secretarial science is awarded at the completion of a two-year evening college program which includes typing, shorthand, filing, and business writing courses.

## ADULT EDUCATION

A wide range of non-credit courses is also offered in the adult education program. Consult the Evening College Bulletin for detailed information.

## 5. University Extension

University Extension is an agency of the University whose purpose is to make college courses offered by the University available to those who are not in residence. It calls upon the various instructional agencies of the University for the personnel used to carry out its program.

Scheduling off-campus college credit classes has been an important activity of the Division of University Extension since it first began functioning. The program was originally designed for public school teachers and administrators. It has been expanded, however, to serve many other groups. Present policy provides for the scheduling of a class whenever fifteen or more qualified people indicate their intention of enrolling in it, provided that a staff member for that particular subject is available at that particular time.

A maximum of one-half of the total number of credits required for the bachelor's degree may be earned through extension classes, and up to sixteen hours for the master's degree.

All instructors of these extension courses are members of the regular University faculty, and the work offered meets all of the requirements of the American Association of Colleges for Teacher Education and the North Central Association of Colleges and Secondary Schools.



programs. Contact the Learning College Offices for detailed information.

## 6. Industrial And Adult Education

Head Chelsea Bailey, M.S. (Cincinnati)

1957

### GENERAL INFORMATION

An adult education program consisting of non-credit courses in various vocational, technical, and general education fields is offered. It is designed to provide a wide variety of educational opportunities for adults, who may register for these courses regardless of educational background. Occasionally, prerequisites may be established for specific courses because of their nature.

Courses are offered from one-, two-, and three-week special programs to those which meet one to three hours a week from eight to eighteen weeks. Courses in adult education include a wide range of interests and activities and can be developed further to meet other demands and needs.

Adult education courses are taught by University faculty members as well as outstanding industrial, professional, and business leaders. The practical, functional approach is used by the instructors. Contacts are invited to discuss specific needs from groups such as parent-teacher associations, industries, labor and management groups, retailers, and business concerns. Courses are then planned and offered to meet specific needs of adult groups. Programs and course offerings in adult education will be announced as they develop.

### PROGRAM IN INDUSTRIAL MANAGEMENT

Of special interest to the Madison-St. Clair counties area is the program in industrial management offered in both Alton and Granite City. The industrial management series of courses is offered to provide employers and employees with the "tools of the trade" and to prepare leaders for intelligent participation in their work. These courses are planned to give present and future foremen and supervisors a more complete background of information from which they may draw in making on-the-job decisions in these important areas. The courses present practical approaches to the problems of management. All courses are tailored to meet the needs of the students in the various classes.



## CERTIFICATE

Eleven courses are available, of which eight are required to be completed, for the Certificate in Industrial Management. Individual certificates will be awarded for completion of each course. Students who have completed any of these courses previously will have transfer of completion evaluated by the Co-ordination Committee.

## REGISTRATION

It will be necessary for interested students to pre-register for the course or courses of their choice, in order to make arrangements for the various sections of classes. All interested students should contact Southern Illinois University, East St. Louis, Illinois, for information regarding registration dates.

## VETERANS

A veteran who was a legal resident of Illinois at the time of entrance into service may attend under an Illinois Military Scholarship, which will satisfy his tuition charge. If the veteran has already been awarded such a scholarship by the University, he should bring the scholarship with him at the time of registration. If he has not been awarded one he must bring a copy of his discharge.

## COURSES

The following courses of the industrial management program are offered at the Granite City High School and the Alton Residence Center. Occasionally, the course content may be modified to meet the needs of the industrial area.

*Cost Control.* Shows the foreman and supervisor how to hold costs down and helps them to understand the resulting benefits to the company, its employees, its customers, and supervisory personnel. Outlines factors which influence cost problems at the foreman's level of supervision, such as training, salvage, tools, material, maintenance, changes in production methods, time studies, budgets, overhead, reports, effect of competition.

*Effective Speaking for Supervisors.* Designed to help the foreman see his over-all communications responsibilities in relation to all of his contacts and duties in industry. Involves the fundamentals of speaking, such as choosing a topic, gathering and organizing material, analyzing the audience, effective presentation, correct pronunciation of commonly mispronounced words, persuasive motivation, and chalk talk including demonstration. Emphasis is on conference and individual speech situations.

*Industrial Economics.* A survey of the American economic structure in which terms such as economics, production, wealth, and income are defined. The relationship between wages, prices, profits, and production is studied.

Other topics of discussion include inflation and the price level, unemployment, economics and determination of prices, interest, and profits.

*Industrial Engineering.* An introduction to the basic elements of industrial engineering, including job evaluation, time and motion study, methods analysis and improvements, work simplification, and other related items.

*Industrial Report Writing.* A study of the types of reports common to an industrial situation and practice in preparing written reports, memoranda, and interdepartmental communications that command attention.

*Labor-Management Relations.* Investigates the development of collective bargaining in union-management relations and studies the initiation, negotiation, approval, and administration of contract provisions. The main provisions of agreements—wages, seniority, grievance settlements, working conditions, management and union security—are included.

*Metallurgy I.* The study of the various methods of processing metals, the classifying of steels, and treating the properties of metals.

*Metallurgy II.* A continuation of ferrous metallurgy with emphasis on processing, classification, and surface treatment of special metals.

*Practical Psychology for Supervisors.* Develops the psychological aspects of supervision. The course is flexible to the extent that specific problems of participants are introduced and discussed. Concerned with human attitudes, an attempt is made to analyze the worker's basic needs, desires, and drives, the problems of personality in foreman-employee relationships, and the building and maintaining of job interests. The use of psychological tests in industry is explained.

*Quality Control.* An over-all consideration of the fundamentals involved in the control of industrial product quality. Topics included are frequency distributions, control charts, sampling methods, special methods, new design control, incoming materials control, special processes studies.

*The Supervisor and His Job.* A comprehensive, intensive course in line-staff functional responsibilities, authority delegation, and follow-through. It outlines the foreman's and supervisor's personnel responsibilities of training safety, selection and placement, merit rating, control of absenteeism and turnover, relations with unions, policy formation and administration.

## Appendix

### Codes for Instructional Departments, Schools, and Colleges

| CODE                         | DEPARTMENT                                    | DIVISION              |
|------------------------------|---|-----------------------|
| ANTH                         | Anthropology                                  | Social Sciences       |
| AP S                         | Applied Science                               | Science & Mathematics |
| ART                          | Art   | Fine Arts             |
| BOT                          | Botany  | Science & Mathematics |
| CHEM                         | Chemistry                                     | Science & Mathematics |
| ECON                         | Economics                                     | Business              |
| ED S                         | Secondary Education                           | Education             |
| ED EL                        | Elementary Education                          | Education             |
| ED AD                        | Educational Administration<br>and Supervision | Education             |
| ENG                          | English                                       | Humanities            |
| F & N                        | Foods and Nutrition                           | Nursing               |
| FR, GER, LATN,<br>RUSS, SPAN | Foreign Languages                             | Humanities            |
| F C                          | Freshman Convocation                          |                       |
| GEOG                         | Geography                                     | Social Sciences       |
| GEOL                         | Geology                                       | Social Sciences       |
| GOVT                         | Government                                    | Social Sciences       |
| GUID                         | Guidance                                      | Education             |
| H ED                         | Health Education                              | Education             |
| HIST                         | History                                       | Social Sciences       |
| HUM                          | Humanities                                    |                       |
| I ED                         | Industrial Education                          | Business              |
| I M                          | Instructional Materials                       | Education             |
| JRNL                         | Journalism                                    | Humanities            |
| MGT                          | Management                                    | Business              |
| MKTG                         | Marketing                                     | Business              |
| MATH                         | Mathematics                                   | Science & Mathematics |
| MICR                         | Microbiology                                  | Science & Mathematics |
| MUS                          | Music   | Fine Arts             |
| NURS                         | Nursing                                       | Nursing               |
| PHIL                         | Philosophy                                    | Social Sciences       |
| PEM                          | Physical Education—Men                        | Education             |
| PEW                          | Physical Education—Women                      | Education             |
| PHYS                         | Physics                                       | Science & Mathematics |
| PHSL                         | Physiology                                    | Science & Mathematics |
| PSYC                         | Psychology                                    | Social Sciences       |
| R-T                          | Radio-Television                              | Humanities            |
| R ED                         | Religious Education                           | Social Sciences       |

|      |                                    |                       |
|------|------------------------------------|-----------------------|
| SCI  | Science                            |                       |
| SEC  | Secretarial and Business Education | Business              |
| SO S | Social Studies                     |                       |
| SOC  | Sociology                          | Social Sciences       |
| SP E | Special Education                  | Education             |
| SPCH | Speech                             | Humanities            |
| SP C | Speech Correction                  | Education             |
| THEA | Theater                            | Humanities            |
| ZOOL | Zoology                            | Science & Mathematics |

## Index for Institutional Department, School, and College

| Department                                 | School                          | College                   |
|--|---------------------------------|---------------------------|
| Anthropology                               | School of Social Sciences       | ANTH                      |
| Applied Science                            | School of Science & Mathematics | AP S                      |
| Art  | College of Arts                 | ART                       |
| Biology                                    | School of Science & Mathematics | BOT                       |
| Chemistry                                  | School of Science & Mathematics | CHEM                      |
| Economics                                  | Business                        | ECON                      |
| Secondary Education                        | Education                       | ED S                      |
| Elementary Education                       | Education                       | ED EL                     |
| Educational Administration and Supervision | Education                       | ED AD                     |
| English                                    | Humanities                      | ENG                       |
| Food and Nutrition                         | Home Economics                  | F A N                     |
| Foreign Language                           | Humanities                      | FR GER LATIN<br>RUSS SPAN |
| French Literature                          | Humanities                      | F C                       |
| Geography                                  | School of Social Sciences       | GEOG                      |
| Geology                                    | School of Social Sciences       | GEOL                      |
| Government                                 | School of Social Sciences       | GOVT                      |
| Education                                  | Education                       | ED                        |
| Health Education                           | Education                       | H ED                      |
| History                                    | School of Social Sciences       | HIST                      |
| Humanities                                 | Humanities                      | HUM                       |
| Industrial Education                       | Education                       | I ED                      |
| Instructional Materials                    | Education                       | I M                       |
| Literature                                 | Humanities                      | LIT                       |
| Management                                 | Business                        | MGT                       |
| Mathematics                                | School of Science & Mathematics | MATH                      |
| Microbiology                               | School of Science & Mathematics | MICR                      |
| Music                                      | College of Arts                 | MUS                       |
| Nursing                                    | Health Education                | NURS                      |
| Philosophy                                 | Humanities                      | PHIL                      |
| Physical Education—Men                     | Physical Education              | PEM                       |
| Physical Education—Women                   | Physical Education              | PEW                       |
| Physics                                    | School of Science & Mathematics | PHYS                      |
| Physiology                                 | School of Science & Mathematics | PHYS                      |
| Psychology                                 | School of Social Sciences       | PSYC                      |
| Radiation                                  | Humanities                      | R A T                     |
| Religious Education                        | School of Social Sciences       | R ED                      |



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## *Southern Illinois University Foundation*

The Southern Illinois University Foundation is a nonprofit corporation chartered by the state and authorized by the Board of Trustees to receive gifts for the benefit of the University, to buy and sell property, and otherwise to serve the University.

It respectfully asks alumni and other citizens of Southern Illinois to consider making gifts and bequests to benefit the University. Such gifts should be conveyed to the Foundation, with proper stipulation as to their uses. The Foundation, through its officers and members, will be glad to confer with intending donors regarding suitable clauses to insert in wills and suitable forms for gifts and memorials, including bequests by means of life insurance. Large or small gifts to the library will be appreciated; likewise, gifts for special equipment, buildings, endowment of professorships in particular subjects, gifts to student loan funds and scholarship funds, gifts for the use of foreign students, and endowments for particular sorts of research. Any gifts or bequests can be given suitable memorial names.

The present officers of the Foundation are:

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Mr. Fred Harrison, *Vice-President*, Herrin.

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