

ARIZONA STATE TEACHERS COLLEGE

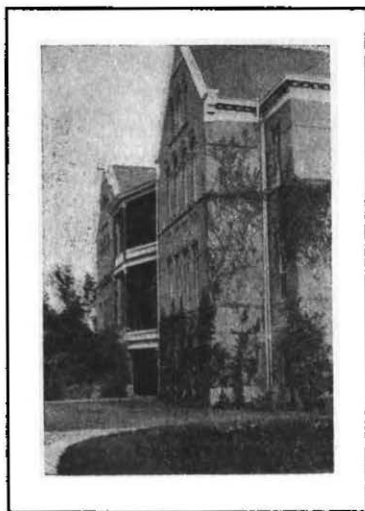
AT TEMPE

BULLETIN

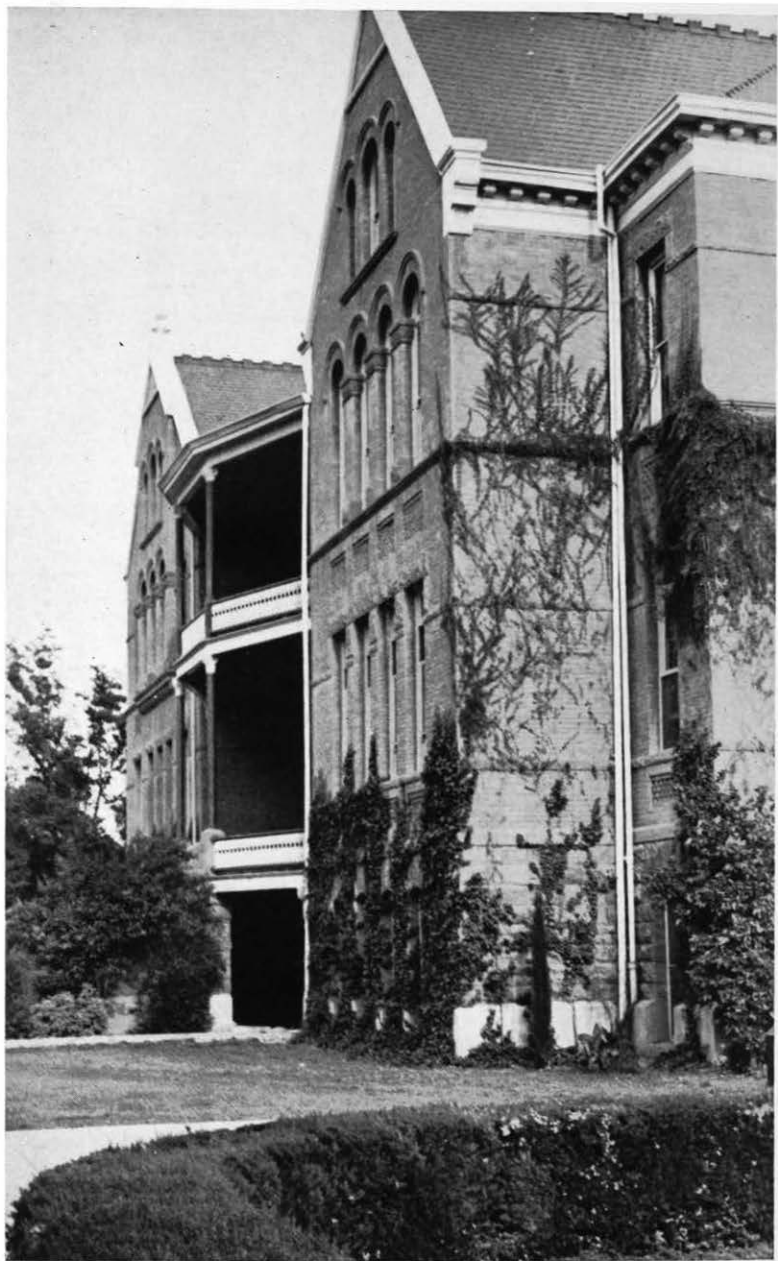
CATALOGUE ISSUE

FOR THE SESSION OF

1940-1941



TEMPE, ARIZONA



OLD MAIN

BULLETIN

ARIZONA STATE TEACHERS COLLEGE

GENERAL SERIES

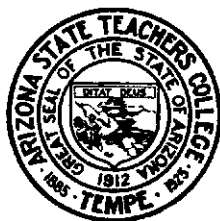
JUNE, 1940

NUMBER 35

CATALOGUE ISSUE

FOR THE SESSION OF

1940-1941



TEMPE, ARIZONA

Entered as Second-Class Matter, November 30, 1931, at the Postoffice at Tempe, Arizona, Under the Act of August 24, 1912.

COLLEGE CALENDAR

1940-1941

FALL SEMESTER, 1940

First Faculty Meeting.....	7:30 P.M., Monday, Sept. 9
Freshman Week Events.....	Sept. 10, 11, 12, 13, 14
First Freshman Assembly.....	9:00 A. M., Tuesday, Sept. 10
Registration.....	Thursday, Friday, and Saturday, Sept. 12, 13, 14
Instruction begins.....	Monday, Sept. 16
Mid-semester scholarship reports due.....	Friday, Nov. 15
Homecoming Day.....	Saturday, Nov. 16
Thanksgiving recess.....	Wednesday noon, Nov. 27 to Sunday, Dec. 1
Christmas vacation.....	Sunday, Dec. 22 to Sunday, Jan. 5, 1941
Final Examinations.....	
	Monday, Tuesday, Wednesday, Thursday, Jan. 27, 28, 29, 30
Last day of fall semester.....	Friday, Jan. 31
Last meeting of graduate classes.....	Saturday, Feb. 1

SPRING SEMESTER, 1941

Registration.....	Monday, Tuesday, Feb. 3, 4
Instruction begins, second semester.....	Wednesday, Feb. 5
Mid-semester scholarship reports due.....	Friday, Apr. 4
Easter vacation.....	Friday, Apr. 11 to Tuesday, Apr. 15
Alumni Banquet.....	Saturday, Apr. 26
Last day for filing senior scholarship reports.....	Saturday, May 24
Last day for scholarship reports for M. A. candidates.....	
	Saturday, May 24
Honor Assembly.....	Friday, May 30
Last meeting of graduate classes.....	Saturday, May 31
Baccalaureate Service.....	Sunday, June 1
Alumni Induction Ceremony.....	Monday, June 2
Commencement Exercises.....	Wednesday, June 4
Final Examinations.....	Wednesday, Thursday, Friday, June 4, 5, 6

SUMMER SESSION, 1941

Summer session begins. Registration.....	Monday, June 9
First summer term ends.....	Saturday, July 12
Second summer term opens. Registration.....	Monday, July 14
Summer session ends.....	Saturday, Aug. 16
Freshman Week begins.....	Tuesday, Sept. 9, 1941
Registration, fall semester, 1941.....	
	Thursday, Friday, Saturday, Sept. 11, 12, 13

Note: Dates for vacations are both inclusive.

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OFFICIAL DIRECTORY

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- \ HELEN M. HANSHUE - - - Head Resident, North Hall
- \ EVA HURST - - - Head Resident, Carrie Matthews Hall
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- \ MRS. ROBERT R. KRAUSE - - - Matron, Dining Hall
- \ EDWARD BERTELSEN - - Superintendent of Buildings and Grounds

COLLEGE FACULTY

1940-1941

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A.B., A.M., LL.D., University of Arizona; Ed.D., New York University

ARTHUR J. MATTHEWS, LL.D., D.Pd. - - - President Emeritus
LL.D., Syracuse University; D.Pd., University of Arizona

JOHN R. ALLEN, M.A. - - Director of Men; Head Resident, East Hall;
Instructor in Physical Education
B.A., A.S.T.C., Flagstaff; M.A., University of Southern California

MERLE ANSBERRY, M.A., Ph.D. Associate Professor of Speech and Debate
A.B., M.A., University of California; Ph.D., University of Wisconsin

BESS BARKLEY, B.A. - - - - - Instructor in Music
B.A., University of Arizona

GEORGE MONROE BATEMAN, M.S., Ph.D. - - - Professor of Chemistry;
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TEACHER TRAINING FACULTY

1940-1941

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Assistant Professor of Education
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Graduate, Tempe Normal School
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Teacher Training, Eighth Grade
B.A., M.A., Stanford University
- CATHERINE B. ROWLANDS, M.A.** Teacher Training; Second Grade and Music,
Eighth Street School
B.A., M.A., Arizona State Teachers College at Tempe
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Physical Education for Boys, Campus Training School
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Seventh and Eighth Grades, Eighth Street School
B.A., M.A., Colorado State Teachers College

THE COLLEGE

PURPOSE AND OBJECTIVES

Arizona State Teachers College at Tempe is accredited by the North Central Association of Colleges and Secondary Schools as a degree-granting institution. It is also a member of the American Association of Teachers Colleges.

The chief purpose of the College is to educate teachers for the elementary and secondary schools of Arizona. A wide selection of courses in liberal arts and sciences makes provision for the cultural background for dynamic and successful teachers. There is an adequate offering of professional courses to give the essential grounding in the theory and technique of teaching, keeping pace with the latest developments in the sciences of education and psychology.

Ample opportunities for participating in actual teaching are provided through an adequate system of training schools, and through special arrangements with the school authorities in neighboring cities.

Specialization in future teaching is provided for through a system of majors and minors whereby a student may build on his general background a special knowledge in his particular fields of interest.

A program of extra-curricular activities gives to the student the advantage of participation in forms of self-expression more directly under his control. Through these activities, desirable personal and social qualities are established.

A comprehensive program of physical training and health education is designed to insure the symmetrical development of the individual student in health and physical competence, and to secure the establishment of correct health habits looking toward a greater civic usefulness.

Emphasis is laid upon the importance of student-faculty contacts and social directional influences through dormitory living and through the counsel of faculty advisers to societies and other student groups.

Departmental advisers exercise a close supervision over the study programs of students. For the personal problems of individual students, there is a system of guidance through the offices of the Dean of the College and of the Dean of Women.

It is highly desirable that prospective teachers plan to spend all four years of their professional education in one institution that offers an integrated program of liberal arts, professional courses, and activities, and that emphasizes throughout the objectives and ideals of the teaching profession.

In the Teachers' College, the state provides the means whereby graduates of approved high schools are enabled to enter a profession which solves the problems of self support and civic usefulness, and at the same time, renders the state a service of great value.

Experienced teachers desiring to improve their status find here an opportunity to complete their requirements for advanced certification.

With the recent development of a liberal arts background for the teaching profession, the teacher's curriculum has much in common with the curricula leading to degrees in other professions such as law, medicine, engineering, and dentistry. Such common liberal arts elements include English composition, literature, French, German, Spanish, trigonometry, analytic geometry, calculus, physics, chemistry, geology, history, sociology, and economics.

These courses are open to students who are interested in professions other than teaching, and who find it convenient to take part of their general preprofessional work at Tempe and later to transfer to other colleges. For such students special programs of selected courses are arranged and planned to meet their individual needs. Such students will enjoy the advantages of the moderate costs of living and the greater amount of individual attention possible in classes of moderate size.

Through the five-year curriculum, facilities are provided whereby students may carry their studies beyond the bachelor's degree, to qualify for the master's degree and for secondary certification.

A further objective of the College is to continue the influence of the institution for culture beyond graduation through activities of the placement office and through contacts maintained with the alumni by the organization of alumni centers in various parts of the state.

Correspondence courses, evening courses, and summer sessions afford opportunities to teachers for improvement in service, and contribute to the spread of learning throughout the commonwealth.

HISTORY

An act of the Legislative Assembly of Arizona under date of March 10, 1885, made provision for the establishment at Tempe of a school for the instruction and training of prospective teachers. The first class was graduated from the Tempe Normal School in 1887. At that time the entire institution was housed in a single one-story building. During the years which followed, the attendance gradually increased, and with the growing public interest, the course of instruction was expanded year by year, new buildings replaced the historical structure, and from time to time additions were made to the faculty personnel.

For many years it was found necessary to provide facilities for high school training preparatory to the two-year normal school course, but, by the year 1919, the growth of the high schools throughout the state had made it possible to eliminate the high school curriculum from the program of studies offered by the Normal School, and the entire attention of the faculty was devoted to the two-year normal school curriculum offered to high school graduates and leading to a diploma entitling the holder to teach in the elementary schools and the junior high schools of the state.

In 1922 the Tempe Normal School Alumni Association sponsored a movement to raise the grade of their Alma Mater to that of a standard Teachers College. After three years of thorough public discussion, in January, 1925, the question was presented to the Seventh State Legislature in the form of a bill which was passed unanimously by that body and signed by Governor Geo. W. P. Hunt on March 7, 1925. By the provisions of this bill, the Tempe Normal School became Tempe State Teachers College, with the power to establish a four-year college curriculum in education, and the authority to confer upon its graduates the degree of Bachelor of Education.

An act of the Ninth Legislature changed the name of the college to read, ARIZONA STATE TEACHERS COLLEGE AT TEMPE, and at the same time authorized the Teachers College to grant the degree of Bachelor of Arts in Education. This is the degree now conferred upon those who complete a four year curriculum. Those to whom this degree is granted are thereby entitled to receive the Arizona elementary certificate.

In March, 1937, an act of the Thirteenth Legislature authorized the College to grant the advanced degree of Master of Arts in Education. This degree was conferred for the first time on May 31, 1938.

THE COLLEGE SETTING

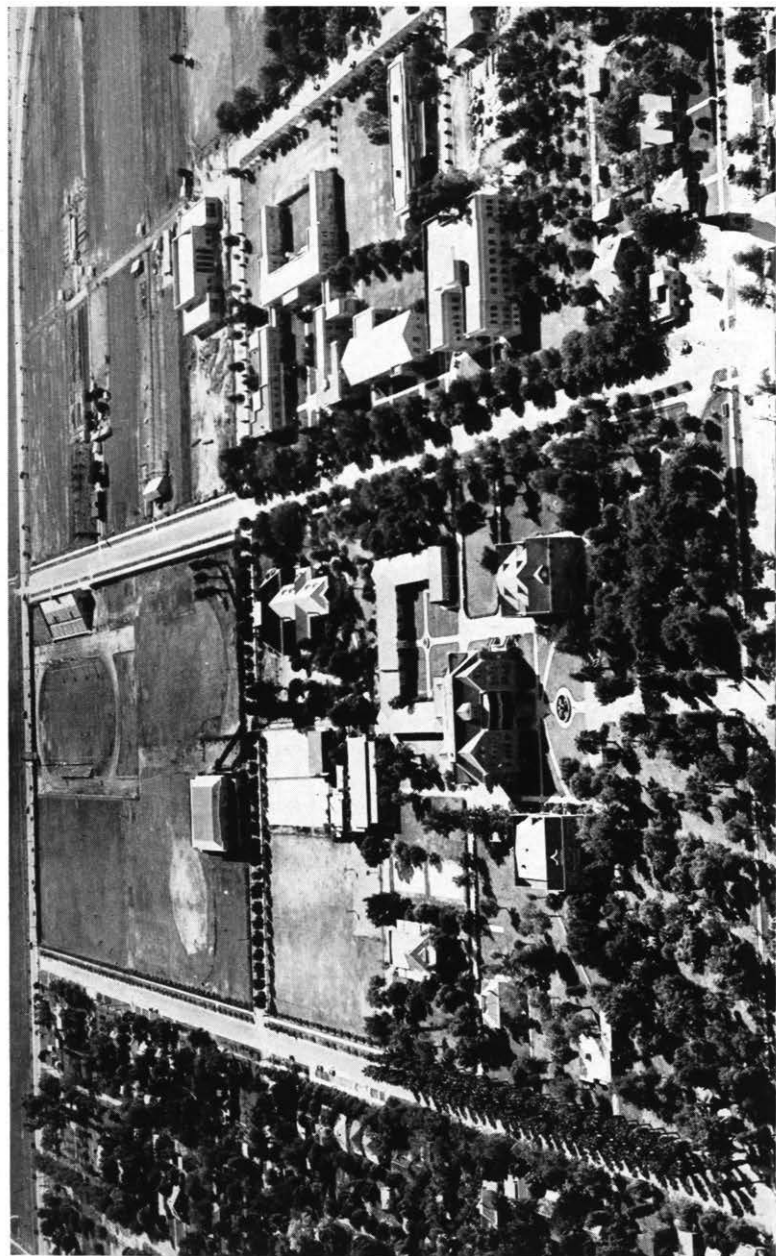
LOCATION

Tempe is in all respects an ideal location for a teachers' college. One might characterize it as a town of pleasant homes, numbering about 3,000 residents, and situated in the center of Salt River Valley, the wealthiest and most productive irrigated district in the United States. While enjoying freedom from many of the disadvantages and distractions of a larger city, yet this community is within easy reach, by automobile or by hourly motor bus, of Phoenix, the capital and largest city of the state. Three trans-continental highway systems are routed past the college campus, and the principal state highways feed through this route. Thus the college is easily reached from any direction by motor coach or private automobile. The Southern Pacific main line gives direct communication east and west, and connects at Phoenix with the Santa Fe line serving the northern part of the state.

The climate at this moderate altitude of 1,100 feet is ideal during the entire school year. Snow is unknown in the Valley, rain seldom mars plans for outdoor activities, and high winds are rarely experienced. Cloudless skies and bright sunshine are the rule, permitting the work of physical education and athletics to be conducted in the open air throughout the year.

Those who enjoy life out of doors will find a delight in the attractive natural features of Papago Park, a National monument, set aside for the preservation of the native fauna and flora of the desert. This park, including in its limits 2,000 acres of rolling arid country, lies just across the Salt River, within fifteen minutes from the college campus, and here one may quickly reach most attractive spots for hikes and picnic parties among the fantastic rocky ridges and shady hollows of the Elfin Hills, while such easily accessible elevations as View Point and Hole-in-the-Rock command views of the entire valley with its 300,000 acres of cultivated land stretching away to a horizon rimmed by blue ranges of rugged mountains. The park includes within its limits a chain of beautiful artificial lakes belonging to the state bass hatchery and a remarkable natural amphitheater available for the use of neighboring communities for pageants, concerts, and similar public programs.

Among the features of interest within easy reach by automobile for week-end excursions are the Superstition Mountains rising to an elevation of five thousand feet and remarkable for their innum-



AIRPLANE VIEW OF CAMPUS

able examples of grotesque rock sculpture. Each year many hiking parties make use of the interesting trails leading to the summit. An hour's drive brings one to a chain of beautiful artificial lakes, the storage reservoirs of upper Salt River. Stewart Mountain reservoir, Canyon Lake, Apache Lake, and the great Roosevelt reservoir offer unexcelled opportunities for bass fishing and boat racing. The famous Apache Trail leading to Roosevelt Dam and the great reservoir, and the Superior Highway tapping one of the richest copper districts, are among the finest examples of mountain road building in the world. The wooded banks of the Verde River offer beautiful sites for week-end camping trips.

A municipal swimming pool, the finest in Arizona, is located in a beautiful park a short half mile from the campus. This pool conforms to A. A. U. regulations, and is available for all manner of swimming contests.

The existence at Phoenix of many large industrial establishments, and the accessibility of great irrigation projects, power plants, copper mines and reduction works offers unusual advantages for interesting and instructive excursions in connection with many of the college courses. These excursions serve for the accumulation of a wealth of subject matter and materials of value to the future teacher in service.

CAMPUS

The setting of the College is exceptionally attractive. The campus comprises eighty-five acres of fine level land within convenient walking distance of the business portion of the town, and is arranged in a most attractive manner, with broad shady lawns, cement walks, paved drives, and a profusion of trees, shrubs and flowers. The twenty-two buildings are distributed over the grounds in two groups, between which extends the College Avenue drive, flanked by double rows of thrifty elms. In the distance one looks out toward the mountains, with their ever-changing lights and shadows and wonderful coloring. Portions of the lawn are specially arranged for flood lighting, and are at the disposal of students for class parties, receptions, and other social functions which derive much of their charm from being held in the open.

Ample facilities are provided for outdoor recreation in well-kept tennis courts of concrete, screened basketball courts, and fields for speedball, volleyball, and women's baseball, archery and golf.

The athletic field occupies the southeastern ten acres of the campus. The football field and the baseball diamond are maintained in excellent condition. A modern lighting system permits the use of the field for evening games and for pageantry productions. The stadium with the addition now under construction will seat from 9,000 to 10,000 spectators. The main highway which borders the athletic field on the south gives easy access. Ample parking space is provided.

A tract of thirty-five acres within a half mile of the campus is equipped as a model farm, thus affording ample opportunity, close at hand, for experimental and practical work in all lines of agriculture. This tract is particularly valuable in preparing teachers to take charge of 4-H Club work and other club work in the elementary schools.

COLLEGE BUILDINGS

The original group of buildings of red brick and stone has grown up with the main building as a center, and encloses on three sides the Quadrangle of green lawn, having in its center a fountain in which pond lilies may be seen in blossom during the greater part of the year.

On the west side of the main drive is a more recent group of buildings in cream-colored pressed brick, the tone of which blends harmoniously with the landscape. The dominant note in this late group is the Arts Building, with its imposing lines and dignified proportions.

During the last few years an extensive building and remodeling program has made the campus second to none in the Southwest. The buildings recently completed or now under construction are the Lyceum Building, constructed by remodeling and making additions to the old heating plant; the new Nursery School and Home Management House being erected just north of the Lyceum Building; and the addition to the Stadium now being built on the east side of the field.

In addition, two new dormitories have been planned and construction will probably begin during the summer. One is a five unit structure to house 250 men to be located just west of the stadium, and the other, located just west of West Hall, will accommodate 90 women.

Main Building. The early traditions of the days of Tempe Normal School cluster about the OLD MAIN, with its three stories of ivy-covered red brick, which for many years after its erection in 1894, was the scene of nearly all student activities. With the growth of the institution, one department after another has been separately housed, until at the present time this parent building is devoted chiefly to classrooms for the academic work.

Science Hall faces the Quadrangle on the east. The lecture rooms, offices, and laboratories for chemistry and physics are located on the first floor, while those for biology and agriculture occupy the second floor.

The College Auditorium is located on the west side of the Quadrangle opposite the Science Hall. Seating capacity is provided for 1,000 persons. The forty-foot stage is well equipped with modern scenery, excellent modern light equipment, dressing rooms, showers, and offices for student staff and faculty director. On the ground floor are carpenter shops, paint shops, and equipment permitting the staging of dramatic work of high order.

The College Bookstore, conveniently located in the basement of the Arts Building, is kept stocked with all necessary textbooks and stationery supplies.

The Training School is located close to and south of the central group. It is a one story structure of brick in the Spanish-Colonial style with open corridors or colonnades enclosing an attractive patio. There are classrooms for the kindergarten, the elementary grades, and the junior high school; a music room, art room, assembly room, and a cafeteria. Many new features of lighting and arrangement are incorporated, and the furniture and equipment have been selected to conform to the latest accepted criteria. A special library of 3,500 volumes suited to the work of the grades is housed in this building, and the playground adjoining is fitted with modern apparatus, permitting the play activities of the pupils to be carried on under the direct supervision of the teachers.

The Dining Hall is in a central location, conveniently reached from all dormitories. It is a thoroughly modern building, and embodies in its construction modern ideas with regard to sanitation, lighting, and ventilation. The dining room is under the direct supervision of a trained matron who is responsible for the efficiency of the service.

The large, airy, well-lighted kitchen is provided with hotel ranges, steam cookers, charcoal broiler, and modern types of labor-

saving machinery. All bread, pies, cakes, and bakery goods used in the dining room are baked in our own specially designed and constructed oven. Only whole wheat flour is used. The ample refrigerating and cold storage plant enables the stewards to buy and store meats and other perishable food-stuffs in large quantities, an important factor in the low cost of board. The food is carefully selected and scientifically prepared. All milk used is bottled here. The ice cream is also produced here. An ice cream machine capable of freezing an average of one gallon a minute contributes greatly to producing a superior product.

A modified cafeteria or buffet system, as well as the modern malted milk and sandwich counter, assure the students well-balanced and attractive meals. The spacious, attractively decorated dining room affords space for the individual four-chair tables which accommodate the several hundred students who dine here.

The Infirmary is located in a quiet section of the campus, and is a fire-proof structure of brick and concrete with properly equipped examination room, operating room, women's and men's isolation ward, nurses' suite, and every other essential feature contributing to the proper care of those cases of illness requiring temporary isolation, surgical operation, or cases of contagious disease.

The President's Residence is a substantial two-story brick structure, completing the plan of the main group of buildings. Adjoining it on the west is a beautiful lawn which is provided with electrical flood lighting and is the scene of many social events of the year.

The buildings upon the western half of the campus form a distinct group, conveniently located and harmonizing in color and architectural design.

The Arts Building is a modern fire-proof building of concrete construction faced with cream pressed brick, which houses the departments of commerce, home economics, art, and music.

Matthews Library and Administration Building is of steel and concrete construction faced with cream brick and thoroughly fire-proof. The entire upper floor is occupied by the library and reading rooms, the appointments of which embody the latest ideas in library equipment. The lower floor houses the offices of the president, the president emeritus, the dean, the registrar, the recorder, and the financial secretary. The central location of this important building facilitates access both from classrooms and from the dormitories. Its fireproof character insures the safety of the library and the valuable instructional and financial records. The building contains a number of classrooms, committee rooms, and conference rooms.

The installation of a system of air conditioning of the latest type maintains an equable temperature in the entire building at all seasons.

The Men's Gymnasium is located on the athletic field at the south end of the campus. The floor space is ample for basketball, athletic exhibitions, and other public events, as well as for the regular floor work connected with the physical education program. There is adequate provision for showers, locker rooms, and dressing rooms, and for the storage of apparatus. A raised gallery is provided for spectators.

The B. B. Moeur Activity Building was named in honor of the late Governor B. B. Moeur who served longer than any other man on the Board of Education, and gave valiant service to the College. The building is designed to serve not only as a center for women's physical education activities, but as a social center for the activities of student body groups. It is located south of the women's dormitories, and represents a new style in college building. Panels of ornamental brick work adorn the facade. The main hall, 68 by 100 feet, serves as a gymnasium and a social recreation hall. Classrooms are provided for theory work in physical and health education, and there are commodious shower and dressing rooms with ample locker space. Special rooms are set aside for the accommodation of off-campus women.

Goodwin Stadium and Industrial Arts Building. This building was named after Garfield Goodwin, an early graduate of the Territorial Normal School. This new fireproof structure now has a seating capacity of 4,000, and with the addition now under construction on the east side of the field, will make an amphitheatre seating from 9,000 to 10,000 people. The building fronts on College Avenue, and houses the shops of the industrial arts department.

The Lyceum Building is one of the most artistic buildings on the campus, made by remodeling the old heating plant and making an addition to the south end. The main floor contains a small auditorium and stage, making an ideal place for the meeting of small groups. The south addition contains a lovely reception room with fireplace, with other rooms and a kitchen nearby. The basement contains a fine large room suitable for student and faculty club rooms.

Dormitory Buildings. The dormitories are planned to serve as homes for the students. The facilities provided in all these buildings are practically uniform. All rooms are provided with electric light, steam heat, and hydrant water, and all are completely

furnished with rug, dresser, study table, and chairs. Each student has the use of a wardrobe closet. Bathrooms are conveniently placed on every floor, and every attention is paid to details of sanitation. By means of ample screened sleeping porches, provision is made that all students sleep in the open air the whole year round. In each dormitory living quarters are provided for a head resident who exercises supervision over the occupants at all times.

Carrie Matthews Hall for women is a thoroughly modern structure of concrete faced with cream pressed brick. Each sleeping porch is adapted to accommodate four young women; that is, one sleeping bay to every two rooms. One of the most attractive features of this building is the large and well lighted recreation room.

South Hall and North Hall, both for women, are situated in the west half of the campus. Each of them accommodates seventy-five students, with the same character of furnishings and equipment as in the other halls. These two halls are joined on the west by the new **West Hall**, which provides rooms and sleeping quarters for one hundred women students.

Alpha Hall, a men's dormitory, in which the general equipment and furnishings are similar to those of the other dormitories, accommodates sixty young men.

East Hall, another dormitory for men, comfortably accommodates one hundred thirty-five students. In addition to the standard students' living rooms and the large sleeping porches, this dormitory furnishes a completely equipped room for the free use of those students who desire to do part of their own laundry work. There are also two large parlors with a piano, and broad shady verandas are welcome in the students' leisure hours.

Heating Plant. During the few months in the year when artificial heat is required, all buildings on the campus are heated by steam from a central heating plant located south of the dining hall. The boiler house conforms, in its architectural features, with the other buildings of the eastern group. Two powerful boilers furnish the steam for the system of tunnels which distribute the supply pipes to all buildings on the campus. This system of concrete tunnels carries all electric wiring of the lighting, telephone, and power systems under-ground. A third boiler supplies hot water under pressure to all buildings, thus effecting a considerable economy in fuel.

GENERAL INFORMATION

THE ALUMNI ASSOCIATION

All graduates of the College automatically become active members of the Alumni Association. Students who have attended for at least one semester and who have withdrawn from the institution in good standing automatically become associate members.

Including the class of 1940, the association now numbers about 5,217 active members, the majority of whom reside in the state of Arizona. This large group of influential citizens, through efficient organization, has become a potent force in promoting the welfare and advancement of the College. All loyal alumni take pride in the recent rapid growth and development of their Alma Mater, and it is their desire further to perfect their organization that it may continue effectively to serve her interests.

Endowment Fund. Confident that a teachers' college education is a most valuable asset in any walk of life, the alumni desire to extend to others the benefits of such preparation. With this objective in view, the association has conducted a vigorous campaign to raise a **ten thousand dollar fund** for the assistance of worthy students who need financial aid. Under the leadership of "The Father of the Endowment Fund," Clarence M. Paddock, '03, and with the co-operation of successive groups of officers of the association, this fund has grown beyond expectations and now amounts to approximately \$15,000. In the few years since the establishment of this fund, over 300 students have practically owed their graduation to timely assistance received from this source.

It is the purpose of the association to keep the principal intact, the interest to be used for student assistance, therefore it has been the practice to make loans only to seniors in their second semester.

Alumni Awards. Desiring to give recognition to high scholastic achievement and to promote high scholarship standards in the College, the Alumni Association offers a number of awards to outstanding students. These are described in the section of the catalog headed "Awards and Prizes."

Regional Alumni Banquets. An outstanding achievement of the Alumni Association was the consummation of the plans for the state-wide series of regional banquets which were conducted as a

feature of the celebration of the Golden Jubilee of the College in 1935. There has been a disposition on the part of the alumni to continue to hold these enjoyable regional meetings as annual or biennial events.

Annual Reception. The annual reception and banquet of the association is held on the evening of Alumni Day, giving every member an opportunity to renew old friendships and to pledge anew their loyalty to their Alma Mater. The date for the next reception and banquet is tentatively set for April 26, 1941.

Alumni Register. A card file is kept in the alumni office, which contains the name and present address, so far as known, of every active member of the alumni association. Members are earnestly requested to assist in the work of keeping this alumni register up to date by forwarding to the office of the Alumni Association a notice of each change in name or postoffice address.

All correspondence relative to change of address or to other alumni affairs should be addressed to **Thomas B. Lillico, Alumni Secretary, Arizona State Teachers College, Tempe, Arizona.**

EXTENSION DIVISION

Many teachers who desire to continue their studies while actively engaged in teaching find it impossible to attend the regular sessions of the College. In response to this demand, the **Extension Division** has been established and offers two types of service: extension courses and correspondence courses. By these two methods, the regular courses of the college curriculum are made available to the teacher in service at a moderate cost.

EXTENSION CLASSES

Extension classes are given by regular members of the college faculty in the cities or town within easy reach of the College. By taking advantage of courses thus offered, teachers are enabled to accumulate the credits needed for the renewal of certificates or for the completion of requirements for the degree.

These courses carry either two or three hours of credit, and are indetical in every respect with the corresponding courses offered in the regular session.

Courses in any department of the college will be offered when there is sufficient demand for them.

For the organization of a class in any course, a minimum of twelve students must be registered. Classes are organized in September of each year. Since the selection of courses to be offered is determined largely by the number of applications received, it is important that applications for specific courses be filed with the Director as soon after September first as possible.

The fee for all extension courses is \$5.00 per semester hour of credit carried, and is payable at the time of registration.

For further information concerning extension courses, write to **J. O. Grimes, Director of Extension.**

CORRESPONDENCE COURSES

Through the use of the mails, the privileges of the college campus and services of the teaching faculty are extended to the student whose daily occupation is such as to prevent enrollment in the regular sessions.

Persons desiring to enroll for correspondence courses will write to the Correspondence Division for an enrollment blank and a copy of the Bulletin of the Correspondence Division. When this enrollment blank, properly filled out and accompanied by remittance to cover the fee, is received by the correspondence office, the first lesson assignment will be mailed to the student with directions for study.

The bulletin lists the courses offered from which the student may select those in which he desires to enroll.

The fee for all correspondence courses is \$5.50 per semester hour of credit carried. Enrollment between May 15 and September 15 carries an additional fee of \$2.00 per course.

Credit earned in extension classes and in correspondence courses may be applied toward the bachelor's degree, subject to the rule that not more than one-fourth of any curriculum leading to the degree shall be taken in extension classes or by correspondence, and not more than half of this shall be done by correspondence. Correspondence courses are not accepted for credit toward the degree of Master of Arts in Education.

No student may enroll for correspondence courses during the time that he is registered for courses in residence, either at this college or at any other institution.

No student doing resident work may enroll for an extension class without the approval of the Executive Council.

All inquiries concerning correspondence courses should be addressed to **Dr. Charles Wexler, Director of Correspondence Study.**

THE SUMMER SESSION

A Summer Session of ten weeks is conducted annually by the College to meet the needs of superintendents, principals, supervisors, teachers, and students who wish to meet certification requirements, or to work toward the completion of requirements for the degree of Bachelor of Arts, or the degree of Master of Arts in Education. The summer session also meets the needs of those who wish to earn extra credits for transfer to other colleges and universities, or for general culture.

All the educational facilities of the College are available to the summer students. Instruction is given by members of the regular faculty. All the advantages of the enlarged Matthews Library are placed at the disposal of the students, as well as full laboratory and shop facilities.

All classes meet in the forenoon, leaving the afternoons open for reference reading, study, laboratory work, or recreation. Under these conditions, it is possible for instructors to give attention to the individual needs of the students to a greater extent than is practicable in the larger classes and fuller program of the regular session.

Summer Session Credit. The summer session consists of two terms of five weeks each. By holding classes six days a week, or for equivalent time, it is possible for a student to earn as much as six semester hours of credit per term, or twelve semester hours for the full period of the summer session.

Full residence credit is given. By this arrangement, students are enabled to use the summer session to acquire credit toward graduation. In three full summer sessions, the residence requirement may be satisfied, and a full year's work may be completed.

Admission to the Summer Session. In general, the applicant for admission will be expected to present evidence of graduation from an approved four year high school, or evidence of good standing in an accredited college. Mature students, over 21 years of age, are admitted without the above qualifications, but with the understanding that all standard admission requirements must be made up before they can become candidates for the bachelor's degree. For admission to graduate study leading to the degree of Master of Arts in Education, a bachelor's degree from an accredited institution is required.

Graduate Study. The summer session offers an excellent opportunity for superintendents, principals, supervisors, and other teachers, who have already acquired the bachelor's degree, to do graduate work leading to the degree of Master of Arts in Education, without loss of time in their professional capacity or sacrifice of salary. The residence requirement for the advanced degree may be met by attendance in three full summer sessions.

Fees and Expenses. The tuition fee is \$20 per term, or \$35 for the full ten week session. A library fee of \$1.00 per term is required of all summer students. Textbooks and stationery may be purchased at the college bookstore on the campus. Board and room for the summer may be obtained at moderate rates. One dormitory for women and one for men are open to summer students.

Requests for the Summer Session Bulletin and inquiries for special information should be addressed to **J. O. Grimes, The Director of the Summer Session.**

PLACEMENT OF TEACHERS

The Placement Bureau of the College is maintained to assist graduating students in securing suitable teaching positions, and to help promote successful Tempe teachers in the field. It seeks at the same time to serve the best interests of the superintendents, principals, and school trustees of the state who desire to secure teachers adapted to the peculiar needs of their particular schools.

All graduating students enroll with the Placement Bureau, filling out the appropriate blanks and receiving full information and instructions relative to securing a position. Full records are kept on file in the Placement Office. Enrollment must be renewed each year if help is desired after graduation. These records consist of (1) student practice teaching records, (2) recommendations from faculty members who are familiar with the student's academic work, (3) reports of supervisors and critics on the quality of work done in directed teaching, and (4) scholarship ratings. The record also includes personality ratings and a photograph. Copies of these records are sent out upon application to superintendents, principals, or trustees; or they can be examined and reviewed by them when they visit the Placement Office.

Superintendents usually prefer to select their teachers after personal interviews, and by actually seeing them at work in their class-

rooms. Many take advantage of the opportunity to visit the training schools and observe the performance of prospective teachers.

Although the Placement Bureau cannot guarantee the placement of students upon graduation, every effort is made to place all graduates in positions suitable to their training and ability.

Requests for teachers to fill positions, reports of vacancies, and all other correspondence relative to placement should be addressed to **I. D. Payne, Director of Placement.**

PLACEMENT OF COMMERCE STUDENTS

The Department of Commerce maintains a bureau of employment for non-teaching positions with two offices, one at the College and one in Phoenix. One of the staff members, Mr. E. J. Hilkert, is directly in charge of this phase of activity.

Students who desire the assistance of this bureau must make both written and personal application. A service of collecting references and recommendations for those students who are enrolled in the bureau is offered in connection with its placement work. Qualified students are introduced to prospective employers in various fields of industry. To those students who have been unable to make a choice of their life work, the bureau offers advice with information about vocations and help in deciding upon a career.

The campus office of the bureau is in the Department of Commerce, located on the third floor of the Arts Building.

TEACHER TRAINING

UNDER DIRECTION OF MR. PAYNE

The College maintains three distinct schools for the training of student teachers. Each of these presents its own particular type of problems, so that the institution is enabled to provide special training for practically all the different types of teaching that graduates will have to encounter upon entering the professional field. Opportunities offer themselves for training in all grades from kindergarten or pre-primary through the junior high school, the consolidated school, and the town school. All these schools are organized and maintained as regular public schools, and class conditions are made to parallel as nearly as possible those in the other public schools of the state.

For the information of prospective students, a description is here given of the several training schools, their equipment and the nature of the work accomplished in each.

The Campus Elementary School. This school is organized on the same general plan as the regular schools of the state, but offers many advantages besides the ordinary grade school work. In addition to the primary grades, one, two, and three, the kindergarten offers a program for four and five-year-old children, including, for the five-year-olds, a well designed reading readiness program. Special attention is given to the social development of the primary children. The intermediate grades are treated as a unit for auditorium, work, music, play, and athletics. Pupils with musical ability are afforded an opportunity to play in the school orchestra, and the children have organized several clubs for the study of nature, science and literature. A Camp Fire organization is maintained for the girls of these grades, and boys who are qualified are admitted to the junior high school troop of Boy Scouts of America. There are active 4-H clubs in both the fourth and fifth grades.

The Junior High School. In order to meet the growing demand for teachers who are specially trained for junior high school work, this unit has been organized and in operation for several years. Here the sixth, seventh, and eighth grades are administered as a separate unit, but as an integral part of the training school system. The junior high school idea is carried out by means of the flexible program, departmentalized work, a limited number of electives,

adaptation to individual differences in abilities, needs and interests. Assembly and home room periods and the organization of social and other extra-curricular activities are carried on as part of the regular school program. Besides the traditional subjects, there are courses in physical education including class instruction, supervised play, and athletics for both boys and girls; home economics; shop work consisting of woodwork, forge work, and sheet metal; general science; typing; dramatics; art courses especially adapted to the needs of junior high school pupils; and music. The music program includes glee clubs and orchestra. Individual instruction is given on the various orchestral instruments. Agricultural education is elective, and is carried on by means of boys' and girls' clubs organized and sponsored by the agricultural department of the college in cooperation with the State extension 4-H Club work. Unusual advantages are enjoyed by the pupils due to the fact that they have access to the equipment of the college, including gymnasium, athletic field, playground, shops, laboratories, gardens, farms, libraries, and auditoriums. The chief extra-curricular organizations are the Camp Fire Girls' unit and the troop of Boy Scouts. Social activities are closely correlated with the school life of the pupil.

Eighth Street School. By special agreement with the local board of trustees, the Teachers College has charge of the town school located on Eighth Street at Mill Avenue. This school, comprising grades one to eight inclusive, is located in an attractive setting with large, grass-covered playgrounds fully equipped with modern apparatus for physical training and outdoor games. The building with its large, airy rooms and tasteful decoration, is admirably adapted for the training of children in the primary and intermediate grades. The younger children have their own manual training shop and domestic science room. The older children have access to the shops and laboratories of the college. The music and art work is under the supervision of members of the college faculty, and opportunity is afforded for glee club and orchestra work. The prime objective of the operation of Eighth Street School is to furnish special teacher training to college students who are interested in Americanization work and the problems connected with teaching non-English speaking primary children.

Rural School. For several years an arrangement has existed with the trustees of a neighboring school district whereby the Teachers College takes full charge of the operation of this school as a training school for the preparation of teachers to supply the rural schools of the state. This school is under the immediate direction

of a trained rural supervisor, and the student teachers are furnished transportation on the college bus, which arrangement enables them to do their teaching without inconvenience or interference with the classroom demands of their collegiate schedule.

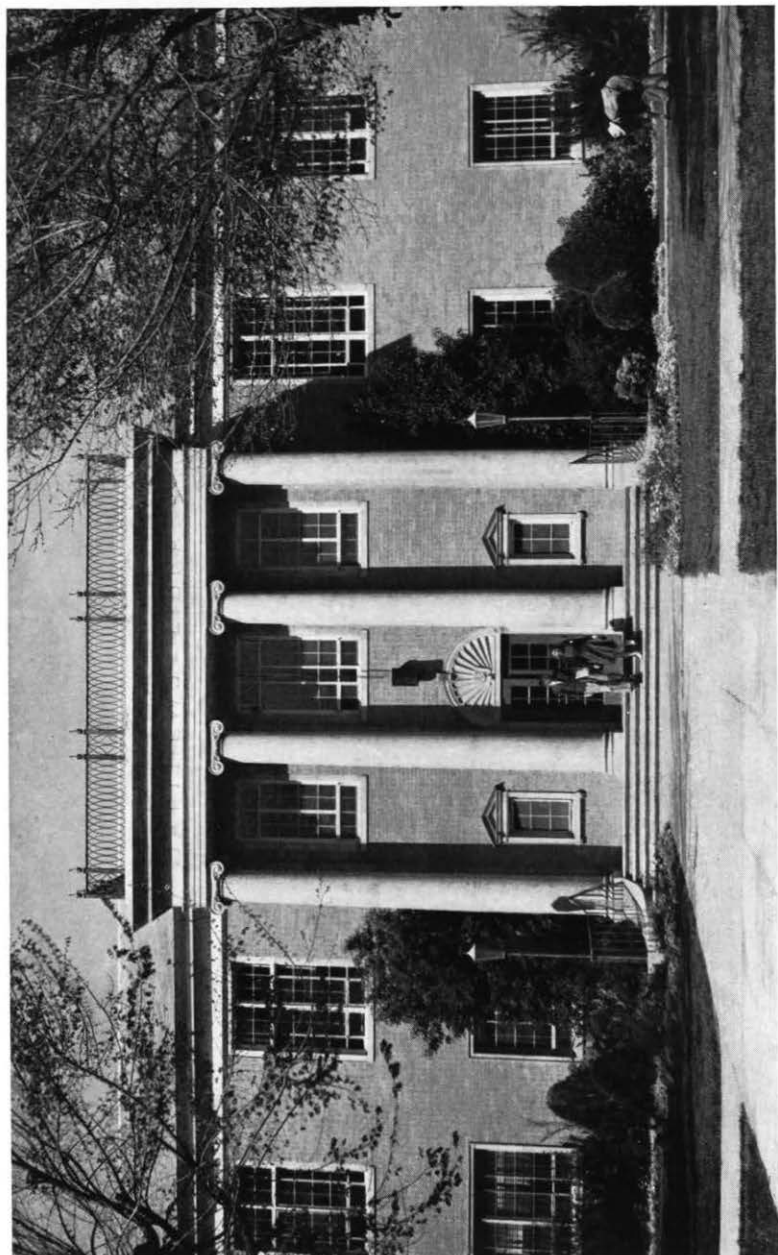
The enrollment at this school includes the children from Rohrig School, Dist. 50. These children are brought to the school center at Rural by bus. Every effort is made to keep the conditions typical of rural situations elsewhere, so the student teachers may learn to meet actual rural problems.

THE COLLEGE LIBRARY

Matthews Library. The main library occupies the entire upper floor of the Matthews Library and Administration Building. The general reading room will accommodate 200 persons, and the reserve book room, set apart for reserves and other books used for collateral reading, will seat an additional hundred students. The stock room has an ultimate capacity of 86,000 volumes. This library now contains over 23,000 volumes and about 4,100 bound volumes of periodicals. In addition, there are some 7,000 public documents not catalogued. The library is a designated depository for the educational and agricultural publications of the United States Government. At the present time, the library receives regularly 241 general, educational, and technical periodicals. The subscription list also includes the leading daily newspapers of the country and many of the daily and weekly newspapers of the state.

A grant from the Carnegie Corporation of New York makes it possible for the library not only to build up its various departments, but to add many books for cultural reading.

Fees. Of the fees paid by each college student at the beginning of each semester, \$2.00 goes to the library. A library fee of \$2.00 (withdrawable at any time) is required of all persons not directly connected with the college who wish to use the library. Individuals borrowing books by mail pay the carriage charges both ways.



MATTHEW'S LIBRARY

Training School Library. In addition to the general library, there is a children's library in the Training School. This collection contains about 3,500 carefully selected juvenile books covering all types of literature. The purpose of this library is two-fold: first, to develop the children's taste for the best in literature, and to teach them the use of reference material in connection with their studies; second, to familiarize student teachers with a select collection of juvenile literature, and to supply them with material to use in teaching.

The book collection is supplemented by a large collection of pictures, by a selection of outstanding juvenile periodicals, and by a textbook exhibit for enrichment of directed teaching.

In each half-semester, two student teachers are given the opportunity for actual experience in library administration. This includes the care of the library, care of the books, keeping of records, a brief study of library science, reading of outstanding books, and a study of children's literature and illustrators. This work carries the same credit as other directed teaching.

FEES, DEPOSITS, AND EXPENSES

In the fee schedule printed hereafter, **regular fees** are those paid by all students. **Special fees** are those paid under the conditions indicated. **Deposits** are made to cover certain contingencies. All or part of the deposit may be returned depending upon the charges incurred by the student.

REGULAR FEES

The following fees are paid by each student entering the college:

Activities Fee (\$18.00 per semester).....\$36.00

No tuition fee is charged residents of Arizona. The activities fee, (or registration fee) is used in part for the costs of registration, college annual, State Press, health service, assembly programs, and other student activities. Ten dollars of the fee is budgeted by the Associated Student Council for extra-curricular activities, such as athletics, student publications, music, dramatics, and student recreation.

Graduate students carrying not more than five hours of work have the option of paying the regular fee, or a fee of \$12.50 which gives no student activities benefits.

Undergraduate students carrying only one class will be charged a fee of \$10.00 which gives no student activity benefits.

Library Fee (\$2.00 per semester).....\$4.00

This fee pays only a small part of the cost of magazines, periodicals, and replacements incidental to student use of the library.

Breakage Deposit\$5.00

This deposit will be refunded at the close of the year, or upon authorized withdrawal from the college after making deductions for loss or injury to the dormitory, library, or other property, or for other charges incurred by the student. If at any time, the charges against a student should exceed his deposit, his registration will be canceled unless the account is paid within a reasonable period of time. Graduate students are exempt from the breakage deposit.

Gymnasium and Infirmary Fee (\$1.50 per semester).....\$3.00

This fee is used to provide supplies for the infirmary and gymnasiums. Each student is entitled to the use of these facilities and supplies, including towel service at the gymnasium. Graduate students are exempt from this fee.

SPECIAL FEES

The following fees are paid by students under the conditions indicated.

Non-resident Tuition Fee (\$22.50 per semester).....\$45.00

Every non-resident student pays this fee. A student to be considered a resident of the State of Arizona, for the purpose of registering at the Arizona State Teachers College at Tempe, must present evidence: (1) If under twenty-one years of age, that the supporting parent (or guardian) has been a bona fide resident of the State of Arizona for at least one year preceding registration. (2) If over twenty-one years of age, that bona fide residence in the State of Arizona has been established for at least one year. A student can not establish residence for the purpose of attending college. The constitution of Arizona reads as follows: "FOR THE PURPOSE OF VOTING, NO PERSON SHALL BE DEEMED TO HAVE GAINED OR LOST A RESIDENCE WHILE A STUDENT AT ANY INSTITUTION OF LEARNING."

Transcript Fee.....\$1.00

A student is entitled to one transcript of his record without charge. For each additional transcript a fee of \$1.00 is charged. Official transcripts are forwarded directly to the institution to which the transfer of credit is to be made. Ordinarily transcripts are issued within a week after receipt of request. At registration time, at mid-year, and at the close of the college year, unavoidable delays are likely to occur, THEREFORE REQUESTS FOR TRANSCRIPTS SHOULD BE FILED WELL IN ADVANCE OF THESE TIMES.

Auditor's Fees.....Same as regular students

A student registered as an auditor in any course will not receive credit for the course under any circumstances. Ordinarily students carrying a full load will not be permitted to audit additional courses.

Laboratory Fees.....See course descriptions

Fees are collected each semester to cover the cost of materials in certain courses. With few exceptions, these fees are not returnable in whole or in part, and in no case can any refund be allowed after 30 days from the first day of the semester. The student must present a receipt showing payment of the laboratory fee before the instructor will enter his name on the class roll.

Gymnasium Outfit	\$4.00
Required of all students enrolling in P. E. 101, 102, 103, 104, 111, and 112. The suits are obtained at the College Bookstore.	
Class Reinstatements	\$1.00
A student who has been dropped from a class on account of irregular attendance, indifference, or other cause may be reinstated by the Executive Council if, in its opinion, the circumstances warrant such action.	
Special Examination Fee.....	\$1.00
When, because of absence, or for any reason, it becomes necessary for a student to request a special examination in any course, a fee of \$1.00 will be required for this special privilege.	
Graduation Fee.....	\$10.00
Every candidate for the bachelor's degree must make application for graduation on the prescribed form supplied by the office of the registrar. The application is due on November 15 of the college year in which the degree is expected. In order to receive consideration, the application must be accompanied by the graduation fee. The graduation fee is \$10.00 if paid on or before November 15. After that date, the fee is \$15.00. Candidates for the master's degree pay the fee immediately following admission to candidacy. A student who is granted permission to receive a degree in absentia shall pay an additional fee of \$5.00.	
Pre-registration Fee	\$1.00
Each student enrolled the preceding semester who fails to present a pre-registration card at registration is charged this fee.	
X-Ray Fee	\$1.00
All students are required to take the skin test or X-ray on entering each year. Those showing a positive reaction to the skin test must take the X-ray; others may take the X-ray in lieu of the skin test if they desire. Non-resident graduate students taking part-time work are exempt from this fee.	
Cap and Gown Rental Fee.....	\$1.50 - \$4.50
The rental fee for the bachelor's cap and gown for the baccalaureate and commencement exercises is \$1.50. For the master's degree, the fee is \$2.25 for cap and gown, and \$2.25 for the hood.	
LATE FEES	
Late Registration	\$5.00
All students registering after the dates specified for registration in the catalog pay this fee.	
Late Class Cards.....	\$1.00
This fee is charged each student who fails to return his signed class card to the registrar's office within ten days from the beginning of the semester.	
Late Change of Program.....	\$0.50
After the close of the first week of a semester, this fee is required for making a change in the program as arranged on the student's registration card.	
Late Aptitude Tests.....	\$0.50-\$2.00
Students taking the aptitude tests after the regular registration days will be charged fifty cents for each test required.	
Late Medical Examination.....	\$3.00
Fee is charged beginning the first day following the regular registration days.	

Late X-Ray.....	\$1.00 up
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This fee is charged all students who fail to take the X-ray at the time set by the College, making the total cost from \$2.00 up.

DEPOSITS

Deposits are required of those students wishing certain privileges for services. The deposits are returnable less any charges which may have been incurred during the term of the service being rendered.

Locker Key Deposit.....	\$1.00
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Keys are obtained at the business office, and the fee will be refunded when the key is returned there.

Laboratory Deposits.....	None
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Deductions for materials destroyed or lost will be taken from the breakage deposit.

Transcript Deposit.....	\$1.00
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This deposit must be made by each new student whose transcript of record from high school or college previously attended is not on file in the registrar's office on the date of registration. The deposit will be refunded upon presentation by the student, within thirty days from the date of registration, of a statement from the registrar's office that the transcript has been filed.

Breakage Deposit.....	\$5.00
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See description under regular fees.

PAYMENT AND REFUND OF FEES

Credit. By a regulation of the Board of Education based on a ruling of the Attorney General, activities fees and laboratory fees are payable on the day of registration and no credit can be extended.

Method of Payment. Checks, drafts, and post office or express money orders should be made payable to the Arizona State Teachers College.

Refunds. One-half of the activities fee and one-half of the non-resident tuition fee may be refunded within the first three weeks after the first day of instruction, if withdrawal is caused by conditions beyond control of the student. One-fourth of the activities fee and one-fourth of the non-resident tuition fee may be refunded within the second three weeks after the first day of instruction, if withdrawal is caused by conditions beyond control of the student. The Associated Student activity ticket must be surrendered to obtain any refund of activities fee.

Certain laboratory fees may be refunded up to fifteen days after the first day of instruction and one-half refunded between fifteen and thirty days after the first day of instruction. Requests for such refunds must be signed by instructors.

GENERAL EXPENSES

Board and Room. The fee for board in the college dining hall and dormitory room is \$26.00 per four-week month. The fee for board and room is payable monthly, in advance, on a date set by the business office. No allowance nor refund will be made for vacations, absence over week ends, or absence due to disciplinary action. Students who are absent for one week or more for unavoidable reasons, may arrange for payment of half the usual rate for the period of such absences. No student will be permitted to room in a dormitory unless he is boarding in the college dining hall.

Board. Students rooming outside of dormitories may obtain board only at \$20.00 per four-week month, payable in advance on a date set by the business office. Allowances and refunds are made on the same basis as for dormitory students.

Single Room Charge. An extra charge of \$2.00 per month is made when one person is given the exclusive use of a room. Ordinarily, two students share a room.

Meal Tickets. For the accommodation of students not living in Tempe, who wish to eat only one or two meals a day at the college dining hall, meal tickets will be supplied at the rate of twenty meals for \$5.00.

Meals for Guests. There is a charge of 25 cents per meal for guests entertained at the college dining hall.

Off-Campus Board and Room. Board and room may be secured, subject to faculty approval, in private homes in Tempe at rates somewhat in advance of the regular dormitory fees.

Women students who desire to engage room and board outside campus limits must first obtain approval of the Dean of Women, and they must agree to observe all regulations adopted for the government of off-campus women.

Textbooks. The necessary outlay for books and stationery varies from \$20.00 to \$30.00 per year. The college book store is under the management of the business office of the College. All textbooks used in the college classes are on sale in the store located in the Arts Building. As the bookstore is operated at a very small overhead

cost, the students enjoy the advantage of a considerable saving in this important item of expense.

Summary. The following summary includes the fees and minimum expenses incurred by a student living in a dormitory for one college year:

Activities fee (\$18.00 per semester).....	\$ 36.00
Library fee (\$2.00 per semester).....	4.00
Tuition (free to Arizona students).....	0.00
Books and stationery (approximately).....	25.00
Laboratory fees (approximately).....	5.00
Gymnasium outfit	4.00
Board and room (9 months).....	234.00
	\$308.00

To this amount must be added the student's necessary personal expenses for clothing, personal laundry, recreation, and other items. A student registering for the first time should be provided with cash to the amount of \$80 or \$85 for necessary initial expenses.

ASSISTANCE TO STUDENTS

LOAN FUNDS

A fund for the assistance of worthy students has been established by the Alumni Association through the active interest of some of its members. Loans from this fund are made at a nominal rate of interest and under favorable conditions to second semester seniors recommended by the faculty as being worthy of financial assistance.

Scholarships totaling \$200 annually are awarded by the Alumni Association to a limited number of seniors selected by a representative committee on the basis of economic need, academic scholarship, leadership, and self-help.

The Charles Trumbull Hayden chapter of the Daughters of the American Revolution has established a fund which is available

for the use of responsible and worthy students during the entire year immediately preceding their graduation.

Other funds for student aid have been set aside by certain civic organizations. Students wishing to avail themselves of the advantage of loans from these funds should apply to the President of the College for full information and instructions.

STUDENT EMPLOYMENT

A number of positions on the campus are assigned each year to students who by this means are enabled to earn part or all of their dormitory expenses. This work includes care of buildings, hall work, care of linen, library and dining hall service, stenographic, typing, clerical work, and other work of similar character. It is customary for a student accepting such employment to pay the dormitory fee for the first month in advance. The student employee is then paid by check at the end of each month. Students desiring to avail themselves of such employment will apply to the office of the president for the usual blank forms on which to make application.

The criteria used for the selection of applicants for student employment are as follows:

1. Evidence of all-round worthy citizenship and character.
2. Ability to do a good grade of college work.
3. Special ability in some particular field.
4. Evidence of leadership and vocational success.
5. Ability to do well such work as may be assigned.
6. Evidence of genuine economic need.
7. Preference is given to residents of Arizona.

Students carrying a full-time job will be asked to carry less than the regular load of 16 hours of college work unless their previous scholastic records and their aptitude tests are sufficiently high to warrant it.

AWARDS AND PRIZES

The Moeur Medal. This prize, offered by Mrs. B. B. Moeur of Tempe, in memory of her husband, the late Dr. B. B. Moeur, is awarded each year to the graduate of the standard teachers' curriculum who attains the highest standing in academic work during the four years immediately preceding graduation. All the work must have been done in residence during the regular sessions of the College.

The Moeur Pin, also offered each year by Mrs. B. B. Moeur, in memory of her son, the late Dr. John Moeur, is awarded to the graduate of the standard teachers' curriculum who ranks second in scholarship under the conditions prescribed for the awarding of the Moeur Medal.

The Harvard Club of Arizona offers to the junior students of the college a "Harvard Book" for the best essay on some topic connected with Arizona. The subject-matter, as well as the treatment, must be original. Competition for the prize has resulted in much research work and in the production of many valuable and interesting essays on Arizona.

Kappa Delta Pi, national honor society in education, each year makes two awards for superior scholarship. Twenty-five dollars is given to the student completing the lower division with the highest cumulative index for at least sixty semester hours of work taken at Tempe.

The Kappa Delta Pi Pin is awarded each year to the graduating senior attaining the highest scholarship index for at least sixty semester hours of work taken during the junior and senior years at Tempe.

The Will H. Robinson Award. A gift of twenty-five dollars is awarded to a selected freshman student at the beginning of the second semester in each year. This award is made in memory of Will H. Robinson, and is based on scholarship achievement during the first semester, weighted with the number of hours the student may have been working for pay.

The Alumni Plaque hangs in a prominent place in Matthews Library. On this plaque is inscribed each year the name of a senior who is chosen as being outstanding for scholarship and other meritorious achievement.

Alumni Scholarships. Four fifty-dollar scholarships are awarded annually at the beginning of the senior year to students who are outstanding in ability and service to the College.

The C. M. Paddock Fellowship is awarded each year to a graduate student selected under conditions to be determined by the administration of the College.

The High School Cup is awarded annually by the Alumni Association to that Arizona high school whose graduates, enrolled in the College, attain the highest scholastic average based on honor points. No high school will be considered unless it has three or more students enrolled.

The Commerce Club Award, in the form of a trophy, is presented annually to the graduating senior who has rendered the most outstanding service to the Commerce Club, to the Commerce Department, and to the College as a whole; who has a strong personality; who has demonstrated leadership in campus activities; who has an average index of 3.00 or better in commercial subjects, and a high average in general scholarship; and who has contributed most during his college years toward the advancement of business in general.

The Pleiades Plaque is awarded at the end of each semester by Pleiades, women's honorary service group, to the hall having the highest collective scholarship index. Off-campus men and off-campus women are considered as two of the competing groups. This is an undergraduate award. The plaque may be retained by the group winning it three times in succession.

The Pleiades Freshman Award is presented at the close of each year, to the most outstanding woman of the Freshman class.

Alpha Mu Gamma Award. The Alpha Mu Gamma honorary fraternity offers each year an award to a graduating student selected for excellence in the study of foreign languages.

Freshman Scholarships. Several scholarships are awarded by the College each year to graduating high school seniors. These scholarships pay the registration and laboratory fees during the freshman year amounting to nearly fifty dollars.

The Gibbons Good Citizenship Awards. Each year, Mr. M. L. Gibbons of Mesa offers two cash prizes of twenty-five dollars each. These are awarded at commencement time to two students, a man and a woman, who stand highest on a prescribed scale, as rated under prescribed regulations, by a selected committee of faculty members on the bases of character, leadership, scholarship, and promise of future contributions to society.

Quaid Scholarship in Applied Piano. A full scholarship in applied piano for the year 1940-1941 will be given to the freshman student who stands highest in piano sight-reading, repertoire and general musicianship. Examinations will be held Friday afternoon of Freshman week.

Delta Theta Sigma Scholarship. Beta Theta Chapter of Delta Theta Sigma Sorority will present annually a fifty dollar scholarship to the outstanding girl graduate of Phoenix Union Colored High School.

ADMINISTRATION

CHANGES IN REGULATIONS

1. The administration reserves the right without notice to make whatever changes in regulations or practice may seem to be for the best interests of the college.

CREDITS

1. The college year is divided into two semesters of eighteen weeks each. For convenience in administration, each semester is divided into two half-semesters, or "quarters," of nine weeks each.

2. The unit of credit is the semester-hour which represents one fifty-minute hour of class work per week for one semester of eighteen weeks, supplemented by such additional class, library, or laboratory work as the given course may require. As a rule, two hours of outside preparation or the equivalent shall be required for each hour of class work.

3. The standard requirement for graduation in any four year curriculum is one hundred twenty-six semester hours of credit.

4. No credit is allowed for experience in teaching. Each regular candidate for the bachelor's degree is required to teach one semester in the training school, under supervision of the training teachers. The student teaches one half of each day during the semester. For this work, ten semester hours of credit are given. Exception to this rule is made in the case of teachers who present satisfactory evidence of successful experience, on account of which they may be permitted to substitute five hours of academic credit for the second quarter of student teaching provided the first quarter of student teaching is completed satisfactorily.

5. Students who have transferred from other teachers' colleges, with advanced credit for at least five semester hours of practice teaching, and who present satisfactory evidence of a considerable period of successful teaching experience with the recommendation of former superintendents or other school authorities, may, with the approval of the director of training, be excused from all practice teaching requirements.

STUDENT PROGRAM

1. The normal student program or normal load is sixteen hours each semester. The minimum load for a student regularly enrolled in any curriculum is twelve hours. In particular cases, by

special action of the Standards Committee, a student may be permitted to carry a lighter load for one semester, otherwise one who is carrying less than the minimum load will be registered as an irregular or unclassified student.

2. **Excess load.** Special faculty action is necessary to permit a student to register for an amount of work in excess of that prescribed in a given curriculum. Application for such excess work must be made in writing on the prescribed form to the Standards Committee, and must give a detailed statement of work regularly assigned and additional work desired, together with the student's reasons for the special consideration. As a rule, no consideration will be given to such a request unless the record of the applicant shows a satisfactory scholarship index for the semester immediately preceding. The higher the index, the larger the load permitted.

3. During the semester in which a student is enrolled for **practice teaching**, the maximum load shall be sixteen semester hours.

4. **Students carrying a full-time job** will be asked to carry less than the regular load of 16 hours of college work unless their previous scholastic records and their aptitude tests are sufficiently high to warrant it.

5. **Upper Division Program.** At least two-thirds of the work of a student in the junior and senior years shall consist of advanced courses open only to juniors and seniors.

6. **Extension Courses.** Not more than one-fourth of any curriculum leading to the bachelor's degree shall be taken in extension classes or by correspondence, and not more than one-half of this shall be done by correspondence.

7. **Enrolling in Courses.** No person is permitted to attend any class or course without regularly enrolling for the work. At the beginning of each semester, the student enters the course by the presentation of the class card signed by the registrar or by a member of the registration committee. After the date of regular registration, a student who desires to enter a given course will obtain from the registrar a card for change of classification, properly filled out; will present this card for the signature of the instructor in charge of the course; and will then file the card in the office of the registrar. No credit will be allowed for work in any course unless the student is regularly enrolled in the manner here prescribed.

8. **Auditing Courses.** A student who desires to audit one or more courses without credit may do so with the approval of the registrar and the consent of the instructors concerned, provided the regular activities fee is paid. Such auditors will present the usual class card for admission to classes, but the card will be marked "not for credit".

9. **Procedure for Dropping Courses.** A student who, after regularly enrolling in any course or class, desires, for any reason, to withdraw therefrom, must obtain from the office of the registrar a card for change of classification, properly filled out and signed by the registrar. This card will be presented to the instructor in charge of the course or class, and when signed by the instructor, will be returned to the registrar's office. Failure to attend to this formality will result in a mark of E being recorded in the course or class dropped. In case a student withdraws from the college, it is necessary to follow this procedure for each of the courses which are thus to be dropped.

MARKING SYSTEM

In order to determine the scholarship standing of students, the instructor, as a rule, assigns a score-point value to each exercise, project, test, or examination required of the class, each student being rated according to the aggregate of score-points attained.

Scholarship ratings on the report cards and on the student's permanent record are indicated by letters of the following scheme:

- A, Superior accomplishment.
- B, Excellent, above middle half.
- C, Middle half of class or section.
- D, Passing, but below middle half.
- E, Failure, requiring repetition of the course.
- Cr, Credit (without defining grade).
- Inc. Incomplete, given and removed under conditions specified below.
- W, Course dropped in the regular manner. See regulation below.

A mark of incomplete in any course is given only where work is unfinished because of sickness or other conditions beyond the control of the student. Negligence is never accepted as a reason for giving a grade of Inc.

The student receiving a mark of Inc. must make up the work in the manner prescribed by the instructor not later than the close of the next following quarter (half-semester), otherwise the mark automatically becomes an E.

A mark of W is given when a student drops a course at any time within a semester, and the instructor rates the work as passing at the time of dropping. If the work is rated as failing, an E is given.

Honor points (quality points) are assigned to the various grade marks as follows:

- A, 4 points per semester hour.
- B, 3 points per semester hour.
- C, 2 points per semester hour.
- D, 1 point per semester hour.
- E, 0 points.

The Scholarship Index. The scholarship index is obtained by dividing the number of honor points acquired, by the number of semester hours for which the student has registered. "Cr" courses are not included in computing the index.

Reports. Twice in each semester, each student receives a report showing his standing in each course taken. These reports are presented to the student in conference with his freshman adviser, or the head of the department in which the student has chosen his major. The department head thus becomes the student's adviser throughout the last three years, or the entire period of his attendance. Upon request a copy of the student's quarterly report will be forwarded to the parent or guardian.

The mid-semester report is issued in order that the student may be advised of the state of his progress, but only the final semester marks are entered upon the student's permanent record.

SCHOLARSHIP STANDARDS

Eligibility for Athletic Competitions. The student's eligibility to enter intercollegiate athletic competitions is determined by the rules of the Border Intercollegiate Athletic Conference.

Eligibility for Admission to Society Membership. In order to be eligible for admission to membership in any extra-curricular society or other organization regularly meeting in study-hour time, a student must have a scholarship index of 2.00 or better in all courses carried for the quarter or semester immediately preceding, and any member of such a society or other organization whose quarterly or semester report shows a scholarship index of less than 2.00 shall be suspended from active work in the organization for one half-semester.

Eligibility for Extra-Curricular Activities. No one is eligible for public appearance in any extra-curricular activity unless he is a bona fide student, carrying at least twelve semester hours of work, and has passed at least ten semester hours of work for the last preceding half-semester or semester of residence, with an index of at least 1.50. The term, extra-curricular activities, includes all student body officers, all class and organization officers, and all forms of public appearance, such as music, debate, and dramatics. Students on probation may be denied participation in activities even though their scholarship is satisfactory for the time being. Students holding offices automatically vacate them permanently when they fail to attain these standards. Before participation in any activity, the student and the sponsor of the activity concerned are responsible for obtaining a certificate of eligibility from the dean of the college.

Unsatisfactory Scholarship. A student who has a relatively low scholarship index for a given semester will be required to carry a reduced program during the semester next following.

Disqualification. A student, who, at the close of any quarter (half semester), or at the close of any semester, fails to receive a passing mark in more than fifty per cent of the hours for which he is registered, shall be placed automatically on the dean's "E-list". Students on the E-list at mid-semester are dropped from college for the balance of that semester. Those on the E-list at the close of a semester are disqualified for the next succeeding semester, thus students disqualified at the close of the second semester will not be eligible to attend summer session nor the following semester. In interpreting the 50% rule, courses dropped do not change the contract load. This remains the total number of hours for which the student registered.

In exceptional cases, where mitigating circumstances are deemed sufficient, a student may be reinstated by a vote of the Advisory Committee. Any disqualified student has the right to be heard by this committee after making written application to the Dean of the College. All students re-entering after disqualification are automatically placed on probation for the succeeding quarter or semester. It is generally understood that students disqualified a second time will not be reinstated.

Repeating Courses Failed. No student shall be permitted to attempt to raise a grade of E to a passing grade without regularly enrolling in the course in question by registration in the office, and no student, while repeating a course to replace a failing grade, shall carry more than a normal load for the semester unless, in the opinion

of the Standards Committee, the circumstances are such as to warrant an overload.

ATTENDANCE

The only penalties for absence from classes are those the student brings upon himself because of the instruction missed. The instructor will drop a student from class, and will send a drop card to the registrar's office whenever, in his opinion, the student has missed sufficient work that continuation in the course seems to be of questionable value to the student or to the class.

No excuses for absence from class are granted either by the administration or by instructors. The student alone assumes full responsibility for all absences.

Instructors will permit students to make up tests and other work missed only when the absence was from a cause beyond the control of the student. The instructor is the sole judge of the validity of the reasons given for absence.

A record of attendance is kept in the registrar's office. Each instructor files a weekly report of the attendance in each of his classes.

CONDUCT OF STUDENTS

It is the policy of the College to give students the largest degree of liberty consistent with good work and orderly conduct. Both within and without the College, students are expected to show such respect for good order, morality, personal honor, and the rights of others as good citizenship demands. Failure in these matters or neglect of academic duties will be considered sufficient cause for removal from the college.

The authority of the College is exercised over all students individually with respect to personal conduct, and over all student groups or organizations bearing the name of the College, or representing or purporting to represent the College in any student enterprises, to the extent necessary to safeguard the good name and well-being of the College. Any proposed enterprises by such students or organizations must receive the official sanction of the College before announcements are made of such enterprises.

The use or possession by students of intoxicating, malt, or spirituous liquors of any kind whatsoever is prohibited on the Campus or at any other place where such use may reflect on the good name and reputation of the College.

The College assumes that the act of registering as a student implies full acceptance of these standards of conduct.

GRADUATION

Credit Requirements for Graduation. A total credit of 126 semester hours is required for graduation with the bachelor's degree.

Specific Requirements. In addition to the completion of the required number of semester hours, the candidate for graduation from any curriculum must have completed satisfactorily all prescribed courses specified in the core curriculum, and must have complied with all specifications relating to majors and minors.

Major and Minor. Every candidate for the bachelor's degree is required to complete an approved major and at least one minor, both to be selected in fields other than education. This provision does not apply to the special kindergarten-primary curriculum, nor to the optional elementary curriculum.

Scholarship Requirement. In order that a student may be eligible for graduation from any four-year curriculum, his general scholarship index must meet the standard prescribed by the faculty.

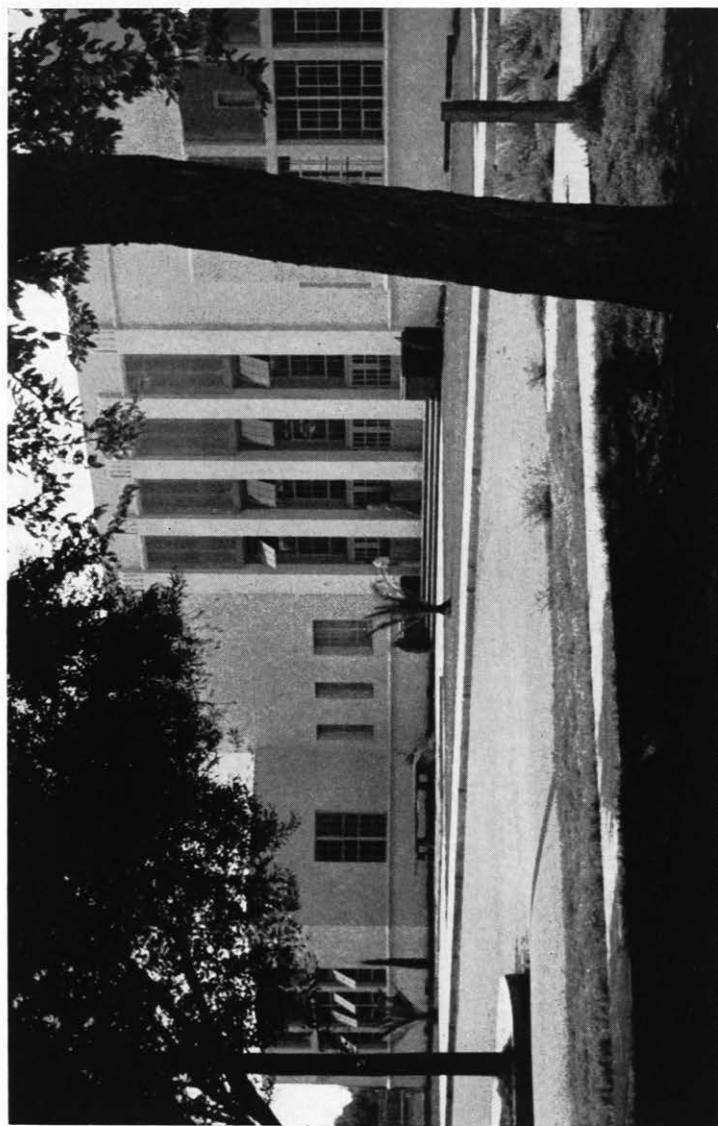
Residence Requirement. A minimum of one year in residence as a regular student is required of every candidate for the bachelor's degree, and the final twelve semester hours immediately preceding graduation must be taken in residence.

Exceptions to the rule of final residence may be made by the Standards Committee or by the Executive Council in cases which appear to justify such action.

Students who have already established their residence at this College may satisfy the final residence requirement by attendance during one entire summer session of ten weeks under the auspices of this College.

Constitution Examinations. Before receiving the bachelor's degree, the candidate must have on file evidence of satisfactory grades in the examinations for Federal and Arizona Constitutions. The course in Pol. Sci. 100 satisfies this requirement.

Application for Graduation. In order to allow time for accurate checking of records, candidates for the bachelor's degree must file an application for graduation in the office of the registrar not later than November 15 of the college year during which graduation is expected. In order to receive consideration, each application must be accompanied by the prescribed graduation fee. Blank forms for the application may be obtained at the office of the registrar.



B. B. MOEUR ACTIVITY BUILDING

Candidates who fail to file application punctually may be scheduled for graduation at a later date.

Commencement Exercises. In order to receive a degree, the candidate must be present in person at the commencement exercises in the prescribed academic costume. Exceptions to this rule shall be made only in extreme cases and upon petition to the President of the College.

Financial Clearances. Financial clearances must be obtained from the business office immediately preceding graduation. These clearances state that all bills have been paid or that satisfactory arrangements have been made for the payment of the bills. The clearances cover:

- a. College obligations.
- b. Student body obligations.
- c. Library obligations.

STUDENT LIFE AND WELFARE

LIVING ARRANGEMENTS

Dormitories for Women. No single college influence may contribute more vitally to the development of the personality and character of a student than the life in a hall with sixty or more other students. Here the problems of living together must be definitely faced, resulting in an experience which may be invaluable to every college man or woman. The dormitories at the College are managed and equipped so as to insure the maximum values in student life at a minimum cost. For that reason women are asked to live in the dormitories, and only under very special circumstances are they permitted to live outside the campus boundaries. When, for any reason, such a privilege seems necessary, the request is to be made by parents directly to the office of the Dean of Women.

The facilities provided in these dormitories are practically uniform. All rooms are provided with electric light, steam heat, city water, and are furnished with study table, dressing table, chairs, and rug. Sleeping porches in all dormitories are in use the year

round. Except on permission granted by the college nurse, students are not permitted to sleep in their rooms. Generally, each room accommodates two students, although the exclusive use of a room by one person may be had, when space permits, by the payment of an extra fee of \$2.00 per month.

Limited kitchenette privileges are provided in each hall, but no cooking of any sort is permitted in individual rooms. A laundry room furnished with hot and cold water, gas plate, and ironing boards is available for the laundering of personal belongings.

Vocal or instrumental music is not practiced in any of these halls; arrangement for such work can be made through the music department.

Young women are not permitted to be absent from the dormitories overnight without special permission from home being written directly to the head resident in charge.

Personal Equipment. The following list is the minimum with which students should be equipped when entering the dormitory:

Blankets and comforts for single bed.	Ironing blanket.
4 sheets.	Iron.
2 pillow slips.	Hot water bottle.
4 bath towels.	A warm dressing gown.
4 hand towels.	Soft soled slippers without heels.
Dresser scarf.	A study lamp.

All linens should be clearly marked with the name of the student.

Dormitories for Men. Alpha Hall, accommodating sixty-three, and East Hall, housing one hundred thirty-five students, are assigned as living quarters for men. Facilities, dormitory rates, and laundry privileges are the same as in the women's dormitories and students should be provided with the same room equipment as prescribed for the women's dormitories.

For information regarding rates, fees, deposits, and refunds in all dormitories, see statement under the heading "Fees, Deposits and Expenses."

Dormitory Room Reservations. Rooms will be reserved only on receipt of the \$5.00 breakage deposit by the Business Office. Should the student decide not to enter college, the deposit will be refunded if the Business Office is notified not later than September first.

Care of Halls. The College attempts to furnish comfortable and artistic living conditions for dormitory students. Students are expected to cooperate by keeping them so. Should any injury, beyond the usual wear, occur to the decorations and furniture of a room, the cost of redecoration or repair will be charged to the occupants of the room.

Off Campus Housing. Rooms are available in the homes of Tempe to men or women who do not desire accommodations in college dormitories. Individual room rents with two people sharing a room range from \$7.50 to \$10.00 per month.

These rooms are approved by the Dean of Women, or by the Director of Men who is adviser for off-campus men, and are the only rooms which registered students may use as residence during the period of attendance at the College. No exceptions can be made unless by special arrangement with the Dean of Women.

The administration reserves the right to change the boarding or rooming place of any student living off campus when the owner does not maintain the standard prescribed by the College; when the student is unwilling to co-operate cheerfully with the college management; or in case the student, without first registering with the Dean of Women, takes up any residence off the college campus. All such off-campus residences must be approved by the Dean of Women.

Students who live off-campus may board in the college dining hall for \$20.00 per month. Occasionally board may be secured off-campus, with the approval of the Dean of Women, at a higher rate. Generally speaking, living off-campus is more expensive than living in dormitory, and no student should expect to cover such expenses at less than twenty-five or thirty dollars per month. The College does not arrange to collect rents nor to stipulate prices for off-campus accommodations.

MEDICAL SERVICES

Physical Examination. A physical examination by a college physician is required of all students excepting non-resident graduate students taking a part load, before registering for the first semester attended each year. This includes the general physical examination, tuberculosis, and other special examinations. A physical examination followed by conferences with the health counselor may be required prior to beginning practice teaching, just before graduation, or at any other time necessary. Students who fail to meet reasonable health standards may be denied admission to the College, practice teaching, or a teaching credential.

Medical Care. The activities fee includes medical attention in all ordinary cases of **minor illness** which require a physician's advice. In such cases, students will be cared for in the college infirmary, and the services of a competent physician will be furnished free of further charge upon the order of the college nurse. In cases of **serious or protracted illness**, free medical attention will be furnished for the first week only of such illness, after which period the college will no longer assume financial responsibility for the services of physician or nurse. The College will not assume financial responsibility for any **surgical operation**, nor for any case of illness beyond the first week, nor for any cases cared for in hospitals or premises other than on the campus, nor for the services of any physician unless authorized in advance by the college nurse.

Absence due to Illness. A student who has been absent from classes because of illness must receive written permission from the Director of Health Service at the infirmary before being readmitted to classes. This requirement is designed as a precaution for the protection of the student body against possible infection, and will be rigidly enforced.

Staying in dormitories when ill instead of reporting to the infirmary will be considered sufficient reason for denying such students the privilege of living in the dormitories.

EXTRA-CURRICULAR ACTIVITIES

STUDENT PARTICIPATION IN GOVERNMENT

Associated Students. Every student on the campus is automatically a member of the **Associated Student Body**. Self-government is a challenge to man's self-control and social vision. It provides security and opportunity for constructive action. These broad principles hold whether the unit of government be the nation, the state, the family, or a college community. Student government furnishes the laboratory in which the students may develop their powers of civic leadership.

By encouraging student participation in the government of the College, the Board of Education, the President, and the faculty challenge every student to accept his responsibility for stimulating and regulating student activities, student customs, student welfare, college intellectual life, college moral life, and college social life.

In order to carry out this program of participation, delegated powers are centralized in the **Student Body Council**. This council

is composed of 21 members representing various groups, such as college classes, off-campus groups, dormitories, etc. The officers are elected by the student body.

Associated Women Students. Every girl regularly enrolled in the College is a member of the Associated Women Students. The purpose of this organization is to promote a general feeling of good will and unity among the women students; to support student activities; and to work for the welfare of the College as a whole.

The governing body of the Associated Women Students, with the Dean of Women as sponsor, is composed of a president, a vice-president, a secretary, a treasurer, the presidents of the four women's dormitories, and a representative from each of the organized women's societies on the campus.

The Combined Council of Women's Halls is made up of six members from each of the women's dormitories, of whom four are house officers and two of whom are elected from the dormitory at large. The Dean of Women is an ex-officio member. This council makes recommendations to the administration of the College concerning regulations which govern the living standards in the halls. The executive council in each of the halls is responsible for the enforcement of the regulations adopted and approved, subject at all times to the approval of the head resident in charge and to the Dean of Women.

ATHLETICS

Since the extra-curricular athletic activities of the College are closely related to the regular instruction in physical education, a very desirable correlation is established between the required courses and the performance of the selected groups found to be qualified to enter intercollegiate contests.

Men's Athletics. The College is a member of the Border Inter-Collegiate Conference which includes colleges and universities in Arizona, New Mexico, and Texas, and is represented by teams in the conference football, baseball, and track and field schedules.

Separate intercollegiate contests for the freshmen are held in football, baseball, and track and field.

A program of intramural and interclass contests in the various major and minor sports affords interesting competition between groups on the College campus.

Women's Athletics. The Women's Athletic Association offers a broad program of athletics to all women of the College. Through

an intensive intramural and interclass program in all games, sports, and dancing, it is made possible that every woman student shall have the opportunity for participation in some form of activity and recreation. Interscholastic sports and field days afford opportunities for contact with the University and with the other colleges of the state.

Athletic Fields. On the campus, there are two well appointed athletic fields which provide space for three separate football fields and for two baseball fields. A quarter-mile track surrounds the main football field, and a five-hole golf course is available within campus limits.

The main athletic field is equipped with a system of flood lighting, permitting football and track events to be staged at night, greatly adding to the comfort of both players and spectators. The Goodwin Stadium now seats 4,000 spectators, and an addition now being constructed on the east side of the field will give a total capacity estimated from 9,000 to 10,000.

Activity Building. The addition of the new B. B. Moeur Activity Building has made possible wide extensions in the facilities for physical education and activity work for women. A more comprehensive program with greater expanded facilities for health education, dancing, and outdoor sports on the well-equipped grounds adjoining is now possible.

Tennis. Located in various parts of the campus are ten concrete tennis courts which are used jointly by both men and women.

Intercollegiate Athletic Contests. Eligibility to enter intercollegiate athletic competitions is determined according to the rules of the Border Intercollegiate Conference of which the College is a member.

SPEECH

Debate. Each year the college offers an extensive program of intramural and intercollegiate debating. The division of speech arts is affiliated with three forensic leagues—the Arizona Speech Arts League, which every year sponsors a tournament among five colleges in the state; the Western Association of Teachers of Speech, which sponsors an annual fall tournament for all western states; and the Pi Kappa Delta league which holds several tournaments during the year, most of them in the coast states. Students who become members of winning teams are eligible for membership in Pi Kappa Delta, national honorary forensic society.

Oratory. Campus orators are given opportunity to compete each year in a number of contests, local, state, and interstate. Each year in the state contest three cash prizes aggregating \$100 are offered for the best original orations on International Peace. Representatives of the college in oratory are sent to all state and interstate speech tournaments.

Dramatics. The policy of the Drama Workshop embraces several definite objectives:

1. To produce three-act plays of an unusually high caliber.
2. To train students to direct plays and to develop skills in all branches of production work; costuming, lighting, make-up, scene design, scenery painting, set construction, and theater management.
3. To build cultural appreciations and artistic discriminations in the field of drama.
4. To provide projects for the character development and the personality readjustment of as many individual students as can be reached by the facilities described above without detriment to the high quality of work presented.
5. To train students to become effective workers in the school theater, community little theaters, and church theatricals.

THE ENTERTAINMENT BUREAU

Realizing that the practical training of speech students requires actual speaking experience in live situations before audiences, the speech division of the department of English has inaugurated an Entertainment Bureau which undertakes to furnish entertainers to civic clubs, societies, and other organizations throughout the state. Speech students who attain a high degree of excellence in achievement are allowed to represent the college with speeches, readings, orations, character portrayals, and even short plays. These activities afford an incentive for thorough work and an effective tie-up with classroom theories. Students of music and dancing are encouraged to offer their services through this bureau.

MUSICAL ACTIVITIES

Opportunities are given for the expression of musical talent in recitals by the students of voice, piano, violin, the brass and woodwind instruments, by the glee clubs, and by the band and the orchestra. College credit is given for regular work in these

organizations, and during the year numerous concerts are presented on the campus and in cities throughout the state.

Through cooperation with the Entertainment Bureau, qualified music students, both vocal and instrumental, are offered further opportunities for public appearances before the many organizations desiring the services of the Bureau.

JOURNALISM

The STATE PRESS Staff. Under the auspices of the Associated Students, there is published, weekly throughout the year, a seven-column, four-page newspaper. Originating years ago as *The Tempe Normal Student*, the paper was named *The Collegian* when the institution became a teachers' college. At the beginning of the academic year 1936-1937, the name was again changed to the *Arizona State Press*.

This college weekly, printed on good quality paper, serves as a record of current events of campus life. It is used as a laboratory for students in the division of journalism. The journalism instructor serves as adviser, but both the editor and the business manager are appointed by the Publications Board. The experience gained in this activity has a definite educational value, and staff positions are highly prized by students.

A semester's subscription to the publication is included in the activities fee. Constant circulation among the alumni is maintained, and many graduates welcome this method of keeping in touch with campus events and college news.

The SAHUARO. The *Sahuaro* is the yearbook of Arizona State Teachers College. Profusely illustrated after the manner of such college publications, it becomes an important instrument for preserving the memories and strengthening the traditions of the College.

Financial security for this student project is assured by the inclusion of the subscription price in the activities fee. The book is published by student editors and staff, supervised by the head of the division of journalism.

STUDENT ORGANIZATIONS

The social and professional inclinations of the students find expression in a number of organizations of widely varying composition and objectives. Among these are honorary fraternities and sororities, scientific societies, study clubs, and organizations whose purpose is purely social or recreational.

PROFESSIONAL AND DEPARTMENTAL ORGANIZATIONS

Kappa Delta Pi is a national honor society organized for the purpose of encouraging in its members a higher degree of consecration to social service by fostering high professional and scholastic standards during the period of college training, and by recognizing outstanding service in the field of education.

The International Relations Club is an organization of students majoring in the field of social studies. The club promotes the discussion of international affairs, and aims to create an interest in matters of nation-wide and world-wide scope, as well as attention to the study of historical events.

Lambda Delta Lambda is a national honor society for those interested in the teaching of science. Its aim is to promote interest in the study of chemistry and physics in teachers' colleges.

Sigma Tau Delta, Tau Gamma Chapter, is a national honor society restricted to English majors of high scholastic rating, and every member is expected to contribute original work in some field of creative writing.

Beta Chi is composed of girls whose major interest lies in the field of home economics. The organization is affiliated with the National Home Economics Association, and with the state organization.

Pi Omega Pi is a national honor society for commerce majors who are interested in becoming teachers of commercial subjects. It aims to create, promote, and encourage interest and scholarship in commerce.

The Geographic Society is made up of students who excel in geography, general scholarship, and character. Week end trips to points of special interest are arranged for purposes of observation and study.

Gamma Theta Upsilon is a national professional geographic fraternity, the Theta chapter of which is established in the College and is associated with the Geographic Society.

Los Hidalgos del Desierto constitute a club whose purpose is to promote and foster good fellowship and friendly relations among those who are interested in things Spanish on the campus.

Alpha Mu Gamma, national honorary fraternity for students of foreign languages, admits to membership majors in foreign languages who have done outstanding work in their field.

The Pasteur Scientific Society is especially interested in affording opportunities for student activity in the biological and physical sciences.

Lambda Chapter of the National Society of Wesley Players studies the connection between the drama and religion, furthers social life through dramatics, and promotes an intelligent program of religious drama in the Methodist Church.

Pi Gamma Mu is a national honorary social science fraternity. The object of Pi Gamma Mu is to extend recognition to scholastic attainment in the social sciences.

Alpha Psi Omega, Delta Lambda Cast, national honorary dramatic society, opens its membership to those students who acquire twenty points in the field of dramatics. Points may be acquired by acting, directing, producing, and writing of plays.

Pi Kappa Delta, national honorary forensic society, is open to those students who become members of duly authorized winning teams in intercollegiate debate, or who place in an intercollegiate oratorical contest.

ASSOCIATION CHILDHOOD EDUCATION, the successor to Tau Pi Tau, is the student branch of the national organization of the same name. The Association promotes the interests of kindergarten-primary and kindergarten-elementary education.

Theta Chi Epsilon is an organization open to students having either a professional interest in art or a liking for art as an avocation. The aim of the society is to arouse and preserve on the campus a greater appreciation for art, and to enlarge and enrich the esthetic experience of the members.

Mu Rho Alpha is a professional music fraternity, the purposes of which are to recognize and develop musical ability; to encourage an appreciation of good music; and to help maintain a high standard of scholarship.

The Pleiades is an honorary service club composed of twelve women of junior and senior class standing rating high in leadership, achievement, integrity, dependability, and personality. The object of the organization is to render altruistic service in the interests of the College.

Collegiate 4-H Leaders Club. Students who are interested in preparing themselves for leadership in 4-H clubs in the various communities of the state may become members of the 4-H Leaders Club which is maintained on the campus. This club is said to be the only organization of its kind in the United States.

The Aggie Club. This club, open to all majors and minors in agriculture, promotes the interest of agricultural education in the College.

Women's Athletic Association. The Women's Athletic Association cooperates with the department of physical education in furthering opportunities for a wide variety of activities.

The "A" Club. This is an honorary club whose membership is limited to women of junior or senior standing. The purpose is to promote physical efficiency and health, to encourage scholarship and service, and to develop in the entire student body a wider interest in women's athletics.

The Commerce Club is an organization of students majoring in some phase of Commerce. The club is designed to serve both those who plan to teach and those who intend to enter the business world.

Sigma Pi Sigma is a local honorary accounting society. The objects of the organization are to develop and reward scholarship, practicality, and sociability among its members.

SOCIAL ORGANIZATIONS

Believing that college life is incomplete unless ample opportunity is provided for social development, the College gives its official approval to a number of social organizations. Prominent among these are the nine sororities, originally organized as literary societies. Membership in these groups is entirely voluntary and by invitation. Advisers are chosen from the faculty and wives of faculty members. Meetings are held at stated intervals with programs of literary, musical, and cultural value. During the year, each organization carries out certain customary, and, in many cases traditional, social activities, such as picnics, bridge parties, dances, dinners, and trips into the scenic regions of Arizona.

Although each society maintains its own chosen objectives, carried over from the days of the literary society, the outstanding aim of all these organizations is the promotion of the highest standards of manhood and womanhood on the campus by maintaining the spirit of friendliness and good fellowship, furthering the highest qualities of social personality, and by assuming a willingness to advance the best interests of the College at all times. A student, in order to be invited to membership, must have a scholarship index of 2.00 or better at the close of the semester preceding the date of invitation.

In adopting Greek letter names, the following sororities carry forward in their titles the motto or traditional objectives of the former organization.

Chi Sigma

Delta Theta

Kappa Kappa Alpha

Lambda Kappa

Philomathian

Pi Alpha Gamma

Phi Beta Epsilon

Phi Lambda Nu

Zeta Sigma

An **Inter-Sorority Council**, composed of the president and the sponsor from each sorority, with the dean of women as counselor, regulates the affairs of the individual sororities in general according to the provisions of the constitution of the central council.

The **Inter-Fraternity Council** is composed of the presidents of the various fraternities. The Dean of the College and the sponsors act as advisers.

Fraternities. Four local fraternity groups are maintained to serve the college men in their need for social contacts. In this respect, these organizations might be considered as the counterparts of the women's sororities.

Lambda Phi Sigma
Pi Delta Sigma

Tau Sigma Phi
Mu Sigma Chi

The Cactus Walking Club was founded by a group of desert lovers, and the twenty men and women who constitute the present organization, endeavor to perpetuate the club tradition by moonlight desert hikes and a yearly climb to the summit of Superstition Mountain.

The Thirteen Club is an honorary service club composed of thirteen men students of junior and senior class standing ranking high in leadership in various fields of college activity.

Los Conquistadores has as its purpose the promotion of the welfare of the Spanish-speaking students on the campus. Membership is open only to those of Spanish lineage.

Off-Campus Women's Society. An organization of all women students not living in college dormitories provides a variety of social events and social contacts for all off-campus women. This organization maintains an attractive, modern, well-equipped study and rest room in the new B. B. Moeur Activity Building.

RELIGIOUS ORGANIZATIONS

The Newman Club is an organization open to all Catholic students of the College. This club has for its objectives the special welfare of its members and the general welfare of the College. The club is affiliated with the American Federation of Catholic Clubs.

The Wesley Foundation is the Methodist Church at work among its students in the College. It aims to create for its members a wholesome religious atmosphere and to provide abundant opportunities for self-expression in religious activities.

The Pilgrim Fellowship represents the national organization of young people of the Congregational Christian Churches on the college campus. It seeks to promote the social, intellectual, and religious development of college students, and welcomes all who

are interested in good fellowship, free discussion, and the vital application of religion to personal and social problems.

The Churches of Tempe extend a welcome to students, and most of them maintain specific organizations to serve the student need. The following denominations are represented in Tempe by active organizations: Baptist, Catholic, Christian, Church of Christ, Church of God, Congregational, Episcopal, Latter Day Saints, and Methodist.

The Religious Council is a group of students representing various religious viewpoints—all creeds and denominations. The aim of the organization is to promote a higher type of religious living on the campus, and those college activities connected with it.

The Religious Conference is composed of representatives of all major faiths among the students enrolled in the Teachers College. The purpose of the conference is to provide definite college courses in religious education and to foster cooperation among the different religious groups without compromising the particular belief of any.

The conference includes in its membership two Baptists, one member of the Christian church, one Congregationalist, one Mormon, two Jews, two Methodists, one Catholic, one Episcopalian, and one Presbyterian. Provision is made for the inclusion of representatives of other faiths upon application.

Credits earned in the Religious Conference may be accepted by transfer on the same basis as credits are accepted from institutions of higher learning meeting the standards set up by the College.

No such credits will be accepted by the College if the hours taken under the Religious Conference added to the College load for a given semester makes an overload for the student requesting the transfer of credit.

ADMISSION TO THE COLLEGE

GENERAL QUALIFICATIONS

Every person admitted as a student of the State Teachers College must be of good moral character, of good health, without physical or other defect which would impair his fitness for the teaching service, and must present a transcript of record and a statement of honorable dismissal from the school last attended.

Qualification of Applicants for Admission. Applicants for admission to the College must be at least sixteen years of age and must present satisfactory evidence of completion of a full four year high school course of at least fifteen units, pursued in an accredited high school and conforming to the requirements specified below.

High School Credits Required for Admission. For admission to a teachers' curriculum, the following fifteen units are specified:

English	3 units
History and Civics	2 units
Algebra	1 unit
Laboratory Science	1 unit
Electives, subject to committee approval	8 units
<hr/>	
Total	15 units

Graduates of unaccredited high schools may be admitted provisionally at the discretion of the standards committee, upon passing a satisfactory entrance examination.

PHYSICAL AND MEDICAL EXAMINATION

A physical examination by a college physician is required of all students, excepting those part-time graduate students who are living off-campus, before registering for the first semester attended each year. This includes the general physical examination, tuberculosis, and other medical examinations. If taken before noon of the last day of registration prior to the beginning of class work, no charge is made except a fee of \$1.00 for X-ray, if required. If taken later, the regular fees for such examinations are charged. A physical examination followed by conferences with the health counselor may be required prior to beginning practice teaching, just before graduation, or at any other time necessary. Students who fail to meet reasonable health standards may be denied admission to the College, practice teaching, or a teaching credential.

COLLEGE APTITUDE TESTS

All new students having less than 32 semester hours of college credit are required to take four aptitude tests. All new students having more than 32 hours of credit are required to take the psychological test only. No charge is made if the tests are taken at the hours designated on the regular registration days as specified in the college calendar. If taken later, a fee of 50 cents for each test will be added to the registration fee.

The aptitude scores are used for many purposes. They may be important in helping a student determine whether he should become a teacher or enter some other profession. They may determine whether a student may carry more than the average load of 16 hours, or be asked to carry a light load. They may help decide whether or not a student should take certain courses, or be placed on the college employment list. They may also be of much help in giving students guidance in various personal and social situations.

ALTERNATIVE QUALIFICATIONS FOR ADMISSION

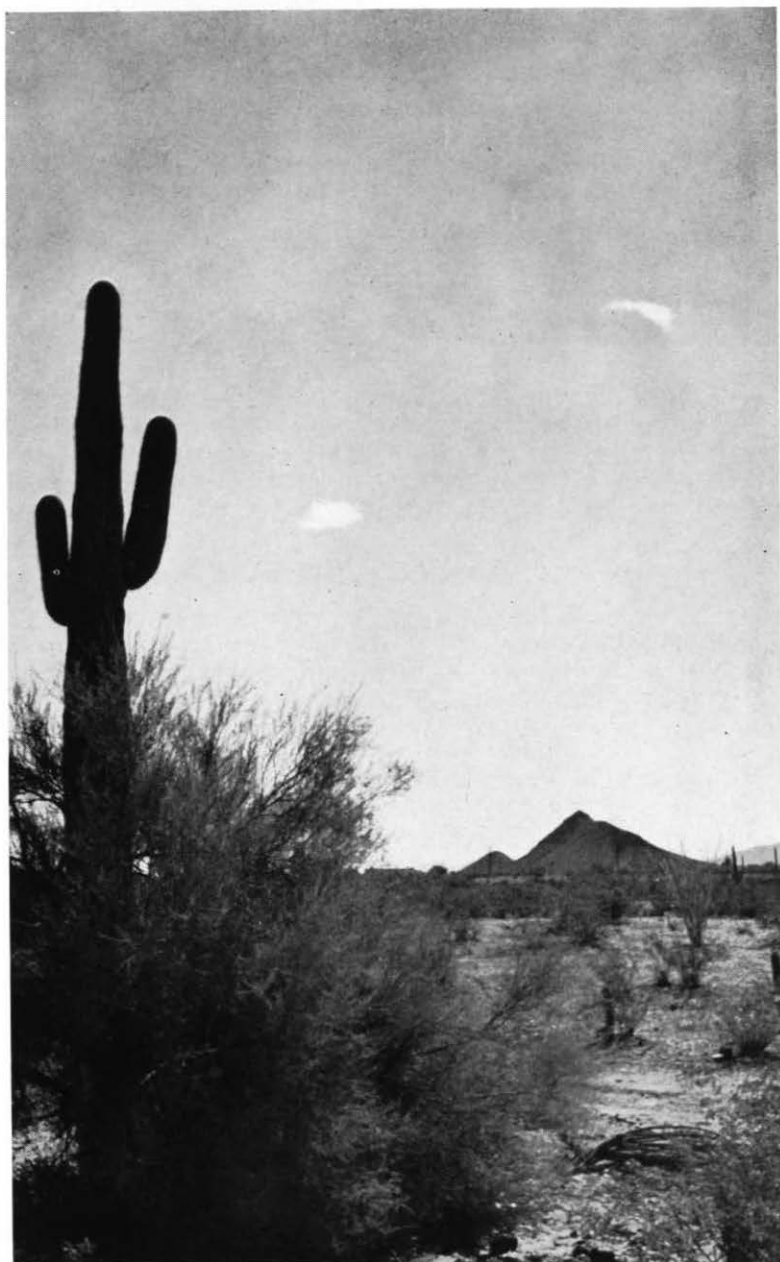
1. **Teachers.** Teachers holding valid credentials to teach in Arizona may be admitted for further study. Such students may become candidates for a degree only when deficiencies in entrance requirements have been satisfactorily removed, as determined by the Standards Committee.

2. **Adults.** Persons over twenty-one years of age may be admitted to undergraduate standing as special students provided they present satisfactory evidence of character, education, and general intelligence. Such students may become candidates for a degree, or teaching credentials only when deficiencies in entrance requirements have been satisfactorily removed, as determined by the Standards Committee.

3. **Transfers with Advanced Standing.** Applicants for admission who have had advanced work in any accredited institution of collegiate grade may be admitted and given such undergraduate standing as may be determined by the Standards Committee.

Graduates of the standard two-year curriculum formerly offered by the Tempe Teachers College may register in the third year with the expectation of receiving the bachelor's degree after two years of further work.

Holders of two-year diplomas who present evidence of additional work done in summer sessions, in extension or correspondence



TEMPE BUTTE AND DESERT VIEW

courses, may have such work credited toward the bachelor's degree provided a reasonable proportion is distinctly of upper division grade.

Experienced teachers who become candidates for the bachelor's degree may be permitted to substitute academic credit for part, or in some cases, all of the required directed teaching, but no academic credit is allowed for teaching experience.

TRANSFERS FROM JUNIOR COLLEGES

Junior college students who intend to transfer to Arizona State Teachers College at the end of the first year or upon completion of the second year, will do well to plan the program of studies to conform as nearly as practicable to the outline of one of the curriculums as printed on pages 71 to 76 of this catalog. A major and a minor should be selected not later than the beginning of the second year. Twelve semester hours in the major should have been completed by the end of the second year.

The maximum amount of credit that can be accepted from a junior college is sixty-four semester hours or ninety-six quarter hours.

Not more than six semester hours of work in education and psychology taken in a junior college can be accepted as satisfying requirements in professional education courses.

Courses ordinarily offered as upper division courses at Tempe can not be accepted for credit from a junior college.

Examination of the lower division curriculum on page 69 will show that about sixty per cent of the work in the first two years is elective, giving a wide selection, and providing a wide margin for adjustment of differences between the program of the junior college and that of the Teachers' College. A junior college student who has followed such a program of studies as has been suggested above will find no difficulty in transferring and adjusting his credits toward the degree.

CONDITIONAL ADMISSION

Students making a very low rating on scholastic and entrance tests will be assigned to special faculty advisers. Some of these students will be asked to carry a light load, and special guidance techniques will be used with them in order to overcome the deficiencies, if possible. In other cases, the students may be persuaded that it will be to their best interests to enter some other field of work.

REGISTRATION

Time of Admission to the College. Students are admitted at the beginning of each semester of the regular session. They are expected to report for registration upon the days specified in the college calendar.

For the first semester, September 12, 13, and 14, 1940.

For the second semester, February 3 and 4, 1941.

Summer session students register on the first day of each five-week term as given in the calendar.

Freshmen. Freshmen registering for the first semester are required to be present at the opening assembly of Freshman Week at 9:00 A. M., Tuesday, September 10, 1940. The exercises and events of Freshman Week are designed to assist freshmen in adjusting themselves to the new conditions of college life and work. Instructions are given in the registration procedure and in the planning of the study program. The freshman class is divided into advisory groups, each of which is assigned to the guidance of a faculty adviser who becomes the permanent counselor of the group for the duration of the freshman year. During this week the aptitude tests are given.

Sophomores, juniors, seniors and graduates may register on any one of the three registration days, Thursday, Friday, or Saturday. Usually an alphabetical schedule is arranged and announced at registration time to distribute the registrations over the three days in order to avoid congestion and tedious waiting. The details of the registration procedure are announced in printed form at the time of registration. Students who have already taken work in the College are required to present their **pre-registration slips** to the adviser every time they register. **Students who fail to observe this regulation will be charged an extra fee of one dollar.** New students must take the aptitude tests, and all students must take the physical examinations before registering.

All students are advised to recognize the importance of careful attention to all details of the registration procedure, and particularly to the planning of the study program, in order to avoid errors, delays and confusion. Attention must be paid to the proper sequence of courses, and care must be taken that all curriculum requirements are met in proper order.

Transcripts of Record. Transcripts of previous record should be filed in the office of the registrar at least thirty days in advance of the date of registration. Freshmen entering for the first time must have on file, in the office of the registrar, the official transcript of the high school record, also an application for admission on the prescribed form. Blanks for filing these papers are supplied by the office of the registrar upon request in person or by mail. They should be filed by June 15, if possible.

Failure to report previous enrollment. A student who fails to report previous registration or enrollment at another college may thereby be subject to cancellation of his registration.

Graduate students register at the same time as undergraduates, but the application for admission to graduate study should be filed in the office of the registrar at least thirty days before the date of registration.

Late Registration Fee. An additional fee of \$5.00 is required for late registration. No student will be permitted to register more than five days late except by permission of the Standards Committee. Permission to register after the first week of the semester will, in every case, be conditioned upon reduction of the student's study load. Late registrants pay extra fees for medical examinations, X-rays, and aptitude tests.

Student Load. The normal study load is sixteen units each semester. A student who desires to carry an excess load in any semester must first secure approval of the Standards Committee. The petition for this privilege must be filed on the regular form to be obtained in the office of the registrar, or from the adviser at registration. As a rule, the consideration of a petition for an excess load will be based on the student's previous scholarship index.

The minimum study load for a student regularly enrolled in any curriculum is twelve hours. In particular cases, by special action of the Standards Committee, a student may be permitted to carry a lighter load for one semester, otherwise one who is carrying less than the minimum load will be registered as an irregular or unclassified student. A student whose previous work shows a low scholarship index, or one who is carrying a heavy load of outside work will be required to reduce the load carried.

Change of Study Program. After the student's registration is approved, no changes will be made on the class card. If changes in the study program become necessary, they are made by filling out a "Change of Classification" card in the office of the registrar.

After the first week of instruction, any change in the program requires the payment of a fee of fifty cents. After the second week of a semester, no new courses may be entered on the student's program.

Filing Class Card. Registration is not complete until the class card is fully signed and filed in the office of the registrar. The card is due before the end of the first week of instruction. A fee of one dollar is charged for each card held more than one week after date announced for filing.

DEGREES, CURRICULUMS, AND CERTIFICATION

The course work of this institution is organized into three divisions—lower, upper, and graduate. The lower division consists of the freshman and sophomore years; the upper division the junior and senior years; and the graduate division the fifth year. Students are classified according to the amount of credit earned as follows: freshmen, those who have acquired less than thirty-two semester hours; sophomores, those with thirty-two or more, but less than sixty-two semester hours; juniors, those with sixty-two or more, but less than ninety-six hours; seniors, those with ninety-six semester hours or more; graduate students, those holding a bachelor's degree from Arizona State Teachers College at Tempe or other recognized institutions.

CURRICULUMS

All freshmen and sophomores are required to take the lower division curriculum. This curriculum is designed to provide a broad cultural background of general education. When the work of the lower division is completed, a student elects one of five curriculums—the kindergarten-primary curriculum, the standard curriculum, the optional elementary curriculum, the secondary curriculum, or the special curriculum.

By referring to the department of major interest in this bulletin, students may find useful descriptions of the standard curriculum, or the special curriculum, adapted for majors in that department.

LOWER DIVISION CURRICULUM

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Eng. 101 Composition.....	3	Engl. 102 Comp.....	3
Science	3 or 4	Science	3 or 4
*Hygiene	2	*Art 110 Pub. Sch. Art.....	2
P. E. Activity.....	0.5	P. E. Activity.....	0.5
Major (or elective).....	3 or 4	Major (or elective).....	3
Elective	3	Elective	4
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psych.....	3	*Educ. 120 Sociology.....	3
*Geog. 100 Elem. of Geog.....	3	*S. Sci. 100 Const. Govt.....	3
Social Studies	3	Social Studies	3
P. E. Activity.....	0.5	P. E. Activity.....	0.5
Major	4 or 3	Major	4 or 3
Minor or elective.....	4	Minor or elective.....	4
	(17.5) 16.5		(17.5) 16.5

Starred Courses. Sections are arranged for the starred courses in such a way that half of the group take the course during the first semester and half in the second semester.

Social Studies. In the sophomore year, three hours of social studies are required each semester. The courses are to be selected from the following:

Hist. 101, 102, Modern Europe; Hist. 103, 104, American Pol. and Social History; Econ. 131, 132, Principles of Economics.

Science. The selection for the science courses in the freshman year should be determined by the interests and needs of the individual student. The following combinations are recommended for the different majors:

Science Courses	Hours
Gen. Sci. 100 and 110 or.....	6
Math. 110 and Gen. Sci. 110.....	6
Chem. 110, Physics 110.....	6
Chem. 110 and 180.....	8
Biol. 130 and 140.....	8
Chem. 111 and 112.....	8

Majors
Art, commerce, Engl. foreign lang., kndgn-prim., music, soc. studies.
Agriculture, geography, biology, industrial arts, physical educa- tion, elementary sciences.
Home economics.
Elementary science, geography, biology.
Industrial arts, mathematics, pre- professional curricula.

Playground Leadership. This course is required of all seeking the elementary certificate, excepting those of whom a similar course is required in certain curricula such as the kindergarten-primary.

Required Orientation Course. Orientation 100, a course required of all freshmen, is planned to furnish a definite program of instruction and guidance. The course deals with such problems as the

following: college traditions, campus problems, the study problem, personal adjustments, and adjustments to students and faculty. Class meets once a week during the first semester. Credit is one-half semester hour.

Major. Major is the term applied to a line of work or a sequence of courses selected from one department, or closely related departments or fields, which constitutes the student's more prominent interest. Departments may require not less than 24 nor more than 30 semester hours for the major, but students may take a greater number by using some of their electives for this purpose. Each candidate for the bachelor's degree is required to complete a satisfactory major in some department other than education.

Candidates for the elementary certificate should select courses for the major in more than one division of a department. Candidates for the secondary certificate or those taking the special curriculum may confine the major to one division of a department.

Minor. A minor consists of not less than 15 semester hours of work in one department of the College. A minor is required of all candidates for the Bachelor of Arts degree. Candidates for the elementary certificate must take the required minor in a department other than that in which the major is taken. Candidates seeking the secondary certificate may take a minor in a different division of the department from which the major is chosen, but they are advised not to do so since most teachers placed in Arizona High Schools must teach in two or more departments.

As a general rule the courses required in the core curriculum will not be counted toward the major or minor.

Fields in which Majors are Offered. Majors, as well as minors, may be selected in any of the fields of learning suggested below:

Agriculture	Home Economics	Biological Science
Art	Industrial Arts	Elementary Science
Commerce	Mathematics	Geography
English	Music	Physical Science
Foreign Language	Physical Education	Psychology
		Social Science

Time for Beginning the Major. The major must be chosen not later than the beginning of the second year. For certain curricula, work on the major should begin in the freshman year. For other curricula and for certain students, it may be advantageous to begin work on the major at the beginning of the sophomore year. The major should be planned carefully under the guidance of the head of the department in which it is selected.

Choosing a Curriculum in Upper Division. It is not necessary for a student to choose the curriculum which he intends to follow in the upper division until the end of the sophomore year; nevertheless a student should anticipate as far as possible the choice which will be made later in order that the major and minor requirements in the upper divisions may be satisfied. Students who later elect the secondary curriculum, or the special curriculum, may choose an elective in the freshman year to replace Art 110.

STANDARD CURRICULUM

FRESHMAN YEAR

First Semester		Hours	Second Semester		Hours
Eng. 101 Composition.....		3	Engl. 102 Composition.....		3
Science	3 or 4		Science	3 or 4	
*Hygiene		2	*Art 110 Pub. Sch. Art.....		2
P. E. Activity.....		0.5	P. E. Activity.....		0.5
Major (or elective).....	3 or 4		Major (or elective).....	3	
Elective		3	Elective		4
		<hr/>			<hr/>
		16.5			16.5

SOPHOMORE YEAR

First Semester		Hours	Second Semester		Hours
*Psych. 100 Elem Psych.....		3	*Educ. 120 Sociology.....		3
*Geog. 100 Elem. of Geog.....		3	*S. Sci. 100 Const. Govt.....		3
Social Studies		3	Social Studies		3
P. E. Activity.....		0.5	P. E. Activity.....		0.5
Major	4 or 3		Major	4 or 3	
Minor or elective.....		4	Minor or elective.....		4
		<hr/>			<hr/>
	(17.5)	16.5		(17.5)	16.5

JUNIOR YEAR

First Semester		Hours	Second Semester		Hours
*Psych. 200 Educ. Meas.....		3	*Educ. 210 Teaching Reading...		2
*Education Elective		2	*Education Elective		3
Major		6	Directed Teaching		10
Minor or elective.....		4	or		
		<hr/>	Major, minor, and elective.....		10
		15			<hr/>
					15

SENIOR YEAR

First Semester		Hours	Second Semester		Hours
*Educ. 230 Elem. Curr. Techn.....		2	*Educ. 250 Phil. of Ed.....		3
Major		3	Major, minor, and elective.....		13
Directed Teaching		10			<hr/>
or					16
Major and minor.....		10			
		<hr/>			
		15			

For explanation of starred courses, for elections permitted in required science and social science, and for instructions concerning majors and minors, see preceding page.

Curriculum Requirements. Students electing this curriculum are required to select a major of not fewer than 24 hours and a minor of not fewer than 15 hours in fields other than education.

Admission to Practice Teaching. Before being admitted to practice teaching, students must pass a test on the subjects taught in the elementary schools.

Graduation and Certification. With the completion of the work of the standard curriculum, a student is granted the degree of Bachelor of Arts in Education and is entitled to certification for the elementary schools in the state of Arizona.

SPECIFIC REQUIREMENTS OF THE STANDARD CURRICULUM

For the convenience of students desiring to check progress, the specific requirements of the Standard Curriculum are grouped below. This outline should be used for checking the program of studies at the beginning of each semester to insure punctual fulfillment of requirements.

All students are enjoined to preserve carefully the semester report cards as a history of progress toward the degree. These cards are to be presented to the departmental adviser each time the student registers. Binders to fit the cards may be obtained at the college bookstore.

Students entering the college with advanced credit from other institutions will find this outline useful in adjusting their advanced credit to the requirements of the standard curriculum. With a leeway of 20 to 30 hours as shown by the outline, it is usually possible to adjust previous credits to this curriculum without loss.

REQUIRED COURSES

Education Courses	Hours	Cultural Courses	Hours
Elementary Psychology	3	Playground Leadership or equiv.	2
Sociology	3	Physical Activity Courses	2
Educational Measurements	3	English Composition	6
Teaching of Reading	2	Constitutional Government	3
Education elective	4	Public School Art	2
Elementary Curriculum	2	Hygiene	2
Philosophy of Education	3	Elements of Geography	3
Directed Teaching	10		
Total Education	30	Total cultural courses	7
Science Courses	(3 or) 6	Total specified hours....	62
Select one of the combinations listed under The Sciences.		Major (Minimum 24 hours)....	30
Social Studies	6	Minor (Minimum 15 hours)....	15
Select one of the combinations under the Social Studies.		Second Minor (Optional).....	15
		Elective	4 or 19
		Total for B.A. degree.....	126

It is suggested that this outline be copied and preserved along with the semester report cards for ready reference.

THE KINDERGARTEN-PRIMARY CURRICULUM

Leading to Kindergarten-Primary or Kindergarten-Elementary Certification

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 102 Composition	3
Science	3	Science	3
*Hygiene	2	*Art 110 Publ. Sch. Art	2
P.E. Activity	0.5	P.E. Activity	0.5
Electives	8	Electives	8
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psychology....	3	*Educ. 120 Sociology	3
*Geog. 100 Elem. of Geog.	3	*S. Sci. 100 Const. Govt.	3
Social Studies	3	Social Studies	3
P.E. Activity	0.5	P.E. Activity	0.5
Electives	7	Electives	7
	16.5		16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Educ. 206 Const. & Play.....	3	Educ. 208 Early Childhd. Educ. 2	3
Educ. 212 Play Education.....	3	Educ. 209 Kgn-Prim. Curric.....	3
Educ. 210 Teaching of Reading..	2	Educ. 207 Lit. of Kgn-Prim.....	3
G. Sci. 232 Nature Study	3	*I. Art 230 Kgn-Prim.	2
Mus. 250 Kgn.-Prim. Music	2	Wood Work.....	2
Psych. 200 Educ. Meas.	3	*Psych. 233 Child Psychology ...	3
	16	*Related elective	3
			16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 260 Kgn-Prim. Teaching 10	6	Electives	16
Electives	6		16

*Starred courses in the junior year alternate for half of the students with Educ. 260 (Teaching) in the senior year.

Note: This curriculum does not require a major or minor.

Students desiring the Kindergarten-Primary Certificate must follow Kindergarten-Primary Curriculum with practice teaching assignments in Kindergarten and in grades 1, 2, or 3. Students desiring the Kindergarten-Elementary Certificate must follow the Kindergarten-Primary Curriculum with practice teaching assignments in kindergarten and in grades 4, 5, 6, 7, or 8, plus Educ. 230 Elementary Curriculum.

Students qualifying for the Kindergarten-Primary or the Kindergarten-Elementary certificates must show proficiency in piano accompaniment and pass the piano tests. They must also show proficiency in sight-reading and singing to meet the needs of young children. It is recommended that students needing piano lessons begin them in the freshman year. Music 125, 126, 127, and 128 are offered to help the student meet the requirements of the piano test.

A student completing this curriculum will receive the degree of Bachelor of Arts in Education, and will be eligible for the Kindergarten-Primary or the Kindergarten-Elementary certificate in the state of Arizona.

SECONDARY CURRICULUM

The secondary curriculum is of three years' duration beginning with the junior year. It is especially designed for students who are looking forward to high school teaching. The master's degree and secondary certification may be obtained through this curriculum.

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Eng. 101 Composition.....	3	Engl. 102 Composition.....	3
Science	3 or 4	Science	3 or 4
*Hygiene	2	P. E. Activity.....	0.5
P. E. Activity.....	0.5	Major (or elective).....	3
Major (or elective).....	3 or 4	Elective	6
Elective	3		
	<hr/>		<hr/>
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psych.....	3	*Educ. 120 Sociology.....	3
*Geog. 100 Elem. Geog.....	3	*S. Sci. 100 Const. Govt.....	3
Social Studies	3	Social Studies	3
P. E. Activity.....	0.5	P. E. Activity.....	0.5
Major	4 or 3	Major	4 or 3
Minor or elective.....	4	Minor or elective.....	4
	<hr/>		<hr/>
(17.5)	16.5	(17.5)	16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Psych. 213 Educ. Psych.....	3	Psych. 200 Educ. Meas.....	3
Educ. 223 Secondary Educ.....	3	Educ. 232 Prin. of Guidance.....	2
Electives	11	Electives	11
	<hr/>		<hr/>
	17		16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Educ. 250 Phil. of Educ.....	3	Educ. 260 Directed Teaching.....	5
Educ. 247 Tchg. in Sec. Schs.....	2	Electives	11
Electives	10		
	<hr/>		<hr/>
	15		16

GRADUATE YEAR

First Semester	Hours	Second Semester	Hours
Educ. 300 Thesis Preparation.....	2	Thesis	4
Educ. 390 Indiv. Probl.....	4	Electives	9
Electives	9		
	<hr/>		<hr/>
	15		13

Major and Minor. In addition to the courses prescribed above, this curriculum must include a major of twenty-four semester hours and at least one minor of fifteen hours (students are strongly advised to include a second minor of fifteen hours) to be chosen in the fields shown below:

Social Studies
English
Physical Science
Biological Science
Mathematics
Modern Language

Physical Education
Home Economics
Commerce
Music
Art
Industrial Arts

OPTIONAL ELEMENTARY CURRICULUM

A limited number of students will be admitted to this curriculum. Like the standard curriculum, this curriculum leads to the Bachelor of Arts in Education and certification in the elementary schools. The major and minor requirements prevailing in most curriculums are not required of students who elect this curriculum.

A student completing this curriculum will be granted the degree of Bachelor of Arts in Education and will be eligible for the elementary certificate in the State of Arizona. A student electing this curriculum is warned that should secondary certification be desired later, or should a Master of Arts degree in some subject-matter area be sought, considerable penalty in the nature of loss of time likely will ensue.

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Eng. 101 Composition.....	3	Eng. 101 Composition.....	3
Science	3 or 4	Science	3 or 4
*Hygiene	2	P. E. Activity.....	0.5
P. E. Activity.....	0.5	Elective	9
Elective	6 or 7		16.5
	16.5		

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Gen. Psych.....	3	*Educ. 120 Sociology.....	3
*Geog. 100 Elem. Geog.....	3	*S. Sci. 100 Const. Govt.....	3
Social Studies	3	Social Studies	3
P. E. Activity.....	0.5	P. E. Activity.....	0.5
Elective	8 or 7	Elective	8 or 7
	(17.5) 16.5		(17.5) 16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Music 100 Fundamentals of M.	2	P.E. 252 Scouting (3) or	
*Eng. 110 Elem. Speech	2	P.E. 260 Camp Fire (1).....	1 or 3
*Educ. 207 Lit. for the Grades	3	*Educ. 210 Teaching of Reading	2
*Psych. 200 Measurements	3	*Educ. 260 Directed Teaching	10
Elective	5	Electives	2 or 3
	15		15 or 16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Art 200 Elem. School Art	2	Biol. 120 Human Phys.....	3
*Eng. 240 Children's Dram	3	Hist. 208 Am. Cult. Hist.	3
G. Sci. 232 Nature Study	2	H.E. 202 Prob. of Consumer	3
*Hist. 110 Ariz. and S. W.	3	*Educ. 230 El. Curr. & Tech.	2
*Educ. 250 Phil. of Ed.	3	Electives	5
Electives	2		16
	15		

Note: Starred courses may be taken either semester.

SPECIAL CURRICULUM

Students taking this curriculum should select their majors and electives to meet the requirements in the field of their special interest. Faculty advisers will guide the student in the selection of courses for the various professional fields. This curriculum leads to the degree of Bachelor of Arts in Education but not to any type of certification. If elementary or secondary certification is desired, the student must be prepared to spend additional time.

In this curriculum two years of a foreign language are strongly recommended but are not required.

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 102 Composition	3
Science or Mathematics (3 or)	4	Science or Mathematics (3 or)	4
Hygiene	2		
P.E. Activity	0.5	P.E. Activity	0.5
Major (or elective)	4	Major (or elective)	3
Elective	3	Elective	6
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
Psych. 100 Elem. Psychology	3	Educ. 120 Sociology	3
Social Studies	3	S. Sci. 100 Const. Govt.	3
		Social Studies	3
P.E. Activity	0.5	P.E. Activity	0.5
Major	7	Major	(4 or) 3
Electives	4	Elective	4
	17.5		(17.5) 16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Educ. or Psych. elective	3	Educ. or Psych. elective	3
Major, minor, or electives.....	13	Major, minor, or electives.....	13
	16		16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Educ. or Psych. elective	3	Educ. or Psych. elective	3
Major, minor, or electives	12	Major, minor, or electives	12
	15		15

SPECIAL CURRICULA PREPARATORY TO OTHER PROFESSIONS

For students interested in professions other than teaching, or in two or more years of general college work, special curricula are recommended. Since for the most part these curricula are composed of the arts and sciences and are distinguished from and preparatory to the later professional courses, they may be classified as pre-professional curricula.

In each case the student should confer with his faculty adviser after determining his ultimate objective and the college or university to which he will later transfer. Then the courses best fitting his needs may be chosen. The curriculum suggested below is an example of a good liberal arts preparation for upper division work. Variations should be made to meet special curriculum requirements, such as are necessary for pre-engineering, pre-legal, pre-medical, pre-dental needs.

FRESHMAN YEAR

English, including Composition.....	3 hours each semester
Foreign Language.....	4 hours each semester
Science, Biological or Physical.....	3 hours each semester
History or Economics.....	3 hours each semester
Mathematics	3 hours each semester
	—
	16

SOPHOMORE YEAR

English	3 hours each semester
Foreign Language.....	4 hours each semester
Science or Mathematics.....	3 hours each semester
History or Economics.....	3 hours each semester
Elective	3 hours each semester
	—
	16

Special sequences are arranged for those students who plan later to transfer to an agricultural college or who expect ultimately to pursue lines of agricultural education or practical farming. Such students will confer with the head of the department of agriculture.

DEGREES CONFERRED

At the satisfactory completion of the upper division work in any curriculum a student is granted the degree of Bachelor of Arts in Education. At the completion of the fifth year in the secondary curriculum a student is entitled to the degree of Master of Arts in Education. The Master of Arts in Education also may be obtained by appropriately chosen work following any other curriculum. The minimum time for completion of the master's degree is one year. College graduates with successful teaching experience are not required to follow any rigid course during the fifth year of study but will have a program adjusted to their own needs and interests. For further details see description of the Division of Graduate Study.

RESIDENCE REQUIREMENTS

A minimum of one year in residence as a regular student is required of every candidate for graduation and the final twelve semester hours immediately preceding graduation must be taken in residence.

Exceptions to the rule of final residence may be made by the Standards Committee or by the Executive Council in cases which appear to justify such action.

Students who have already established their residence at this college may satisfy the final residence requirement by attendance during one entire summer session of ten weeks.

The foregoing requirements apply to candidates for the degree of Bachelor of Arts in Education. For residence requirements for graduate students see description of Division of Graduate Study.

GRADUATE STUDY

PURPOSE OF THE GRADUATE PROGRAM

The purpose of the graduate program is to serve students who desire the Master of Arts in Education as well as students who do not intend to become candidates for this degree. Provisions have been made for graduate training leading to the degree of Master of Arts in Education for those interested in (1) the administration and supervision of public schools; (2) high school teaching; (3) elementary school teaching; and (4) educational pursuits other than public school teaching. The curriculum requirements are not rigid, since it is hoped to build a suitable program for each student in the light of his needs and interests.

The graduate program departs radically from the undergraduate program in that emphasis is placed upon the ability to find, organize, and evaluate evidence on a topic in the specialized field attempted, rather than about the ability to recall information and the basic skills so characteristic of the undergraduate level. To this end, graduate students will be expected to recognize in the period of graduate study an opportunity for advanced study and research as free as possible from restrictions and specific requirements.

The Master of Arts degree is conferred as a result of the completion of the five-year secondary curriculum or as a result of the completion of an appropriately chosen year's work following graduation from any other curriculum.

GRADUATE CREDIT FOR UNDERGRADUATES

An undergraduate student who has attained senior standing with an excess of credits may register for a sufficient number of units of graduate courses to complete his program. After attaining graduate standing, he then may apply for graduate credit for these courses to the Graduate Council through the Director of Graduate Study.

ADMISSION TO GRADUATE STUDY

A college graduate holding a bachelor's degree from Arizona State Teachers College or from another accredited college, may be admitted to graduate study. A graduate of a non-recognized institution may be admitted tentatively to the work of the graduate division. However, the residence requirement for the master's degree

usually will be lengthened, the amount depending upon the institution concerned and the quality of work done by the individual student during the first semester of residence.

An application for admission to graduate study should be filed in the office of the registrar at least 30 days prior to the date of registration. Application blanks will be furnished upon request. Students whose undergraduate work was done elsewhere must file with the registrar an official transcript of all undergraduate credits. Transcript should reach the registrar's office 30 days in advance of the registration date. All registrations are provisional until application and transcript have been filed and approved.

Admission to graduate study does not imply admission to candidacy for the master's degree. The mere accumulation of credit does not confer upon a student any right to claim admission to candidacy.

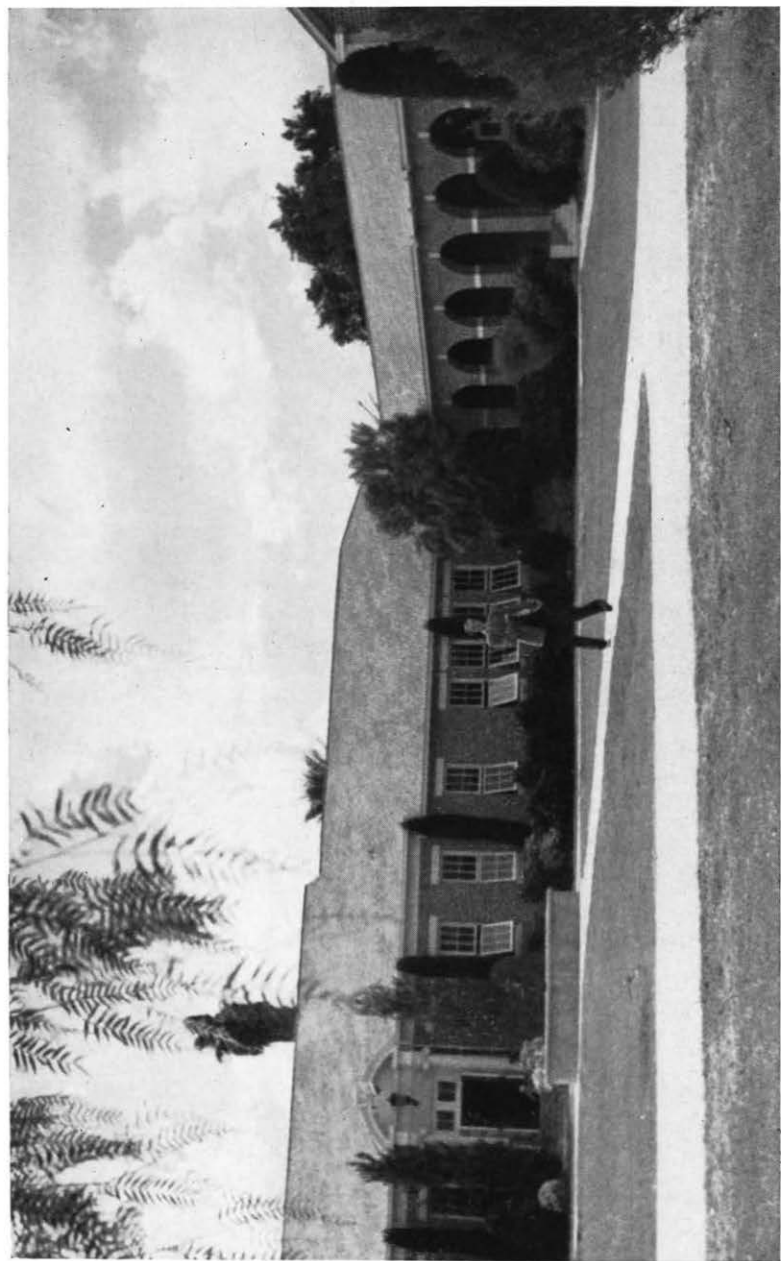
ADMISSION TO CANDIDACY

Before being admitted to candidacy a graduate student must give evidence of superior scholarship, or ability to do independent thinking, and of ability to undertake investigation in his chosen field in a scientific manner. For admission to candidacy a graduate student shall submit a petition signed by his advisory committee of graduate study not later than the middle of the semester in which the degree is sought. Students who are expecting to complete work for the master's degree during a summer session must submit a petition not later than the end of the first week of the term in which the degree is sought. Admission to candidacy will not be granted until the student's advisory committee certifies that the student has chosen a suitable topic for his thesis and has made sufficient progress in the investigation to indicate that a satisfactory thesis is a reasonable expectation by the date when the master's degree is anticipated.

REQUIREMENTS FOR THE MASTER'S DEGREE

Residence. The student is required to complete a full year's work, excepting thesis, in residence at this institution. In case one student takes part or all of his work in summer sessions, the equivalent of a year's work is required. Under certain limitations a graduate student at this institution may receive residence credit for work done elsewhere. To receive this residence credit, the student must make arrangements in advance with the director of graduate study.

Time Limit. Graduate work necessary for meeting the residence requirement must not date back further than six years from



IRA D. PAYNE TRAINING SCHOOL

the time the master's degree is conferred. The graduate council may grant an extension of time upon the recommendation of the adviser and the approval of the director of graduate study.

Transfer of Graduate Credit. Graduate credit may be accepted from other accredited institutions in partial fulfilment of course requirements, but the acceptance of such transferred credit shall not operate to reduce materially the minimum of thirty semester hours of graduate credit required to be taken in residence.

Undergraduate Courses. Certain upper division undergraduate courses shall be accepted for graduate credit. In order to be counted for graduate credit the instructor in the course will demand a higher quality of work or additional work with or without reducing the requirements made of undergraduate students.

Quality. No credit shall be received for graduate courses unless the grade is C or better. Furthermore, a candidate for the master's degree shall receive an average grade of B in the thirty semester hours' work required for the master's degree.

Adviser. Upon nomination by the student, the Director of Graduate Study will appoint one member of the faculty to act as adviser in the arranging of the student's program and the preparation of his thesis. In addition, one or more other members of the faculty will be appointed to assist the adviser with the student's program, thesis, and examinations. Pending the appointment of an adviser, the Director of Graduate Study will serve as a temporary adviser until such time as a student is ready to nominate his permanent adviser.

The Thesis. A thesis shall be required in partial fulfilment of the requirements for the degree. The thesis may count for not to exceed four semester hours of graduate credit.

The student will bring his thesis to his adviser for final approval not later than April 15. Upon the approval of the adviser and other members of the student's committee, a copy of the student's thesis shall be submitted to the graduate council through the director of graduate study. Two copies of the thesis prepared according to specifications shall be deposited in the college library. One of these copies shall be the original typed copy and the second may be a carbon copy of the original. Both copies shall bear the signed approval of the student's adviser.

Final Examinations. The candidate shall pass a final written examination as well as a final oral examination. The written examination shall not be given until after the submission of the thesis and the oral examination shall not be given until after the student has passed the necessary written examination.

Evening and Saturday Classes. For the convenience of teachers in service and others who are qualified, a number of evening and Saturday classes are held on the campus. These are graduate classes which meet for two hours once each week for a semester, and give two semester hours of credit.

DESCRIPTION OF COLLEGE COURSES

The **unit of credit** is the semester hour which is the equivalent of one hour of class work per week for one semester, 18 weeks, together with an amount of outside preparation estimated to average two hours for every class period. In those courses in which the number of class periods per week exceeds the number of semester hours, it is assumed that the amount of outside preparation demanded is so adjusted that the total effort expected of the student will be equal to three hours per week for each unit of credit.

Numbering Courses. In designating courses by number, **lower division** courses are numbered 100 to 199 inclusive; courses intended primarily for **upper division** students are numbered 200 to 299 inclusive; courses numbered 300 to 399 are open to **graduate students** only. Numbers ending in 0 are offered either first or second semester. Odd numbered courses are offered the first semester only and even numbers not ending in 0 are used to designate courses given in the second semester only.

Upper Division Courses for Graduate Credit. Certain upper division courses may be taken for graduate credit. A list of these courses is given in the graduate bulletin. When carried for graduate credit, the letter "g" is placed after the number of the course. Students wishing upper division courses for graduate credit must indicate this at the time of registration.

DEPARTMENT OF AGRICULTURE

JUDD (Head of the Department), OSTRANDER, MORTENSEN

The Department of Agriculture is organized to give those students who plan to teach in rural communities a knowledge of the problems confronting agriculture in order that they can better serve the pupils and the community. It also provides a broad foundation for those students who, later, wish to study in specialized fields of agriculture in other institutions. The courses offered include the generally accepted standard prerequisites for advanced study and research in all phases of agriculture.

Many of these courses are listed as prerequisites for appointment in various biological survey, soil and game conservation, and other federal projects.

These courses also meet the needs of students who plan to go directly into the various fields of productive and applied agriculture.

The Agriculture Major provides the basic training for prospective teachers of vocational agriculture who, by attending the University of Arizona or other agricultural college for a fifth year of advanced work, may complete the requirements of the State Board of Education for certification as vocational agricultural instructors in high schools.

4-H Club Leaders. Students majoring in another department may qualify also as teachers of elementary science and agriculture and as 4-H club leaders in the elementary schools by completing a minor in this department.

Laboratory Farm. The department operates a laboratory farm located on the campus. This tract is devoted to vegetable gardening; to a college nursery; the poultry flocks; and to the production of seed and feed crops.

The Livestock Farm is located a mile south of the campus, on a thirty-five acre tract with a modern farm home, new dairy buildings and equipment, and a modern hog unit. A selected herd of registered dairy cows supply milk for the college dining hall. These, with the registered sheep and swine herds, provide excellent opportunities for students in this department to gain first hand information and experience in livestock problems.

VOCATIONAL TRAINING FOR OUT-OF-SCHOOL YOUTH

The National Youth Administration, in conjunction with the Arizona State Teachers College and the State Vocational Education Department, provides part time employment for youths of ages 18 to 24 inclusive, to encourage their efforts toward education and training.

The Agriculture Resident Project, located on the college farm, provides adequate housing facilities for 50 to 60 youths. These students will be given 60 hours of instruction and 60 hours of related training each month.

Each youth will find opportunity to gain experience in a number of different vocations related to agriculture. A course so arranged may turn out to be a finding course, and the student may choose to continue in agriculture, to specialize in some field of agriculture, or to work toward some other type of vocation.

High school graduation is not required for entrance into these courses and the courses do not carry college credit.

STANDARD CURRICULUM WITH A MAJOR IN AGRICULTURE

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 102 Composition	3
Chem. 110 Gen. Chem. (or Chem. 111)	4	Chem. 112 Gen. Chemistry	4
*Biol. 130 Botany	4	*Biol. 140 Zoology	4
Agric. 107 Animal Industry	4	Agric. 108 Plant Industry	4
P.E. Activity	0.5	P.E. Activity	0.5
	<hr style="width: 100%; border: 0.5px solid black;"/>		<hr style="width: 100%; border: 0.5px solid black;"/>
	15.5		15.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psychology....	3	*Educ. 120 Sociology	3
Geog. 100 Elem. of Geography	3	Phys. 110 Applied Physics	4
Biol. 133 Plant Anatomy	4	Biol. 204 Genetics	3
Agric. 125 Prin. Horticulture....	2	Biol. 214 Plant Physiology	4
Biol. 203 Bacteriology	4	Art 110 Publ. Sch. Art	2
P. E. Activity	0.5	P.E. Activity	0.5
	<hr style="width: 100%; border: 0.5px solid black;"/>		<hr style="width: 100%; border: 0.5px solid black;"/>
	16.5		16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Psych. 200 Educ. Meas.	3	Educ. 230 Elem. Curric.	2
Educ. elective	2	Educ. elective	3
Agric. 205 Animal Nutr. or Agric. 211 Plant Ecology	3	Educ. 260 Practice Teaching	10
Agric. 143 Soils	3	or	
Agric. 217 Anim. Breeding or Agric. 210 Veg. Crops	3	Social Science	3
Hygiene	2	Elective	8
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	16	(16 or)	15

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Educ. 210 Teaching of Reading	2	Educ. 250 Philos. Educ.	3
Agric. elective	3	Agric. 208 Farm Management or Agric. 216 Plant Breed.	3
Educ. 260 Practice Teaching	10	Chem. 180 Org. Chem.	4
or		S. Sci. 100 Const. Govt.	3
Social Science	3	Social Science	3
Elective	8		
	<hr style="width: 100%; border: 0.5px solid black;"/>		<hr style="width: 100%; border: 0.5px solid black;"/>
(16 or)	15		16

CURRICULUM IN AGRICULTURE

Designed for Those Who Plan to Transfer to an Agricultural College
After One, Two, or Three Years

FIRST YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 101 Composition	3
Chem. 110 Gen. Chemistry	4	Phys. 110 Gen. Physics	4
Biol. 130 Botany or Biol. 140	4	Biol. 140 Zoology or Biol. 130	4
Agric. 107 Animal Industry	4	Agric. 108 Plant Industry	4
P.E. Activity	0.5	P.E. Activity	0.5
	15.5		15.5

SECOND YEAR

First Semester	Hours	Second Semester	Hours
Biol. 133 Plant Anatomy	4	Biol. 214 Plant Physiology	4
Biol. 203 Bacteriology	4	Agric. 116 Poultry Husb. or Agric. 114	3
Agric. 125 Prin. of Hortic.	2	Chem. 180 Org. Chemistry	4
I. Art 108 or I. Art 101	3	Agric. 204 Genetics	3
Elective	3	Agric. 126 Pract. Hortic.	2
P.E. Activity	0.5	P.E. Activity	0.5
	16.5		16.5

THIRD YEAR

First Semester	Hours	Second Semester	Hours
Agric. 205 Anim. Nutr. or Agric. 211	3	Agric. 222 Entom. or Agric. 224	3
Agric. 143 Soils	3	Agric. 208 Farm Org. or Agric. 216	3
Agric. 219 Anim. Breeding	3	Agric. 144 Irrigation	3
Agric. 235 Adv. Veg. Crops	3	Agric. 210 Vegetable Crops	3
Chem. 260 Applied Chem.	4	Agric. 116 Poultry Husb. or Agric. 114	3
	16		15

COURSES IN AGRICULTURE

Agric. 107 Animal Industry. A study of farm animals, their breed history, management, feeding, judging, and marketing. In the first half of the semester, emphasis is laid on sheep and beef cattle. The remaining time is devoted to general problems of dairying, swine, and poultry culture. Fee, \$1.00.

Ostrander.

First year, first semester, four hours lecture, or its equivalent in laboratory and field work.

4 hours.

108 Plant Industry. A brief survey of agriculture in general, based upon the current Year Book of the U. S. Department of Agriculture. Then, through assigned readings, special reports, field observations, and laboratory work, the following topics are studied: the development of permanent agriculture; the basic principles of plant growth and improvement; the factors involved in profitable crop production; the leading crop plants and producing areas; cultural methods; the harvesting, storing, and marketing of field crops. Laboratory fee, \$2.00.

Mortensen.

First year, second semester, three lectures and three hours of laboratory or field work per week.

4 hours.

Ind. Arts 108 Farm Mechanics. Designed to meet the needs of students of agriculture and farm management. See full description under Industrial Arts. Laboratory fee, \$2.00.

Second year, first semester, six hours laboratory. 3 hours.

114 Dairy Husbandry. A study of dairy farm management; methods of feeding, breeding, and herd improvement. A study of pedigree and other methods of animal selection. Calf raising and dairy equipment and the more common dairy cow diseases are also considered. Fee, \$1.00. Alternates with Agric. 116. Not offered in 1940-1941.

Ostrander.

Second year, second semester, three hours of lecture or its equivalent in dairy survey and field work. 3 hours.

116 Poultry Husbandry. A general survey course including general principles of poultry management in large and small units, and the application of these principles to local and regional conditions. Alternates with Agric. 114.

Ostrander.

Second semester, three hours of lecture or its equivalent in field work. 3 hours.

125 Principles of Horticulture. The general principles of plant propagation. Nursery practices in the production of fruit and ornamental stock. Planting and care of orchards and home grounds. Prerequisite: Biol. 130. Laboratory fee, \$1.00.

Mortensen.

Second year, first semester, one lecture and three hours of laboratory or field work per week. 2 hours.

126 Practical Horticulture. A continuation of Agric. 125 with emphasis upon ornamental trees and shrubs and flowering plants. Landscaping of home sites, school grounds, and recreation parks. Prerequisite: Agric. 125. Laboratory fee, \$1.00.

Mortensen.

Second year, second semester, one lecture and three hours of laboratory or field work per week. 2 hours.

Biol. 130 General College Botany. See description under Biology.

Biol. 133 Plant Anatomy. See description under Biology.

Biol. 140 General Zoology. See description under Biology.

143 Soils. The formation, classification, and physical and chemical properties of soils; the relation of the physical and chemical properties of soils to crop production; cultural practices in conservation of soil fertility and permanent agriculture. By special arrangement, a student may register for 4 hours credit and do extra work. This arrangement is offered to assist those who wish to transfer later to the University of Arizona. Prerequisite: one course in college chemistry. Laboratory fee, \$2.00.

Judd.

Third year, first semester, two lectures and three hours laboratory work per week. 3 hours.

144 Irrigation Principles and Practices. A continuation of agriculture 143. Brief history of irrigation; present extent and importance. Water relations of crop plants; water measurement; methods of application, conservation, and use of irrigation water. Prerequisite: Agric. 143. Class fee, \$2.00.

Judd.

Second semester, three lectures per week.

3 hours.

Biol. 203 General Bacteriology. See description under Biology.

Biol. 204 and 204A Genetics. See description under Biology.

205 Animal Nutrition and Applied Feeding. Includes the principles of feeding, composition of feeds, physiology of nutrition, and practice in formulating rations for various classes of livestock. Evaluation of feeds and feeding practices current in Arizona. Prerequisite: Agric. 107 and one year of college chemistry. Class fee, \$2.00. Not offered in 1940-1941.

Judd.

Third year, first semester, three lectures per week.

3 hours.

208 Farm Organization and Management. Principles governing the economic and regional selection of the farm. Factors involved in profitable farm management; crop selection and acreage; diversification of effort; capital utilization; cost accounting; rural book-keeping and analysis of labor income. A study of ways and means for profitable farming and for developing a happy and well rounded rural family life. Class fee, \$2.00. Not offered in 1940-1941.

Judd.

Third year, second semester, three lectures per week.

3 hours.

212 Vegetable Crops. (Plant propagation, orcharding, and vegetable gardening.) Fundamental principles and methods of plant propagation, including fruits and vegetables; methods of planting and managing the home orchard; planning, planting, and operating the vegetable garden with special reference to the needs of the home; study of the commercial crops with reference to soils and climatic requirements. **Practice.** Propagation of plants from seed, cuttings, and buds. Planning, planting, pruning, and general care of home garden and orchard. Laboratory fee, \$2.00.

Judd.

Second semester, two lectures and one three-hour laboratory per week.

3 hours.

213 Plant Ecology. Origin and development of vegetation and measurements in the field of the factors of environment with applications to agriculture, forestry, grazing, and general crop production. Prerequisite: Biol. 130. Laboratory fee, \$2.00.

Judd.

First semester, 3 lectures and one laboratory period per week.

4 hours.

Biol. 214 Plant Physiology. See description under Biology.

216 Plant Breeding. The principles and practices of plant breeding; technique and improvements by selection and hybridization. Prerequisites: Agric. 108 and Bot. 130, 204. Class fee, \$2.00.

Judd.

Second semester, three lectures a week.

3 hours.

219 Animal Breeding. The principles of genetics are applied to the problems and techniques of animal breeding. Includes the study of pedigrees, line-breeding, inbreeding, out-cross, hybridization, and breeding indices. Prerequisites: Biol. 140, 204.

Ostrander.

First semester, three lectures per week.

3 hours.

Biol. 222 General Entomology. See description under Biology.

Biol. 224 Animal Ecology. See description under Biology.

Agric. 235 Advanced Fruit and Vegetable Production. Modern and recent developments in the production of fruits and vegetables for the market; forcing plants for early market, with attention to sub-tropical fruits such as citrus fruits, figs, olives, and dates; distribution, commercial importance, and history. **Practice.** Practical truck farming and orchard work, from planting to marketing. Laboratory fee, \$2.00.

Judd.

First semester, two lectures and one three-hour laboratory period per week.

3 hours.

Agric. 242 Special Problems or Advanced Laboratory. Students desiring to do advanced laboratory work, or to make a special study of any particular problem, will make a complete study of available literature on the problem, under the supervision of the instructor, and will write a thesis.

Staff

1 or more hours.

246 Range Management. Development of the range industry; grazing regions; production and utilization of range forage; range improvement; range reconnaissance and management plans. Students required to learn the principal range plants of Arizona and their importance and distribution. Field trips constitute the major part of the laboratory work. These trips are undertaken in cooperation with the U. S. Forest Service. (Personnel of the Tonto National Forest.) Prerequisites: Biol. 130 and Agric. 107. Not offered in 1940-1941.

Judd.

Second semester, two lectures and one three-hour laboratory period per week.

3 hours.

DEPARTMENT OF ART

KLOSTER (Head of the Department), MOOERS, HARTER

The Department of Art offers a major and a minor in the following fields: Art Education, Fine and Decorative Arts, and Commercial Art. The work of this Department is designed to meet the needs of three groups of students.

1. The major in Art Education is planned for those who wish to teach or supervise art in the public schools.

2. Students who wish to take a major in Art but who plan to enter some field other than teaching may select either fine and decorative arts or commercial art depending on their interests.

3. The third group of students includes those who wish to take art courses for their own enjoyment or as an aid to classroom teaching and school club work.

MAJORS AND MINORS

Students majoring in Art will select courses to make a total of 30 hours, exclusive of directed teaching. At least 12 hours must be in the upper division.

The Major in Art Education. The following courses are required. Other courses to complete the major may be selected according to individual interests.

	Hours
Art 102 Drawing and Perspective.....	2
Art 103 Life Drawing.....	3
Art 105 Color and Design.....	2
Art 106 Creative Design.....	2
Art 107, 108 Demonstration and Observation of Teaching.....	4
Art 115 Clay Modeling.....	2
Art 120 Allied Crafts.....	3
Art 200 Art Curriculum and Supervision.....	2
Art 205 Textile Printing.....	2
Art 215 Art History.....	3

The Major in Fine and Decorative Arts. The following courses are required. Other courses to complete the major may be selected according to the individual's interests.

	Hours
Art 102 Drawing and Perspective.....	2
Art 103 Life Drawing.....	3
Art 105 Color and Design.....	2
Art 106 Creative Design.....	2
Art 114 Water Color.....	2
Art 120 Allied Crafts.....	3
Art 203 Advanced Life Drawing.....	3
Art 205 Textile Printing.....	2
Art 206 Sculpture.....	2
Art 215 Art History.....	3
Art 228 Oil Painting.....	3

The Major in Commercial Art. The following courses are required. Other courses to complete the major may be selected according to individual interests.

	Hours
Art 102 Drawing and Perspective.....	2
Art 103 Life Drawing.....	3
Art 105 Color and Design.....	2
Art 106 Creative Design.....	2
Art 121 Lettering	2
Art 122 Commercial Art.....	2
Art 201 Advertising Design.....	2
Art 203 Advanced Lettering.....	2
Art 220 Advanced Commercial Art.....	2
Art 221 Advanced Life Drawing.....	3

The Minor in Art. Students majoring in other fields may elect a minor in Art Education, Fine and Decorative Arts, or Commercial Art. The minimum requirement for a minor in Art is 15 hours: eight hours from the lower, and seven from the upper division.

Suggested courses for a minor in Art Education		Hours
Art 102 Drawing and Perspective (or).....		2
Art 105 Color and Design.....		2
Art 107, 108 Demonstration and Obs. of Teaching (required).....		4
Art 120 Allied Crafts.....		3
Art 200 Art Curriculum and Supervision.....		2
Art 205 Textile Printing.....		2
Art 215 Art History.....		3

Suggested courses for a minor in Fine and Decorative Arts		Hours
Art 102 Drawing and Perspective.....		2
Art 105 Color and Design (or)		2
Art 106 Creative Design.....		2
Art 115 Clay Modeling (or)		2
Art 120 Allied Crafts.....		3
Art 205 Textile Printing.....		2
Art 206 Sculpture		2
Art 215 Art History.....		3

Suggested courses for a minor in Commercial Art		Hours
Art 102 Drawing and Perspective.....		2
Art 103 Life Drawing.....		3
Art 105 Color and Design.....		2
Art 121 Lettering (required).....		2
Art 201 Advertising Design (required).....		2
Art 203 Advanced Lettering.....		2
Art 215 Art History.....		3
Art 221 Advanced Life Drawing (or).....		3

TYPE CURRICULUM FOR STUDENTS MAJORING IN ART EDUCATION

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 102 Composition	3
Gen. Science 100	3	Gen. Science 110	3
*Hygiene	2	*Art 110 Public Sch. Art	2
*Elective	3	*Elective	4
P.E. Activity	0.5	P.E. Activity	0.5
Art 103 Life Drawing	3	Art 102 Drawing & Perspective	2
Art 105 Color and Design	2	Art 106 Creative Design	2
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psych.	3	*Educ. 120 Sociology	3
*Geog. 100 Elem. of Geog.	3	*S. Sci. 100 Const. Govt.	3
Soc. Studies (see Note 2)	3	Soc. Studies (see Note 2)	3
P. E. Activity	0.5	P. E. Activity	0.5
Art 107 Demons. and Obs. of Teaching	2	Art 108 Demons. and Obs. of Teaching	2
Art 115 Clay Modeling	2	Art 120 Allied Crafts	3
Elective	3	Elective	2
	16.5		16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. Elective	3	*Minor or Elective	2
*Psych. 200 Educ. Meas.	3	*Educ. Elective	2
Minor and Elective	5	Directed Teaching	10
Art 205 Textile Printing	2	or the following group:	
Art 215 Art History	3	Minor and Elective	5
	16	Art 200 Art Curriculum and Supervision	2
		Art Elective	3
			15

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 250 Phil. of Educ.	3	*Educ. 230 Curric. Techn.	2
Directed Teaching	10	*Educ. 210 Teaching of Reading ..	2
or the following group:		Minor and Elective	9
Minor and Elective	8	Art Elective	3
Art 200 Art Curriculum and Supervision	2		
Art Elective	3		
	16		16

Note 1. In the case of the courses marked with a star (*), sections are so to be arranged that half of the group will take the course in the first semester and half the second semester.

Note 2. The courses in social studies are to be selected from the following combinations: Hist. 101, 102; Hist. 103, 104; and Econ. 131, 132.

Note 3. Men who do not plan to teach may substitute Art 121 Lettering for Art 110. Women who do not plan to teach may substitute Art 100 Everyday Art for Art 110. Art 121 and Art 100 may be taken in addition to Art 110 if desired.

Note 4. Students majoring in Art Education may select additional courses from the following: Art 106 Creative Design, Art 114 Water Color, Art 121 Lettering, Art 206 Sculpture, Art 228 Oil Painting, Art 214 Advanced Water Color, Art 221 Life Drawing, Art 220 Advanced Crafts.

This type curriculum in Art Education is intended as a guide in planning a program for a major in Fine and Decorative Arts and in Commercial Art.

DESCRIPTION OF COURSES IN ART

Art 100 Everyday Art. Projecting self through clothes—personality and figure analysis—a study of line, color and fabric. Home decorating as every woman's hobby—ways and means of creating tasteful surroundings. Table decoration and flower arrangement. This course may be substituted for Art 110, with the consent of the head of the department. Laboratory fee, 50 cents.

Kloster.

First year, either semester, two times a week.

2 hours

102 Drawing and Perspective. Principles in elliptical, parallel, and angular perspective as well as free-hand drawing of animals and plant life. Laboratory fee, 50 cents.

Kloster.

First year, second semester, four hours a week.

2 hours.

103 Life Drawing. A study of the basic construction of the human figure with emphasis on solidity and proportion. Laboratory fee, \$1.50.

Kloster or Harter.

First year, first semester, six hours a week.

3 hours.

105 Color and Design. The scientific basis of color, the properties of color, combination producing harmony, design and color. Laboratory fee, 50 cents.

Kloster.

First year, first semester, four hours a week.

2 hours.

106 Creative Design. A modern approach to the field of design. Designing from the volume, surface enrichment of forms, a study of texture, creative pattern in rugs, drapery, wall paper and dress prints. Laboratory fee, \$1.00.

Kloster.

First year second semester four hours a week.

2 hours.

107, 108 Demonstration and Observation Teaching. A two semester course required of all art education majors and minors, to be taken before directed teaching.

Mooers.

Second year, both semesters, two hours a week.

Each, 2 hours.

110 Public School Art. General art requirement for students of the standard four year curriculum. A course for classroom teachers and for art teachers, emphasizing tools and procedures which facilitate art expression. Art principles, modern ways of directing art activity, and pupils' experience, capacities, and interests are considered. With the consent of the head of the department, Art 100 may be substituted for Art 110. Laboratory fee, 50 cents.

Mooers.

First year, either semester, four hours a week.

2 hours

114 Water Color. Painting in opaque and transparent water color. Landscape, still life, and figure. Prerequisites for art majors: Art 102, 103. Laboratory fee, 50 cents.

Kloster or Harter.
Second year, second semester, four hours a week. 2 hours.

115 Clay Modeling. Modeling is an art medium which has from earliest times to the present had universal appeal. Fun may be had in modeling amusing, serene, or grave figurines. An introduction to pottery using hand processes in building. Glazing and firing.

Kloster.
Second year, first semester, four hours a week. 2 hours.

120 Allied Crafts. A laboratory course dealing with special problems in leather, metal, weaving, and toy-making or marionettes. Laboratory fee, \$3.50.

Mooers.
Second year, one semester, six hours a week. 3 hours.

121 Lettering. Fundamentals of construction, spacing, and arrangement of basic Roman and Gothic letters. Modern uses of lettering. A required course for commercial art majors. Laboratory fee, \$1.00.

Harter.
Second year, first semester, four hours a week. 2 hours.

122 Commercial Art. An introductory course. Problems identical with those solved by the professional commercial artists. Prerequisite: Art 121. Laboratory fee, 50 cents.

Harter.
First or second year, second semester, four hours a week. 2 hours.

200 Art Curriculum and Art Supervision. Consideration of problems and methods of presentation on the elementary and high school level. The art supervisor in her relation to the school program, the art teacher, and the class room teacher. Analysis of courses of study in art and experience in developing a course of study. Prerequisites: Art 107, 108, 110.

Mooers.
Third year, either semester, two hours a week. 2 hours.

201 Advanced Advertising Design. An analysis of the design problems peculiar to the various types of advertising; labels, poster, direct mail, window and counter display, magazine, and newspaper advertising. Problems identical with those given the professional advertising designer. Laboratory fee, 50 cents.

Harter.
Third year, first semester, four hours a week. 2 hours.

202 Survey of Advertising Art. A thorough general description of all phases of advertising production including advertising agency procedure, typography, reproduction processes, printing, lithography. Visits to local business concerns and studies.

Harter.
Third or fourth year, second semester, four hours a week. 2 hours.

203-a Advanced Lettering. A continuation of Art 121 with emphasis on arrangement and spacing. Laboratory fee, \$1.00.

Harter.
Third or fourth year, first semester, four hours a week. 2 hours.

203-b Advanced Lettering. Special problems. Recommended only to those having professional interest in lettering. Laboratory fee, \$1.00.

Harter.
Third or fourth year, first semester, four hours a week. 2 hours.

204 Costume Design. Fashion rendering; historic and folk costume; sketching; fashion prediction and fashion creation. A survey of manufacturers, retailers, designers and illustrators of fashion. Prerequisites: Art 103, 105.

Kloster.
Third or fourth year, second semester, four hours a week. 2 hours.

205 Textile Printing. A laboratory course in reproduction methods of hand printing on textiles. Design, color, and craftsmanship are stressed. Laboratory fee, \$3.50.

Kloster.
Third or fourth year, first semester, four hours a week. 2 hours.

206 Sculpture. Modeling in the round and in relief, carving, casting, applying patines. Prerequisite: Art 103. Laboratory fee, \$4.00.

Kloster.
Third or fourth year, second semester, four hours a week. 2 hours.

208 Industrial Design. Advanced design from present-day industrial and commercial angles. The course includes the field of modern packaging. Renderings and models. Prerequisites: Art 105, 106, 121. Laboratory fee, 50 cents.

Kloster or Harter.
Third or fourth year, second semester, four hours a week. 2 hours.

214 Advanced Water Color. Continuation of Art 114 with more advanced problems. Laboratory fee, \$1.00.

Harter or Kloster.
Third or fourth year, second semester, four hours a week. 2 hours.

215 Art History. Man and art—a comprehensive survey of art through the ages emphasizing the manner in which art reflects and interprets a people and a period.

Kloster.
Third or fourth year, first semester, three hours
a week. 2 hours.

217 Advanced Clay Modeling. Progressive problems in modeling. The student may elect to work in pottery using the wheel or in ceramic sculpture. Special study in the preparation of glazes. Prerequisite: Art 115. Laboratory fee, \$3.00.

Kloster.
Third or fourth year, first semester, four hours
a week. 2 hours.

218 Advanced Commercial Art. The student is permitted to specialize in any particular field of commercial art which interests him. Prerequisites: Art 103, 105, 121, 201 or equivalents.

Harter.
Third or fourth year, second semester, six hours a week. 3 hours.

220 Advanced Crafts. A continuation of Art 120 Allied Crafts with the opportunity to do special problems in leather, silver, pewter, or copper. Prerequisite: Art 120. Laboratory fee, \$3.50.

Mooers.
Third or fourth year, either semester, six hours
a week. 3 hours.

221 Advanced Life Drawing. Advanced life drawing with more detailed study of anatomy and construction. Emphasis upon detailed structure of heads, hands, and feet, as well as full figure. Quick sketch and memory sketch as well as longer poses. Various mediums. Laboratory fee, \$2.00.

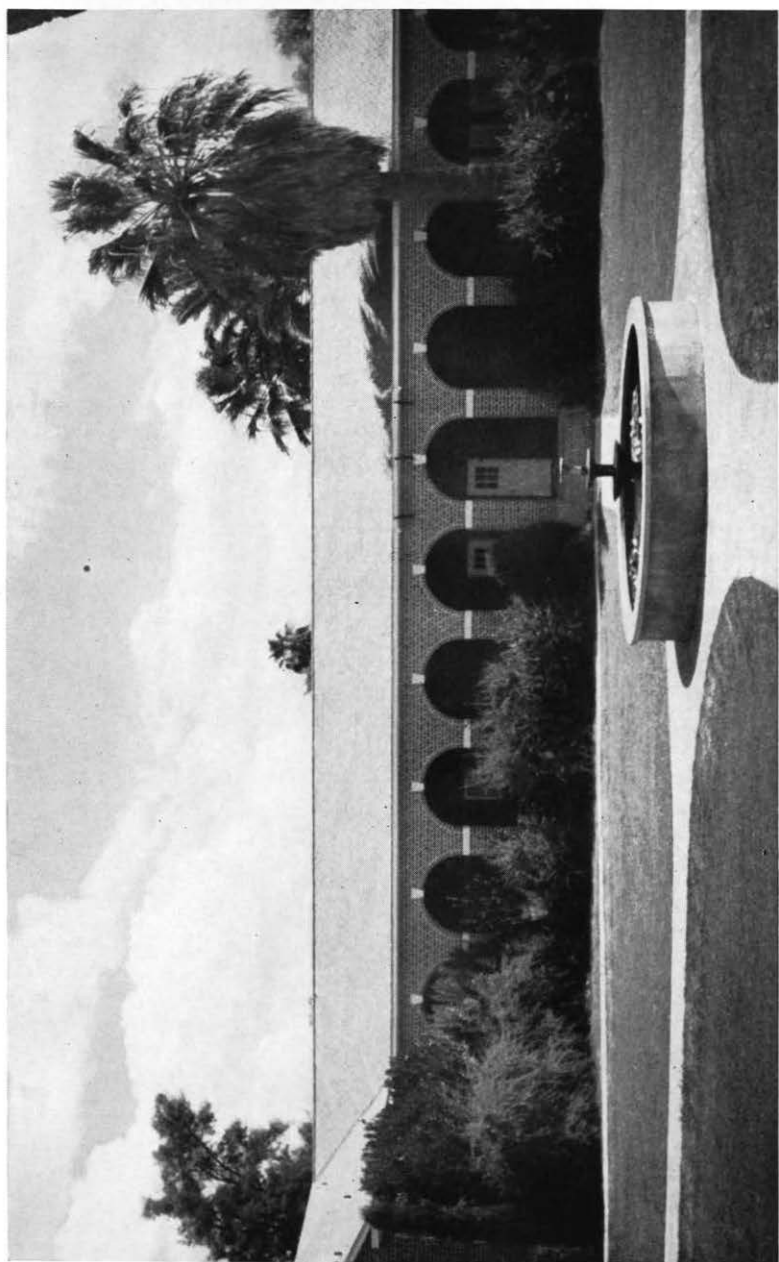
Kloster.
Third or fourth year, first semester, six hours
a week. 3 hours.

226 Contemporary Art. A survey of the fields of contemporary art in America and abroad with emphasis upon the aims and tendencies in expression together with a study of the major artists and their accomplishments. Open to all upper division students.

Kloster.
Third or fourth year, second semester, one hour a week. 1 hour.

228 Oil Painting. Sketching excursions as well as indoor painting; landscape, still life, and figure. Emphasis on interpretations of the local scene. Prerequisites: Art 102, 103, 114.

Kloster.
Third or fourth year, second semester, six hours a week. 3 hours.



TRAINING SCHOOL FOUNTAIN

230 Humorous Illustration. Cartoons and humorous drawings; magazine, comic strip, editorial cartoons. Prerequisite: Art 103 or equivalent. Laboratory fee, 50 cents.

Harter.

Third or fourth year, one semester, four hours a week. 2 hours.

231 Indian Art. A study of the arts of the North American Indians with emphasis upon the Indians of the Southwest. The first semester will deal exclusively with the cultures of the prehistoric groups. A course of general cultural value in or out of the classroom.

Walsh.

Third or fourth year, first semester, twice a week. 2 hours.

232 Indian Art. A continuation of Art 231 stressing the development of Indian art after 1540. Influences having a bearing upon Indian art during historic and modern times. Construction of glass slides to illustrate the Indian arts.

Walsh.

Third or fourth year, second semester, twice a week. 2 hours.

240 Interior Design. A study of modern housing; coordinated planning in decorating the small house with emphasis upon modern ways of achieving a feeling for space in homes planned for gracious living. Renderings of floor plans, elevations, and interior sketches. The construction of miniature models to scale.

Kloster.

Third or fourth year, either semester, six hours a week. 3 hours.

390 Individual Problems. Open to graduates only. Designed to meet the needs of students in art wishing to explore and experiment in the creative art fields: painting, sculpture, interior design, costume design, and the crafts, or to investigate special problems in art education.

Staff.

Credit and hours to be arranged.

DEPARTMENT OF COMMERCE

SWANSON (Head of the Department), HILKERT, GREENE, THOMAS

The Department of Commerce offers courses to meet the needs of the following three groups of students: (1) Those preparing for business as a career; (2) those wishing to obtain the teaching certificate in commerce; (3) those seeking the elementary certificate with a major or minor in commerce.

1. Students planning business as a career may take a major or minor or both in Accounting, Business Administration, Merchandising, or Secretarial Science. These students are not required to do practice teaching, but must complete the required courses in psychology, sociology, science, social studies, freshman English, constitutional government, prescribed cultural courses, physical activity courses, and twelve hours of education electives.

2. The special commerce teaching certificate entitles the holder to teach commercial subjects in the secondary schools of this state without the usual year of graduate study which is required for secondary certification. Students in this group may pursue the Standard Four Year Type Curriculum for Special Certification in Commerce, or they may elect one of the four specialized commerce majors. In the latter case, the student is urged to choose a minor from one of the other specialized fields of commerce. Not less than thirty semester hours of commerce courses must be included, and five of the required ten hours of practice teaching must be done in the commerce department of a high school. No student will be given a commerce practice teaching assignment in a high school who has not given satisfactory evidence of teaching skill and knowledge in accounting, shorthand, typing, business law, and such other subjects as are usually taught in the commerce department of the high school. Completion of the course in commercial teaching methods or its equivalent is a prerequisite to the practice teaching.

3. Students who wish to qualify for the Arizona Elementary Certificate may elect a major or minor in either of the four specialized fields of commerce, or build a group major from courses given in different fields of commerce. The minor must be in a department

other than commerce. They must meet, also, all other requirements for teacher certification as presented elsewhere in this catalogue.

MAJORS AND MINORS IN COMMERCE

Twenty-four to thirty hours in Accounting, Business Administration, Merchandising, or Secretarial Science will be accepted as a major in these fields. Not less than thirty hours are required for a major in the curriculum for the Special Commerce Certificate. Fifteen hours in any one of these specialized fields of commerce will constitute a minor.

The student should designate the major as Accounting, Business Administration, Merchandising, Secretarial Science, or Special Commerce Certificate, and not merely as "Commerce". Those who desire to attain the special commerce certificate must fulfill all requirements of the standard curriculum, and they should be guided throughout the course by an adviser from the commerce department. The student may choose both his major and his minor within the four specialized fields of commerce, excepting those students seeking the elementary certificate.

In order to insure satisfactory completion of the major, the student must plan his entire program in advance with the advice and approval of his commerce adviser. He must preserve his semester cards as a record of progress; and, before making application for graduation, he must file in the office of the registrar a complete outline of his major with the signed approval of his commerce adviser.

BUREAU OF COMMERCIAL EMPLOYMENT

The Department of Commerce maintains its own bureau of employment with two offices, one at the college and one in Phoenix. One of the staff members, E. J. Hilkert, is directly in charge of this phase of activity.

All students who desire the assistance of this bureau must make both written and personal application. A service of collecting references and recommendations for those students who are enrolled in the bureau is offered in connection with its placement

work. Introductions to prospective employers in various fields of industry are also given. Advice such as information about vocations and help in deciding upon a career are offered to those students who have been unable to make a choice of their life work.

ADVISERS AND GUIDANCE

The Department of Commerce makes every effort to determine the interests and capacities of its students. Diagnostic testing, interest testing, aptitude testing, and interviews are all utilized at the earliest opportunity in order to evaluate the student and to select the most effective course of study.

In its attempt to meet the changing needs of business, the department has recognized the need for specialization. In view of this fact students are encouraged to go to the adviser within the department who best understands the conditions in that field. The advisers and their fields of interest are listed below.

Accounting, pre-legal and irregular students, Hilkert.

Merchandising and selling, Swanson.

Secretarial science, Swanson.

Business administration, Greene.

Teacher training, Swanson.

CERTIFIED PUBLIC ACCOUNTANTS

The courses in accountancy are designed to prepare students for the examination required under the laws of the State of Arizona for the issuance of a Certified Public Accountant's certificate. Examinations are held in May and November of each year at Phoenix. These examinations are similar to those held at the same time in other states.

TYPE CURRICULUM FOR SPECIAL CERTIFICATION IN COMMERCE

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition.....	3	Engl. 102 Composition.....	3
Gen. Science 100.....	3	Gen. Science 110.....	3
P. E. 100 Hygiene.....	2	Art 110 or Art 121.....	2
Com. 113 Shorthand 1.....	3	Com. 114 Shorthand 2.....	3
Com. 127 Survey of Business....	1	Com. 128 Survey of Business....	1
Physical Activity	0.5	Physical Activity	0.5
Elective	4	Elective	4
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
Com. 131 Prin. Economics.....	3	Com. 132 Prin. Economics.....	3
Psych. 100 Elem. Psychology....	3	Educ. 120 Sociology.....	3
Geog. 100 Elem. of Geog.....	3	P. Sci. 100 Const. Govt.....	3
Com. 101 Elem. Acctg.....	4	Com. 102 Elem. Acctg.....	4
Physical Activity.....	0.5	Physical Activity	0.5
Com. 235 Shorthand 3.....	3	Com. 238 Secretarial Science... 3	3
	16.5		16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Com. 201 Inter. Acctg.....	3	Com. 202 Inter. Acctg.....	3
Com. 251 Com'l Teaching Meth. 2	2	Directed Teaching.....	10
Psych. 200 Educ. Meas.....	3	Com. 252 Com. Tchg. Methods 2	2
Education elective.....	3	Elective	1
Minor and electives.....	5		16
	16		16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Com. 205 Business Law.....	3	Com. 206 Business Law.....	3
Educ. 250 Phil. of Educ.....	3	Educ. 220 Elem. Curric.....	2
Minor and electives.....	10	Educ. 210 Teaching of Reading 2	2
	16	Com. 237 Introd. to Mimeogr.....	1
		Minor and electives.....	7
			15

Note: This Standard Four Year Type Curriculum is designed for a limited number of commerce majors. Students who follow this curriculum may teach commerce subjects only in the high school, but they may also teach commerce subjects in the elementary grades.

TYPE CURRICULUM WITH EMPHASIS IN ACCOUNTING

FRESHMAN YEAR

First Semester		Hours	Second Semester		Hours
Com. 101 Elem. Acctg.	4	Com. 102 Elem. Acctg.	4
Com. 127 Survey of Business	1	Com. 128 Survey of Business	1
Gen. Science 100	3	Gen. Science 110	3
P. E. 100 Hygiene	2	Engl. 102 Composition	3
Engl. 101 Composition	3	Physical Activity	0.5
Physical Activity	0.5	Electives	5
Com. 141 Bus. Math.	2			
		<hr/>			<hr/>
		15.5			16.5

SOPHOMORE YEAR

First Semester		Hours	Second Semester		Hours
Com. 131 Prin. Economics	3	Com. 132 Prin. Economics	3
Com. 201 Interm. Acctg.	3	Com. 202 Interm. Acctg.	3
Com. 208 Cost Acctg.	3	Com. 207 Auditing	3
Geog. 100 Elem. Geog.	3	Com. 142 Math. of Acctg	2
Physical Activity	0.5	P. Sci. 100 Const. Govt.	3
Electives and Minor	5	Physical Activity	0.5
		<hr/>	Electives and Minor	5
		16.5			<hr/>
					16.5

JUNIOR YEAR

First Semester		Hours	Second Semester		Hours
Com. 203 Advanced Acctg.	3	Com. 204 Advanced Acctg.	3
Com. 103 Soc. Secur. & Payroll Acctg.	3	Com. 210 Income Tax Acctg.	3
Com. 205 Business Law	3	Com. 206 Business Law	3
Psych. 100 Elem. Psychology	3	Educ. 120 Sociology	3
Elective	4	Elective	3
		<hr/>			<hr/>
		16			15

SENIOR YEAR

First Semester		Hours	Second Semester		Hours
Com. 211 Seminar in Acctg.	2	Educ. Electives	6
Educ. Electives	6	Electives and Minor	9
Electives and Minor	7			
		<hr/>			<hr/>
		15			15

Note 1. Students in this curriculum are encouraged to take the Education courses titled: Statistical Method, and Advanced Statistics.

Note 2. Students taking this curriculum are urged to take Typing, Shorthand, and other related courses at the earliest opportunity.

TYPE CURRICULUM WITH EMPHASIS IN MERCHANDISING*

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Com. 101 Elem. Acctg.	4	Com. 102 Elem. Acctg.	4
Com. 127 Survey of Business... 1		Com. 128 Survey of Business... 1	
Gen. Science 100	3	Gen. Science 110	3
Engl. 101 Composition.....	3	Engl. 102 Composition.....	3
Elective in Social Science.....	3	Elective in Social Science.....	3
P. E. 100 Hygiene.....	2	Elective in Art	2
Physical Activity	0.5	Physical Activity	0.5
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
Com. 131 Prin. Economics.....	3	Com. 132 Prin. Economics	3
Com. 105 Marketing	3	Com. 106 Marketing	3
Psych. 100 Elem. Psychology....	3	Educ. 120 Sociology	3
Geog. 100 Elem. of Geog.....	3	Pol. Sci. 100 Const. Gov.....	3
Elective	3	Geog. 101 Econ. Geography.....	3
Physical Activity	0.5	Physical Activity	0.5
	15.5		15.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Com. 215 Business Organ. or		Com. 216 Business Organ. or	
Com. 205 Business Law (1) 3		Com. 206 Business Law (1) 3	
Com. 232 Prin. Advert.	3	Educ. Electives (2)	6
Educ. Elective (2)	3	Electives and Minor.....	8
Electives and Minor.....	8		
	17		17

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Com. 227 Retail Merchndng...3		Com. 228 Credits and Collec.... 3	
Com. 229 Field Work in		Educ. Elective (2)	3
Merchandising (3)	1	Geog. 218 Geog. of Trade	
Educ. Elective (2)	3	Centers	3
Electives and Minor	9	Electives and Minor.....	7
	16		16

*Students who follow this curriculum will not necessarily receive certification to teach. They will, however, receive the bachelor's degree in education if they successfully complete the curriculum.

- Note 1. Either of these two courses may be taken as a required course. It is recommended that students select the other course to be taken as an elective.
- Note 2. Courses in Education particularly recommended are Statistical Method and Advanced Statistics.
- Note 3. Minors are recommended in Social Science, Geography, or in another phase of Commerce. Typing and Shorthand are recommended courses.

TYPE CURRICULUM WITH EMPHASIS IN SECRETARIAL SCIENCE

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Com. 101 Elem. Acctg.	4	Com. 102 Elem. Acctg.	4
Com. 127 Survey of Business....	1	Com. 128 Survey of Business....	1
Sci. 100 Intro. to Phy. Sci.	3	Sci. 110 Biology.....	3
Engl. 101 Composition	3	Engl. 102 Composition	3
P. E. 100 Hygiene.....	2	Elective in Art	2
Elective	3	Elective	3
Physical Activity	0.5	Physical Activity	0.5
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
Com. 131 Prin. Economics.....	3	Com. 132 Prin. Economics.....	3
English Elective	3	English Elective	3
Psych. 100 Elem. Psychology....	3	Educ. 120 Sociology.....	3
Com. 113 Shorthand 1	3	Com. 114 Shorthand 2	3
Geog. 100 Elem. of Geog.	3	Soc. Sci. 100 Const. Govt.	3
Physical Activity	0.5	Physical Activity	0.5
	15.5		15.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Com. 235 Adv. Shorthand.....	3	Com. 236 Shorthand Trans.....	2
Pol. Sci. Elective.....	3	Com. 238 Sec. Science.....	3
Educ. Elective*.....	3	Educ. Elective*	3
Electives and Minor.....	6	Electives and Minor.....	7
	15		15

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Com. 233 Adv. Bus. Corres.....	3	Com. 234 Office Machines.....	2
Com. 237 Intro. to Mimeo.....	1	Com. 232 Prin. of Advertising..	3
Educ. Elective*.....	3	Educ. Elective*	3
Electives and Minor.....	10	Electives and Minor.....	9
	17		17

*In selecting the Education Elective, students are encouraged to take the two courses, **Statistical Method** and **Advanced Statistics**.

Note 1. Com. 205, 206, **Business Law** is recommended for all students majoring in this curriculum.

Note 2. Students are encouraged to take work in **Commercial Spanish** in their elective courses.

Note 3. Minors are recommended in **English**, **Social Science**, or in another field of **Commerce**.

TYPE CURRICULUM WITH EMPHASIS IN BUSINESS ADMINISTRATION

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Com. 101 Elem. Acctg.	4	Com. 102 Elem. Acctg.	4
Com. 127 Survey of Business....	1	Com. 128 Survey of Business....	1
Sci. 100 Intro. to Phy. Sci.	3	Sci. 110 Biology.....	3
Engl. 101 Composition.....	3	Engl. 102 Composition.....	3
P. E. 100 Hygiene.....	2	Elective in Art.....	2
Social Science Elective.....	3	Social Science Elective.....	3
Physical Activity	0.5	Physical Activity	0.5
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
Com. 131 Prin. Economics.....	3	Com. 132 Prin. Economics.....	3
Psych. 100 Elem. Psychology....	3	Educ. 120 Sociology.....	3
Com. 105 Marketing.....	3	Com. 106 Marketing.....	3
Elective	3	Elective	6
Geog. 100 Elem. of Geog.	3	Physical Activity	0.5
Physical Activity	0.5		
	15.5		15.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Com. 215 Business Organ.....	3	Com. 216 Business Organ.....	3
Pol. Sci. 100 Const. Govt.....	3	Educ. Elective*	3
Educ. Elective*	3	Com. 232 Prin. of Adv.	3
Electives and Minor.....	6	Electives and Minor.....	6
	15		15

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Com. 205 Business Law.....	3	Com. 220 Investments	3
Educ. Elective*	3	Com. 206 Business Law	3
Electives and Minor.....	11	Educ. Elective*	3
	17	Com. 225 Cur. Econ. Prob.....	3
		Electives and Minor.....	5
			17

*The student is encouraged to select the courses, **Statistical Method** and **Advanced Statistics**, as Elective Education courses.

Note 1. Students are economically more fitted for work if they elect **Typing and Shorthand** as soon as possible in this curriculum.

Note 2. Students taking this curriculum are encouraged to minor in one of the other branches of Commerce.

ACCOUNTING AND BUSINESS LAW

Com. 101, 102 Elementary Accounting. An introduction to the field of bookkeeping, accounting, and business administration. Theory of modern accounts; debit and credit; classification of accounts; procedure of recording transactions; work sheets; adjustment and closing of the ledger; balance sheets; profit and loss statements, and the more common type of business reports. The balance sheet method of approach is used. No previous knowledge of bookkeeping is required. This course is strongly advised for all preprofessional students and required of all majors in the commerce department. Laboratory fee, 50 cents.

Greene.

First and second semesters, three lectures a week,
laboratory two hours a week.

Each, 4 hours.

103 Social Security and Pay-roll Accounting. This course covers all the social security and pay-roll accounting procedure of the average business from the application for employment and subsequent time cards to the employer's periodic government reports. Both the legal and the accounting requirements of social security legislation are studied with respect to taxes, benefits payable, merit ratings, personnel control, personnel and compensation records, unemployment insurance, time keeping, and pay-roll records. Laboratory fee, 50 cents.

Hilkert.

First semester, three lectures a week.
Problems and practice assignments.

3 hours.

141 Business Mathematics. Instruction and practice in the fundamental operations; interest; discount; ratios; and related topics. Required of Accounting and Secretarial Science majors. Laboratory fee, 50 cents.

Greene.

First semester, twice a week.

2 hours.

142 Mathematics of Accounting. A study of annuities; debt amortization; bond valuation; and the algebraic equations used in income tax and consolidated balance sheet problems. Emphasis is placed on the practical application rather than the derivation of principles and formulas. Required of Accounting majors. Laboratory fee, 50 cents.

Greene.

Second semester, twice a week.

2 hours.

201, 202 Intermediate Accounting. An intensive study of corporations and corporation accounting; actuarial science; average due dates of accounts; inventories; tangible and intangible fixed assets; investments; funds and reserves; comparative statements; analysis of working capital and miscellaneous ratios; statement of

application of funds. Prerequisites: Com. 101, 102 or equivalent. Required of prospective commerce teachers. Laboratory fee, 50 cents.

Hilkert.

First and second semesters, three lectures a week and problems.

Each, 3 hours

203, 204 Advanced Accounting. Partnership organization, dissolution, and liquidation; venture accounts; statement of affairs, receiver's accounts; home office and branch accounting; parent and subsidiary accounting; consolidated balance sheets; consolidated profit and loss statements; foreign exchange; estates and trusts; budgets; public accounts; stock brokerage. Prerequisites: Com. 101, 102 or equivalent. Laboratory fee, 50 cents.

Hilkert.

First and second semesters, three lectures a week and problems.

Each, 3 hours.

205, 206 Business Law. A study of the legal situations most frequently encountered in every-day life; contracts, sales, agency, partnerships, corporations, negotiable instruments, personal and real property, federal and state regulation of business. In addition to the legal theory, the practical application of the law is presented, especially as it applies to Arizona. This course includes a study of the origin and development of the law, the courts, legal remedies, court procedure, and the social aspects of law in general. Lectures, textbooks, cases, and projects. Required of all accounting and merchandising majors and of prospective commercial teachers.

Hilkert.

First and second semesters, three times a week.

Each, 3 hours.

207 Auditing Theory and Practice. Fundamental principles of audit practice and procedure, the verification of the balance sheet and the profit and loss items; the preparation of working sheets, and the compilation of audit reports. The combined lecture and case method is used. Prerequisites: Com. 101, 102 or equivalent. Laboratory fee, 50 cents.

Hilkert.

Second semester, three lectures a week, and cases.

3 hours.

208 Cost Accounting. A study of the theory of Cost Accounting and the various cost find systems including specific order costs, process costs, standard costs, and estimating costs. The business routine, as well as the cost accounting procedure, is studied. Preparation of the various cost statements and reports. The combined lecture and case method is used. Prerequisites: Com. 101, 102 or equivalent. Laboratory fee, 50 cents.

Hilkert.

First semester. Lecture three times a week. Problems and practice set.

3 hours.

209 Governmental and Institutional Accounting. Application of basic accounting principles and budgetary control to various governmental units—city, county, and state—and to public institutions. The course includes a study of funds, revenues, and expenditures, municipal balance sheets, and annual financial reports. Some knowledge of public finance and political science is very desirable. Prerequisites: Com. 101, 102, 142, 201, 202. Com. 201 and 202 may be taken concurrently. Laboratory fee, 50 cents.

Hilkert.

Second semester, lecture three times a week, and problems. 3 hours.

210 Income Tax — Federal and State. A study of the Federal and State Income Tax Laws and training in the preparation of various income tax returns, including returns for corporations, partnerships, individuals, estates and trusts. The combined lecture and case method is used. Prerequisites: Com. 101, 102 or equivalent. Laboratory fee, 50 cents.

Hilkert.

Second semester, lecture three times a week, and cases. 3 hours.

211, 212 Seminar in Accounting. In the senior year the student is permitted to select the special field of accounting in which he is most interested, such as chain store accounting, General Motors system of accounting for automobile dealers, public accounting. Individual training, study and research is provided in the field of specialization selected by the student. Open only to accounting majors in senior year. Credit only upon submission of satisfactory research report. Laboratory fee, 50 cents.

Hilkert and Staff.

First or second semester. Conference hours to be arranged.

Each, 2 hours

NOTE. The maximum laboratory fee paid by any accounting student is one dollar for any one semester.

MERCHANDISING

Geog. 101 Economic Geography. See Department of Sciences for description.

105, 106 Marketing and Distribution. A general but critical survey of the field of marketing. Consumer demand in relation to the marketing machinery. Functions, methods, policies, marketing costs, and problems of the farmer, manufacturer, wholesaler, commission merchant, broker, retailer, and other middlemen. Emphasis on principles, trends, and policies in relation to marketing efficiency. This is a prerequisite to all other courses in merchandising.

Greene and Swanson.

Lecture, three times a week.

Each, 3 hours.

131, 132 Principles of Economics. See Business Administration.
215, 216 Business Organization and Administration. See Business Administration. Not offered in 1940-1941.

227 Retail Merchandising. A consideration of the organization and management of retail establishments; store locations; store organizations; buying; receiving; stockkeeping; inventories; sales systems; store policies; services; deliveries; expenses and profits; personal problems, and retail accounting. The viewpoint of the store owner or manager is emphasized.

Swanson.

Second semester, three times a week.

3 hours.

228 Credits and Collections. A course for the business manager. It includes the advantages and disadvantages of credit sales. Credit and collection practices and policies of the manufacturer, wholesaler, and retailer are discussed and evaluated. Attention is also given to the sales aspect of the credit department as well as an evaluation of different forms of consumer credit. Prerequisites: Com. 101, 102, 105. Not offered in 1940-1941.

Second semester, three times a week.

3 hours.

229, 231 Field Work in Merchandising. Students majoring in marketing are permitted to do actual work for credit. The student must secure a position that meets the approval of the instructor. A series of reports will be made by the student on the work done. The amount of credit granted will depend on the nature of the position as well as on the reports that are handed in from time to time. Prerequisites: Senior standing, a major in marketing, and permission of the instructor. Not offered in 1940-1941.

Each, 1 to 4 hours.

232 Principles of Advertising. Advertising in relation to marketing and general business. Advertising organization, science of advertising, copy, layout, typography, engraving, advertising strategy, advertising media, economics of advertising. The viewpoint of the business manager is emphasized.

Three times a week.

3 hours.

SECRETARIAL SCIENCE

110 Techniques in Typing. The fundamentals of touch typewriting are mastered with appropriate emphasis upon proper position, rhythm, technique, and accuracy. Recommended for all those who desire to teach commercial subjects, and for those who merely wish to master the technique of typing. Laboratory fee, \$1.00.

Thomas.

Either semester, daily.

2 hours.

113, 114 Shorthand 1 and 2. The theory and practice of Gregg Shorthand. The principles of shorthand are thoroughly mastered. Drills in reading and writing are presented. The course is recommended for those who are planning a major in commerce, and for those who desire to teach business subjects, or for other students who desire to learn shorthand in order to qualify for commercial positions. Prerequisite: Com. 110 or equivalent. Laboratory fee, \$1.00.

Swanson.

First and second semesters. Lecture three times a week and laboratory, one hour.

Each, 3 hours.

120 Projects in Typing. Emphasis is placed on the attainment of greater speed and accuracy in typing, as well as on laboratory work of more pertinent value in the modern office. Much practical work is presented. At the completion of this course, the student should be qualified to fill a commercial typing position in the field of business. Laboratory fee, \$2.00.

Thomas.

Either semester, daily.

2 hours.

233 Business Correspondence. A study of business writing as effectively applied in various forms of business communication. Includes some review and practice in correct English usage as applied in business writing, as well as much actual practice in writing different types of letters. Special attention is given to the planning and writing of application letters.

Swanson.

Second semester, two times a week.

2 hours.

234 Office Machines. An advanced course for those who have completed preliminary work in the secretarial field. Instruction is given in the care and use of the typewriter, the calculator, adding machines, filing systems, the mimeograph, dictaphone, and other types of modern office equipment. Prerequisites: Com. 101, 102, 110, 113, 114, 120, 235, or equivalent. Limited and selected enrollment. Laboratory fee, \$4.00.

Swanson.

Either semester, four times a week and additional laboratory work assigned.

2 hours.

235 Shorthand 3, Advanced. An advanced course in Gregg shorthand, including a thorough review of the principles of the system. Specialized dictation and transcription from various fields of business. Prerequisites: Com. 113, 114 or equivalent. Laboratory fee, \$1.00.

Swanson.

First semester, four times a week.

3 hours.

236 Shorthand Transcription. Advanced dictation and transcription. Minimum objective, 120 words per minute. Will include certain necessary remedial work. Prerequisites: Com. 113, 114, 235 or equivalent. Laboratory fee, \$1.00.

Swanson.

Second semester, two times a week.

2 hours.

237 Introduction to Mimeographing. A practical course in the use of the mimeograph for office, and also the production of school annuals, newspapers, rosters, announcements, etc. The technique for using the mimeoscope, styli, lettering guides, shading plates and color work will also be emphasized. Prerequisite: two semesters typing. Class limited to fifteen. Laboratory fee, \$2.00.

Thomas.

Both semesters, two hours a week.

1 hour.

238 Secretarial Science. A study of the principles and practices of conducting a modern office from the standpoint of secretarial efficiency. Includes some drill and practice in various skills demanded in the modern office. Consideration of and effort toward the integration of the skills with the understandings, attitudes, and appreciations required of the secretarial worker in the typical business office. Minimum skill requirements must be met either prerequisite to or concurrently with the taking of this advanced course. Prerequisites: Com. 113, 114, 235, 236, (236 may be taken concurrently), or equivalent. Laboratory fee, \$1.00.

Swanson.

Second semester, three times a week.

3 hours.

251, 252 Commercial Teaching Methods. Critical study of commerce offerings in secondary schools, including consideration of the relationship of secondary business education to general education. Comprehensive survey of teaching methods and materials in all of the commercial subjects, with more definite emphasis on those subjects which are widely taught. Prerequisites: Com. 101, 102, 113, 114, 120, 205 or equivalent.

Swanson.

First and second semesters, two times a week,
and laboratory work.

Each, 2 hours.

BUSINESS ADMINISTRATION

127, 128 Survey of Business. Required of all first year students who elect commerce as their major. The members of the staff will analyze various vocational opportunities and explain the advantages and disadvantages of each. Students will be tested vocationally, and guidance will be given. Outside speakers from the

business world will be brought in frequently to discuss opportunities that prevail.

Swanson and other staff members.

First and second semesters, once a week.

Each, 1 hour.

131, 132 Principles of Economics. First semester is essentially descriptive economics, and covers present trends in the production and distribution of goods, in banking, in credit and trade policies, and in the relation between labor and capital. Attention is given to the implications of panaceas and reform movements. Second semester provides an elementary review of principles of competitive organization and some discussion of the theory of non-competitive economic systems. Lectures, discussions, and reports. Required of all commerce majors. May be applied to meet the requirement of six units in social studies.

Greene.

First and second semesters, three times a week.

Each, 3 hours.

215, 216 Business Organization and Administration. A practical study of the basic forms of business organizations and types of management. An attempt is made to analyze the psychological qualities involved in management. Significant trends in modern business are noted. Latest methods involved in scientific management are thoroughly studied and applied. This course is limited to junior and senior students. Not offered in 1940-1941.

Three times a week.

Each, 3 hours.

217 Money and Credit. The function of money; monetary systems; investment and commercial credit functions and facilities; banking policies and practices; stock exchanges; governmental control of money, credit, and banking; international exchange; relation of money, credits, and prices to the business cycle. Prerequisites: Com. 131, 132.

Greene.

Lecture, three times a week.

3 hours.

218 Principles of Banking. The history of American banking; economics and credit; correlation of banking with economics and economic conditions; consideration of loans, discounts, types of credit, bank organization and management, financial institutions, banking systems and banking statements. Prerequisites: Com. 131, 132. Not offered in 1940-1941.

Lecture, three times a week.

3 hours.



A CAMPUS VIEW

219 Labor Problems. The position of labor in the present industrial organization; brief history of the labor movement and unionism; important labor decisions in the American courts; recent tendencies in unionization; recent labor legislation; social security program. Course is intended to provide a factual background for critical appraisal of present position and future tendencies. Prerequisites: Com. 131, 132.

Greene.

Lecture, three times a week.

3 hours.

220 Investments. A practical course for the business manager as well as for the individual with an investment problem. It includes an analysis and evaluation of the securities offered by national, state and municipal governments; public utilities; railroads; industrial concerns; banks; insurance companies; investment trusts; realty companies; and holding companies. Consideration is also given to a study of business cycles, currency problems and governmental action in their relation to the position of the investor. Prerequisites: Com. 101, 102, 131, 132. Not offered in 1940-1941.

Second semester, three times a week.

3 hours.

225 Current Economic and Social Problems. Economic basis of present-day social problems; industrialization and its consequences in relation to family income and distribution; position of the government in alleviating and removing causes of social distress; programs of social reform. Prerequisites: Com. 131, 132, and one upper-division course in the area of economics and business administration.

Greene.

Lecture, three times a week.

3 hours.

253 Applied Economics. Advanced analysis of present problems of production and marketing, money, banking, domestic and international trade, labor relations, income distribution, etc. The competitive analysis is used as a base, and discussion is encouraged of methods of achievements in controlled competition and areas of economic reorganization. Prerequisites: Com. 131, 132. Not offered in 1940-1941.

Lecture, three times a week.

3 hours.

390 Individual Problems. Designed to meet the needs of those students wishing to investigate a problem of their own in any field of Commerce.

Staff.

Credit and hours to be arranged.

DEPARTMENT OF EDUCATION

BURKHARD (Head of the Department), PAYNE, PEARLMAN, SKINNER,
RICHARDSON, EBEL, LYND, ALLEN

The purpose of the Department of Education is to provide candidates for the teaching profession with professional perspective and skill in the techniques of teaching and in the administration of public schools. To accomplish this end, the student is required to pursue courses dealing with the psychology of human nature, the nature of subject matter, and the problems of social reconstruction in the light of democratic social theories. Opportunities for doing student teaching under supervision are provided in the training schools. Students who wish to prepare for rural education are given opportunity to do their student teaching under rural conditions.

Candidates for the B.A. degree are required to complete a minimum of thirty hours in education and psychology. The following list of courses is prescribed for all students wishing to qualify for the elementary certificate.

REQUIRED PROFESSIONAL COURSES

	Hours
Psych. 100 Elementary Psychology.....	3
Educ. 120 Sociology.....	3
Psych. 200 Educational Measurements.....	3
Educ. 210 Teaching of Reading.....	2
Educ. 230 Elementary Curriculum and Techniques.....	2
Elective in Education or Psychology.....	4
Educ. 250 Philosophy of Education.....	3
Educ. 260 Directed Teaching	10
	—
	30

The prescribed courses in the department of education should be taken in the order in which they are listed above. General psychology and sociology should be taken in the sophomore year since these two courses are prerequisite to all other courses in education. The course in educational measurements must be completed before the student may register for the course in curriculum and techniques. Philosophy of education is open only to seniors, except by special permission of the head of the department.

Graduate Courses with numbers from 300 up usually carry two hours of credit. However, with the permission of the instructor, the credit may be extended to four hours. The arrangement for the credit value must be made at the time of registration.

Directed Teaching. All students observe model teaching and teach in the training schools for a half day session each day during one full semester in the third year. The observation of model teaching alternates with the student teaching throughout the semester, so that student teachers may immediately apply observed methods. All student teaching is done from carefully prepared lesson plans under the supervision of training teachers.

A knowledge of school law and techniques of school management is required. Regular class and discussion periods parallel the student teaching.

Students doing their directed teaching may take six units of academic work during that part of the day not occupied with their teaching. During the semester in which students are teaching, they are not permitted to take part in any activities that interfere with their student teaching, conferences, or other duties in the training school.

Practice Teaching Test. Students will not be admitted to practice teaching until they have passed a test covering the subjects taught in elementary schools.

RURAL EDUCATION DIVISION

Since a large proportion of the schools of Arizona are classed as rural schools, the department of education provides opportunity for making special preparation to engage in rural education.

The directed teaching for rural teachers is done in a rural school operated under the sole supervision of the training school of the teachers' college. Students who wish to qualify for professional leadership in rural education should include the following in their program of study. This program should be undertaken only with the advice and approval of the supervisor of rural education. Other courses may be substituted in this program at the discretion of the rural supervisor.

	Hours
Gen. Sci. 120 Biological Projects	3
Educ. 207 Literature for the Grades	3
Educ. 120 Sociology	3
Econ. 131 Principles of Economics	3
Educ. 240 Rural Education	3
Gen. Sci. 232 Nature Study	2
P. E. 230 School Health	3
P. E. 232 Social Recreation Leadership	2
Rural School Directed Teaching	5
	<hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 27

KINDERGARTEN-PRIMARY DIVISION

Required professional courses

	Hours
Educ. 212 Play Education for Kdgn.-Prim.....	3
Educ. 206 Const. and Play Materials.....	3
Gen. Sci. 232 Nature Study.....	3
Music 250 Kdgn.-Prim. Music.....	2
Educ. 207 Literature for Kdgn.-Prim.....	3
Educ. 209 Kdgn.Prim. Curriculum.....	3
Ind. Arts 230 Kdgn.-Prim. Woodwork.....	2
Psych. 233 Child Psychology.....	3
Educ. 208 Early Childhood Education.....	2
	<hr style="width: 10%; margin-left: auto; margin-right: 0;"/> 24

DESCRIPTION OF COURSES IN EDUCATION

Educ. 120 Sociology. This is an introductory study of sociology. It is the aim to evaluate various problems growing out of the conflicts between individuals, groups, and nations. The psychology of human activity and the social institutions that have grown up as a result of the effort to satisfy human wants and needs are given critical analysis. The course deals with the basic interests of society as a whole, and aims to discover social laws upon which a progressive and stable civilization may be based.

Burkhard.

Either semester, three times a week.

3 hours.

206 Construction and Play Materials. A laboratory course in the creative use of everyday materials as a means of developing individual expression and spontaneity in primary work. Paper, clay,

textiles, wood, and construction work of all kinds, are used and related to the activity program and unit types of work. Fee, \$1.50.

Pearlman.

Third year, first semester, four times a week.

3 hours.

207 Literature for the Kindergarten-Primary Grades. A detailed study of literature, appreciation, sources, standards of selection, with special emphasis upon practice in story telling and in planning of story hour programs. Old folk and fairy tales, myths, legends, fables, hero tales, modern and realistic stories, poems, and children's illustrators are given careful study. No textbook. Mimeograph fee, 75 cents.

Pearlman.

Third year, second semester, three times a week.

3 hours.

208 Early Childhood Education. The historical significance of the kindergarten movement in Europe and in this country, the leaders in the field, and the effect of the kindergarten on modern trends in elementary education.

Pearlman.

Third year, second semester, two times a week.

2 hours.

209 Kindergarten-Primary Curriculum and Techniques. A basic theory course conducted through a survey of the curriculum for the kindergarten-primary grades, based on the social studies, with consideration of the integration of the formal school subjects and the activity program, as indicated in the best trends of present day education. No textbook. Mimeograph fee, 75 cents.

Pearlman.

Fourth year, first semester, three times a week.

3 hours.

210 Teaching of Reading. A course designed to acquaint prospective teachers with the nature of the reading process and with modern methods of providing adequately for the reading needs of elementary school pupils. Emphasis will be placed upon developing reading readiness and acquiring fundamental habits and skills in the kindergarten-primary grades. Some time will be devoted to testing, diagnosis, and remedial training. Satisfactory completion of the course will meet the reading requirement for kindergarten-primary certification. Fee, 75 cents.

Ebey.

Either semester, two times a week.

2 hours.

211 History of Education. A survey of the social life, ideas, and institutions that gave direction to western civilization. The purpose of such a survey is to enable the student to gain a better understanding of the problems confronting present day society.

Payne.

Three times a week.

3 hours.

212 Play Education for Kindergarten-Primary Grades. A practical course in rhythms, games, and dramatic plays for indoor and playground uses, with a brief study of the theories of play and their bearing on present day interpretations of play in the schools. No textbook. Mimeograph fee, 75 cents.

Pearlman.
Second year, second semester, three times a week. 3 hours.

214 Supervision and Administration in the Elementary School. A review of the purposes of elementary education. Following this review, the specific problems of the supervisor and the principal are considered, such as the newer type organizations and procedures; grading and promotions; use of new type examinations; rating of teachers; discipline; other related problems. Whenever possible, the problems are worked out in the training school.

Payne.
Three times a week. 3 hours.

215 Secondary Education. The emphasis in this course will be placed upon the origin and development of the American secondary school, its purposes and functions, and its organizational features. Consideration will also be given to character of the secondary school population, the scope and content of the curriculum, and the problem of evaluating the school as an institution and the instructional outcomes. This course is intended to orient the prospective secondary school teacher to the major problems of secondary education and of the institution in which he will work. Not offered in 1940-1941.

Richardson. 2 hours.

216 Educational Sociology. A study of the social institution in which the individual gains his experience. Problems centering around the control of the environment and the control of social institutions as a means of determining the educational processes are dealt with. Such institutions as the family, school, church, industrial groups, and civic organizations are given consideration. Not offered in 1940-1941.

Burkhard.
Two times a week. 2 hours.

220 Arizona School System, Laws and Records. The general plan of organization and legal set-up of the Arizona school system is discussed. School law is studied with special reference to the work of the teacher and administrator. Comparison with school laws of other states is made. Consideration is given to the making of reports and keeping of records. **This course meets the requirement set up for the administrative certificate.**

Payne.
Two times a week. 2 hours.

226 Safety Education. For teachers and prospective teachers of safety education in the public schools—objectives; teaching material available; methods of teaching; lesson planning; testing for safe drivers; teaching automobile driving; and integration with present school programs. Not offered in 1940-1941.

Second semester, two times a week.

2 hours.

230 Elementary Curriculum and Techniques. Deals with what is to be taught and how best to teach it. Work centers in the organization of the subject matter outlined in the state course of study. This work should result in an understanding of procedure both in organization of subject matter and in techniques of instruction suited to various types of school organization. Consideration is given to scientific investigation and principles as they relate to these problems. Fee, 50 cents.

Ebey.

Third year, either semester, two times a week.

2 hours.

232 Introduction to Guidance. The need, objectives, prevailing practices, and the administration of guidance programs with special emphasis on the development of an adequate guidance program.

Skinner.

Second semester, two times a week.

2 hours.

233 Visual Aids in Education. A discussion of the principles upon which visual education should be established. An examination and evaluation of the latest materials and methods. Whenever possible demonstrations are given and the actual use of visual aids shown in units of work.

Payne.

First semester, two times a week.

2 hours.

238 Extra-Curricular Activities. The activities that have grown up in junior and senior high school, but not yet included in the regular curriculum. Types of activities, their function and importance, and their relationship to the regular school program. The problem of including activities in the regular curriculum.

Payne.

2 hours.

240 Rural Education. Designed to assist the rural teacher to solve the immediate problems in the school and the community. The following topics are discussed: the rural school plant; equipment and instructional supplies; organization of the daily program; grouping and classifying pupils; individual instruction; occupational activities; the hot lunch; health program; club work management and adminis-

tration; community service. The work is planned to assist teachers with both English speaking and non-English speaking children.

Lynd.

Third or fourth year, three times a week.

3 hours.

241 Current Educational Problems. A study of educational problems that have appeared as a result of changes in social and economic conditions. The current educational and social problems relating to school administration, school finance, curriculum revision, elementary-secondary schools, vocational guidance, textbooks, child welfare, private and public agencies, and school health are given careful consideration. Not offered in 1940-1941.

Burkhard.

Third or fourth year, three times a week.

3 hours.

242 Contemporary Social Movements. A critical study of current social theories and their relation to the work of social reconstruction. A sociological approach to the problem of education for social control in a dynamic society.

Burkhard.

Second semester, two times a week.

2 hours.

243 Diagnostic and Remedial Reading. Deals with reading deficiencies, their probable causes, and methods of correction. All class discussion will center around problems of practical value, including the administration and interpretation of tests and the organization of weekly remedial programs. Fee, 50 cents.

Ebey.

3 hours.

245 Public Education in the United States. The evolution of the public school in the light of the many social forces that have come into conflict in the growth of our institutions. Open to juniors and seniors. Not offered in 1940-1941.

Burkhard.

3 hours.

247 Secondary School Teaching. The emphasis in this course is placed upon the problems of teaching and instructional methods. Consideration is given to the objectives of instruction, guidance and adjustment of pupils, motivating learning, selecting and organizing learning units and activities, vitalizing instruction through enrichment materials and the use of audio-visual aids, and the evaluation of instructional outcomes. Students preparing to teach in secondary schools should take this course before registering for student teaching. Not offered in 1940-1941.

Richardson.

2 hours.

250 Philosophy of Education. A critical study of social and educational theories. Ideas, institutions, and methods are evaluated in the light of the social consequences that attend their application. The work is designed to help the student reconstruct his experiences with a view to making him better fitted to give professional service to the school and society. Open only to seniors.

Burkhard.

Fourth year, either semester, three times a week.

3 hours.

257 Public School Organization and Administration. A study of the state, county, and district organization of public schools and administrative practices. Deals with such topics as budgets, community relationships, district boards, personnel management, extra-curricular activities, and maintenance of the school plant. Particular attention to the problems of the principal. Not offered in 1940-1941.

Payne.

Second semester, two times a week.

2 hours.

260 Observation and Directed Teaching. All third year students observe model teaching and teach in the training schools for a half day session during one full semester. The observation of model teaching alternates with the student teaching throughout the semester, so that students may immediately apply observed methods. All student teaching is done from carefully prepared lesson plans under the supervision of training teachers. Each year a few selected students, who are preparing for secondary certification, are assigned to nearby high schools for student teaching. This teaching is done in regular high school classes under joint supervision of the high school and college.

Under direction of training teachers.

Third year, one semester, one-half day five days a week.

Either semester.

10 hours.

Educ. 260k Directed Teaching in the Kindergarten-Primary Grades. For admission to the practice teaching in the kindergarten-primary grades, the student must pass a music test in sight reading, singing, and piano accompaniment. During one semester, the student is required to spend one-half of each day (four and one-half hours) in conference, observation, and teaching.

Under direction of a training teacher.

Fourth year, either semester.

10 hours.

270 Analysis and Treatment of Problem Children. A study of the causation of delinquency. Methods of treating the maladjusted child. Field work through the Juvenile Probation Office at Phoenix, involving case study, treatment, and investigation of court cases. Prerequisites: Psych. 100 and Educ. 120.

Allen.

Either semester, two times a week.

2 hours.

280 Introduction to Case Work. An introductory study of present day case work practice. Various case work procedures are discussed including social study, evaluation, treatment plan, use of community resources. Discussions are based on case materials drawn from agencies operating in the case work field. Prerequisite: Educ. 120 or equivalent.

Allen.

Either semester, two times a week.

2 hours.

283 Principles and Practices of the Progressive School. Designed to develop understanding and appreciation for the best and the accepted current practices of the Progressive School. A study of the formal, conservative, and progressive practices in terms of the teacher, child, subject matter, method, discipline, and drill. Not offered in 1940-1941.

Pearlman.

2 hours.

300 Seminar: Thesis Preparation and Research. The four principal objectives of this course are: (1) to acquaint students with the nature of the thesis, (2) to develop a reasonable familiarity with the available library resources and facilities, (3) to develop certain techniques and basic skills essential in preparing and reporting research studies, and (4) to provide an opportunity for preliminary consideration of suitable thesis problems. The course work will be closely related to the activities of the student's adviser which pertain to the selection and development of a thesis problem. The course enrollment will be limited in order that time may be had for individual conferences as well as for critical evaluation of proposed problems by the class group. Required of all candidates for the master's degree.

Richardson.

Either semester

2 hours.

305 Education and Social Control. The sociological foundations of education. A scientific study of institutions and their bearing upon the work of education. Social measurement and sociological techniques for carrying on investigations are given consideration in the work of the course. Open to graduate students only. Not offered in 1940-1941.

Burkhard.

2 hours.

306 Character Education. Deals with the problems of educating for citizenship. Character education finds its setting in the implications of social theories and social ideals. The course will deal with a study of the control of the environment as a means to the growth of desirable character.

Burkhard.

2 hours.

311 Elementary Education. The problems peculiar to the elementary school, the problems of methods in teaching the various school subjects, the function of the elementary school in the social order, the scientific approach to the problem of learning and teaching. Open to graduate students only.

Ebey.

2 hours.

312 Modern Elementary Curriculum Development. A course especially designed for in-service elementary teachers interested in the practical application of modern teaching methods in their teaching situations. Particular emphasis will be given to the organization of integrated units of work.

Ebey.

3 hours.

314 Secondary School Administration. In this course attention will be centered upon the activities and responsibilities of secondary school principals as they relate to the major problems of educational leadership and internal school organization and management. Administrative procedures considered include administering the curriculum, directing the extra-curriculum, directing the guidance program, providing for individual differences, selecting the staff, housing the school, constructing schedules, maintaining pupil personnel records and financial accounting systems, and developing public relations programs. This course is designed for administrators and for teachers who wish to be prepared either for administrative positions, or to better understand administrative problems.

Richardson.

Second semester

2 hours.

317 Problems of the American Teacher. A course designed to acquaint teachers with the many problems of school organization effecting their efficiency—such as administrative control, tenure, salaries, and pupil personnel.

Ebey.

3 hours.

320 School Counseling. Aims to integrate the information, principles, and techniques of occupations, guidance, tests, mental hygiene, and psychology into an effective guidance program. Considers the relation of each teacher to the guidance program and school counselor. Actual guidance problems constitute an important part of the course. Since the school counselor has to deal with educational, vocational, mental, moral, and social problems, this course is of interest to all who have responsibilities in directing human learning and living.

Skinner.

Second semester, Saturday 10:00-12:00.

2 hours.

333 Secondary School Curriculum Development. This course will deal with the meaning and scope of the secondary school curriculum, the resources for curriculum development, methods and techniques of revision, curriculum trends, recent experimental practices with integrated, functional, and core curriculums, and the organization and administration of curriculum development programs. Opportunity will be provided for individuals and committee groups to work on practical problems in curriculum reorganization and development.

Richardson.

First semester

2 hours.

336 Evaluation in Education. This course is concerned with the meaning and place of evaluation in modern education in contrast to the more limited place and use of tests. Problems related to the evaluation of learning outcomes will include the formulation of appropriate course objectives, the assembling of materials contributing to desired outcomes, the construction and use of evaluative devices, and the ^{development} ~~interpretation~~ of evaluative programs for use in a practical school situations. Prerequisite: Psych. 200. Not offered in 1940-1941.

2 hours.

340 Seminar: Improvement of Teaching in Secondary Schools. This course is designed ~~primarily~~ for experienced teachers who wish to continue their development by means other than formal course work. *for* Teachers or committees of teachers from individual schools who wish to improve instruction in their subject fields through the production of units of work, the revision of curriculum materials, the development of techniques for studying children or for surveying educational resources, the review of recent research, or the solution of other practical problems will be able to work with freedom and independence under the guidance of the instructor and the stimulus of small discussion groups. Not offered in 1940-1941.

Richardson.

2 hours.

390 Individual Problems. Designed to meet the needs of those students wishing to investigate a problem of their own in any field of Education or Psychology. Credit and hours to be arranged.

DEPARTMENT OF ENGLISH AND SPEECH

MYERS (Head of the Department), ANSBERRY, DAVIES, JEWETT, PILCHER,
SCHILLING, SIMPSON, SOUTHERN

GENERAL REQUIREMENT

The freshman course in composition is required of all regular students. It may not be counted toward the major nor the minor.

REQUIREMENTS FOR THE MAJOR IN ENGLISH

a. Thirty units in English, fifteen of which must be in upper division courses. The Elements of Speech, Survey of Literature, reading courses, and History of the English Language are required. The remaining units may be chosen from any of the courses offered by the department.

b. A respectable command of the English language and a reasonable familiarity with the field of English literature and with the most important bibliographical and other tools. Students are given a reading list as a basis of preparation. For the first four semesters they will take a one hour reading course carrying credit but no grade, in which they will read most of the longer works on this list. The sophomore survey of literature will cover most of the shorter works besides providing an introduction to the study of types and the development of literary movement. With these courses as a foundation, students will be expected to plan their upper division work so as to fill in any obvious gaps in their preparation. The sophomore textbook is a combined anthology and history of English literature which the student would do well to keep throughout his college course. In addition, he should have a good dictionary, a grammar, and a short history of England.

c. An average grade of C or better in all English courses. No student whose work in English falls below a C average for more than one semester will be allowed to continue as an English major.

English majors who take a minor in speech must take a second minor in some other field. All English majors are expected to take some work in speech, and are advised to elect some courses in foreign languages.

TYPE CURRICULUM FOR ENGLISH MAJORS

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 102 Composition	3
*G. Sci. 100 Introd. Physics	3	*G. Sci. 110 Biology	3
Hist. 105 English Hist.	3	Hist. 106 English Hist.	3
Minor or elective	4	Minor or elective	4
*Engl. 110 Speech	2	*Hygiene	2
Engl. 103 Reading course	1	Engl. 104 Reading course	1
P.E. Activity	0.5	P.E. Activity	0.5
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psychology.....	3	*Educ. 120 Sociology	3
*Geog. 100 Elem. of Geog.....	3	*S. Sci. 100 Const. Govt.	3
Minor or elective	5	Minor or elective	5
P.E. Activity	0.5	P.E. Activity	0.5
Engl. 151 Survey	3	Engl. 152 Survey	3
Engl. 105 Reading course.....	1	Engl. 106 Reading course	1
	15.5		15.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 200 Educ. Meas.	3	Directed Teaching	10
*Education elective	2	or	
Art 110 Publ. Sch. Art	2	Educ. 230 Elem. Curric.	2
Minor or elective	5	Minor or elective	8
English, upper div. lit.	3	English, upper div. lit.	3
	15	English elective	3
			16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Directed Teaching	10	*Educ. 210 Teaching of Reading	2
or		*Education elective	3
Educ. 230 Elem. Curric.	2	Minor or elective	5
Minor or elective	8	*English, upper div. elective	3
*Educ. 250 Phil. of Educ.	3	Engl. 254 Hist. of Lang.	3
Engl. 253 Hist. of Lang.	3		
	16		16

Note 1. The starred courses may be taken either semester.

Note 2. Students with a fair knowledge of English history may choose another social science course in place of S. Sci. 105, 106.

Note 3. Students who prefer laboratory courses in science may substitute them for G. Sci. 100 and 110.

Note 4. English majors following the secondary or special curriculum should confer with the head of the department about modifications of this curriculum.

MINORS

The minor in English requires fifteen units beyond freshman composition, including the Survey of Literature and six hours of upper-division work.

The minor in Speech requires fifteen units, and may be taken with dramatic or non-dramatic emphasis. Typical programs are shown below. They may be modified by arrangement with the Speech instructors.

Speech minor with dramatic emphasis:

	Hours
110 Elements of Speech	2
121 Dramatic Interpretation	2
122 Acting	2
123 Stage Production	3
235 Stage Directing	3
240 Children's Dramatics	3
252 Adv. Prob. in Child. Dramatics	3
	18

Speech minor with non-dramatic emphasis:

	Hours
110 Elements of Speech	2
121 Dramatic Interpretation	2
127 Argumentation and Debate	2
170 Radio Speech Techniques	2
123 Stage Production	3
220 Public Speaking	2
260 Speech Correction	3
	16

DESCRIPTION OF COURSES IN ENGLISH

COMPOSITION AND GRAMMAR

Engl. 101, 102 First Year English. Mechanics and organization of compositions. Intensive and extensive reading. Elementary research methods. Laboratory fee, 50 cents.

Myers, Davies, Jewett, Pilcher, Schilling, Southern.

First year, three times a week.

Each, 3 hours.

128 Advanced Composition. Not primarily a course in creative writing. For students who wish further training in the organization and expression of ideas.

Southern.

Second semester, two times a week.

2 hours.

130 Journalism — News Writing and Reporting. A general introduction to the field of journalism. Prerequisite to other courses in journalism. Laboratory fee, \$1.00.

Southern.

First year, first semester, three times a week.

3 hours.

140 Journalism—Copy reading and Editing. Prerequisite: Engl. 130. Laboratory fee, \$1.00.

Southern.
Second semester, three times a week. 3 hours.

150 Practical Journalism. Admission only by consent of instructor. Assignments, hours, and units of credit by arrangement.

Southern. Hours and credit to be arranged.

155 Advanced English Grammar. A study of technical grammar based upon the prose structure and idiom of the best modern writers. Etymology, word formation, and sentence formation. Variations in terminology and opinion in grammars of the present day are discussed and compared.

Pilcher.
First semester, three times a week. 3 hours.

234 Creative Writing. Training in various forms of imaginative writing. Admission by approval of instructor. Engl. 128 is normally a prerequisite.

Southern.
Second semester, two times a week. 2 hours.

SPEECH AND DRAMATICS

110 Elements of Speech. An introductory course designed to give the student an understanding of the fundamentals of voice and speech. Such instruction as is essential for the establishment of good speech habits is given in the anatomy and physiology of normal speech, minor defects of speech, and phonetics. Fee, 60 cents.

Ansberry.
First year, either semester, two times a week. 3 hours.

121 Dramatic Interpretation. A study of the art of securing and presenting the intellectual and emotional content of literature. Three recitals are required in the fields of prose, poetry, and drama. Prerequisite: Engl. 110. Fee, \$1.00.

Simpson.
First year, either semester, two times a week. 2 hours.

122 Acting. A study of the techniques of acting, with exercises to develop them. Students will be cast in plays when possible. Prerequisites: Engl. 110, 121. Fee, 50 cents.

Simpson.
Second year, second semester. Hours and credit arranged at registration.

123 Stage Production. A study of the fundamentals of stage design and construction, lighting, costuming, make-up, and stage management. No prerequisite. Fee, 50 cents.

Simpson.
Second year, first semester, two times a week and workshop. 3 hours.



ENTRANCE TO INFIRMARY

127 Argumentation and Debate. A study of the principles of argumentation as illustrated in debate. Essential to students expecting to engage in intercollegiate debate.

Ansberry.

First semester, two times a week.

2 hours.

170 Radio Speech Techniques. A survey in radio appreciation, radio acting, and radio writing, including actual laboratory practice in microphone delivery. Opportunities are given for appearance over Phoenix radio stations. Fee, \$1.00.

Simpson.

Either semester, two times a week.

2 hours.

220 Public Speaking. A course in the organization and delivery of various types of speeches, with emphasis on those types which occur most often in everyday life.

Ansberry.

Second semester, two times a week.

2 hours.

227 Intercollegiate Debating. Preparation for and participation in intercollegiate debates. Credit is given only to those who have completed the basic courses in Argumentation and Debate and is awarded at the end of the second semester. Prerequisite: Engl. 127.

Ansberry.

First semester, two times a week.

1-2 hours.

235 Stage Directing. Theory and practice in the directing of plays under faculty supervision. Prerequisites: Engl. 110, 121, 122, 123, and consent of the instructor. Fee, 50 cents.

Simpson.

Third year, either semester, two times a week
with laboratory to be arranged.

3 hours.

240 Children's Dramatics. Theory and practice in dramatics for grade school children. Prerequisite: Engl. 123. Fee, \$1.00.

Simpson.

Fourth year, either semester, two lectures
and three laboratory periods a week.

3 hours.

257 Speech Correction. An introduction to the principles of speech correction designed primarily for prospective teachers in the elementary schools. Practical instruction is given in the recognition and treatment of the common defects of speech which occur among school children. The importance of the elementary school teacher in a program of speech improvement is stressed. **A clinic in which students with defective speech may secure assistance is conducted in connection with this course.**

Ansberry.

Second semester, three times a week.

3 hours.

258 Speech Correction. Practice in the application of the principles of speech rehabilitation. Prerequisite: Engl. 257.

Ansberry.
First semester.

1-3 hours.

LITERATURE AND LANGUAGE

103, 104, 105, 106 Reading courses. Four semesters of directed reading. Required of all English majors in the first two years.

Staff.
One time a week.

Each, 1 hour.

Educ. 207 Literature for the Kindergarten-Primary Grades. This course is offered by the department of education, but may be counted toward the English major.

151, 152 Survey of English Literature. Required of all sophomore English majors.

Schilling.
Second year, three times a week.

Each, 3 hours.

153, 154 World Literature. Selections from the great literature of the world in translation. Lectures on the cultural background out of which the writings grew. **Not open to English majors.** Not offered in 1940-1941.

Myers.
Two semesters, three times a week.

Each, 3 hours.

201, 202 History of the Novel. The origins of prose fiction, the novel in England and America, with some attention to significant examples of foreign literature. Analysis of typical examples and reading of outside assignments. Not offered in 1940-1941.

Pilcher.
Two semesters, three times a week.

Each, 3 hours.

203 History of the Drama. The English drama from the Middle Ages to the present, together with selective examples of foreign influences. Reading of representative plays of each period.

Schilling.
First semester, three times a week.

3 hours.

205, 206 Shakespeare. Critical study of ten plays. An introduction to various problems of Shakespearean scholarship. Not offered in 1940-1941.

Myers.
Two semesters, three times a week.

Each, 3 hours.

207, 208 Nineteenth Century Prose. The leading prose writers of England, with readings of their most significant works and study of their influences. The first semester deals with the Romantic generation—Lamb, DeQuincey, Hazlitt; the second semester deals with the Victorian. Not offered in 1940-1941.

Pilcher.
Two semesters, three times a week. Each, 3 hours.

211, 212 Nineteenth Century Poetry. The first semester deals with the Romantic period, the second with the Victorian.

Pilcher.
Two semesters, three times a week. Each, 3 hours.

213 Modern Fiction. A study of the modern novel beginning with Meredith.

Pilcher.
First semester, three times a week. 3 hours.

214 Contemporary Fiction. A study of the most important contemporary writers; their careers and distinctive traits, with particular attention to the relationship of their ideas with important present day problems.

Pilcher.
Second semester, three times a week. 3 hours.

216 Contemporary Poetry. English and American poetry of the twentieth century; techniques, aims, and significance.

Myers.
Second semester, three times a week. 3 hours.

217 Modern Drama. The chief dramatic writers of the generation preceding the World War. Readings from representative plays in Dickinson's second series of modern dramas. Study of the theater as influenced by the national school of the period. Not offered in 1940-1941.

Schilling.
First semester, three times a week. 3 hours.

218 Contemporary American Drama. A study of the American Drama since the World War, with special attention to experimental techniques. Not offered in 1940-1941.

Schilling.
Second semester, three times a week. 3 hours.

221, 222 American Literature. A review of the national period of American literature. A study of the New England movement; transcendentalism; modern realism. Wide readings in the works of the leading poets and essayists.

Schilling.
Two semesters, three times a week. Each, 3 hours.

223 Milton. The life of Milton, his relation to the literary and social background of his period, and textual study of his chief works.

Pilcher.
Second semester, three times a week. 3 hours.

224 Pope. The life of Pope, his relation to the literary and social backgrounds of his period, and textual study of his chief works. Not offered in 1940-1941.

Pilcher.
Second semester, three times a week. 3 hours.

226 Short Story. The development of the short story as a literary form; analysis of its technique through study of examples from the work of representative authors.

Schilling.
Second semester, three times a week. 3 hours.

231 Literature for Junior and Senior High School Students. A study of prose and poetry which meet the interests, desires and capabilities of the high school boy and girl. Recent literature for the adolescent will be stressed.

Jewett.
First semester, three times a week. 3 hours.

232 Methods of Teaching English in the Junior and Senior High School. Preparation of units in high school literature and composition, methods of teaching which provide for individual differences, and construction of measurement devices will be included in this course.

Jewett.
Second semester, three times a week. 3 hours.

244 Chaucer. A study of Chaucer's poetry, language, and intellectual background.

Myers.
First semester, three times a week. 3 hours.

253, 254 History of the English Language. English from Anglo-Saxon times to the present. Readings in Old and Middle English. The development of the English syntax and vocabulary. Required of all English majors.

Myers.
Fourth year, three times a week. Each, 3 hours.

261 Classical Background of English Literature. A study of the myths and legends of Greece and Rome and some of the works in which they appear.

Myers.
First semester, three times a week. 3 hours.

262 English Bibliography. Materials and methods of research in English.

Myers.
Second semester, three times a week. 3 hours.

390 Individual Problems. Open to graduates only.

Credit and hours to be arranged.

DEPARTMENT OF FOREIGN LANGUAGES

CATTELAINE (Head of the Department), WILSON

Instruction in French, German, Italian, Latin, and Spanish is offered by the department of foreign languages. For the year 1940-1941, the offerings will be limited to one year each in German, Italian, and Latin, two years in French, and four years in Spanish.

In Arizona the foreign language given in most high schools is Spanish, therefore this department offers a major in the Spanish language and literature providing special training for students who wish to qualify as teachers of Spanish. Students majoring in Spanish are strongly advised to select French as a minor. English and the social sciences are also acceptable as minors for students majoring in the field of foreign languages. A major in Romance languages can be obtained also by taking a minor in French and a minor in Spanish. Thirty semester hours are required for a major in foreign languages.

Since no college or university accepts transfer of credit for less than a full year of foreign language, the attention of students is called to the fact that this department will give no credit for less than a year's work in any language.

TYPE CURRICULUM FOR STUDENTS MAJORING IN FOREIGN LANGUAGES

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition.....	3	Engl. 102 Composition.....	3
Science	3	Science	3
*Hygiene	2	*Art 110 Publ. School Art.....	2
Elective	4	Elective	4
P.E. Activity	0.5	P.E. Activity	0.5
Span. 101 Elem. Spanish.....	4	Span. 102 Elem. Spanish.....	4
	<u>16.5</u>		<u>16.5</u>

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych 100 Elem. Psych.....	3	*Educ. 120 Sociology.....	3
*Geog. 100 Elem. of Geog.....	3	*S. Sci. 100 Const. Govt.....	3
Social Studies (See Note 2).....	3	Social Studies (See Note 2).....	3
P.E. Activity	0.5	P.E. Activity	0.5
Span. 103 Inter. Spanish.....	4	Span. 104 Adv. Spanish.....	4
Fren. 101 Elem. French.....	4	Fren. 102 Elem. French.....	4
	<u>17.5</u>		<u>17.5</u>

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educational Elective	3	*Psych. 200 Educ. Meas.....	3
*Educ. 210 Tchng. of Reading....	2	Educational Elective.....	2
Elective or Minor.....	3	Elective or Minor.....	2
Fren. 103 Interm. French.....	3	Directed Teaching	10
Span. 201 Contemporary.....	3	Or the following group:	
Span. 205 Adv. Grammar.....	2	{Fren. 201 Fren. Civilzn....}	3
		{Span. 202 Classics.....}	3
		{Span. 204 Literature.....}	3
	16		(16 or) 17

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 230 El. Curr. Techn.....	2	*Educ. 250 Phil. of Educ.....	3
Directed Teaching	10	Elective or Minor.....	3
Or		Elective	9
Minor and Elective	10	Or the following group:	
Span. 203 Literature.....	3	{Fren. 201 Fren. Civilzn....}	3
	15	{Span. 202 Classics.....}	3
		{Span. 204 Literature.....}	3
			15

- Note 1. In the case of the starred courses, sections are to be so arranged that half of the group will take the course in the first semester and half in the second semester.
- Note 2. The courses in social studies are to be selected from the following: Hist. 101, 102, 103, 104; and Econ. 131, 132.
- Note 3. Electives are to be so chosen as to include a minor of at least fifteen units in a field other than education.
- Note 4. Men may substitute Art 121 Lettering in place of Art 110.

SPANISH LANGUAGE AND LITERATURE

LOWER DIVISION COURSES

Span. 101 Elementary Spanish. Designed to give the beginner a knowledge of the fundamentals of pronunciation and grammar. Not open to those who have had previous instruction in Spanish.

Wilson.
First semester, four times a week. 4 hours.

102 Elementary Spanish. A continuation of Span. 101. To the study of grammar is added the reading of several elementary texts. Prerequisite: Span. 101 or one year of high school Spanish.

Wilson.
Second semester, four times a week. 4 hours.

103 Intermediate Spanish. Along with a review of grammar, reading is given which stresses vocabulary-building and accuracy of expression. Prerequisite: Span. 102 or equivalent.

Wilson.
First semester, four times a week. 3 hours.

104 Advanced Spanish. The type of work is similar to that of Span. 103, with greater emphasis upon rapid reading and oral expression. Prerequisite: Span. 103 or equivalent.

Wilson.
Second semester, four times a week. 3 hours.

201 Modern Writers. Study of present-day trends with special regard for the modern essay.

Wilson.
First semester, three times a week. 3 hours.

202 Spanish Classics. Study of *Don Quijote* for its intrinsic interest as a novel, and another masterpiece of the Golden Age.

Wilson.
Second semester, three times a week. 3 hours.

203 Survey of Spanish Literature to 1700. A history of the literature from its beginning through the Golden Age. Lectures, illustrative readings, and reports. Prerequisite: Span. 202. Open only to juniors and seniors. Required of all Spanish majors.

First semester, three times a week. 3 hours.

205 Advanced Grammar and Composition. The principal aim is to cultivate and develop the student's power of thought and expression in Spanish. Required for the department's recommendation to teach.

Wilson.
First semester, two times a week. 2 hours.

207, 208 Nineteenth Century Spanish. The first semester includes a study of the Romantic Movement and the works of the "costumbristas"; the second semester, the important regional novels and the works of the Post-Romantic dramatists and poets. Not offered in 1940-1941.

Wilson.
Two semesters, three times a week. Each, 3 hours.

222 Modern Spanish Poetry. An interpretation of selections from the writings of Ruben Dario and subsequent poets.

Wilson.
Second semester, three times a week. 3 hours.

224 Hispanic American Prose. A study of the outstanding novelists and essayists.

Wilson.
Second semester, three times a week. 3 hours.

FRENCH

Fr. 101 Elementary French. For beginners. Self expression and oral drill are practiced throughout the course. The scientific method of pronunciation is emphasized. Text: De Sauzé, "Français pour Commencants."

Cattelain.
First semester, four times a week. 4 hours.

102 Elementary French. A continuation of French 101. Oral drill, increased by means of dialogues and conversations. Students are trained to express their thoughts in short French sentences. Text: same as for French 101, plus an easy French reader. Prerequisite: French 101 or one year of high school French.

Cattelain.
Second semester, four times a week. 4 hours.

103 Intermediate French. A grammar review, followed by a fast reading course. Texts: Fundenbourg, "First Review of French Grammar", and a French play or a French short story book. Prerequisite: French 102 or equivalent.

Cattelain.
First semester, three times a week. 3 hours.

201 The French Novel. A condensed review of the French novel illustrated with readings from Balzac, Maupassant, Hugo, Dumas, and others. Prerequisite: French 103 or equivalent.

Cattelain.
Second semester, three times a week. 3 hours.

GERMAN

Ger. 101 Elementary German. For beginners. The aim is to teach the principles of the German language and pronunciation. Students having previous training in German are advised not to register for this course, but to proceed at once to German 102. Text: Schinnerer, "Beginning German."

Cattelain.
First semester, four times a week. 4 hours.

102 Elementary German. A continuation of German 101. Oral and written exercises are increased in amount and progressive difficulty. Reading of easy German works. Text: Schinnerer, "Continuing German."

Cattelain.
Second semester, four times a week. 4 units.

LATIN

Lat. 101 Elementary Latin. This course for beginners is offered for students majoring in English and the sciences. It aims at giving the students a good background for their English and scientific vocabulary. Text used: Hettich and Maitland, "Latin Fundamentals."

Cattelain.

First semester, four times a week.

4 hours.

102 Elementary Latin. A continuation of 101. A simple Latin reader will be used for vocabulary foundation. Prerequisite: Latin 101 or equivalent.

Cattelain.

Second semester, four times a week.

4 hours.

ITALIAN

It. 101 Elementary Italian. This beginning course is offered for students majoring in arts and music. The sounds of the Italian language are carefully studied, with reading exercises. Text used: Russo, "First Year Italian."

Cattelain.

First semester, four times a week.

4 hours.

102 Elementary Italian. A continuation of Italian 101, with advanced grammar and an Italian reader. Prerequisite: Italian 101 or equivalent.

Cattelain.

Second semester, four times a week.

4 hours.

DEPARTMENT OF HOME ECONOMICS

RANNELLS (Head of the Department), ELLSWORTH, BREWER

This department offers training in home economics designed to meet the needs of students of three groups: first, those who wish to teach in this field at the elementary or junior high school level; second, those who wish to meet the requirements for Smith-Hughes certification; and third, those who wish to prepare for the vocation of homemaking, or who desire a background for other vocations which grow out of the study of home economics.

THE MAJOR IN HOME ECONOMICS

Those who elect to major in this field will select courses to make a total of 29 to 30 hours, exclusive of 5 hours in practice teaching. In the list below, courses marked with a star (*) are required of each major; other home economics courses to complete the major may be selected from Home Economics 206, 207, and 211.

Lower Division Courses	Hours
*101 Elementary Nutrition	3
*102 Clothing Selection	3
*104 Family Health	2
*105 Applied Food Principles	3
*108 Clothing Construction	3
110 Household Equipment	3
115 Home Furnishings	3
Upper Division Courses	Hours
202 Problems of the Consumer.....	2
*203 Child Development	3
206 Food for the Family.....	3
207 Nursery School Education	3
*208 Home Economics Education.....	3
209 The Family	3
*210 Directed Teaching in Home Economics.....	5
211 Advanced Clothing	3
212 Advanced Nutrition	3
214 Home Management House	3
*217 Home Management	3
219 Textiles	3

THE MAJOR IN HOME ECONOMICS LEADING TO SMITH-HUGHES CERTIFICATION

Those who elect to prepare for Smith-Hughes certification will select courses to make a total of 36 to 41 hours, exclusive of the hours required in practice teaching.

This preparation includes:

- (a) A Bachelor's degree in a four year course covering all phases of homemaking, including preparation for the teaching of homemaking.
- (b) Not less than 130 semester hours of credit.
- (c) Related subjects that are accepted include chemistry, bacteriology, physics, biology, physiology, hygiene, sociology, and art, amounting to twenty-six hours.
- (d) Eighteen semester hours minimum in psychology and education.
- (e) Five semester hours of supervised practice teaching in homemaking.
- (f) General academic courses and electives to make up the total of 130 semester hours.

In addition to those starred on page 138, the following courses are required for Smith-Hughes certification: 115, 206, 207, 209, 211, 214, and 219.

THE MINOR IN HOME ECONOMICS

Students majoring in other fields may elect a minor of not less than fifteen units in home economics under the advice and with the approval of the head of the department who will designate the courses to be selected.

TYPE CURRICULUM FOR HOME ECONOMICS MAJORS LEADING TO THE ELEMENTARY OR THE SMITH-HUGHES CERTIFICATE

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 102 Composition	3
Social Studies (Note 2).....	3	Social Studies	3
*P. E. 100 Hygiene.....	2	Biol. 120 Physiology	3
P. E. Activity	0.5	*Art. 100 Publ. Sch. Art.....	2
H. Ec. 101 Elem. Nutri.	3	P. E. Activity	0.5
Elective	5	H. Ec. 102 Cloth. Selec.	3
	16.5	Elective	2
			16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psych.	3	*Educ. 120 Sociology	3
*Geog. 100 Elem. of Geog.	3	*S. Sci. 100 Const. Govt.	3
Chem. 110 Inorg. Chem.	4	Chem. 180 Org. Chem.	4
P. E. Activity	0.5	P. E. Activity	0.5
H. Ec. 105 Applied Food Prin.	3	H. Ec. 108 Cloth. Const.	3
H. Ec. 115 Home Furn.	3	H. Ec. 104 Family Health	2
	16.5		15.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 200 Educ. Meas.	3	Directed Teaching	10
*Educ. 230 Elem. Curric. & Tech. 2	2	Elective	6
H. Ec. 203 Child Devel.	3	or	
H. Ec. 208 Home Econ. Educ.	3	H. Ec. 207 Nurs. Sch. Educ.	3
H. Ec. 211 Adv. Clothing	3	Education elective	3
Minor or elective	2	Educ. 210 Teaching Reading. 2	2
	16	H. Ec. 206 Food for Family.	3
		Minor or elective	5
			16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Directed Teaching	10	Educ. 250 Phil. of Educ.	3
H. Ec. 217 Hom. Man.	3	Education elective	2
Elective	3	H. Ec. 209 The Family	3
or			
H. Ec. 207 Nurs. Sch. Educ.	3	H. Ec. 214 Home Man. House. 3	3
Education elective	3		
Educ. 210 Teaching Reading. 2	2	Minor or elective	6
H. Ec. 217 Home Man.	3		
Minor or elective	5		
	16		17

**DESCRIPTION OF COURSES OFFERED
IN HOME ECONOMICS**

H. Ec. 101 Elementary Nutrition. A study of the fundamental principles of nutrition, of the selection of an adequate diet, and the significance of food in its relation to health. Open to men and women.

Rannells.
First year, first semester, three times a week. 3 hours.

102 Clothing Selection. Training is offered in the selection of clothing with consideration of materials, of cost, of style and design, of the individual, and occasion. Fee, twenty-five cents.

Ellsworth.
First year, second semester, three times a week. 3 hours.

104 Family Health. Information on good health for the family, special attention being given to a study of the mother through pregnancy and childbirth and the care of the infant.

Rannells.
Second year, second semester, two times a week. 2 hours.

105 Applied Food Principles. A study of general principles of cookery and the nutritive facts involved. Open only to majors in the department. Fee, \$3.00.

Rannells.
Second year, first semester, six times a week. 3 hours.

106 Food Preparation and Meal Service. A consideration of the fundamental processes involved in food cookery, meal planning and table service with special emphasis given to the practical aspects. Designed especially for non-major students interested in foods work. Fee, \$3.00.

Rannells.
First or second year, first semester, six hours a week. 3 hours.

107 Fundamentals of Clothing Construction. A course designed to offer to non-major students some experience in the practical aspects of clothing selection and construction.

Ellsworth.
Second year, second semester, six hours a week. 3 hours.

108 Clothing Construction. An opportunity to develop the principles of dressmaking through the construction of several inexpensive garments. Also further experience in the selection of materials and design with due regard to suitability and cost. Open only to major students.

Ellsworth.
First or second year, second semester, six hours a week. 3 hours.

110 Household Equipment. The business of selecting and using all types of household equipment is studied in detail.

Rannells.
Second year, second semester, three times a week. 3 hours.

115 Home Furnishing. A study of the home and its furnishings, dealing with the selection, combination, and arrangement of furniture; color schemes; choice of wall finishes, floor coverings, draperies, and accessories. Fee, 50 cents.

Rannells.
Third year, second semester. 3 hours.

202 Problems of the Consumer. A study of the problems, wants, needs, and practices of the consumer buyer in the fields of foods, textiles, clothing and home equipment. Also a consideration of the part played by advertising, retail stores, and government agencies in influencing and protecting the consumer. Not offered in 1940-1941.

Ellsworth.
Third year, first semester, twice a week. 2 hours.

203 Child Development. A study of the physical, mental, emotional, and social development of the young child. Opportunity is given to observe in the nursery school.

Brewer.
Third year, first semester, three times a week. 3 hours.

206 Food for the Family. The economic selection and nutritive value of foods are stressed. Various types of meals and table service are studied. Practice is given in planning, preparing and serving suitable family meals. Open only to majors in the department. Prerequisites: H. Ec. 101, 105. Fee, \$3.00.

Rannells.
Third year, second semester, six times a week. 3 hours.

207 Nursery School Education. Opportunity is given to observe in and assist with the nursery school program. A study is made of the development of the nursery school movement and the theories underlying current practices. Prerequisite: H. Ec. 203 or Educ. 233. Fee, \$1.00.

Brewer.
Third or fourth year, either semester, six hours a week. 3 hours.

208 Home Economics Education. A study of the special content of the home economics curricula and the special methods used in the teaching of this field, including Vocational Home Economics, working out a home project, as well as an evaluation of available teaching aids. Fee, \$1.00.

Ellsworth.
Third year, first semester, three times a week. 3 hours.

209 The Family. A study of the organization of the family as an institution that is changing, and the development of guiding principles in the future family. Open to junior and senior men and women.

Ellsworth.

Third or fourth year, second semester, three times a week. 3 hours.

210 Directed Teaching. Opportunity is offered to teach home economics one quarter to training school pupils under the supervision of the department of home economics.

Ellsworth.

Third or fourth year, either semester, every afternoon. 5 hours.

211 Advanced Clothing. This course offers experience in wool and silk construction problems; advanced fitting problems, and a further study of good style and design. Opportunity is also offered for making and assembling illustrative material for the teaching of clothing. Prerequisites: H. Ec. 102, 108.

Fourth year, first semester, six times a week. 3 hours.

212 Advanced Nutrition. A study of special problems in diet and nutrition. Prerequisites: H. Ec. 101, 105. Fee, \$1.00.

Fourth year, second semester, six times a week. 3 hours.

214 Home Management House. An opportunity is offered for students to live in a family-sized dwelling for a six week period, and have the chance of carrying on all the duties involved in homemaking. Open only to senior home economics majors. Prerequisites: H. Ec. 104, 109, 203, 206. Fee, \$5.00 and board and room at the regular college rate.

Brewer.

Fourth year, second semester. 3 hours.

217 Home Management. A study of standards of living, the budgeting of time and income, household accounting, and the selection, care, and efficient arrangement and use of the house and equipment. Fee, \$1.00.

Brewer.

Second year, first semester, three times a week. 3 hours.

219 Textiles. Textile fibers and the construction and finish of fabrics, their sources, characteristics, identification, and uses. Fee, 50 cents.

Ellsworth.

Third or fourth year, first semester, two times a week. 2 hours

DEPARTMENT OF INDUSTRIAL ARTS

NEEB (Head of the Department), NAY, STEWART

The work of this department has been arranged to prepare students to become teachers, supervisors, and directors of industrial arts subjects in both the elementary and secondary schools.

Two divisions of work are offered to students preparing to teach industrial subjects. The one concerns itself with problems as presented by the elementary and junior high schools, the other with subject matter and content suitable for the secondary schools.

THE MAJOR IN INDUSTRIAL ARTS

The minimum requirement for the major shall include a total of twenty-four hours of work distributed according to the following outline.

	Hours
Drawing Courses	6
Electrical Courses	6
Wood Working Courses	12
Machine Shop Courses	6
	<hr/>
	30

THE MAJOR FOR THE FOUR-YEAR CURRICULUM

This arrangement is planned for those who are preparing to teach in high schools. A minimum of thirty hours is to be selected from the courses listed with the advice and approval of the head of the department. The sequence of courses is to be observed as indicated in the outline.

FRESHMAN YEAR

	Hours
Engineering Drawing or Architectural Drawing 105.....	3
Elementary Cabinet Making	3
Descriptive Geometry or Architectural Drawing 106.....	3
Advanced Cabinet Making	3
	<hr/>
	12

SOPHOMORE YEAR

Wood Turning	3
Mechanics Courses	3
Job Analysis	3
Pattern Making or Mill Work.....	3
	<hr/>
	12

JUNIOR AND SENIOR YEARS

Electrical Construction	6
Carpentry	3
Steel Square	3
Curriculum Making	2
Mechanics	3
Industrial Arts electives	3
	<hr/>

INDUSTRIAL ARTS MINORS**MINORS FOR STUDENTS NOT MAJORING IN THE
INDUSTRIAL ARTS DEPARTMENT****ARCHITECTURAL DRAWING MINOR**

	Hours
105. Architectural Drawing	3
106. Architectural Drawing	3
201. Architectural Drawing	3
202. Architectural Drawing	3
211. Job Analysis	2
212. Curriculum Making	2
	16

MECHANICAL DRAWING MINOR

113. Engineering Drawing	3
114a or 114b Descriptive Geometry	3
155. Elementary Mechanism	3
156. Machine Design	3
211. Job Analysis	2
212. Curriculum Making	2
	16

WOODWORKING MINOR

121. Elementary Cabinet Making	3
122. Advanced Cabinet Making	3
207. Carpentry	3
208. Carpentry	3
211. Job Analysis	2
212. Curriculum Making	2
217. Stair Building	3
	19

MECHANICS MINOR

111. Machine Shop Practice	3
112. Machine Shop Practice	3
164. Pattern Making or Broadening and Finding	3
160. Sheet Metal	3
211. Job Analysis	2
212. Curriculum Making	2
	16

ELECTRICAL MINOR

100. Elementary Electricity	3
101. Auto Ignition	3
154. Electrical Construction	3
211. Job Analysis	2
212. Curriculum Making	2
115. Principles of Radio	3
116. Radio Transmission	3
	19

CURRICULUM IN INDUSTRIAL ARTS WITH EMPHASIS ON BUILDING AND CONSTRUCTION

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition.....	3	Engl. 102 Composition.....	3
Chem. 111 Inor. Chem.....	4	Chem. 112 Inorg. Chem.....	4
*Elective	2	*Art 100 Publ. Sch. Art.....	2
*Hygiene	2	*Elective	1
P. E. Activity.....	0.5	P. E. Activity.....	0.5
I. Art 121 Wood Work.....	3	I. Art 122 Adv. Cab. Mkg.....	3
Mech. or Arch. Drawing	3	Descr. Geom. or Arch. Drawing	3
	<u>17.5</u>		<u>16.5</u>

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psych.....	3	*Educ. 120 Sociology	3
*Geog. 100 Elem. of Geog.....	3	*S. Sci. 100 Const. Govt.....	3
Social Studies (See Note 2).....	3	Social Studies (See Note 2).....	3
P. E. Activity	0.5	P. E. Activity	0.5
Math. 111 Algebra	3	Math. 112 Trig.....	4
I. Art 164 Pat. Mkg. or		I. Art 207 Mill Work or	
I. Art. 163 Turning.....	3	I. Art 105 Arch. Draw.....	3
	<u>16.5</u>		<u>16.5</u>

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Education elective	3	*Psych. 200 Educ. Meas.	3
*Educ. 210 Tchng. of Reading....	2	*Education elective	2
		Directed Teaching	10
Phys. 111 Gen. Physics.....	4	Or the following group:	
I. Art 208 Carpentry.....	3	{Phys. 112 Gen. Physics.... 4}	
I. Art 211 Job Analysis.....	2	{I. Art 218 Steel Square... 3}	
I. Art 160 Sheet Metal.....	3	{I. Art 154 Housewiring... 3}	
	<u>17</u>	I. Art 212 Curric. Makg.....	2
			<u>17</u>

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 230 El. Curric. Techn....	2	*Educ. 250 Phil. of Educ.....	3
Directed Teaching.....	10	Elective and Minor.....	10
Or		Or the following group:	
Elective and Minor.....	10	{Phys. 112 Gen. Physics.... 4}	
		{I. Art 218 Steel Square... 3}	
I. Art 217 Stair Bldg.....	3	{Elective	3}
	<u>15</u>	I. Art 302 Supv. and Adm.....	3
			<u>16</u>

Note 1. In the case of the starred courses, sections are to be so arranged that half the group will take the course the first semester and half in the second semester.

Note 2. The courses in social studies are to be selected from the following: Hist. 101, 102; 103, 104; and Econ. 131, 132.

Note 3. Men may substitute Art 121 Lettering in place of Art 110.

CURRICULUM IN INDUSTRIAL ARTS WITH EMPHASIS ON ELECTRICAL COURSES

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition.....	3	Engl. 102 Composition.....	3
Chem. 111 Inorg. Chem.....	4	Chem. 112 Inorg. Chem.....	4
*Elective	2	*Art 110 Publ. School Art.....	2
*Hygiene	2	*Elective	2
P. E. Activity	0.5	P. E. Activity.....	0.5
I. Art 100 Elem. Elec.....	3	I. Art 101 Auto Ignition.....	3
Mech. or Arch. Drawing.....	3	Sh. Metal Forge or Wood.....	3
	17.5		17.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psych.....	3	*Educ. 120 Sociology.....	3
Social Studies (See Note 2).....	3	*Soc. Sci. 100 Const. Govt.....	3
P. E. Activity.....	0.5	Social Studies (See Note 2).....	3
I. Art 153 Elem. Elec.....	3	P. E. Activity.....	0.5
Machine, or Wood Shop.....	3	I. Art 115 Radio Cons.....	3
Math 111	4	Math. 112	4
	16.5		16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Education elective	3	*Psych. 200 Educ. Meas.....	3
*Educ. 210 Teachng. of Readng. 2	3	*Education elective	2
Geog. 100 Elem. Geog.....	3	Directed Teaching	10
Phys. 111 Gen. Physics.....	4	Or the following group:	
I. Art 116 Radio.....	3	{ Phys. 112 Gen. Physics 4 }	
I. Art 211 Job Analysis.....	2	{ Art 215 Radio..... 3 }	
	17	I. Art 212 Curric. Making.....	2
			17

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 230 Elem. Curric. Techn. 2	2	*Educ. 250 Phil. of Educ.....	3
Directed Teaching	10	Elective	13
Or Elective.....	10		
I. Art 216 Radio.....	3		16
	15		

Note 1. In the case of the starred courses, sections are to be so arranged that half the group will take the course the first semester and half in the second semester.

Note 2. The courses in social studies are to be selected from the following: Hist. 101, 102; 103, 104; and Econ. 131, 132.

Note 3. Men may substitute Art 121 Lettering in place of Art 110.

CURRICULUM IN INDUSTRIAL ARTS WITH EMPHASIS ON THE GENERAL SHOP

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition.....	3	Engl. 102 Composition.....	3
Chem. 111	4	Chem. 112	4
*Hygiene	2	*Art 110 Publ. School Art.....	2
P. E. Activity.....	0.5	*Elective	1
I. Art 121 Wood Work.....	3	P. E. Activity.....	0.5
Mechanical or Arch. Drawing ..	3	I. Art. 122 Adv. Cab. Mkg.....	3
	15.5	Elem. Electricity.....	3
			16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psych.....	3	*Educ. 120 Sociology.....	3
*Geog. 100 Elem. of Geog.....	3	*S. Sci. 100 Const. Govt.....	3
Social studies (See Note 2).....	3	Social Studies (See Note 2).....	3
P. E. Activity.....	0.5	P. E. Activity.....	0.5
Carpentry	3	Steel Square.....	3
Mach. Shop or Electricity.....	3	Machine Shop or Electr.....	3
	15.5		15.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 200 Educ. Meas.....	3	*Education elective	3
*Education elective	2	*Educ. 210 Tch. of Reading.....	2
I. Art 101 Auto Ignition, or		Directed Teaching	10
I. Art 208 Carpentry, or		Or the following group	
I. Art 207 Mill Work.....	3	{ I. Art 154 Housewiring or	
I. Art 111 Machine Shop.....	3	I. Art 164 Patt. Mkg....3	
I. Art 160 Sheet Metal.....	3	{ I. Art 112 Machine Shop...3	
I. Art 211 Job Analysis.....	2	I. Art 208 Carpentry....3	
	16	{ I. Art 212 Curric. Mkg....2	
			(16 or) 15

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 230 El. Curric. Techn.....	2	*Educ. 250 Phil. of Educ.....	3
Directed Teaching	10	Elective	10
or		Or the following group:	
Minor or elective.....	10	{ I. Art 154 Housewiring or	
I. Art 115 Radio.....	3	I. Art 164 Patt. Mkg....3	
	15	{ I. Art 112 Machine Shop...3	
		I. Art 208 Carpentry....3	
		{ I. Art 212 Curric. Mkg....2	
		I. Art 116 Radio.....	3
			(17 or) 16

Note 1. In the case of the starred courses, sections are to be so arranged that half the group will take the course in the first semester and half in the second semester.

Note 2. The courses in social studies are to be selected from the following: Hist. 101, 102; 103, 104; and Econ. 131, 132.

Note 3. Men may substitute Art 121 Lettering in place of Art 110.

DESCRIPTION OF COURSES

100 Elementary Electricity. Designed to acquaint the student with the elementary phases of practical electrical work, including splicing; soldering; light, bell, and annunciator circuits. This course is a prerequisite for all electrical and radio courses. Fee, \$2.00.

Stewart
Either semester, three times a week. 3 hours.

101 Auto Ignition. This course is designed to prepare the student for commercial shop practice, and includes testing, recharging, and repairing storage batteries; ignition coils; distributors; lighting systems; fuses and circuit breakers. Machine shop practice is included in the course. Laboratory fee, \$2.00.

Stewart
First year, first semester, two lectures,
four hours laboratory. 3 hours.

105 Architectural Drawing. Designed to assist students who are preparing to teach in the junior and senior high schools or for architectural drafting and engineering work. Prescribed for prospective high school teachers. Open to all students as an elective. Laboratory fee, \$2.00.

Neeb.
First year, first semester, one lecture, six hours
laboratory a week. 3 hours.

106 Architectural Drawing. A continuation of I. Art 105. Complete plans and estimate of materials for a two story house. Open to all students. Prerequisite: I. Art. 105. Laboratory fee, \$2.00.

Neeb.
First year, second semester, one lecture,
six hours laboratory a week. 3 hours.

107 Forge. The content of this course combines a thorough study of, and practice in the elements of forging, drawing, bending, upsetting, welding, casehardening and tempering. Allied topics are also covered. Prescribed for students majoring in I. Arts. Laboratory fee, \$2.00.

Nay.
First year, second semester, six hours laboratory. 3 hours.

108 Agricultural Mechanics. Designed to meet the needs of students of agricultural and farm management. Laboratory fee, \$2.00.

Nay.
First year, second semester, six hours laboratory. 3 hours.

109 Calculations. Involves the practical application of the fundamental arithmetical processes suitable for teachers of shop work. Emphasis is placed upon the development of rapid calculations. A

thorough survey of fractions, decimals, compound numbers, percentage, ratio and proportion, involution, evolution, and mensuration. The fundamental principles of the slide rule are taken up, as well as other practice in its use.

Stewart.

First semester, three lectures a week.

3 hours.

111 Machine Shop. A beginning course in machine shop practice. The projects include filing, drilling, turning, and polishing done with hand tools; general use of machine equipment. Prescribed for students majoring in I. Arts. Laboratory fee, \$2.00.

Nay.

First year, first semester, six hours laboratory.

3 hours.

112 Machine Shop. Devoted to the making of industrial projects involving the use of the complete machine equipment of the department. The work is technical and practical to fit men as machinists and auto mechanics, as well as for teachers in the secondary schools. Prescribed for all students majoring in I. Arts. Laboratory fee, \$2.00.

Nay.

First year, second semester, six hours laboratory.

3 hours.

113 Mechanical Drawing. (Engineering Drawing.) A study of the elements of orthographic projection and standard presentation, including lettering, tracing, and blue printing. The making and reading of working drawings and commercial drafting room practice. Prescribed for all freshmen carrying a mechanic arts major. Laboratory fee, \$2.00.

Stewart.

First year, first semester, one lecture, six hours laboratory each week.

3 hours.

114-a Mechanical Drawing. (Descriptive Geometry.) Designed for students majoring in mechanic arts. This course presents the elements of descriptive geometry including problems in warped surfaces and intersections of solids. Prescribed for all freshmen carrying a mechanic arts major. Prerequisite: I. Art 101. Laboratory fee, \$2.00.

Stewart.

First year, second semester, one lecture, six hours laboratory each week.

3 hours.

114-b Mechanical Drawing. (Descriptive Geometry.) Same as I. Art. 114-a with emphasis on shades and shadows. Prerequisite: I. Art 105. Laboratory fee, \$2.00.

Neeb.

First year, second semester, one lecture, six hours laboratory.

3 hours.

115 Radio Construction. Arranged to cover the elements of electrical theory; principles of electromagnetism; potential; current; resistance; capacitance; storage and dry cells; the vacuum tube as a detector, audio and radio frequency amplifier. Vacuum tube circuits. Constructional problems involving assembly of many different types of receiving circuits. Laboratory fee, \$3.00.

Stewart.

First year, first semester, two lectures,
four hours laboratory.

3 hours.

116 Radio Construction. A continuation of I. Art 115, involving a study of the more advanced types of receiving sets, testing and servicing, and vacuum tube characteristics. Constructional work and laboratory practice. Laboratory fee, \$3.00.

Stewart.

First year, second semester, two lectures,
four hours laboratory.

3 hours.

121 Wood Work. The students are given a thorough course in the basic types of furniture construction suitable for use in junior high school shop work, and the principles of furniture repair. No machine work. Laboratory fee, \$2.00.

Neeb.

First year, first semester, six hours a week.

3 hours.

122 Cabinet Making. Gives definite practice in the proper use and care of hand tools; a study of the fundamental principles involved in furniture construction. Laboratory fee, \$2.00.

Neeb.

First year, second semester, six hours a week.

3 hours.

151 Broadening and Finding. Designed to aid students preparing to teach in the junior and senior high school. The work consists of model work, boats, steam engines, electrical motors, and similar projects, and special problems in wood-working. Laboratory fee, \$2.00.

Neeb.

Second year, first semester, laboratory, six hours a week.

3 hours.

152 Broadening and Finding. A continuation of I. Art 151, with some machine lathe practice, drill press work, and milling machine. Laboratory fee, \$2.00.

Neeb.

Second year, second semester, laboratory, six hours a week.

3 hours.

154 Housewiring. The object of this course is to teach the student how to install lighting circuits in houses with standard methods; underwriters' regulations regarding the size and kind of wire and fixtures for various purposes; conduit work; and the estimate of

cost for the jobs. Prerequisites: I. Arts 165, Shop Math. 20. Laboratory fee, \$2.00.

Stewart
Second year, second semester, two lectures,
four hours laboratory. 3 hours.

155 Mechanical Drawing. The story and design of linkages, gears, cams, screws, and other machine elements are studied together with the relative motions of machine parts. Required of all students carrying a mechanic arts major. Prerequisite: I. Art 114-a. Laboratory fee, \$1.00.

Neeb.
Second year, first semester, one lecture, six hours
laboratory each week. 3 hours.

156 Mechanical Drawing. (Machine Drawing.) This course treats of machine drawing, and takes up such subjects as shafts, bearings, pulleys, belts, clutches, standard machine parts, and fastenings. Required of all students carrying a mechanic arts major. Prerequisite: I. Art 130. Laboratory fee, \$2.00.

Neeb.
Second year, second semester, one lecture, six hours
laboratory each week. 3 hours.

160 Sheet Metal Work. This course is to prepare the student to teach this work in junior high school classes. Laying out and cutting of sheet metal; soldering; riveting; projects from utensils to and including toys. Prescribed for all students preparing to teach pre-vocational courses in junior high school. Laboratory fee, \$2.00.

Nay.
Second semester, second year, six hours laboratory. 3 hours.

163 Wood Turning. Drills in spindle, face plate, and chuck work, together with practice in finishing and polishing.

Neeb.
Second year, first semester, six hours a week. 3 hours.

200 C. A. A. Ground School Course. A course sponsored by the Civil Aeronautics Authority as a part of the Vocation Flight Training Program. A total of 72 hours in class are required as follows: History of Aviation, 2 hours; Theory of Flight, 15 hours; Civil Air Regulations, 12 hours; Practical Air Navigation, 15 hours; Meteorology, 15 hours; Parachutes, 1 hour; Aircraft Power Plants, 5 hours; Aircraft Instruments, 5 hours; Radio Uses and Terms, 2 hours. For these 72 hours the college will grant four semester hours of credit. In addition to the Ground School course, a flying course consisting of 35 hours of flying time is provided through

our authorized flight operator at Phoenix Sky Harbor. Each student is required to pay not more than \$40.00 for this Ground School training.

Neeb and staff.
Either semester, five times a week. 4 hours.

201 Architectural Drawing. Consists of a study of some of the best classical elements in architecture, and a study of the fundamentals of design. Prescribed for students majoring in architecture. Prerequisite: I. Art 106. Laboratory fee, \$2.00.

Neeb.
Third year, first semester, one lecture,
six hours laboratory a week. 3 hours.

202 Architectural Drawing. Consists of a series of problems involving a study of the principles of architectural composition. Prerequisite: I. Art 201. Laboratory fee, \$2.00.

Neeb.
Third year, second semester, one lecture,
six hours laboratory a week. 3 hours.

207 Cabinet Making and Mill Work. A course dealing with advanced types of furniture; construction, involving the various methods of tenoning; the principles of panel construction; correct methods of glueing; the application of finishes; a study of design; safe and practical methods involved in the use of wood working power machines. Prescribed for all students preparing to teach wood working in the secondary schools. Prerequisite: I. Art 164. Laboratory fee, \$2.00.

Neeb.
Third year, first semester, one lecture,
six hours laboratory a week. 3 hours.

208 Carpentry. Construction problems involved in the erection of buildings are studied. Emphasis is placed upon the use of the steel square; use and care of carpenters' tools; sharpening of cutting tools; framing processes; short cuts; trade terminology. Prescribed for students preparing to teach in secondary school shops. Prerequisite: I. Art 207. Laboratory fee, \$2.00.

Neeb.
Third year, second semester, one lecture,
six hours laboratory a week. 3 hours.

211 Job Analysis. Jobs are analyzed into their various steps and their relationship is studied. Continuity threads are worked out. This course is necessary in curriculum building. Prescribed for all students planning to teach industrials arts.

Neeb.
Second year, first semester, two two-hour periods a week. 2 hours.

212 Curriculum Making. For students preparing to teach. A course in which trade and technical material, tool processes, occupational information, and job analysis are arranged to form effective teaching guides. Prescribed for all students planning to teach industrial arts subjects. Prerequisite: I. Art 211.

Neeb.

Second year, second semester, two two-hour periods a week. 2 hours.

215 Radio Construction. Designed to acquaint the student with the fundamentals of radio transmission. Oscillating circuits; system of modulation, antenna systems; frequency measurements; international Morse code; government regulations. The student is required to pass equivalent of a government examination for an amateur operator's license. Prerequisite: I. Art 116. Laboratory fee, \$3.00.

Stewart.

Second year, first semester, two hours lecture,
four hours laboratory. 3 hours.

216 Radio Construction. Seminar. Laboratory fee, \$3.00.

Stewart.

Second semester, six hours laboratory. 3 hours.

217 Stair Building. Construction of straight stairways, platforms, and circular stairways to one-third scale. Fee, \$2.00.

Neeb.

First semester, six hours laboratory a week. 3 hours.

218 Steel Square. A study of problems involving the use of the steel square in carpentry, framing, stair building, and sheet metal. Fee, \$2.00.

Neeb.

Second semester, six hours laboratory a week. 3 hours.

230-a Kindergarten-Primary Woodwork. Designed to meet the needs of women students following the kindergarten-primary curriculum. Fundamental tool processes; design and construction of small projects which can be integrated in the school curriculum; study of materials and their adaptation for constructive uses. This credit cannot be used toward a major or minor in industrial arts. Laboratory fee, \$2.00.

Nay.

Either semester, six hours a week. 2 hours.

230-b Woodwork. A continuation of I. Art 230-a. Home mechanics problems are studied along with advanced design and construction of wood projects. Prerequisite: I. Art 230-a.

Nay.

Either semester, six hours a week. 2 hours.

255 Teaching Problems. A course designed to assist students preparing to teach industrial arts in the making of lesson plans, presentation of materials to students. Prescribed for prospective teachers in this field. Prerequisite: I. Art 211, 212. Laboratory fee, \$2.00.

Neeb.
Third year, first semester. 3 hours.

257 Supervision and Administration of Industrial Arts. The general principles of supervision applied to the teaching of shop classes. Classification of tools, tool operations, and projects. Purchasing of supplies and equipment. Prescribed for all students who plan to teach.

Neeb.
Second year, second semester, two two-hour periods a week. 3 hours.

260 Advanced Wood Turning. Instruction in all kinds of built-up, segmented and jointed projects. Prerequisite: I. Art 163. Laboratory fee, \$2.00.

Neeb.
Either semester, six hours a week. 3 hours.

264 Patternwork. Designed to give a thorough study of the following pattern allowances: draft, shrinkage, finish, warp, and shake. The construction of the patterns involving the common problems of the pattern maker. Prescribed for students preparing to teach industrial arts in the secondary schools. Prerequisite: I. Art 163. Laboratory fee, \$2.00.

Neeb.
Third year, second semester, six hours a week. 3 hours.

390 Individual Problems. Designed to meet the needs of those graduate students specializing in the industrial arts who wish to investigate a problem of their own. In all cases the problem must be approved by the head of the department.

Neeb.
Either semester. Hours and credit to be arranged.

DEPARTMENT OF MATHEMATICS

WEXLER, Head of the Department

People study mathematics, first, because it is fun (except for those poorly prepared in the elementary subjects); secondly, because it is absolutely necessary in scientific work of any kind; the physical sciences, even the biological sciences, engineering, economics, insurance, finance, philosophy, and logic; thirdly, because the fundamental ideas of higher mathematics are the foundation of our modern civilization; and fourthly, because it is as important for the cultured person to have acquaintance with these great ideas and the men who conceived them as it is to know something about music, philosophy, art, and literature.

However, mathematics is a hard subject. It requires time, effort, ability to concentrate, imagination, and originality.

The minor in mathematics consists of five semesters' work in mathematics, including advanced calculus. Transfers who are minor-ing in mathematics must take at least two semesters of mathematics at Tempe.

The major in mathematics consists in completing successfully at least one course in Mathematics for each of the eight semesters or the equivalent. A comprehensive final examination is given to majors in their senior year.

The following is a list of courses offered by the Department of Mathematics. In planning his program, the student should have repeated conferences with the head of the department. Attention of prospective mathematics majors is called to the Secondary Curriculum, page 74, and to the Special Curriculum, page 76.

A student majoring in mathematics is advised to include in his program courses in physical science, French, or German. In physical science the student finds important application of his mathematics, while many books and papers are written in French and German.

The following curriculum outline is only a suggested and tentative program of study for a mathematics major. It can be made complete only after repeated conferences with advisers.

TYPE CURRICULUM FOR STUDENTS MAJORING IN MATHEMATICS

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 102 Composition	3
Elective	2	*Art 110 Publ. School Art	2
*P.E. 100 Hygiene	2	Elective	2
French or German	4	French or German	4
P.E. Activity	0.5	P.E. Activity	0.5
Math. 111 First Year Math.	4	Math. 112 First Year Math.	4
	15.5		15.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 120 Sociology	3	*Psych. 100 Elem. Psychology.....	3
*S. Sci. 100 Const. Govt.	3	*Geog. 100 Elem. of Geog.	3
Social Studies (See Note 2)	3	Social Studies (See Note 2).....	3
French or German	4	French or German	4
P.E. Activity	0.5	P.E. Activity	0.5
Math. 113 Second Year Math. ...	4	Math. 114 Second Year Math. ...	4
	17.5		17.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Education elective	3	*Psych. 200 Educ. Meas.	3
*Educ. 210 Teaching of Reading ..	2	*Education elective	2
Phys. 111 College Physics	4	Phys. 112 College Physics	4
Minor or elective	3	Minor or elective	3
Math. 232 Adv. Calculus	4	Math. 250 Spec. Topics in Math. ..	4
	16		16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 230 El. Curric. Techn.	2	*Educ. 250 Phil. of Educ.	3
Directed Teaching	10	Minor or elective	7
Math. 241 Theory of Funct.	3	Math. 250 Thesis Wk. in Math. ..	2
	15	Math. 242 Theory of Functions ..	4
			16

The fifth year in the Secondary Curriculum should include one or two advanced courses in mathematics each semester.

Note 1. In the case of the starred courses, sections are to be so arranged that half of the group will take the course in the first semester and half in the second semester.

Note 2. The sophomore courses in social studies are to be selected from the following: Hist. 101, 102; 103, 104; and Econ. 131, 132.

Note 3. Electives will be so chosen as to include a minor of at least fifteen units in a field of learning other than mathematics or education.

Note 4. Men may substitute Art 121 Lettering in place of Art 110.

Note 5. Students majoring in mathematics will do their directed teaching in the first semester of the senior year.

COURSES IN MATHEMATICS

110 Introduction to Mathematics. This course is for students who want to know what Mathematics is about, desiring non-technical acquaintance with some of the great concepts of Mathematics as well as some applications of Mathematics to everyday living. May be taken as part of the Science requirement in the core curriculum.

Wexler.
Second semester. 3 hours.

Math. 111, 112 First Year Mathematics. Algebra, Trigonometry, and Analytic Geometry. A year's course. No credit will be given for only one semester.

Wexler.
Five times a week throughout the year. Each, 4 hours.

Math. 113, 114 Second Year Mathematics. Includes Differential and Integral Calculus, and further work in Analytic Geometry. A year's course, but credit may be given for either semester, by special permission. Prerequisite: Math. 112.

Wexler.
Five times a week throughout the year. Each, 4 hours.

125 Advanced Geometry. The geometry of the triangle. No prerequisite beyond high school geometry.

Wexler.
Second semester, two times a week. 2 hours.

221 Advanced Calculus. Includes Multiple Integration, Partial Differentiation, Line Integrals, Applications, and other topics as far as time allows. Prerequisite: Math. 114.

Wexler.
First semester, five times a week. 4 hours.

224 Special Topics in Mathematics. Subject matter will vary from year to year, but will be connected with the teaching of high school mathematics. Prerequisite: Math. 114.

Wexler.
Second semester, five times a week. 4 hours.

241, 242 Theory of Functions. Concepts of limits, continuity, derivatives, and the theory that underlies modern mathematical analysis.

Wexler.
Four times a week throughout the year. Each, 4 hours.

250 Thesis Work in Mathematics. Independent study undertaken by the student, with occasional conferences with the instructor. May be taken more than once for credit.

Wexler.
Either semester, hours to be arranged. 1 or 2 hours.

301 Theory of Numbers. Study of the properties of whole numbers.

Wexler.
First semester, four times a week. 3 hours.

302 Theory of Finite Groups. Groups of presentation, the Galois theory.

Wexler.
Second semester, four times a week. 3 hours.

311 Differential Geometry. Three dimensional curves and surfaces, and their properties.

Wexler.
First semester, four times a week. 3 hours.

312 Projective Geometry. Analytic study of the projective properties of figures.

Wexler.
Second semester, four times a week. 3 hours.

Note. Certain upper division and graduate courses can not be offered each year. The selection will depend upon the demand.

DEPARTMENT OF MUSIC

HARELSON (Head of the Department), **BARKLEY, HARGISS, TATA, QU Aid, LYON, BULLOCK**

The chief objective of the work in music is to prepare teachers to handle the subject in the public schools. The program is planned with that end in view. However, many of the courses offered are of general cultural value and are open to all qualified students, whether they are majoring in music or not.

Students desiring to major in music are tested to determine their fitness for this field and their probable success in this type of work.

All music majors and kindergarten-primary majors are required to show the equivalent of two or more years of piano study before graduation. This must include ability to read at sight, music of hymn-tune difficulty, piano accompaniments for songs sung in the grades, and rhythm selections for lower grades.

In addition to the piano requirement, a minimum of one year of class instrumental instruction is required of all music majors. A second year of instrumental instruction is provided for in the music curriculum and will be required of students not majoring in violin or other orchestral instrument.

Two years of applied voice are required of music majors, of which one year may be in class voice, and one year of private instruction.

Satisfaction of the requirement for graduation in all forms of applied music will be determined on the basis of proficiency in performance, rather than on the number of lessons which have been taken.

Students who are able to meet the specified requirements in voice, piano, or instrumental instruction may, upon examination, be excused from applied courses in the given subject with the approval of the head of the department.

THE MAJOR IN MUSIC

The major in music includes a minimum of thirty semester hours of work in this field, with a maximum of fifty-three hours acceptable for graduation. A suitable selection and an appropriate sequence of courses is indicated in the type curriculum outlined

for music majors. Substitutions and adjustments to adapt this curriculum to the needs of individual students may be made subject to the advice and with the approval of the head of the department.

THE MINOR IN MUSIC

Students majoring in other fields may elect a minor in music of at least fifteen semester hours with the advice of the head of the department.

SUGGESTED SEQUENCE FOR THE MINOR IN VOCAL MUSIC

	Hours
Mus. 100 Fundamentals	2
Mus. 102 Advanced Sight Singing and Ear Training.....	2
Mus. 109 Music Appreciation	2
Mus. 211 or 212 Music Education.....	3
Applied Music, Piano or Voice.....	3
Glee Club, Band, or Orchestra.....	3
Total.....	15

SUGGESTED SEQUENCE FOR THE MINOR IN INSTRUMENTAL MUSIC

Mus. 100 Fundamentals	2
Mus. 102 Advanced Sight Singing and Ear Training.....	2
Mus. 109 Music Appreciation	2
Mus. 103 Harmony I	3
Mus. 207 Instrumentation and Conducting.....	3
Band or Orchestra	3
Total.....	15

MUSIC FEES

PIANO—	Per semester
Two private lessons a week (half hour).....	\$36.00
One private lesson a week (half hour).....	27.00
(\$25.00 if paid in advance.)	
Class lessons, four in a class (one hour).....	10.00
(\$9.00 if paid in advance.)	
Class lessons, two in a class (one hour).....	13.50
(\$12.50 if paid in advance.)	
Class piano methods.....	18.00
VOICE—	
Two private lessons a week (half hour).....	27.00
One private lesson a week (half hour).....	13.50
Two class lessons a week (one hour).....	no fee
Class lessons in voice are restricted to music majors and minors.	
VIOLIN—	
One private lesson a week (one hour).....	27.00
VIOLONCELLO—	
Two private lessons a week (half hour).....	27.00
One private lesson a week (half hour).....	13.50
BAND AND ORCHESTRA INSTRUMENTS—	
Two private lessons a week (half hour).....	27.00
One private lesson a week (half hour).....	13.50

TYPE CURRICULUM FOR STUDENTS MAJORING IN MUSIC

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Eng. 101 Composition.....	3	Eng. 102 Composition.....	3
Gen. Sci. 100 Intro. Phys. Sci.	3	Gen. Sci. 110 Intro. Biol.....	3
*Mus. 100 Fundamentals.....	2	Mus. 102 Adv. Sight Singing...	2
*P. E. 100 Hygiene.....	2	*Art 110 Pub. Sch. Art.....	2
P. E. Activity.....	0.5	*Geog. 100 Elem. of Geog.....	3
Piano	1	P. E. Activity.....	0.5
Voice or instrument.....	1	Piano	1
Mus. 109 Appreciation.....	2	Voice or Instrument.....	1
Glee Club, Band or Orchest....	1	Glee Club, Band or Orch.....	1
	<hr/>		<hr/>
	15.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 120 Sociology.....	3	*Psych. 100 Elem. Psych.....	3
Social Studies	3	Social Studies	3
P. E. Activity	0.5	P. E. Activity	0.5
Mus. 103 Harmony I.....	3	Mus. 104 Harmony II.....	3
Mus. 123 Keyboard Harmony ...	1	Mus. 124 Keyboard Harmony... 1	1
Piano	1	Piano	1
Voice or Instrument	1	Voice or Instrument.....	1
Glee Club, Band or Orch.....	1	Glee Club, Band, Orch.....	1
Minor or elective.....	3	Minor or elective.....	3
	<hr/>		<hr/>
	16.5		16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Psych. 200 Educ. Meas.	3	Educ. 210 Teaching of Reading 2	2
Mus. 211 Mus. Educ. (Elem.) ...	3	Mus. 212 Mus. Educ. (J & S HS) 3	3
Mus. 205 or Mus. 207	3	Directed Teaching	10
S. Sci. 100 Const. Govt.	3	Instrumental Instruction	1
Instrumental Instruction	1	Glee Club, Band, or Orch.	1
Glee Club, Band, or Orch.	1		
Minor or elective	2		
	<hr/>		<hr/>
	16		17

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
Educ. 230 El. Curric. Techn. ...	2	Educ. 250 Phil. of Educ.	3
Education elective	3	Education elective	2
Instrumental Instruction	1	Mus. 202 Lit. & Hist.	3
Glee Club, Band, or Orch.	1	Instrumental Instruction	1
Minor or elective	8	Glee Club, Band, or Orch.	1
	<hr/>	Minor or elective	6
	15		15

COURSES IN MUSIC

Music 100 Fundamentals of Music. This course includes song singing with and without syllables, in unison and in parts; common symbols of notation and their application; discovery and development of rhythms through singing and listening. Required of music majors and minors.

Barkley.

First year, either semester, two times a week.

2 hours.

102 Advanced Sight Singing and Ear Training. Further development of music reading with special attention to aural recognition and writing. Required of music majors and minors. Prerequisite: Music 100 or equivalent.

Harelson.
First year, second semester, twice a week. 2 hours.

103 Harmony I. The study of scale forms, intervals, all triads and their inversions in major and minor keys; harmonization of given parts and simple composition of original examples in four-part harmony, both close and open spacing being employed. Prerequisite: Music 102 or equivalent.

Tata.
Second year, first semester, three times a week. 3 hours.

104 Harmony II. A continuation of Harmony I. The study of regular and irregular resolutions of the dominant, diminished, and secondary seventh chords and their inversions; unessential notes; modulations, harmonization of given parts and composition of original examples in four and three-part harmony. Required of all music majors. Prerequisite: Music 103 or equivalent.

Tata.
Second year, second semester, three times a week. 3 hours.

105, 106 Applied Music — Voice. Voice building for beginners. Attention is given to resonance, breath support, diction, and interpretation. Required of music majors.

Harelson and Barkley.
Either semester, two lessons a week. Each, 1 hour.

107, 108 Applied Music — Voice. Second year, further development of work begun in the first year. Required of music majors. Prerequisite: Music 105, 106 or equivalent.

Harelson and Barkley.
Either semester, two lessons a week. Each, 1 hour.

109 Music Appreciation. Designed to develop judgment and discrimination in listening to music. The material used consists largely of phonographic recordings, and includes standard instrumental and vocal works. Procedures are applicable both to the non-music student and to the prospective teacher of music. Required of music majors.

Harelson.
First year, first semester, two times a week. 2 hours.

111, 112 Class Voice Lessons. For students interested in voice with little or no previous training. The work includes: (1) principles of voice training, breathing, resonance, diction; (2) study of songs as a means of establishing principles; (3) vocal performance and criticism.

Barkley.
Either semester, two lessons a week. Each, 1 hour.

113, 114 Piano — Private Instruction. Courses are arranged according to the needs of the student. Each student is required to play before the music faculty once during each semester. Advanced students play in recital at least once during the semester.

Quaid and Bullock.
Either semester, one or two lessons a week. Each, 1 or 2 hours.

115, 116 Piano — Private Instruction. Second year.

Quaid and Bullock.
Either semester, one or two lessons a week. Each, 1 or 2 hours.

121, 122 Class Piano Lessons. For music majors or minors, first year. Study of the elements of piano: keyboard technique, scales, chords, intervals, ornamentation, sight-reading of simple folk songs and studies. Second semester: Bach, Sonatinas, other piano literature, and community song accompaniment.

Quaid.
First semester, two lessons a week.
Second semester, one lesson a week. Each, 1 hour.

123, 124 Class Piano Lessons. For music majors and minors, second year. Study of more advanced keyboard technique, sight reading and memorization of simple repertoire.

Quaid.
One lesson a week. Each, 1 hour.

125, 126 Class Piano Lessons. For the Kindergarten-Primary majors. Study of elements of keyboard technique, sight-reading of folk song material in all keys. Second semester varied accompaniments, improvisation of simple accompaniments, kindergarten-primary rhythms.

Quaid.
First semester, two lessons a week.
Second semester, one lesson a week. Each, 1 hour.

127, 128 Class Piano Lessons. For the Kindergarten-Primary major, second year. Further study of rhythms and types of music suitable to kindergarten-primary, technique necessary to fluency. Second semester, continuation.

Quaid.
One lesson a week. Each, 1 hour.

143, 144 Keyboard Harmony. This course includes harmonization of melodies both from the soprano and the bass; improvisation and transposition at the keyboard. Open to all qualified students. Required of music majors. Prerequisite: Music 100, 102 and the ability to read at sight music of hymn-tune difficulty.

Bullock
Second year, twice a week. Each, 1 hour.

151, 152 Women's Glee Club. Membership in this organization is open to women students who can qualify. Apply to the director for permission to enter. Students should plan to retain membership throughout the year in order to receive the benefit of public appearance in the mid-winter and spring.

Harelson.
Any year, four times a week unless
otherwise arranged. Each, 1 hour.

153, 154 Men's Glee Club. Membership in this organization is open to men students who can qualify. For membership, apply to the director. Students should plan to retain membership throughout the year in order to receive the benefit of public appearance in the midwinter and spring.

Barkley.
Any year, four times a week, unless
otherwise arranged. Each, 1 hour.

155, 156 Class Instruction in Violin. Open to beginners only. Affords the opportunity for study of the fundamentals in violin and ensemble-playing. Required of music majors.

Tata.
Either semester, twice a week. Each, 1 hour.

161, 162 Class Instrumental Instruction. Brass, reed, and percussion instruments. Students sufficiently proficient are admitted to the beginners' orchestra, college band, or college orchestra. Required of all music majors. A fee, \$2.50 per semester, is charged all students using instruments furnished by the college.

Lyon.
Either semester, two times a week. Each, 1 hour.

163, 164 Beginners' Orchestra. Students who have not yet acquired the degree of proficiency necessary for registration in the concert orchestra or band, but who desire experience in orchestral work may register in the beginners' orchestra. Application for enrollment should be made to the director. Prerequisite: Music 161, 162 or equivalent. Not offered in 1940-1941.

Lyon.
Twice a week. Each, 1 hour.

165, 166 College Orchestra. Symphonic in character, the major objective of this organization is the preparation and presentation of a series of dignified and artistic concert programs. The repertoire is chosen from symphonies, overtures, and other standard works by representative composers. The orchestra also participates regularly in the college assembly programs and provides incidental music for major productions of the drama department. Membership is selective. Apply to the director. Prerequisites: Mus. 163, 164 or equivalent.

Lyon.
Five times a week. Each, 1 hour.

167, 168 College Band. Functioning as a concert band this organization presents a series of public performances during the mid-winter and spring. In addition, the band drills in marching and formations, plays for the college athletic contests and other public occasions and wears the adopted uniform. Application is made to the director and admission arranged after a satisfactory showing of ability. Prerequisites: Mus. 161, 162 or equivalent.

Lyon.
Five times a week. Each, 1 hour.

171, 172 Violin—Private Instruction. The study of violin technique and of works by representative classical and modern composers. Graded according to the needs of the individual student.

Tata.
Either semester, one lesson a week. Each, 1 hour.

173, 174 Violin — Private Instruction. A continuation of Music 171 and 172.

Tata.
Either semester, one lesson a week. Each, 1 hour.

181, 182 Violoncello—Private Instruction. The study of cello technique and of works by representative classical and modern composers, graded according to the needs of the individual pupil.

Hargiss.
Either semester, two lessons a week. Each, 1 hour.

187, 188 Band and Orchestra Instruments—Private Instruction. Students with or without previous training may elect this course. Instruction is adapted to the needs of the individual student.

Lyon.
Either semester, two lessons a week. Each, 1 hour.

Mus. 201 Harmony III. Continuation of Harmony I and II. Includes modulations, chromatic harmony, secondary sevenths, altered chords, analysis and free composition. Prerequisite: Mus. 104 or equivalent.

Tata.

Third year, first semester, three times a week.

3 hours.

202 Literature and History of Music. A cultural course dealing with the various epochs in the development of music from primitive to modern times. Required of all music majors. Prerequisite: Mus. 109 or equivalent.

Tata.

Fourth year, second semester, three times a week.

3 hours.

205 Choral Conducting. Designed to afford music majors and others with superior musical ability, the opportunity to develop initiative and leadership, and to learn the fundamentals of teaching and conducting community singing and part work in large vocal groups. Required of all music majors, unless registered for Mus. 207. Prerequisites: Glee Club and theory courses of first three years, or equivalent.

Harelson.

Third year, first semester, three times a week.

3 hours.

206 Piano Accompanying. Designed to broaden the general usefulness of the teacher of music. The work includes accompaniment of vocal and instrumental solos and of group and choral singing, transposition, interpretation, sight-reading, and keyboard harmonization of melodies. Prerequisites: Mus. 100, 115, 116 or equivalent.

Harelson.

Third year, second semester, two times a week.

1 hour.

207 Instrumentation and Conducting. Designed especially for teachers of instrumental music. In addition to conducting, the work covers the range, tuning, and playing technique of the various band and orchestral instruments, transposition and possible substitution. Required of music majors unless registered for Mus. 205. Prerequisites: Band or orchestra, and theory courses of the first three years or equivalent.

Lyon.

Third year, first semester, three times a week.

3 hours.

211 Music Education — Primary and Intermediate Grades. The study of the methods and materials used in the elementary grade music program. For music majors and minors. Prerequisites: A knowledge of music fundamentals and elementary sight singing, and ability to sing and to play the piano.

Hargiss.

Third year, first semester, three times a week.

3 hours.

212 Music Education in Junior and Senior High School. The study of the musical activities in the upper grades or junior high school and the senior high school. Survey of problems, methods, materials, rehearsal techniques, and practice in conducting. For music majors. May be elected by minors with permission of instructor.

Hargiss.
Third year, second semester, three times a week. 3 hours.

214 School Music Activities. A survey of the music education program in the modern school, with practice in planning projects into which it enters. Prerequisite: Mus. 100. Not offered in 1940-1941.

Hargiss.
Fourth year, second semester, three times a week. 2 hours.

233, 234 Piano—Private Instruction. Third year.

Quaid and Bullock.
Either semester. Each, 1 or 2 hours.

235, 236 Piano—Private Instruction. Fourth year.

Quaid and Bullock.
Either semester. Each, 1 or 2 hours.

250 Music in Kindergarten and Primary Grades. Includes study of the child voice, integration of music into classroom activities, methods used in presenting rote songs, rhythmic activities, listening, creating, and the beginning of music reading. Prerequisite: Mus. 100, 102 or equivalent.

Hargiss.
Third year, either semester, two times a week. 2 hours.

271, 272 Violin—Private Instruction. Third year.

Tata.
Either semester. Each, 1 hour.

273, 274 Violin—Private Instruction. Fourth year.

Tata.
Either semester. Each, 1 hour.

284 Counterpoint. A comprehensive review of all unessential notes in harmony. The work is devoted to the specific details of contrapuntal discipline as revealed in the two and three-part inventions of Bach. Prerequisite: Mus: 201.

Tata.
Third or fourth year, second semester, three times a week. 3 hours.

288 Composition. Analysis and practical application of harmony as applied to the smaller formal designs and methods of structural treatment in musical composition. Prerequisite: Music 201. Not offered in 1940-1941.

Tata.

Third or fourth year, second semester, three times a week. 3 hours.

292 Form and Analysis. The intimate study of various musical forms with emphasis on the development and application of the sonata form to the symphony and chamber music. Admission by permission of instructor.

Tata.

Second semester, three times a week.

3 hours.

DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION

LAVIK (Head of the Department), POMEROY, STEVERSON, ALLEN, HOWELL,
WALKER, MURPHY (Director for Women), WOOD, GILLANDERS

The department of Health and Physical Education has a threefold mission:

1. It organizes and supervises required and elective physical activities for all students.
2. It provides coaching and other supervision for all intramural and intercollegiate athletic teams.
3. It trains teachers in health and physical education.

ATHLETICS FOR MEN

Opportunity is provided for all men to take part in intramural and in intercollegiate athletics. The intramural program is being expanded each year and is growing in popularity and interest. Participation in intercollegiate athletics is subject to the eligibility rules of the Border Faculty Athletic Conference. Other schools included in the Border Conference are University of Arizona, Arizona State Teachers College at Flagstaff, New Mexico State College, University of New Mexico, and Texas College of Mines. Athletic relations are enjoyed also with members of the Rocky Mountain Conference, the Far West Conference, and the Southern California Conference.

ATHLETICS FOR WOMEN

The Department of Physical Education for Women offers a broad instructional program of dance and sport activities designed to meet the needs and wishes of all college women, and through the co-operation of the Women's Athletic Association, sponsors an extensive intramural program in all phases of both dance and sports.

Sports days, play days, and dance symposiums, telegraphic tournaments in archery, and state and city tournaments in tennis and golf offer opportunities for many social contacts.

FEES AND DEPOSITS

A deposit of one dollar is required for the use of a combination lock. Twenty-five cents of this deposit is retained as rent when the lock is returned in good condition.

GYMNASIUM SUITS

Women students enrolling in P.E. 101-102, 103-104, 105-106, 110a-110b, and 160 will provide themselves with a gymnasium suit especially designed for women students. These suits must be purchased at the college bookstore and cost approximately \$2.00. For men students enrolling in 107-108 and other activity courses mentioned, a special suit costing approximately \$1.00 may be purchased at the college bookstore.

MAJORS AND MINORS

The department offers a four year curriculum leading to a major in health and physical education. Before a major can be started, however, there are certain requirements to be met. These are listed as follows:

	Hours
Chemistry 110 (First semester, freshman year).....	4
Biology 140 Zoology (Second semester, freshman year).....	4
P.E. 100 Personal Hygiene (either semester).....	2
P.E. 107, 108 Sports Survey (men).....	1
P.E. Activity, Second year (men).....	1
P.E. Activity (women minors).....	1
P.E. 131, and 132 (women majors).....	2

The subjects listed above cannot be applied toward a major or a minor. Participation in varsity athletics may be substituted for the second year of required Physical Education activity but Sports Survey is required of all men students even if they are participating in freshman athletics. For women students majoring or minoring in Health and Physical Education, it is required that P.E. 131 and 132, and two hours of activity work be completed.

The minimum departmental requirement for a major is 24 hours and for a minor, 15 hours. The following courses are required for a major in health and physical education.

	Hours
P.E. 109 Introduction to Physical Education.....	3
Biol. 120 Human Physiology	3
P.E. 131, 132. Techniques I and II (required of women).....	2
P.E. 161 Dance in Education (required of all women).....	2
P.E. 162 Techniques of the Dance (required of all women).....	2
P.E. 175, 176 Demonstrations and Observation Teaching.....	2
P.E. 207, 208 Coaching (required of women).....	2
P.E. 217, 218 Coaching (required of men).....	4
Biol. 231 Human Anatomy	3
P.E. 235 Organization and Administration of Health Education.....	3
P.E. 236 Organization and Administration of Physical Education....	3
P.E. 251 Applied Anatomy and Kinesiology.....	3
P.E. Activity (third and fourth year).....	2

The following courses are required for a minor in health and physical education.

Biol. 120 Human Physiology	3
P.E. 161 The Dance in Education (required of women), or.....	2
P.E. 162 Techniques of Dancing (required of women).....	2
P.E. 175, 176 Demonstration and Observation Teaching.....	2
P.E. 207, or 208 Coaching (required of women).....	2
P.E. 217, 218 Coaching (required of men).....	4
Biol. 231 Human Anatomy.....	3
P.E. 236 Organization and Administration of Physical Education....	3
P.E. Activity (third and fourth years).....	2

For the minor in Health Education, the following courses are required:

Biol. 120 Human Physiology	3
Home Ec. 101 Elementary Nutrition.....	3
P.E. 185 Principles of Health Education.....	3
P.E. 235 Organization and Admin. of Health Education.....	3
Biol. 231 Human Anatomy	3

TYPE CURRICULUM FOR STUDENTS MAJORING IN PHYSICAL EDUCATION

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition.....	3	Engl. 102 Composition.....	3
Chem. 110 Introd. Coll. Chem. 4	4	Biol. 140 Zoology.....	4
*P.E. 100 Hygiene.....	2	*Art 110 Publ. Sch. Art.....	2
P.E. 109 Introd. to P.E.....	3	P.E. 108 Sports Surv. (men)....	0.5
P.E. 107 Sports Surv. (men)....	0.5	P.E. 132 Techniques II (wom.) 1	1
P.E. 131 Techniques I	1	Minor or elective.....	6.5-7
Minor or elective.....	2		
P.E. 109 Introd. to P.E.....	2		16.5-17
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16.5-17			

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 100 Elem. Psychology....	3	*Educ. 120 Sociology.....	3
*Geog. 100 Elem. of Geog.....	3	*S. Sci. 100 Const. Govt.....	3
Social Studies	3	Social Studies	3
Biol. 231 Anatomy.....	3	Biol. 120 Human Physiology....	3
P.E. 161 Dance in Educ. (wm.) 2	2	P.E. 162 Techn. of the Dance	
P.E. 175 Dem. & Obs. Teach....	2	(women)	2
P.E. Activity	0.5	P.E. 190 Playgrnd. Leadership 2	2
		Minor or elective.....	2
	<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>	P.E. Activity	0.5
	16.5		
			<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>
			16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
*Psych. 200 Educ. Meas.....	3	Directed Teaching	10
*Educ. 210 Teaching Reading....	2	Or the following group:	
Minor and elective (wom.).....	3	*Education elective	5
Minor and elective (men).....	6	Minor and elective.....	5
P.E. 217 Coaching (men)	2	Minor or elective (wom.).....	6
P.E. 251 Kinesiology	3	Minor or elective (men).....	4
P.E. Activity	0.5	P.E. 218 Coaching (men).....	2
		P.E. Activity	0.5
	<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>		
	16.5		<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>
			16.5

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 230 El. Curric. Tech.....	2	*Educ. 250 Phil. of Educ.....	3
Directed Teaching	10	Elective and minor	5
or		Or the following group:	
Minor and elective	10	*Education elective	5
P.E. 235 Org. and Admin. of		Elective or minor.....	5
Health Education	3	P.E. 236 Org. Admin. P. Ed....	3
P.E. Activity.....	0.5	P.E. Activity.....	0.5
	<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>		
	15.5		<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>
			16.5

- Note 1. In the case of the starred courses, sections are to be so arranged that half of the group will take the course in first semester, and half in the second semester.
- Note 2. The sophomore courses in social studies are to be selected from the following: Hist. 101, 102; 103, 104; and Econ. 131, 132.
- Note 3. Electives are to be so chosen as to include an approved minor of at least fifteen units in a field other than physical education.
- Note 4. P.E. Majors may elect from the following courses: P.E. 167 First Aid; P.E. 170 Camp Fire Leadership; P.E. 172 Fundamentals of Scouting; P.E. 185 Principles of Health Education; P.E. 232 Social Recreation Leadership; Engl. 124 Pageantry; P.E. 256 Advanced Scouting.

DESCRIPTION OF COURSES IN HEALTH AND PHYSICAL EDUCATION

ACTIVITY COURSES FOR MEN

P. E. 107, 108 Sports Survey. Instruction in individual and team sports. Required of all men in the freshman year. **Participation in varsity or freshman athletics may not be substituted.**

Pomeroy.

First year, twice a week.

Each, $\frac{1}{2}$ hour.

111, 112 Athletics. Open to men who are accepted as candidates for varsity or freshman teams representing the college.

Staff.

Five times a week.

Each, $\frac{1}{2}$ hour.

115, 116 Minor Sports. A continuation of P. E. 107, 108 with greater emphasis placed upon individual skill. The course includes such sports as golf, tennis, swimming, handball, volleyball, badminton, shuffleboard, deck tennis, hiking. Not limited to physical education majors.

Staff.

Second year, twice a week.

Each, $\frac{1}{2}$ hour.

125, 126 Boxing.

Allen.

Twice a week.

Each, $\frac{1}{2}$ hour.

127, 128 Wrestling.

Allen.

Twice a week.

Each, $\frac{1}{2}$ hour.

THEORY COURSES FOR MEN

172 Fundamentals of Scouting. The philosophy of Scouting organization and practices. Actual practice in Scoutcraft and individual advancement. Opportunity for leadership in the Ira D. Payne Training School Scout Troop. Completion of the course entitles participants to receive Elements of Scoutmastership Certificates, Parts I and II.

Steverson.

Second or third year first semester, three times a week. 3 hours.

217, 218 Coaching. Theory and technique of major sports. These include football, basketball, track and baseball. Required of all men who major in health and physical education.

Staff.

Third or fourth year, three times a week.

2 hours.

256 Advanced Scouting. Principles of scout and cub leadership, and specialization courses in scouting. Successful completion of the course entitles participants to receive Principles of Scout and Cub Leadership Certificates Parts I and II and Specialization Certificates earned. Prerequisites: P. E. 172 or possession of Elements of Scoutmastership Certificates Parts I and II.

Steverson.

Third or fourth year, second semester, three times a week. 3 hours.

ACTIVITY COURSES FOR WOMEN

Two semester hours of activity courses are required of all women during their freshman and sophomore years. One hour must be elected from the sport activities, the other hour from the dance activities. Not more than one-half hour in Beginning Social Dance may be applied toward this requirement.

101 Sports Survey. Badminton, volleyball, and basketball.

Staff.

First semester, two times a week. $\frac{1}{2}$ hour.

102 Sports Survey. Speedball, softball, track, and minor team games.

Staff.

Second semester, two times a week. $\frac{1}{2}$ hour.

103, 104 Athletics.

Staff.

Both semesters, four times a week. Each, $\frac{1}{2}$ hour.

105, 106 Restricted Physical Education.

Staff.

Two semesters, two times a week. Each, $\frac{1}{2}$ hour.

THEORY COURSES FOR WOMEN

207, 208 Coaching. Theory and technique of major and individual sports. Practical experience in game officiation. Required of all women majors.

Murphy.

Third or fourth year, two times a week. Each, 2 hours.

210 Camp Fire Leadership. Develops the psychological background and educational foundations of Camp Fire as an activity for adolescent girls. The theory and practice of the seven crafts in the Camp Fire program, with symbolism and program making receiving attention. A limited opportunity is offered to assist with Camp Fire activities in the campus training school. Successful completion of the course entitles the participants to receive the certificate of graduation from a registered training course for leaders from National Camp Fire Headquarters. The work follows closely the

enlargement and improvement of the program as outlined in the manual of 1937. By special arrangement with the instructor, this course may be open to sophomores or to special students.

Anderson.

Third or fourth year, either semester, once a week.

1 hour.

ACTIVITY AND THEORY COURSES (COURSES OPEN TO BOTH MEN AND WOMEN)

100 Hygiene. Required of all students. Separate sections for men and women.

Lavik and Murphy.

Either semester, twice a week.

2 hours.

H. Ec. 101 Elementary Nutrition. See description under Home Economics.

Rannels.

First year, first semester, three times a week.

3 hours.

109 Introduction to Physical Education. An orientation and guidance course. Required of all freshman students majoring in physical education.

Staff.

First year, first semester.

3 hours.

110-a Tap and Clog. Beginning elementary techniques; simple routines.

Gillanders.

Either semester, two times a week.

½ hour.

110-b Advanced Tap and Clog. Advanced techniques and routines.
Prerequisite: P.E. 110-a

Gillanders.

Either semester, two times a week.

½ hour.

113 Marching Tactics. Designed to meet the needs of women students desiring membership in the College Pep Club.

Staff.

First semester, four times a week.

½ hour.

120a Golf. Beginning class. Fee, 50 cents.

Pomeroy, Wood.

Either semester, two times a week.

½ hour.

120b Golf Advanced. Advanced technique, fundamentals and course experience. Fee, 50 cents.

Pomeroy, Wood.

Either semester, two times a week.

½ hour.

Biol. 120 Human Physiology. See description under Biology.

Irish.

Second year, first semester, three times a week.

3 hours.

123, 124 Tumbling. Beginning and advanced sections for men. A separate beginning section for women.

Steverson.
Second year, two semesters, two times a week. Each, $\frac{1}{2}$ hour.

130-a Tennis. A class for beginners.

Staff.
Either semester, four times a week. $\frac{1}{2}$ hour.

130-b Tennis. An advanced class.

Staff.
Either semester, four times a week. $\frac{1}{2}$ hour.

131 Technique I. Modern dance, hockey, volleyball, and golf. Required of all women majors.

Staff.
First semester, five times a week. 1 hour.

132 Technique II. Tap and clog, folk, basketball, softball, track, archery and tennis. Required of all women majors.

Staff.
Second semester, five times a week. 1 hour.

140-a Archery. A beginning class. Fee, 50 cents.

Wood.
Either semester, three hours a week. $\frac{1}{2}$ hour.

140-b Archery. An advanced class. Fee, 50 cents.

Wood.
Either semester, three times a week. $\frac{1}{2}$ hour.

150-a Social Dancing. Beginning course in the fundamentals of this type of dancing. **Not more than one semester accepted for required physical education credit.**

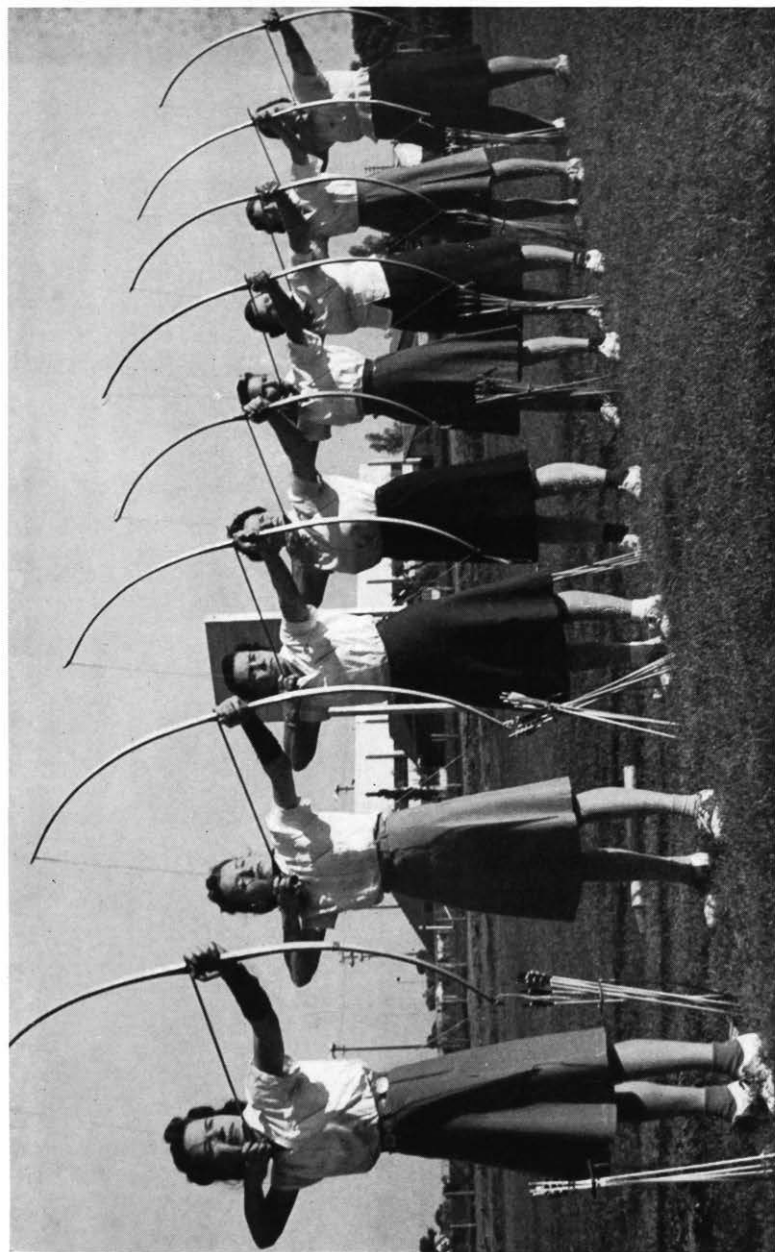
Gillanders.
Either semester, twice a week. $\frac{1}{2}$ hour.

150-b Advanced Social Dancing. Advanced steps and combinations; practices in current steps. No credit toward the two hour P.E. requirement.

Gillanders.
Either semester, twice a week. $\frac{1}{2}$ hour.

161 Dance in Education. History and philosophy of the dance. Educational values of folk, tap, social and modern dancing. Dance composition and rhythmic analysis. Required of all women majors and minors. Prerequisites: P. E. 110, 117.

Gillanders.
Second year, first semester, three times a week. 2 hours.



AN ARCHERY TEAM

162 Techniques of Dancing. Method of teaching folk, tap, social and creative dancing. Problems in dance production-costume-organization. Graded programs in dance for elementary and high schools. Required of all women majors and minors. Prerequisite: P.E. 161.

Wood.
Second year, second semester, three times a week. 2 hours.

167 First Aid. A program of instruction in the principles of first aid and their application in practice. Demonstrations of the proper use of first aid materials and methods.

Steverson.
Second year, first semester, once a week. 1 hour.

170 Folk and Character Dance. A study of authentic dances suitable for elementary grades and high schools.

Wood.
Either semester, twice a week. ½ hour.

175, 176 Demonstration and Observation Teaching. Required of major students prior to student teaching.

Staff.
Second year, both semesters. Each, 2 hours.

180-a Beginning Modern Dance.

Gillanders.
Either semester, twice a week. ½ hour.

180-b Advanced Modern Dance.

Prerequisite: P.E. 180a.

Gillanders.
Either semester, twice a week. ½ hour.

185 Principles of Health Education. History and principles of school health education. Interpretation of aims and objectives of school health education, also consideration of health maintenance and health attitudes. Required of students minoring in Health Education.

Murphy.
Second year, first semester, three times a week. 3 hours.

190 Playground Leadership. A study of the games and activities suitable to the playground, and other phases of the physical education program in the elementary school. Practical experience in organizing, promoting, and directing social games, mixers, play-days, community singing, tournaments, hikes and outings, recreational dramatics, stunts, home evenings, and family play. Studies playground lay-out and playground equipment for schools of various sizes. Required of all candidates for the elementary certificate unless a similar course is being taken in another curriculum.

Staff.
Second year, either semester. 2 hours.

230 Social Recreation Leadership. The principles and technique of leadership in social recreation activities for the home, school, and community. Opportunity for promoting, organizing, and directing social games, social mixers, community singing, hikes, outings, recreational dramatics, stunts, home evenings, and family play.

Steverson.

Third or fourth year, either semester, two times a week. 2 hours.

Biol. 231 Human Anatomy. See description under Biology. Laboratory fee, \$2.00.

Irish.

Second year, first semester, three times a week. 3 hours.

234 Organization and Administration of Health Education. Organization of education for health. The areas of health service, health instruction and physical education are shown in their relationships to each other and to the general educational scheme in schools and communities of different sizes. Required of minors in health education and majors in health and physical education.

Lavik.

Third or fourth year, first semester, three times a week. 3 hours.

236 Organization and Administration of Physical Education. A study of the organization, administration, and supervision of the physical education program in elementary and high schools.

Murphy.

Third or fourth year, second semester, three times a week. 3 hours.

251 Applied Anatomy and Kinesiology. Origins, insertions, and actions of muscles with considerable emphasis upon postural problems. Prerequisite: Biol. 231.

Pomeroy.

Third year, first semester, three times a week. 3 hours.

336 Seminar in Health and Physical Education. Study of practices and procedures in the various areas of health and physical education. Fee, \$1.00.

Lavik.

Second semester, three times a week. 3 hours.

354 Physiology of Exercise. The effects of exercises upon bodily functions. Prerequisite: Biol. 120. Not offered in 1940-1941.

Lavik.

Second semester, three times a week. 3 hours.

390 Individual Problems. Readings, investigations and reports on current problems in health and physical education. Fee, \$1.00.

Credit and hours to be arranged.

DEPARTMENT OF PSYCHOLOGY

GRIMES (Head of the Department), BURKHARD, SKINNER, RICHARDSON

The major in Psychology shall consist of not less than twenty-four semester hours of work in this field. The minor shall consist of not less than fifteen hours. The courses to constitute the major or the minor will be selected to meet the needs of the individual student subject to the approval of the head of the department.

DESCRIPTION OF COURSES

Psych. 100 Elementary Psychology. An introductory study of the field of mental life. The primary emphasis is placed on normal adult psychology with application of the facts to the control of human behavior. The course aims to lay a foundation for all later study in education or psychology, and to give a general appreciation of the psychological approach to an analysis of animal and human behavior.

Grimes, Skinner.

Second year, either semester, three times a week.

3 hours.

200 Educational Measurements. The meaning of measurement and its place in education; types of educational and psychological tests and their functions; the judicious selection, interpretation and supervision of tests in guidance, classroom situations, supervision and administration, will be given primary consideration in this course. A variety of tests and evaluation devices will be available for study and use. Prerequisite: Psych. 100. *See for tests and materials 504*

Richardson.

Third year, either semester, three times a week.

3 hours.

208 Abnormal Psychology and Mental Hygiene. A brief study of the more prevalent types of insanity. Some consideration is given to mental deficiency. The interaction of the psychological and environmental factors determining the well-being of the school child, with special reference to the origin, development, treatment, and prevention of variant behavior problems of children. Prerequisite: Psych. 100.

Skinner.

Second semester, three times a week.

3 hours.

211 Statistical Methods. Only the statistical methods most commonly employed in education and psychology will be studied. The interpretation and application of statistics will be stressed instead of mathe-

mathematical theory and mechanical computations. The topics treated in this course include the assembling and analysis of data in tabular and graphic form, the computation, interpretation, and use of measures of central tendency, variability, reliability, and simple correlation. Prerequisite: Psych. 100. Not offered in 1940-1941.

Richardson.
First semester, two times a week. 2 hours.

213 Educational Psychology. Based on the information, principles, and experimental finds of psychology. A study of original nature, the learning process, laws of learning and habit formation, and economical principles of learning. Prerequisite: Psych. 100.

Skinner.
First semester, three times a week. 3 hours.

214 Applied Psychology. An application of psychological principles in business, industry, medicine, law and personnel. Consideration is given to social and vocational problems. Factors making for personal efficiency are analyzed. Important vocational and personality tests are studied. Prerequisite: Psych. 100.

Skinner.
Second semester, three time a week. 3 hours.

224 Clinical Psychology. A survey of clinical work on diagnosis and adjustment of problem children. The more important intelligence, performance, and achievement tests are analyzed and demonstrated. Educational and other adjustment problems are diagnosed and appropriate remedial measures are suggested. Individual testing. Prerequisites: Psych. 100, 200. Fee, \$1.00.

Skinner.
Second semester, two times a week. 2 hours.

225 Social Psychology. Advanced psychology dealing with the science of social relationship. Problems of social organization, social control, racial cultures, leadership, communication, imitation, heredity, and environment are given attention. Problems in education, industry, commerce, and social organization are analyzed in the light of modern psychology. Prerequisite: Psych. 100.

Burkhard.
First semester, three times a week. 3 hours.

231 Psychology of Adolescence. A presentation of recent scientific work in such fields as the nature of development of interests; physical, mental, moral, and social traits of adolescence; the prediction and control of adolescent behavior; and their bearing upon the problems of instruction in junior and senior high schools. Prerequisite: Psych. 100.

Skinner.
First semester, two times a week. 2 hours.

234 Child Psychology. A study of the physical, mental, emotional, and social development of the child from birth to adolescence. The period from five to ten years of age is especially emphasized. Designed to meet the needs of those planning to teach in the kindergarten, primary, or intermediate grades. Prerequisite: Psych. 100.

Skinner.

Second semester, three times a week.

3 hours.

241 Psychological Problems and Research. Designed for upper class and graduate students who wish to become acquainted with psychological methods of research and the results of important investigations. The student is expected to carry out some individual research project, preferably in line with his interests. Credit determined by amount of work done. Prerequisites: Psych. 100, 200.

Skinner.

First semester, two times a week.

2 or 3 hours.

308 Advanced Educational Psychology — Learning and Individual Differences. A study of the nature of learning and individual differences. Various theories of learning are considered. Prerequisite: at least two courses of psychology. Not offered in 1940-1941.

Skinner.

Second semester.

2 hours.

313 Advanced Educational Psychology. A critical survey of the experimental literature of psychology with special emphasis on applications to the problems of teaching, administration, and supervision. Prerequisite: at least two courses in psychology.

Skinner.

Second semester.

2 hours.

322 Psychology and Education of Exceptional Children. Presents the psychological principles most essential for the understanding and education of exceptional children. Considers the education and training of children suffering from the most common forms of defects. Emphasis is placed upon children handicapped by mental and physical defect. Consideration is given to the education of gifted children. Prerequisite: Psych. 100. Not offered in 1940-1941.

Skinner.

First semester, Saturdays.

2 hours.

333 Personnel Techniques and Problems. Psychological principles as applied to student personnel are presented. Some consideration is given to personnel in business and industry. Emphasis is placed on the personnel techniques and problems with which the counselor, the social worker, or the supervisor are faced. Prerequisite: Psych. 100.

Skinner.

First semester, Saturdays, 10:00-12:00.

2 hours.

DEPARTMENT OF SCIENCES

**BATEMAN (Head of the Department), IRISH, OSTRANDER, HOOVER,
WATSON, MORTENSEN**

The department of sciences offers courses in the following fields: Biology, Chemistry, Geography, General Science, Geology and Physics. The work in this department is designed to meet the needs of the following:

(1) Students desiring a cultural or broadening training in the field of science.

(2) Prospective elementary and secondary teachers who plan to major in one of the divisions of science.

(3) Prospective teachers who require prerequisite training in science for the majors, such as Home Economics or Physical Education.

(4) Pre-professional or other students requiring lower division science courses to meet the requirements of the various professional, academic and vocational fields such as Agriculture, Medicine and Research, and who plan to continue their work at another college.

SCIENCE MAJORS

Students majoring in science are required to follow one of the sequences listed below. Those interested primarily in teaching in the elementary grades are advised to concentrate in either General Science or Geography, and to meet the requirements of the Standard Curriculum as outlined on page 71. Those who plan to teach science in the secondary schools should concentrate on Biology, Chemistry, or Physics and fit their elected sequence of courses into either the Standard or Secondary Curriculum as outlined on pages 71 and 74. Those not interested in certification for teaching may elect any of the sequences given below fitting it into the Special Curriculum on page 76. To complete a major, twenty-four hours, exclusive of the general curriculum requirement in science, must be completed in one of the sequences. The starred courses are required, other listed courses may be elected to complete the major in one of the fields of concentration.

Students electing to major in science will plan their programs under the direction of the department head and the special adviser

in the field of their concentration. Over-specialization in the physical and biological sciences is to be avoided. All majors in physical science, biological science, pre-medicine, and other similar pre-professional fields are advised to take Biology 130 and 140, Chemistry 111 and 112, Physics 111 and 112, and Mathematics 111 and 112, to insure a broad foundation, then concentrate in the science field of their choice. Physical and biological majors should elect courses in German or French if they plan to work for graduate or professional degrees.

Individuals planning to study pre-medicine, pre-nursing, or medical technology are advised to consult the type curriculums which are on file at the department office. Attention is called to the medical technology and health courses described in this catalog, which are offered in collaboration with St. Joseph's Hospital at Phoenix.

During the senior year, all science majors should make arrangements with their departmental advisor to obtain experience in the handling of equipment and operation of laboratories. Majors in biological and physical science are required to maintain a grade of C or better in all of their biology, chemistry and physics courses.

THE MINOR IN SCIENCE FOR THE FOUR YEAR CURRICULUM

Fifteen units to be chosen in conference with the department head and the instructor representing the student's minor interest. This work may be selected from any one of the following fields: biology, chemistry, geography, physics, or general sciences.

Suggested minors for science majors:

General Elementary Science: Physical education, industrial arts, home economics, geography.

Geography: Commerce, social studies, biology.

Biological sciences: Chemistry, home economics, physical education, geography, foreign languages.

Physical sciences: Mathematics, biology, industrial arts, foreign languages, physical education.

SEQUENCES IN SCIENCE

I GENERAL SCIENCE

First and
Second Year

*Chem. 110 (Intro.), *Physics 110 (Intro.)
 *Biol. 130 (Botany), *Biol. 140 (Zoology)
 *Biol. 120 (Physiology), Gen. Sci. 121 (Photography)
 *Geol. 151 (Physical)

Third and
Fourth Year

*Physics 116 (Astronomy), Gen. Sci. 232 (Nature Study)
 *Biol. 203 (Bacteriology), *Biol. 204 (Genetics)
 *Chem. 180 (Organic), Chem. 260 (Applied)
 Geog. 217 (Conservation)

II GEOGRAPHY

First and
Second Year

*Chem. 110 (Intro.), *Physics 110 (Intro.)
 *Biol. 130 (Botany), *Biol. 140 (Zoology)
 Physics 118 (Meteorology), *Geog. 100 (General)
 *Geol. 151 (Physical), Geog. 102 (Economic)

Third and
Fourth Year

Geog. 202 (Regional), Geog. 206 (South West)
 Geog. 214 (Field Work), *Geog. 217 (Conservation)
 Geog. 220 (Climatology), Geog. 222 (United States)
 Geol. 252 (Historical), Biol. 213 (Plant Ecology)
 Biol. 224 (Animal Ecology)

III BIOLOGICAL SCIENCES

First Year

*Biol. 130 (Botany), *Biol. 140 (Zoology)
 *Chem. 111-112 (General), or Math. 111-112

Second and
Third Year

*Chem. 111-112, or Math. 111-112
 *Biol. 120 (Human Physiology)
 *Biol. 133 (Plant Anatomy), or Biol. 223 (Comparative
 Anatomy), *Biol. 203 (Bacteriology)
 *Biol. 204 (Genetics), Physics 111-112, or Physics 110 (Intro.),
 *Chem 180 (Organic)

Fourth and
Fifth Year

Biol. 213 (Plant Ecology), Biol. 224 (Animal Zoology)
 Biol. 225 (Mammalian Anatomy)
 Biol. 222 (Entomology)
 Biol. 216 (Plant Breeding), Biol. 219 (Animal Breeding)
 Sci. 390 (Individual Problems)

IV PHYSICAL SCIENCES

First Year

*Chem. 111-112 (General), *Math. 111-112.

Second and
Third Year

*Chem. 131 (Qualitative), *Chem. 142 (Quantitative), or
 201-202 (Quantitative), *Physics 111-112 (General)
 *Math. 113-114 (Calculus), *Chem. 211-212 (Organic) or
 Physics 201-202 (Advanced General), Physics 116 (Astronomy)

Fourth and
Fifth Year

Chem. 260 (Applied), Chem. 270 (Adv. Quant.)
 Chem. 282 (Biochemistry)
 Chem. 291-292 (Physical)
 Physics 204 (Optics), Physics 241 (Modern)
 Physics 251-252 (Mathematical)
 Biol. 203 (Bacteriology), Biol. 204 (Genetics)
 Sci. 390 (Individual Problems)

*Courses starred are required.

GENERAL SCIENCE

G. Sci. 100 Introduction to the Physical Sciences. A non-mathematical, non-laboratory treatment of the fundamental facts within the province of the physical sciences, the scientific method of approach, and the applications of the physical sciences to daily life. Fee, \$1.00 to defray cost of lecture demonstrations.

Watson.

Either semester, three lecture-discussions a week.

3 hours.

110 Introduction to Biological Sciences. A brief survey of the scope of Biology and of the theories of the origin and development of life on the earth. A study of the characteristics of living matter and of the fundamental structures of plants and animals. The student gets a general understanding of the manner in which plants and animals feed, grow, reproduce and develop. Accepted on science requirements for primary and elementary certificates. Not open to students who have had, or who expect to take Biology 130 and 140. Laboratory fee, \$2.00.

Mortensen.

First year, either semester; two lectures and one two hour laboratory a week.

3 hours.

121 Elementary Photography. Light and its behavior; lenses. Camera construction and performance. Exposures. Developing. Printing. Enlargement. Making of lantern slides. Copying. Intensification. Composition. The course will be suited to the needs of the amateur, or the teacher who wishes to make use of photography as an aid to his teaching. Prerequisite: Phys. 112 or Chem. 112. Laboratory fee, \$3.50.

Watson.

First semester, one lecture and three hours of laboratory a week.

2 hours.

232 Elementary Science. (Nature Study). A combination "content-methods" course emphasizing the development of an integrated science program in each grade from the kindergarten through the junior high school. Stress is laid on the aims and methods used in selecting, organizing and presenting nature study units on the different grade levels of the elementary school. Lectures, class discussions, library reports, field observations and class outings. Prerequisite: at least six hours of college science. Laboratory fee, \$1.00.

Mortensen.

Third year, first semester, three times a week.

3 hours.

GEOGRAPHY

Geog. 100 Elements of Geography. An introductory analysis of principles for a scientific interpretation of the world and its regions. Special studies of type regions to illustrate application of principles and to establish procedure for further acquisition of geographic knowledge as a foundation for teaching. Required in the standard curriculum. Laboratory fee, fifty cents.

Hoover.
Either semester, three recitation-lectures a week. 3 hours.

Geography A. Map Studies and Locations. For those only who are unable to pass satisfactorily a test on minimum essentials in map studies and who plan to follow the standard curriculum. Students needing this special drill will take it when they register for Geography 100 or before.

Hoover.
Either semester, one hour a week until completed. No credit.

102 Economic Geography. A study of the relations of physiographic, climatic and economic conditions to production, trade, and transportation. Important agricultural, forest, mineral, and manufactured products of the world. Special emphasis is placed upon regional aspects of commodities.

Hoover.
Second semester, three recitation-lectures a week. 3 hours.

202 Regional Geography. Regions of the world delimited on the basis of climate and other physical factors. The evolution or modification of economic and cultural types under the influence of natural environment. Selected contrasting regions are studied in some detail and similar regions compared with them and classified. Prerequisite: Geog. 100. Fee, 50 cents.

Hoover.
Second semester, three recitation-lectures a week. 3 hours.

203 Geography of Europe. Natural regions and political divisions compared. An investigation of the geographical backgrounds necessary for the interpretation of major economic, social, and political problems. Prerequisite: Geog. 100. Fee, 50 cents. Not offered in 1940-1941.

Hoover.
Three recitation-lectures a week. 3 hours.

206 Anthropogeography of the Southwest. Cultures of Arizona and bordering areas interpreted in their setting of physiographic, climatic and biotic environment. The emphasis is placed upon the primitive

Indian cultures, prehistoric to the present. The culture and scenic wonders of the region are illustrated. No text. Fee, 75 cents. Not offered in 1940-1941.

Hoover.
Second semester three lecture-recitations a week. 3 hours.

214 Field Work in Arizona Geography and Geology. Saturday and week-end trips arranged to include type localities and areas. Prerequisites: Geog. 100, 206, Geol. 151, and approval of the instructor. Transportation fee, \$5.00 per unit.

Hoover.
Credit depends upon the amount of work covered. $\frac{1}{2}$ to 3 hours.

217 Conservation of Natural Resources. Measure and distribution of the natural resources of the United States; their most efficient utilization and conservation. Problems of land reclamation, erosion, forestry, conservative mining, flood prevention, water supply, water power, navigation, conservation of wild life and scenery. Prerequisite: Geog. 100. Fee, 50 cents. Not offered in 1940-1941.

Hoover.
First semester, twice a week. 2 hours.

220 Climatology. Composition and structure of the atmosphere; air masses and storms; weather mapping, and forecasting. Climatic analysis, classification and regional distribution of climate types. Prerequisite: Geog. 100. Fee, 50 cents.

Hoover.
First semester, twice a week. 2 hours.

222 Physiography of the United States. The physiographic regions of the United States analyzed. The many interesting scenic features of the United States are studied as illustrative of the various types of land forms in relation to geologic processes; also the human adjustments to physiographic conditions. Prerequisites: Geog. 100, Geol. 151. Laboratory fee, \$2.00. Not offered in 1940-1941.

Hoover.
Second semester, two to three recitation-lectures and four hours laboratory a week. 3 hours.

GEOLOGY

Geol. 151 Physical Geology. Processes modifying the earth's surface through the agencies of water, ice, wind, vulcanism, and diastrophism. Structures, minerals, and rocks. Laboratory work with topographical maps, models, rock and mineral specimens. Field work. Fee, \$3.00.

Hoover.
First semester, three recitation-lectures, two hours laboratory and a minimum total of eighteen hours of field work. 4 hours.

252 Historical Geology. Principles of stratigraphy, revealing the history of the earth and the changing world geographies, with developing life through the geological periods. Fee, \$1.00.

Hoover.

Second semester, three recitation-lectures together with laboratory assignments.

3 hours.

BIOLOGICAL SCIENCES

Biol. 130 General College Botany. A course in elementary botany, designed to give a broad survey of the plant kingdom. The make-up of a typical flowering plant is studied in some detail, as regards its structure and physiology, after which special attention is given to the morphology of the Thallophytes, Bryophytes, and Pteridophytes. The principles of growth, reproduction, variation, and heredity as applied to plants are studied in some detail. Laboratory fee, \$2.00.

Mortensen.

Either semester, three lectures and three hours laboratory a week.

4 hours.

140 General Zoology. Includes the general principles of animal structure and function and comparative methods of reproduction. Introduction to systematic classification and a consideration of the geographical distribution in relation to the origin and development of animal life. Laboratory fee, \$3.00.

Ostrander.

Either semester, three lectures, three hours of laboratory a week.

4 hours.

120 Human Physiology. The human body is studied as a mechanism in relation to its environment. A study of the vital functions and the physical principles which govern them. Intended to supply the foundation for those who contemplate more extended work in hygiene, health education, or physical education. Lectures; demonstrations; individual and group projects.

Irish.

Either semester, three times a week.

3 hours.

133 Plant Anatomy. The morphology of plant cells, tissues, and of the tissue system. A study of prepared slides and fresh materials in the laboratory. Required for the majors in biological science and in agriculture. Prerequisite: Biol. 130. Laboratory fee, \$2.50.

Judd.

Two hours lecture and six hours laboratory a week.

4 hours

203 General Bacteriology. Emphasis upon the fundamental principles of bacteriology, and their hygienic, industrial and agricultural application. Organisms representing the principle groups are studied in cultural and microscopic preparations. Milk, soil, water and hygienic surveys are conducted by the students. Prerequisite: Biol. 110 or equivalent. Laboratory fee, \$4.00.

Ostrander.

First semester, two lectures and three two-hour laboratory periods per week.

4 hours.

204 Genetics and Eugenics. The principles of heredity and their application to social and educational problems. A continuation of the study of the biological principles underlying race betterment. Prerequisites: Biol. 130, 140 or equivalent.

Ostrander.

Second semester, three lectures a week.

3 hours.

204A Laboratory Course in Genetics. The study is based on fruit fly breeding and herediscope problems. Prerequisite: Biol. 204 or concurrent registration. Laboratory fee, \$1.00 per unit.

Ostrander.

Second semester.

1 or 2 hours.

213 Plant Ecology. Origin and development of vegetation, and measurements in the field of factors of the environment, with applications to agriculture, forestry, grazing, and general crop production. Prerequisite: Biol. 130. Laboratory fee, \$2.00.

Judd.

First semester, three lectures and one laboratory period a week.

4 hours.

214 Plant Physiology. A study of the plant functions of absorption, food synthesis, nutrition, respiration, growth and reproduction, with special reference to agricultural practices. Prerequisites: Biol. 133 and Chem. 111 and 112. Laboratory fee, \$3.00.

Judd.

Second semester, two lectures, six laboratory hours a week.

4 hours.

216 Plant Breeding. The principles and practice of plant breeding, technique, and improvements by selection and hybridization. Prerequisites: Botany, plant industry, and genetics. Laboratory fee, \$2.00.

Judd.

Second semester, three lectures a week.

3 hours.

219 Animal Breeding. The principles of genetics are applied to the problems and techniques of animal breeding. Includes the study of

pedigrees, line-breeding, in-breeding, out-cross, hybridization, and breeding indices. Prerequisites: Biol. 140, 204.

Ostrander.

First semester, three lectures a week.

3 hours.

222 General Entomology. A general study of insects, including structure, physiology, economic importance, classification and relationships. Each student is required to complete a project including collection and special report on some group of insects. Alternates with Biol. 224. Prerequisite: G. Sci. 110 or equivalent. Laboratory fee, \$1.00. Not offered in 1940-1941.

Ostrander.

Second semester, two hours lecture and one two-hour laboratory or field work a week.

3 hours.

223 Comparative Anatomy of Vertebrates. A study of the structure, development, and homology of the organ systems of vertebrates. Laboratory dissection of the shark, frog, pigeon, and cat. Alternates with Biol. 225. Prerequisites: Biol. 112 and 120. Laboratory fee, \$5.00. Not offered in 1940-1941.

Ostrander.

First semester, two lectures, two three-hour laboratory periods a week.

4 hours.

224 Animal Ecology. A survey of the wild animals of North America stressing responses and adaptations, natural organization of animal communities, population equilibrium, succession, habitat, types, and methods of conservation. Alternates with Biol. 222.

Ostrander.

Second semester, three lectures a week.

3 hours.

225 Mammalian Anatomy. A study of gross mammalian anatomy using the cat as the type. Offered for pre-medical students and physical education majors, subject to advice of department heads. Alternates with Biol. 223. Prerequisites: Biol. 120, 140. Laboratory fee, \$5.00. When taken for graduate credit, the student registers for three three-hour periods. Fee, \$8.00.

Ostrander.

First semester, one lecture and two three-hour laboratory periods a week.

3 hours.

231 Anatomy. Human anatomy with special emphasis on the anatomy of muscles and joints and application to the movements involved in exercises and sports. Laboratory fee, \$2.00.

Irish.

First semester, three times a week.

3 hours.

240 Biological Techniques. Special bacteriological methods; blood grouping, counting and testing; elementary serological, immunological, and urological techniques. Prerequisites: Biol. 120, 140, 203, 223, or 231 and Chem. 180.

Ostrander.

Hours and credits by arrangement with the instructor.

THE PHYSICAL SCIENCES

CHEMISTRY

Chem. 110 Introduction to Chemistry. Deals with the fundamentals of general chemistry and their application to modern life. Especially adapted to needs of students in home economics, physical education, pre-nursing or non-science majors. Laboratory fee, \$4.00.

Bateman and assistants.

Either semester, three recitation-lectures and three hours of laboratory a week.

4 hours.

111, 112 General College Chemistry. Intensive treatment of the fundamental facts and principles of general chemistry, in connection with the metals, non-metals and their compounds. Designed to give training in the use of the scientific method. Primarily for students of science, mathematics, engineering, pre-medicine and agriculture. Laboratory fee, \$4.00 a semester.

Bateman and assistants.

First semester. Three lecture-recitations and three hours of laboratory a week.

Each, 4 hours

131 Qualitative Analysis. A systematic separation of the most important metals and acids, together with a careful consideration of the theories, principles and laws involved. Prerequisite: Chem. 112, or equivalent. Laboratory fee, \$5.00.

Bateman and assistants.

First semester, two lecture-recitations and six or more hours of laboratory a week.

4 hours

142 Elementary Quantitative Analysis. Fundamentals of volumetric and gravimetric analysis. Includes practice in the standardization of acid, bases and oxidizers, and analysis of common substances. Careful manipulation of apparatus, integrity, and accuracy are stressed in the laboratory. Prerequisite: Chem. 131 or equivalent. Laboratory fee, \$5.00

Not offered in 1941-1942.

Bateman.

Second semester, one lecture and nine or more hours of laboratory.

4 hours

180 Elementary Organic Chemistry. A brief survey of the compounds of carbon, including the representative groups of the ali-

phatic and aromatic series. Adapted to the needs of students of home economics and agriculture and biology. Prerequisite: Chem. 110 or equivalent. Laboratory fee, \$5.00.

Bateman.

Second semester, three lectures and three hours of laboratory a week.

4 hours

211, 212 General Organic Chemistry. An intensive treatment of the chemistry of organic compounds, including the aliphatic and aromatic hydrocarbons and their derivatives. Emphasis is placed on the theories and reactions of organic chemistry. The laboratory work includes the study and preparation of typical carbon compounds. Alternates with Chem. 201, 202. Prerequisite: Chem. 112 or equivalent. Laboratory fee, \$5.00.

Bateman.

Both semesters, three lectures and three or more hours of laboratory each week.

Each, 4 hours

260 Applied Chemistry. Includes a brief study of the applications of chemistry in the home and the community. Subjects considered are fuels, fire-prevention, sanitation, textiles, paints, cellulose products, toilet preparations, drugs, food and nutrition. Alternates with Chem. 282. Prerequisite: Chem. 180, 211 or equivalent. Fee, \$5.00.

Bateman.

Second semester, three lecture-recitations and one three-hour laboratory period per week.

4 hours

270 Advanced Quantitative Analysis. Special methods of analysis such as water, food, ore, rock, steel, urine. Time and credit to be arranged. Prerequisites: Chem. 112, 202, 212; Physics 112.

Bateman.

Hours to be arranged.

Credit to be arranged.

282 Biochemistry. A study of the chemistry of animal and plant life; the physical and chemical properties of compounds of biological origin; the chemistry of the tissues, secretions, excretions; the composition of foodstuffs, and phenomena of their digestion, absorption, and metabolism; and the role of enzymes in the plant and animal world. Alternates with Chem. 260. Prerequisites: Biol. 120, Chem. 180 or 211. Laboratory fee, \$4.00. Not offered in 1940-1941.

Bateman.

Second semester. Three lectures and three hours of laboratory a week.

4 hours.

291, 292 Elementary Physical Chemistry. Includes a brief consideration of the properties of liquids, gases and solids; solutions, equilibrium, phase rule, osmotic pressure, electrochemistry colloids.



SCIENCE HALL

Prerequisites: Chem. 142; Phys. 112, and Calculus. Laboratory fee, \$5.00. Not offered in 1940-1941.

Bateman and Watson.

Both semesters, three lectures and three or more hours of laboratory work a week.

Each, 4 hours.

PHYSICS

Phys. 110 Elements of Physics. The fundamental principles of physics are developed and discussed in an elementary way and application is made of these principles to practical problems of the farm and home. Treatment of such topics as: mechanical principles of machinery, heating systems, air conditioning, home lighting, refrigeration, and electrical appliances. Neither high school physics nor college mathematics is required. Laboratory fee, \$3.00.

Watson.

First year, second semester, three lecture-recitations and three hours of laboratory a week.

4 hours.

111, 112 General College Physics. A detailed lecture and laboratory treatment of general physics covering mechanics, heat, sound, light, electricity and magnetism. Prerequisites: College algebra and trigonometry. Laboratory fee, \$3.00 per semester.

Watson.

Both semesters, three lecture-recitations and three hours of laboratory a week.

4 hours.

116 Descriptive Astronomy. A non-mathematical treatment of general astronomy. The course includes a detailed study of the members of the solar system and their characteristics; stars, constellations, nebulae, and the structure of the universe. Open to all students.

Watson.

First semester. Three lectures a week.

3 hours.

118 Meteorology. Composition and circulation of the atmosphere; hygrometry; weather; methods of observation and prediction; frost warnings; climate in its relations to man and agriculture. Fee, \$1.00. Not offered in 1940-1941.

Watson.

Second semester, three times a week.

3 hours.

201 Mechanics and Heat. A more advanced presentation of mechanics and heat than is given in general physics. Calculus is used in the development of the subject matter. Prerequisites: Phys. 112; calculus. Not offered in 1940-1941.

Watson.

First semester, three lectures a week.

3 hours.

202 Electricity and Magnetism. An advanced and detailed treatment of the theory of electricity and magnetism. Electrostatics, magnetism,

direct and alternating current theory, electromagnetic waves, including radio. Prerequisites: Phys. 112 and calculus. Not offered in 1940-1941.

Watson.

Second semester, three lectures a week.

3 hours.

204 Optics. A more advanced presentation of geometrical and physical optics. Reflection, refraction, lenses, image formation, wave properties of light, interference, diffraction, polarization, spectroscopy, relation of light waves to matter. Prerequisites: Phys. 112 and calculus. Not offered in 1940-1941.

Watson.

Second semester, three lectures a week.

3 hours.

241 Modern Physics. Deals with the discoveries made in the past few decades regarding the nature of matter and energy. Among other topics the following are discussed: x-rays and crystal structure; the wave and particle properties of light and matter; atomic properties and structure; isotopes; radioactivity; protons, neutrons, and atomic nuclei; artificial transmutations of elements. Prerequisites: Phys. 112 and calculus.

Watson.

First semester, three lectures a week.

3 hours.

251, 252 Principles of Mathematical Physics. An advanced course dealing with the methods used in the mathematical treatment of physical problems. Vector analysis and differential equations are introduced and used throughout. Prerequisites: Phys. 111, 112, and differential and integral calculus.

Watson.

Two semesters, four times a week.

Each, 4 hours.

390 Research Problems in Science Teaching. Problems of biology, chemistry, geography, and physics, with special emphasis on science teaching. Open to graduate students majoring in science.

The Staff.

Time and credit to be arranged.

MEDICAL TECHNOLOGY AND HEALTH

The following courses are offered at St. Joseph's Hospital in Phoenix and are restricted to seniors following the curriculum in Medical Technology and Health. Hours and fees for the following courses by arrangement with the instructor.

Biol. 240 Biological Laboratory Technique. Routine laboratory procedures. Examination of stained smears for morphological iden-

tification of bacteria, sputum examination, routine blood counting, blood typing and matching, and urinalysis.

Williams.
First semester. 4 hours.

225 Pathogenic Bacteriology. Disease-producing bacteria studied by special stains, culturing and animal inoculation. Preparation of differential media for bacterial isolation and differentiation.

Williams.
First semester. 4 hours.

265 Serology. Serological and immunological procedures. Special emphasis on complement fixation and precipitation tests for the diagnosis of syphilis.

Williams.
First semester. 2 hours.

271 Parasitology. Parasites of the intestines and blood in their relation to the problem of public health. The recognition of ova, the life cycle of parasites and their mode of transmission.

Williams.
First semester. 2 hours.

273 Hematology. Study of normal and abnormal blood cells. Cytology of the different blood diseases.

Williams.
First semester. 4 hours.

250 Histology. The study of the structure of tissues and organs and the preparation of stained sections for microscopic examination.

Williams.
Second semester. 4 hours.

Chem. 282-a Biochemistry. The chemistry of animal life, the chemical properties of biological compounds, digestion, secretions and body metabolism. Normal values of blood and urine chemical compounds are stressed.

Williams.
Second semester. 4 hours.

284 Blood Chemistry. Examination of the blood for pathological compounds in the blood, abnormal changes in its chemical constituents, and examination for abnormal chemical compounds in the blood.

Williams.
Second semester. 4 hours.

286 Chemical Examination of the Urine. Changes in chemical composition of the urine. Abnormal values of the usual constituents are studied in their relationship to disease.

Williams.

Second semester.

2 hours.

288 Chemistry of Digestion. Chemical examinations of the gastric contents, duodenal contents, bile, and feces are made; and the relationship of the findings to abnormal absorption and secretion is studied.

Williams.

Second semester.

2 hours.

DEPARTMENT OF SOCIAL STUDIES

WYLLYS (Head of the Department), TILDEN, HORTON

Courses in the Social Studies are designed to make one's college education well-rounded, and to produce intelligent, broad-minded graduates of this institution. Not all students are preparing themselves to enter the same profession, but nearly all expect to be citizens of the United States. In order to be able citizens of the United States or of Arizona, it is desirable to have a knowledge of our human backgrounds and our human relationships, gained through the study of our past history and our present political and social institutions.

The Major in History requires a total of thirty semester hours in this field, exclusive of Pol. Sci. 100, which is a general curriculum requirement.

Eighteen hours of the History major should be in lower division courses selected from among the following departmental offerings: Hist. 101-102, 103-104, 105-106, 107-108, 111, 113, 114, 116.

The remaining twelve hours may be selected from the following upper-division courses: Hist. 202, 203, 204, 205, 206, 207, 208, 209, 210, 212. The total required for a major is therefore thirty semester hours.

History 101, 102, 103, 104 or their equivalent are required of all students majoring in the field of History. Pol. Sci. 100,

Constitutional Government, may not be counted toward either the History or Political Science major or minor. Econ. 131, 132, Principles of Economics, will be accepted as electives in the History major.

Beginning with the college year 1940-1941, the department offers a major in Political Science. Students who wish to carry out this thirty-hour major should complete eighteen hours of work in lower division courses, to be arranged from the following: Either Hist. 103-104 or Econ. 131-132, and Pol. Sci. 101, 102, 103, 104. The requisite twelve hours of upper division Political Science should be selected from Pol. Sci. 201, 202, 203, 204, 206.

A Minor in History or Political Science should consist of at least fifteen hours. Nine hours should be in lower division courses selected from those enumerated before, and six hours should be in upper division work chosen from the upper division courses listed for those majors.

On page 198 will be found a suggestive arrangement of such majors as those described above. Courses in the studies acceptable toward the majors are listed in **bold face type**. The outline is intended to indicate desirable sequences of these courses.

The actual selection of the courses which are to constitute the major will depend, to a large extent, upon the desires and the preparation of the individual student. The major or minor should be fully planned and worked out under the direction of the head of the department. Graduate courses will be organized and conducted as the demand for them becomes sufficient.

SUGGESTED CURRICULUM FOR STUDENTS MAJORING IN SOCIAL STUDIES

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Engl. 101 Composition	3	Engl. 102 Composition	3
*G. Sci. 100 Phys. Science	3	*G. Sci. 110 Gen. Biology	3
*P.E. 100 Hygiene	2	*Art. 100 Publ. Sch. Art.....	2
Elective	5	Elective	5
P.E. Activity	0.5	P.E. Activity	0.5
Social Studies	3	Social Studies	3
Elect from:		Elect from:	
Hist. 101 Early Mod. Europe;		Hist. 102 Europe since 1815;	
Hist. 111 Hist. of S.W.; Hist.		Hist. 108 Hist. of Rome;	
105 England to 1603; Hist.		Hist. 106 Engl. since 1603;	
107 Ancient Orient, Greece;		P. Sci. 102 State Government;	
Pol. Sci. 101; Econ. 131.		Econ. 132.	
	16.5		16.5

SOPHOMORE YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 120 Sociology.....	3	*Psych. 100 Elem. Psychology...	3
*Pol. Sci. 100 Const. Govt.....	3	*Geog. 100 Elem. of Geog.....	3
Elective	4	Elective	4
P.E. Activity.....	0.5	P.E. Activity.....	0.5
Hist. 101 Early Mod. Eur. or		Hist. 102 Eur. Since 1815 or	
Hist. 103 U.S. to 1865.....	3	Hist. 104 U.S. Since 1865.....	3
Social Studies	3	Social Studies	3
Elect from the following:		Elect from the following:	
Hist. 105, 107, 110, 113, or Pol.		Hist. 106, 108, 114, 116, or Pol.	
Sci. 101, 103, or any of college		Sci. 102, 104, or any of college	
req. not chosen above.		req. not chosen above.	
	16.5		16.5

JUNIOR YEAR

First Semester	Hours	Second Semester	Hours
Educ. elective	2	Directed Teaching	10
*Psych. 200 Educ. Meas.....	3	Or the following group:	
Elective	5	Education Elective.....	3
Social Studies	6	*Educ. 230 Curric. Techn.....	2
Elect from following:		Elective	5
Hist. 203, 205, 207, 209, 210 or		Social Studies	6
Pol. Sci. 201, 203, 205.		Elect from following:	
	16	Hist. 202, 204, 206, 208, 212, or	
		Pol. Sci. 202, 204, 206.	
			16

SENIOR YEAR

First Semester	Hours	Second Semester	Hours
*Educ. 210 Tchng. Reading	2	*Electives	10
*Educ. 250 Phil. of Educ.	3		
Directed Teaching	10	Social Studies	6
or		Elect from following:	
Elective	4	Hist. 202, 204, 206, 208, 212,	
Social Studies	6	or Pol. Sci. 202, 204, 206.	
Hist. 203, 205, 207, 209, 210;			16
Pol. Sci. 201, 203, 205.			
	16		

COURSES IN SOCIAL STUDIES

HISTORY

Hist. 101 Early Modern Europe. The history of Europe is covered from the latter part of the fifteenth century down to 1815. In something over three centuries, four great revolutions in commerce, religion, politics, and industry changed the whole course of modern life. Required of all students majoring in the department.

Wyllys.

First semester, three times a week.

3 hours.

102 Europe Since 1815. A survey of the history of Europe from the French Revolution to the present time, with stress on the period since 1870. Some of the chief topics covered are The Congress of Vienna and its results; the era of Metternich; the Industrial Revolution; the development of nationalism; the unification of all the states of Central Europe; imperialism and alliances; the World War; and a brief survey of post-war Europe. Required of all students majoring in the department.

Wyllys.

Second semester, three times a week.

3 hours.

103 United States History to 1865. In this course, American history is carefully surveyed for judicial decisions, legislative enactments, administrative rulings, political party practices, and social and economic developments throwing light upon our constitutional expansion. The utterances of public men, party platforms, and diplomatic incidents are used to make clear the growth of our unwritten constitution and national life. Required of all students majoring in the department.

Wyllys.

First semester, three times a week.

3 hours.

104 United States History Since 1865. American history prior to the Civil War is largely concerned with constitutional questions. The great economic revolution in this country during and after the Civil War ushered in political and social problems which demand chief attention. This course aims to bring out the significance of the rise of capitalism, the growth of city life, and perplexing intricacies of our commercial and industrial system, and the effect of all this upon our present institutions. Required of all students majoring in the department.

Wyllys.

Second semester, three times a week.

3 hours.

105 History of England to 1603. A survey of the political, economic, and social development of England from the earliest times to the end of the Tudor Period.

Tilden.

First semester, three times a week.

3 hours.

106 History of England Since 1603. A survey of the political, economic, and social development of England and the British Empire from 1603 to the present time.

Tilden.

Second semester, three times a week.

3 hours.

107 History of the Ancient Orient and Greece. A survey of the developments of ancient culture, including the valley of the Nile, the Euphrates, the western coast of Asia Minor and the mainland of Greece. Special emphasis is laid upon the causes and extent of Greek colonization throughout the Mediterranean region. The growth of Greek art and philosophy are given a fair share of attention.

Tilden.

First semester, three times a week.

3 hours.

108 History of Rome. A brief survey of Roman and ancient Italian history. Social and economic factors are emphasized, and the causes of the rise of the Roman Empire, as well as the reasons for its downfall, are brought out.

Tilden.

Second semester, three times a week.

3 hours.

111 History of the Southwest to 1865. To understand the condition and institutions of this state, it is necessary to be familiar with the history of the commonwealth and of those neighboring communities from which Arizona drew her population and political ideals. The purpose of this course is to provide some familiarity with the historical background of Southwestern states before the Civil War.

Wylls.

First semester, three times a week.

3 hours.

113 Medieval Europe. The story of Europe from the fall of the Roman Empire in the west to the time of the Reformation. This was the germinating period of modern nations. The Church, the Crusades, and the Holy Roman Empire are outstanding phases covered. Stress is laid on social and economic life of the period. Not offered in 1940-1941.

Tilden.

First semester, three times a week.

3 hours.

114 Colonization of North America. Devoting special attention to the colonial period of our country, this course surveys the history of North America from 1492 to 1783. Social and economic life are

subjects of greatest emphasis. A detailed account of French North America and of the American Revolution is included. Not offered in 1940-1941.

Tilden.
Second semester, three times a week. 3 hours.

116 History of Hispanic America. In view of the increasing relations between the United States and the nations to the south of us, stress is placed upon the life and traditions of our Hispanic-American neighbors. A knowledge of Spanish is desirable but not essential for students choosing this course.

Wyllys.
Second semester, three times a week. 3 hours.

202 History of the Far East. This advanced course takes up the early as well as the modern history of China, Central Asia, Malaysia, and Japan, but places emphasis on the period since the opening of the nineteenth century. Special attention is given to the topic of Japanese and Russian expansion, and to conflicting international interests in the Orient. Not open to lower division students. Prerequisites: Hist. 101, 102 or equivalent. Not offered in 1940-1941.

Wyllys.
Second semester, three times a week. 3 hours.

203 American Foreign Relations. This course deals not only with the machinery of American diplomacy, but also with the history and course of American foreign policies. It is designed to enable our teachers to understand the underlying currents of our foreign relations and the place of the United States in world politics. The topics especially discussed are the development of early American foreign policies; the problems of expansion and Manifest Destiny; the Monroe Doctrine and its application; the share of the United States in international conferences; relations with the League of Nations; and relations with other countries of the New World. Open to upper division students only. Prerequisites: Hist. 103, 104 or equivalent.

Wyllys.
First semester, three times a week. 3 hours.

204 History of the American Frontier. Dealing with the movement of population westward across the United States, this course is designed to show the effect of the West and the frontier upon our national life and upon the expansion of the United States. Social and economic factors are given most attention, and the advance of the frontier line is traced from about 1763 to 1890. Open to upper division students only. Prerequisites: Hist. 103, 104 or equivalent.

Wyllys.
Second semester, three times a week. 3 hours.

205 The Period of the French Revolution and Napoleon. The central theme of this special course is the critical period of European history from 1789 to 1815, an era that completely altered world affairs. Stress is laid upon the Old Regime in France, the causes and leading events of the French Revolution, and the career of Napoleon Bonaparte. Open to upper division students only. Prerequisites: Hist. 101, 102 or equivalent. Not offered in 1940-1941.

Wylls.

First semester, three times a week.

3 hours.

206 Contemporary Europe. Beginning with a brief survey of the period of the World War, this course then deals with the problems of Post-war Europe. Stress is laid on international organization since the War. Some of the problems discussed are the foreign relations of Soviet Russia; the development of new alliances among the new nations; international conferences and their results; contemporary imperialism; the League of Nations; and the present conditions of most of the European countries. Proseminar. Open to upper division students only. Prerequisites: History 101, 102 or equivalent.

Tilden.

Second semester, three times a week.

3 hours.

207 History of Mexico. An advanced course in Hispanic-American history. Deals with the history of the Mexican nation from colonial times to the present. Emphasis is laid upon the social, economic, and racial background of the Mexican nation. A knowledge of Spanish is desirable, but not essential, for students choosing this course. Prerequisites: Hist. 103, 104 or equivalent.

Wylls.

First semester, three times a week.

3 hours.

208 American Cultural History. American history has many phases. This culminating course deals with the cultural development of our people. This growth is evidenced by improvements in living conditions, in dress, in amusements or recreation, and in music, art, and literature. This study takes particular note of the higher attainments of our people such as are expressed in their drama, their recreation, their education, and their religious and social life. Open to upper division students only. Proseminar. Prerequisites: Pol. Sci. 100, Hist. 103, 104 or equivalent.

Tilden.

Second semester, three times a week.

3 hours.

209 Economic History of the United States. A general survey of the economic development of the United States from the period of the Confederation to the present. Emphasis is placed on the Economic Revolution and the development of our modern industrial society. Open to upper division students only. Proseminar. Prerequisites: Hist. 103, 104 or equivalent.

Tilden.

First semester, three times a week.

3 hours.

210 Renaissance and Reformation. An advanced course dealing with the antecedents and development of the Renaissance in Italy, together with its political, economic, intellectual, and artistic phases in other European countries, and with the revolution in religious and political thought which accompanied the attack upon the church in the 16th century. Open to upper division students only. Prerequisites: Hist. 108, 113 or equivalent.

Tilden.

First semester, three times a week.

3 hours.

212 Teaching the Social Studies. An advanced course dealing with methods of teaching history and political science. Conducted on the project method, with observation and reports. Includes some study of historiography—the literature and writing of history. Open to senior students only. Proseminar. Prerequisites: Hist. 101, 102, 103, 104, Pol. Sci. 100.

Wyllys.

Second semester, two times a week.

2 hours.

300 Seminar in History. Offered as graduate work, if demand is sufficient.

Wyllys.

Either semester, time to be arranged.

2 hours.

POLITICAL SCIENCE

Pol. Sci. 100 Constitutional Government. Covers the essentials pertaining to our national government and to that of Arizona. It meets the requirements of the state law on the study of the national and state constitutions. The course should be taken by those who wish to prepare for the constitution examinations required of all candidates for graduation from the college. Required of all students for graduation. Not open to freshmen during their first semester.

Tilden and Horton.

Either semester, three times a week.

3 hours.

101 Introduction to Political Science. The fundamental principles of government. Discussion of sovereignty, legislation, and the origins of the state.

Horton.

First semester, three times a week.

3 hours.

102 State Government. The workings of the typical American state government are discussed, together with the principles of administration, legislation and county government.

Horton.

Second semester, three times a week.

3 hours.

103 Municipal Government. The methods of city government and comparisons of the leading types of city administration.

Horton.

First semester, three times a week.

3 hours.

104 American Political Parties. This course sketches the formation of the two major political parties under Hamilton and Jefferson, down to the present-day Republican and Democratic Parties. Chief emphasis is laid upon the diametrically opposed Hamiltonian and Jeffersonian philosophies. A dozen or more important third parties come in for notice. The survey includes a study of outstanding party leaders.

Horton.

Second semester, three times a week.

3 hours.

201 Comparative National Governments. A desirable background for understanding current history and the world's changing political forms. Emphasis is laid upon the constitutional structure and political machinery of the governments of Great Britain, France, Germany, Italy, Switzerland, and the Soviet Union. Open to upper division students only. Prerequisites: Hist. 101, 102 or equivalent, Pol. Sci. 100.

Horton.

First semester, three times a week.

3 hours.

203 Public Administration. Discussion of the methods of administration as commonly practiced in the United States. Analyses of public finance, taxation, budgets, etc. Open to upper division students only. Prerequisite: Pol. Sci. 100.

Horton.

Second semester, three times a week.

3 hours.

204 International Law and Relations. Full treatment of the principles and practices of nations under the laws of peace and war, and the conduct of international relations. Fundamental natural, biological, and social resources will be considered. Open to upper

division students only. Prerequisite: Pol. Sci. 100.

Horton.

Second semester, three times a week.

3 hours.

205 World Politics in the Pacific. The quest of World Empires has extended far into the Pacific. Natural resources, population problems, markets, military and naval bases, economic imperialism, political ideologies, cultural forces, and major social trends in the Pacific area will be discussed in this course. Open to upper division students only. Prerequisites: Hist. 101, 102 or equivalent, Pol. Sci. 100. Not offered in 1940-1941.

Horton.

First semester, three times a week.

3 hours.

206 Contemporary Political Thought. A critical study of political thought from the French Revolution to the present. Special attention is given to political theories which form the bases of modern governments and parties. Open to upper division students only. Prerequisite: Pol. Sci. 100.

Horton.

Second semester, three times a week.

3 hours.

300 Seminar in Political Science. Offered as graduate work, if demand is sufficient.

Horton.

Either semester. Time to be arranged.

2 hours.

STATISTICS

SUMMARY OF REGISTRATION, 1939-1940

College

Resident Students

Regular Session

	Freshmen	Sophomores	Juniors	Seniors	Graduate	Irregular	Total
Men	297	174	152	118	77	4	822
Women	216	127	142	138	53	7	683
Total	513	301	294	256	130	11	1505

Summer Session 1939

Men	205
Women	474
Total	679

Extension Courses

Men	127
Women	222
Total	349

Training Schools

Boys	457
Girls	484
Total	941

Total Registration

In College	2533
Counted more than once.....	230
Total different students	2303
In Training Schools	941
GRAND TOTAL	3244

SUMMARY OF GRADUATES, 1940

Prior to 1940.....	4926
Class of 1940, B. A. degree	262
M. A. degree	27
	5215

COMMENCEMENT 1940

BACHELOR OF ARTS IN EDUCATION

January 26, 1940

Marguerite Elizabeth Aeppli	Helen Marie Johnson
Dorothy May Alkire	Nell Ray Johnston
Hazel Dean Anderson	Victor R. Kiessling
Harriet May Butterfield	Harriette May Lovett
Mary Jane Carson	Gladys Emma Manning
Trinidad Castenada	Marjorie Lenore Matthews
Mary Frances Cole	William C. McConnell, Jr.
Lorraine Kathleen Cotham	Grover Cleveland Meineke
Georgia W. Ferhmann	Richard Stevens Meyer
Margaret Jordan Felton	Frances Moeur
Franklin Thackery Gabbard	Suethel Beauchamp Pohlman
Edna Wilson Gillis	Elizabeth Ann Rose
Helen Cooley Hackleman	Zoraida Stoddard
Ethel Young Harbison	Arra Marie Swearingen
Lael Haws	Suzanne W. Tudor
Theron Marl Hemphill	Mary Una Van Liere
Kenneth M. Hicks	Kathryn Della Wilbur
Marjorie Lon Hyde	Inez Lucille Wilson
Hortense Julia Jerez	Mary Sue Wolfe

BACHELOR OF ARTS IN EDUCATION

May 28, 1940

Lillian Phoebe Acuff	Kenneth Hugh DeHoff
J. Wiley Aker	Thomas Edward DeKellis
Pauline Ethel Amerson	Ruth Mackey Dermody
Sidney B. Anderson	Mary Ann Eberling
Theodore R. Anderson	Jane E. Eckenstein
Haven Andrist	Dorothy Jane Egan
Mary Agnes Arnold	Jewel Burris Evans
Harbert Q. Ashe	Maude Evans
Cleo Combs Bennett	Juanita Gwendolyn Favors
Philip Raymond Bergier	Florence Eloyce Feighner
Max Brewster Betts	Alma Stewart Findley
Loretta Ila Bigler	George McMillan Fleming
Reubielee Blankenship	Mary Frances Foster
R. Harold Blanton	Harriet Lillian Freye
Donald L. Bloom	Warner O. Fritsch
Morton Alward Boss	Eugene Curtis Fulghum
Margaret Carr Bouse	Fern Gammage
Ernestine Doris Brandenburg	David Dale Gammill
King W. Broadrick	William John Geissert
Cornelia Brown	Dorothy Leonie Gentry
Thomas Farrell Carney	Florence Georgouses
Marjorie Bernice Cartwright	Lonnie Nevitt Gilliland
Alice Elizabeth Cavender	Barbara Lillian Gleason
Zena Charlson	Dorothy Mae Gleason
R. B. Clark	Maxine Grace
Robert Lee Cole	Elizabeth Esther Groves
Thomas Tilman Crance	J. Elizabeth Hale
Margaret A. Crist	Velma Mae Halladay
Henry Morgan Davis	Grace Louise Hamilton
Mason W. Davis	Elizabeth Louise Hampton

BACHELOR OF ARTS IN EDUCATION

May 28, 1940 (Continued)

Tom John Harter	Frank Lewis Raymond
Burnett Hartsook	Nan Caroline Redd
Russel Edward Hellmund	Anne A. Reilly
Fred Calvin Henshaw, Jr.	James Arnold Riddles
Margaret Hinkle	• Winifred W. Ridge
Gwendoyne Allen Hoben	Carolyn Margaret Rigg
Elizabeth Hobson	Noble Lee Riggs
John W. Hollar	Josephine Ann Roe
Jane Allen Howard	John C. Rooker
• Zona Hudson	Suzanne Celestine Salazar
Hal Verdon Hunsaker	Isabel Sanders
Margaret Amelia Ives	Williamina Snyder Schultz
Clair Lynn Jobe	Roger Howard Scofield
Beatrice W. Judd	Leonard Sinclair Sharman
Gladys Glissan Kelly	• Mabel Virginia Sheldon
Janet Kendrick	Adelbert G. Shelly
Leo James Kennedy	Boyd Albert Shumway
Josephine E. King	Lucy Shumway
Lee Walton Kornegay	Nelle Shumway
• Elbert Allen La Fuze	Joel H. Smith
Allen M. Larson	Walter D. Smith
Patrick Harold Lebs	Elizabeth Ann Snapp
Hazel Jane Lewis	Woodrow W. Spires
Lenore Martha Lewis	Helen Stamatis
Jack Lindstrom	• Nils K. Stamps
Carl Wilbur Massey	Joanna Stephenson
Mary Ellen Matthews	Rosetta V. Syll
Phyllis Matthews	Wilson A. Thomas
Lucille Deana McCally	Lena Belle Thompson
• Kenneth Leo McKee	Earl Vernon Thomson
Ann Clifford McLaughlin	James Thurston Tollett
Catherine Teresa Mitchell	Eleanor Udall
Mary Helendale Moffatt	Viola May Vernon
Robert L. Montgomery	Harold Dixon Vogel
Katheryn C. Morrow	• Reese Walker
Emmet Joseph Murphy	Vern Z. Walton
Arthur Louis Nash	Marian J. Watts
Mary Ellen O'Brien	Ruby Etter Wilcox
Evelyn Frances Odom	William Theodore Willey
• Marie Nellie Okazaki	Alyce J. Williams
Irma Marguerite Parkhurst	Georgia R. Willis
Frances June Perry	Paul E. Wollheim
Helen Isabelle Raber	Ree Margaret Woolsey
William Anderson Raborg, Jr.	Maggie Adams Wright
Louis C. Rappaport	

BACHELOR OF ARTS IN EDUCATION

August 31, 1940

Celia Addington	James Everett Crockett
Leila Alice Albrecht	Dwayne L. Eskridge
Anne Appelin	Philip Z. Farr
Parker A. Archer	Robert Faris Feland, Jr.
Olive Ethel Barnes	Blanche Findlay
Nora Bellamy Biggs	Barbara Alice Flaws
Fay Billingsley	• Mary Agnes Furlong
Fannie Moore Bone	Donald Russell Garber
Paul A. Bosworth	Juanita C. Gorrell
Leeolia V. Brooks	Carolyn Schirmacher Harkins
James S. Caceletto	Clara Esther Higgins
Ellen Lindstrom Chapman	Jack Arnold Hill
Dora Jean Coe	

BACHELOR OF ARTS IN EDUCATION**August 31, 1940 (Continued)**

Isabelle Florence Hillman	Alberto Ramirez
Nelson D. Holdeman	Fay Bynum Rawson
Donald Harvey Hubbs	Hanorah Regan
Lillie Prince Hunt	Jeanette J. Richards
Patricia Keller	Marian Phillips Robbins
Nina Jean Klepper	Bruce McKeen Ruppenthal
Leona M. Koch	Rose Ann Scrivner
Wilma A. Koch	Reagan W. Sheldon
Maggie Layton	H. Victor Sherman
Mary Liggett	Lee Argyle Shumway
Melvin Jerome Miller	Roy Harden Smith
Elizabeth L. Myers	Mildred Betty Sussman
Mary Helen Nolan	Richard Guy Taylor
Cecil H. O'Dell	Ethel Ann Thrasher
Fernando Bustamante Ortega	Celestine Lucretia Tomlinson
Electa Spaht Painter	Donald L. Wagner
Blanche Frederica Parker	B. D. Wallace
Elsie Ariel Parkman	Wilma Ward
Ernest O. Patton	Elsie Watterson
Nellie Wilson Perkins	Jane Shannon Westerfield
Kenneth Dwight Peterson	Muriel Elizabeth Williams
Sylvia N. Poling	Thomas M. Wirsching
Frank Albert Pouquette	Glee Wold
Effie Myrtle Pratt	Meredith Young
Peter Nicholas Prussing	

MASTER OF ARTS IN EDUCATION**May 28, 1940**

Elton M. Andrew	Morris William McIntyre
William Berkenbosch	Rosa Frances Montgomery
Arnold Howard Bullock	Aiko Nakano
Mary Lucille Bunte	John Randall O'Brien
John Edward Christensen	James E. Samuels
Florence Menetta Dunn	Darcy Adrian Skaggs
Clara Peterson Ebel	William Edward Small
Florence J. Evants	Mrs. E. Clyde Smith
Thomas William Grissom	Lorraine Powers Tata
Theron Marl Hemphill	Alfred Thomas
Charles Cecil Kiser	Dorothy M. Van Zante
Herman Libkind	Marguerite Morairty Westerlund
Lorenzo K. Lisonbee	Leldon Curtis Windes
Richard Stevens Meyer	

MASTER OF ARTS IN EDUCATION**Honoris Causa**

Arthur John Matthews

Frederick M. Irish

SENIOR HONORS

1940

WITH HIGH DISTINCTION

TOM JOHN HARTER
GRACE LOUISE HAMILTON
ALICE ELIZABETH CAVENDER

NARIE NELLIE OKAZAKI
LEO JAMES KENNEDY
NAN CAROLINE REDD

WITH DISTINCTION

BARBARA LILLIAN GLEASON
HAVEN ANDRIST
ELIZABETH ESTHER GROVES
FERN GAMMAGE
MAGGIE ADAMS WRIGHT
PHYLLIS MATTHEWS
JANE ELLEN HOWARD
KENNETH LEO McKEE

RUTH MACKEY DERMODY
THOMAS TILMAN CRANCE
JANET KENDRICK
MARGARET A. CRIST
WALTER D. SMITH
WILLIMINA SNYDER SCHULTZ
HAL VERDON HUNSAKER
GLADYS GLISSAN KELLY

AWARDS TO GRADUATES

1940-1941

Moeur Medal.....	NARIE NELLIE OKAZAKI
Moeur Pin.....	LEO JAMES KENNEDY
Theta Chi Epsilon (Art).....	MABEL SHELDON
Commerce Club.....	THOMAS TILMAN CRANCE
Pi Omega Pi (Commerce).....	JANE ALLEN HOWARD
Kappa Delta Pi (Education).....	ALICE ELIZABETH CAVENDER
Alpha Psi Omega (Dramatics).....	NAN REDD and PAT HAROLD LEBS
State Champion Debaters.....	{ KENNETH LEO McKEE { KING W. BROADRICK
English Department.....	ISABEL SANDERS
Gamma Theta Upsilon (Geography).....	CARL WILBUR MASSEY
Home Economics Department.....	JANET KENDRICK
Mu Rho Alpha (Music).....	PAT HAROLD LEBS
Physical Education Department.....	ELIZABETH ANN ROSE
Psychology Department.....	ELIZABETH ESTHER GROVES
Psychology Club.....	BEATRICE W. JUDD
Lambda Delta Lambda (Physical Science).....	NARIE NELLIE OKAZAKI
Pi Gamma Mu (Social Science).....	ALICE ELIZABETH CAVENDER
Gibbons' Good Citizenship.....	LEO JAMES KENNEDY
Thirteen Club.....	JOHN W. HOLLAR
Harvard Club.....	TOM JOHN HARTER

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