

MISSOURI WESTERN
STATE COLLEGE



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DATE DUE

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GENERAL CATALOG

1974-1975

MISSOURI WESTERN STATE COLLEGE

4525 Downs Drive
St. Joseph, Missouri 64507
(816) 233-7192



Foreword . . .

The General Catalog of Missouri Western State College serves as a guide to the academic programs of the College and is intended to assist students in the selection of their programs of study. The catalog contains general information on requirements for admission, regulations, student services, administration, facilities, and degree programs. It includes a description of all courses offered in the College and lists the officers of administration and faculty members.

CHANGES OF CATALOG

The degree requirements in this catalog, 1974-75, became effective September 1, 1974. A candidate for a degree may use as a basis for degree requirements the general catalog issued for any year following the date of his first registration in the college, so long as it is not more than six years prior to the date the degree is to be conferred. The candidate must have been enrolled during the year of the catalog selected.

For additional information, write to the specific office responsible for the matter of concern, as listed in the Directory of Correspondence in this catalog.

DIRECTORY OF CORRESPONDENCE

Academic Affairs	Dr. Robert Nelson, Vice President
Administrative Affairs	George Ashworth, Vice President
Admissions	Ty Patterson, Coordinator
Alumni-College Foundation	Sam Sharp, Director
Applied Sciences	Dr. Conrad Bensyl, Dean
Athletics	Charles Burri, Director
Bookstore	Kirk McManamy, Manager
Buildings and Grounds	Charles Atha, Director
Business Affairs	Kenneth Hawk, Vice President
Business Office	Paul Hartman, Director
Career Programs	Dr. Stephen Capelli, Associate Dean
Computer Center	William Wood, Director
Cooperative Education	Richard Ayers, Coordinator
Counseling Center	Dorothy Graham, Director
Dean of Students	Forrest Hoff
Education and Psychology	Dr. Charles Coyne, Dean
Evening and Saturday Classes	Dr. George S. Richmond, Coordinator
Financial Aid	Robert Berger, Director
Foreign Student Adviser	Robert Hines, Counselor
Health Services	Dr. Phyllis Roberts, Director
Housing	Dan Hudson, Coordinator
Institutional Research	Lowell Clark, Director
Liberal Arts and Sciences	Dr. Bob R. Scott, Dean
Library	Helen Wigtersma, Director
Loans	Robert Berger
New Careers	Perry Kendall, Coordinator
Off-Campus Services	William Kuechler, Director
Placement	Sam Sharp, Director
Planetarium	Russell Maag, Coordinator
President	Dr. M. O. Looney
Publications & Internal Communications	Frank Smith, Director
Public Relations	Martyn Howgill, Director
Purchasing	Clifford Harlow
Registration	Tom Robinson, Director
Scheduling Facilities	Frank Smith
Scholarships	Robert Berger
Sports Information	Jerry Myers, Director
Student Affairs	Dr. Nolen Morrison, Vice President
Student Financial Aid	Don Cook, Coordinator
Testing	Marvin McDonald, Director
Tours	Frank Smith
Traffic & Security	James R. Hayes, Director
Transcripts	Tom Robinson
Veterans Affairs	James Brand, Coordinator

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COLLEGE CALENDAR

1974						
JANUARY			JULY			
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21	22	23	24	25	26	27
28	29	30				

Fall Semester 1974-75

- Aug. 21, 22, 23 (8:00 A.M. to 9:00 P.M.)
- Aug. 26 (7:00 A.M.)
- Sept. 2
- Oct. 25
- Nov. 25 (10:00 P.M.)
- Dec. 2 (7:00 A.M.)
- Dec. 13 (10:00 P.M.)
- Dec. 16 (7:00 A.M.)
- Dec. 21 (12:00 Noon)

- Registration
- Classes begin
- Holiday
- Student Activity Day (No classes)
- Thanksgiving Vacation begins
- Classes resume
- Classwork ends
- Final Exams begin
- Fall Semester closes

Spring Semester 1975

- January 13, 14, 15 (8:00 A.M. to 9:00 P.M.)
- January 16 (7:00 A.M.)
- March 22 (12:00 Noon)
- April 1 (7:00 A.M.)
- May 7 (10:00 P.M.)
- May 8 (7:00 A.M.)
- May 14 (10:00 P.M.)
- May 15

- Registration
- Classes begin
- Spring Recess and Easter Vacation begins
- Classwork resumes
- Classwork ends
- Final Exams begin
- Spring Semester closes
- Commencement

THE COLLEGE

With the opening of the 1969-70 academic year, Missouri Western State College began its existence as a four-year college offering baccalaureate degrees. The College evolved from the earlier St. Joseph Junior College, organized by the St. Joseph Board of Education in 1915.

In 1964, interested citizens in eleven school districts—Agency-Faucett, Avenue City, DeKalb-Rushville, Easton, Gower, Lake Contrary, Moore, Platte Valley, Savannah, Spring Garden, and St. Joseph—joined in petitioning the Missouri State Board of Education for the formation of a junior college district. At a district election in 1965, the voters approved the establishment of the Missouri Western Junior College District.

Subsequently, the Missouri State Legislature authorized the addition of junior-year and senior-year instructional programs.

The College offers a comprehensive academic program designed to provide a vital center of learning and culture for the Missouri Western region. The College is accredited by the North Central Association of Colleges and Secondary Schools for the associate and baccalaureate degrees.

GOALS OF THE COLLEGE

Cognizant of its obligations to the district and the state, to the student as a person as well as a seeker of knowledge, and to itself as a community involved in the perpetuation and increase of knowledge, Missouri Western State College, through its Boards of Control, undertakes to:

1. Provide educational opportunities suited to the needs of its student body by developing
 - a. Bachelor degree programs in selected disciplines in the arts and sciences, education, technology, and business administration
 - b. One year certificate and associate degree programs in selected vocational and technical fields
 - c. Pre-professional and transfer programs in designated fields
 - d. General education components in all degree and certificate programs
 - e. Continuing and adult education courses, workshops, seminars and programs suited to the capabilities of the college and the needs of the community
2. Provide an appropriate learning environment for its students through the development of proper facilities and a strong and committed faculty, and by supplying requisite auxiliary services and recreational and cultural opportunities
3. Promote, within limits defined by the prior claim of regularly enrolled students, the welfare of the community, not only through work in continuing education but also through the provision of cultural and recreational opportunities and appropriate services.

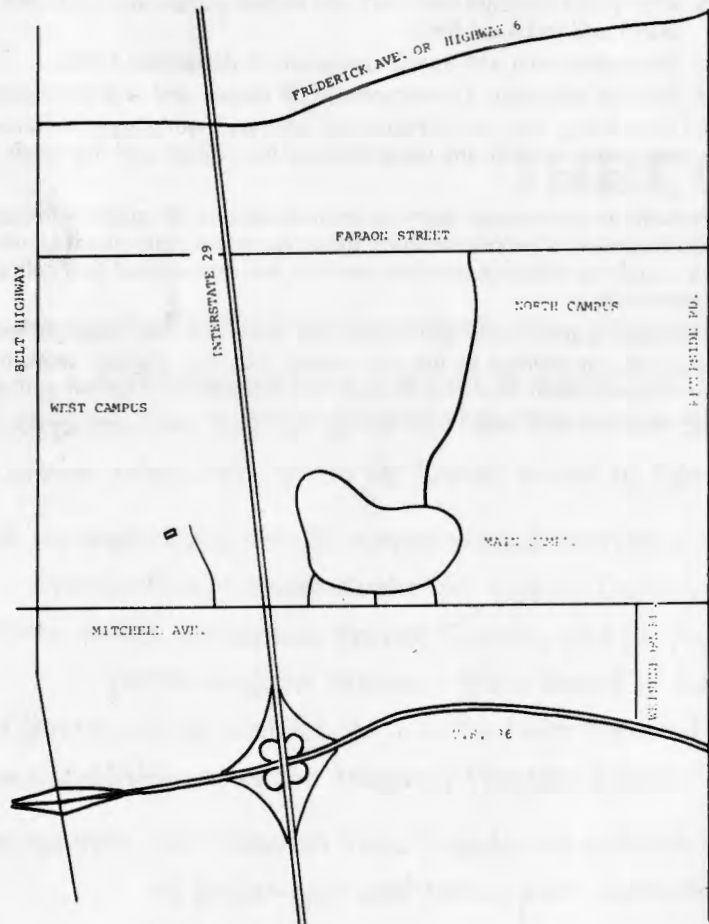
VEHICULAR ACCESS TO MISSOURI WESTERN STATE COLLEGE

NORTH

FROM MOUND CITY, SAVANNAH & MARYVILLE
 South on I-29
 Take west exit at Highway 36 Interchange
 Exit off Highway 36 at Belt
 North on Belt to Mitchell Avenue stop light
 East on Mitchell to College

WEST

EAST

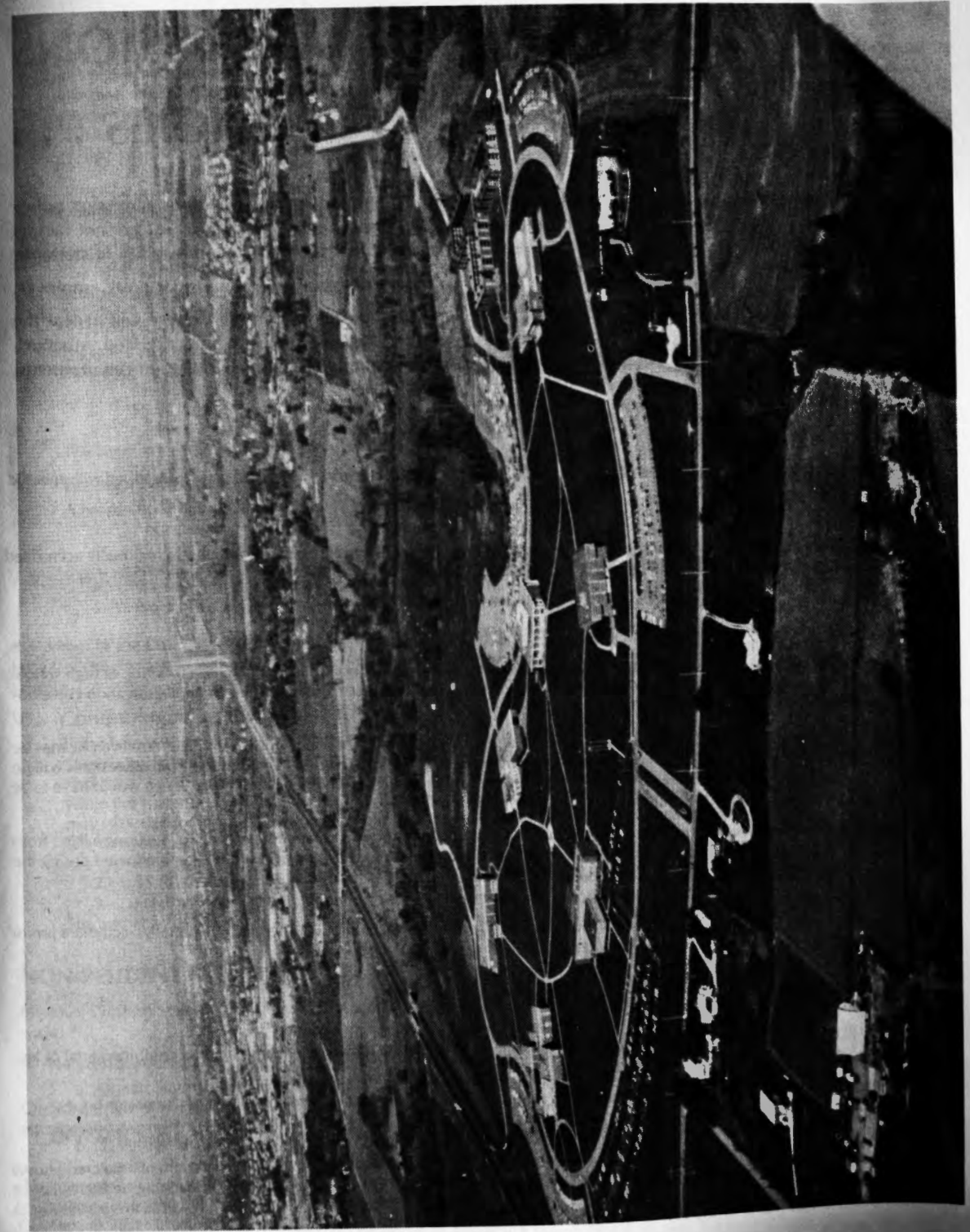


FROM KANSAS
 East on Highway 36 to Belt exit
 North on Belt to Mitchell Avenue stop light
 East on Mitchell to College

FROM CAMERON
 West on Highway 36 to Belt exit
 North on Belt to Mitchell Avenue stop light
 East on Mitchell to College

FROM KANSAS CITY
 North on I-29
 Take west exit at Highway 36 Interchange
 Exit off highway 36 at Belt
 North on Belt to Mitchell Avenue stop light
 East on Mitchell to College

SOUTH



ADMISSIONS POLICIES . . .

Missouri Western State College maintains an open-door admission policy and national origin, race, color, religion or sex are not factors used in determining the admissibility of students.

The College is an Equal Opportunity Employer.

In cooperation with the Articulation Agreement, the College will accept the holder of an Associate of Arts degree from an accredited, Missouri, public institution as having completed general education requirements.

APPLYING FOR ADMISSION

An individual may be admitted to Missouri Western State College in one of six categories. Each category is described with specific requirements listed.

I. First Time in College

A person seeking admission to Missouri Western State College, who has never previously attended a regionally accredited junior college, college, or university, must provide the following:

1. Application for admission.
2. \$5.00 Matriculation fee.
3. Results of the American College Testing Program. (A.C.T.)
4. Health History form.
5. Eight semester high school transcript, or seven semester high school transcript with confirmation of high school graduation or Equivalency Certificate awarded upon successful completion of the General Education Development Test. (G.E.D.)

A prospective student with a high school grade average of less than 2.00 (on a 4 point scale) will be admitted; however, he may be limited to an enrollment of 12 credit hours during his first semester. Graduates of accredited high schools from other states will be admitted to Missouri Western under the same policies as in-state students. In the event that instructional space would have to be provided on a priority basis, in-state students will be given first priority.

Students who graduate from high school at mid-term may enroll as full time students at Missouri Western by securing a letter from the high school principal stating that the student has fulfilled the requirements for graduation and will be graduated during the following spring exercises.

II. College Transfer

A person seeking admission to Missouri Western State College, who has previously attended a regionally accredited junior college, college, or university, must provide the following:

1. Application for admission.
2. \$5.00 Matriculation fee.
3. Health History form.
4. Official transcript from each junior college, college, or university attended.
5. Results of the American College Testing Program (A.C.T.) *only* if the student has earned a combined total of less than twelve semester hours credit.

The maximum credit that a student may transfer from a junior college toward advanced standing is 64 semester hours.

All grades of D and F transferred from accredited institutions will be treated exactly as they would if earned at M.W.S.C.

Transfer students seeking a baccalaureate degree must complete the last thirty credit hours here. A minimum of nine credit hours of the residence requirement must be in the major field. Education majors must also include student teaching in the residence requirement. Transfer students applying for the associate degree must complete the last fifteen credit hours at this institution. A minimum of six credit hours of the residence requirement must be in the major field.

III. Visiting High School

A high school student may attend Missouri Western State College in his or her senior year on a part-time basis concurrent with high school attendance. The visiting high school student must have approval from his or her high school principal. The principal must certify that the student has completed the junior year and is academically capable of pursuing college level course work. A visiting high school student must provide the following:

1. Application for admission.
2. \$5.00 Matriculation fee.
3. Health History form.
4. Letter of approval from the high school principal.

Upon completion of Missouri high school graduation requirements, the student must further provide:

1. Eight semester high school transcript or seven semester high school transcript with confirmation of graduation.
2. Results of the American College Testing Program. (A.C.T.)

The visiting high school student must realize that his high school is his home school and that he cannot participate in social activities sponsored by Missouri Western State College.

IV. Visiting College

A person may be admitted to Missouri Western State College for one semester or session as a visiting college student by providing the following:

1. Application for admission by certification.
2. \$5.00 Matriculation fee.
3. Health History form.

The sending institution must certify the student is in good standing.

V. Foreign Student

A person from a foreign country may be admitted to Missouri Western State College by providing the following:

1. Application for admission.
2. \$5.00 Matriculation fee.
3. Results of the Test of English as a Foreign Language (T.O.E.F.L.) A minimum score of 500 is required.
4. Statement of financial independence.
5. Proof of completion of high school equivalence with cumulative grade point average of 2.0 or above.

A member of the Counseling Center serves as a special adviser to students from abroad who are attending Missouri Western State College. He assists with personal problems and with adjustments to the customs and procedures of American educational systems.

VI. Continuing Education

Those who wish to pursue enrichment courses, which are non-degree applicable, may be admitted through the Center for Continuing Education. There are two types of courses offered through the Center for Continuing Education. They are traditional credit generating courses and non-credit courses. Since both types of courses do not apply towards a degree while the student is enrolled through the Center for Continuing Education, the admission requirements are minimal, and may vary, depending upon the specific course or courses taken. Basically, the following items are required for admission in this category:

1. Application for admission.
2. \$5.00 Matriculation fee. (If you have not previously attended Missouri Western State College).
3. Health History form. (Depending on the nature and duration of the course or courses.)

For further information see the Continuing Education section on page or call the Center for Continuing Education.

NON-RESIDENT CREDIT AND CREDIT BY EXAMINATION

Missouri Western State College may accept a total of 30 credit hours work (maximum) obtained by a student in the following ways:

I. Non-resident credit

- a. United States Armed Forces Institute and other armed services schools.

Credits earned through the United States Armed Forces Institute (USAFI) are generally recognized in accordance with the recommendation of the Commission on Accreditation of Service Experiences of the American Council of Education.

- b. Extension work from regionally accredited institutions of higher education.

- c. Correspondence work from regionally accredited institutions of higher education.

The foregoing work must be documented by written records from the United States Government and/or other institutions of higher education. The student must apply to the Registrar for evaluation of such work prior to his registration for his last 30 hours of College credit at Missouri Western State College. In those cases involving non-resident credit in the official records of the student

at the time of admission, the Coordinator of Admissions will make the evaluation. An early evaluation is desired since the student can more clearly plan the remainder of his academic work.

II. **Credit by Examination** is available in General Education courses and in many courses which are required for majors. These exams are:

- College Level Examination Program (CLEP) General Examinations.
- Subject Examinations (subject to review and acceptance by the academic department involved.)

The student must earn a minimum of 30 credit hours of resident credit beyond any credit by examination.

The College Level Examination Program (CLEP) General Exams are administered by the Missouri Extension Center located on the Missouri Western State College campus. **In addition to the local test site, the CLEP is administered at various locations throughout the nation. Applications should be completed and be in the Missouri Extension office about four weeks prior to test date. Test dates: March 8, 1975 and July 12, 1975.**

These examinations seem to be designed primarily for students who have accumulated no college credit in the specific area tested, and very little college level credit in any area. Currently, their use here is limited to students meeting those criteria. Therefore, a student seeking credit through this examination must not have acquired credit in the subject area nor be enrolled in a course in an area in which the examination is attempted.

To obtain credit in an area of the CLEP General Examination a minimum score at the 50 percentile must be attained on the test in that area. High school seniors should take the CLEP General Examination before the end of April. The table lists the five CLEP General test areas and indicates how credit earned through the CLEP General Examination is awarded in the General Studies program here.

CLEP GENERAL TESTS	SUBSCORES	GENERAL STUDIES REQUIREMENT MET	CREDIT HRS.
English		Eng Comp 100 & Eng Comp 104	3 cr. hrs. 3 cr. hrs.
Humanities	High in Fine Arts Low in Literature	Art/Music/Theatre & Humanities elective (excluding Lit)	3 cr. hrs. 3 cr. hrs.
	Relatively equal subscores	Art/Music/Theatre & Literature 210	3 cr. hrs. 3 cr. hrs.
	High in Literature Low in Fine Arts	Humanities elective Literature 210	3 cr. hrs. 3 cr. hrs.
Mathematics		Algebra 103 & Algebra 105	3 cr. hrs. 3 cr. hrs.
	Higher in Biological Lower in Physical	Biology 101	6 cr. hrs.
Natural Science		One of the following: Chemistry 101 OR Physics 101	6 cr. hrs. 6 cr. hrs.
	Lower in Biological Higher in Physical	Two of the following: History 140 OR History 150 OR Political Science 101	3 cr. hrs. 3 cr. hrs. 3 cr. hrs.
Social Sciences and History			

Credit by examination may be obtained in specific subjects. A list of courses for which subject tests are available may be obtained in the Office of the Director of Testing. Successful performance on a subject test is determined by the academic department in which that course is lodged. Applications for subject examinations may be acquired from the Office of the Director of Testing. Test dates and deadlines for application are as follows:

Test Dates	Application Deadlines
November 16, 1974	October 21, 1974
April 19, 1975	March 28, 1975

Student requests for permission to take examinations for credit at times other than the regularly scheduled test dates will be granted only in exceptional cases and with the consent of the chairman of the academic department in which that test is administered. The following procedure will be observed:

- The student must present a written request in which he states his reasons for asking for the special date.
- The department chairman will decide whether or not the petition is justified and may ask for verification.
- If the circumstances warrant it, the department may set up a special test time.

The two types of subject examinations are described below:

- Single level subject matter tests: A student is required to make a separate test for **each** course for which he desires to obtain credit. The \$15.00 test fee is applicable to **each** test, and thus is required for **each** course in which credit is desired.
- Multi-level subject matter tests: In the case of sequence courses, an academic department may use a single test to determine the proficiency of the student in the skills/knowledge demanded by the courses in said sequence. If a student desires credit by examination in two or more courses in a sequence covered by such a test then a test fee of \$25.00 is applicable and the student will be given credit for **each** course in the sequence for which he demonstrates the minimum standards of proficiency as designated by the academic department.

CLEP subject examinations are accepted by some departments. For some subjects, however, they are not available or may be considered inappropriate. In such cases, a college examination is used. The student should contact the Office of the Director of Testing prior to taking a CLEP subject examination to determine whether or not that particular examination is acceptable for obtaining credit here.

ENGLISH HONORS

Entering students who score 25 or above on the English section of the American College Test (ACT) are ordinarily placed in 112 Honors Composition and Rhetoric, and, upon its successful completion, are also awarded 3 hours credit in 104 Composition and Rhetoric. For the student, this process fulfills written composition requirements in general studies. The English major who successfully completes this program enters 224 Advanced Composition and Literature, a course required of all English majors.

VETERANS

Students who have completed a minimum of one year of active military service may be granted 4 hours of physical education credit and 2 hours of hygiene credit. The general education credit will be granted upon presentation of the DD214 or NGB55 form to the Admissions Office at the time of admission or to the Registrar's Office if the student has registered for courses.

Veterans Assistance

The College is approved by the Veterans Administration to offer programs for Veterans, for those attending under the War Orphans Act, Veterans Tutorial Program, and the Veterans Work-Study Program. Veterans application forms and general information are available at the Office of Veteran Affairs.

REGISTRATION PROCEDURES and FEES . . .

All first-time college students and transfer students must plan to visit the College during the summer months for advisement and orientation. An appointment date will be issued when the initial application requirements have been completed. Each new student is scheduled for an interview with a counselor who will discuss his program with him and answer questions he may have about choice of vocation, enrollment, or the College in general. Students will report at a designated time, prior to the beginning of classes, for final registration. All late registration must be completed prior to the first meeting of the second week of a particular class.

CLASS AUDITORS

A class auditor is a student registered for a course for no credit but for informational instruction. A student may audit a course for a number of reasons ranging from skill improvement through a review prior to registering for credit. Regardless of the student's purpose, it is important that the student gets a meaningful experience from instruction and makes satisfactory progress toward his purpose. It is the role of the instructor to aid the student in this determination. Therefore, audit students should expect to work closely with their instructors.

Attendance and instructional requirements for audited courses are at the discretion of the instructor. In order to assist the student in determining whether or not an audit status will fulfill his educational purpose, it will be necessary for the student to discuss his needs with the appropriate Division Dean before enrolling for an audit. The Division Dean should sign the appropriate enrollment form if he agrees that the audit status will meet the student's need.

If a student enrolls in a class for credit, he may choose to change his registration to audit if he does so prior to the end of the sixth week of the semester. A change from audit to credit must be completed by the end of the first week and the discussion with the appropriate Division Dean referred to in the foregoing paragraph must take place.

RESIDENCE

It is the responsibility of each student to register under the proper residence and pay proper fees. Rules of residency are available in the Admissions Office. Any student claiming residency in the Missouri Western Junior College District or the State of Missouri may be required to furnish evidence in support of his claim.

The Admissions Office will rule on all questions regarding residency, but the student has the right to appeal the decision to the Admissions and Graduation Committee.

If, after enrollment, the student is eligible for a different residency classification, a petition form for this purpose is available in the Admissions Office.

SCHEDULE OF FEES

	9 or more hours	less than 9 hours
I. Residents of the Missouri Western Junior College District		
a. Junior College Division	\$151.00	\$17 per credit hour
b. Senior College Division	\$186.00	\$21 per credit hour
II. Residents of Missouri (outside the Missouri Western Junior College District.)	\$186.00	\$21 per credit hour
III. Non-Residents (outside the State of Missouri)	\$376.00	\$42 per credit hour

SUMMER SESSION

	5 or more hours	less than 9 hours
I. Residents of the Missouri Western Junior College District		
a. Junior College Division	\$ 75.50	\$17 per credit hour
b. Senior College Division	\$ 93.00	\$21 per credit hour
II. Residents of Missouri (outside the Missouri Western Junior College District.)	\$ 93.00	\$21 per credit hour
III. Non-Residents (outside the State of Missouri)	\$188.00	\$42 per credit hour

All students with 55 hours and above will be classified senior college division.

Student Activity Fee—\$5 per semester for all full and part-time students

OTHER FEES

Dormitory Security Deposit	\$ 40.00	Change of Study Fee (per petition)	\$ 5.00
Dormitory Fee (Room & Board) per semester	\$425.00	College Credit by Exam (single level) (per test)	\$ 15.00
Application Fee	\$ 5.00	College Credit by Exam (multi-level) (per sequence)	\$ 25.00
Applied Music Fee (per credit hour)	\$ 20.00	Transcript Fee	\$ 1.00
Late Registration Fee	\$ 20.00	Graduation Fee	\$ 15.00
Charge for Late Payment of Fees	\$ 5.00	Laboratory Breakage & Materials	Cost
Physical Education Uniform	\$ 2.00	(The College reserves the right to change fees without notice.)	
Student Activity Fee	\$ 5.00		

Application Fee—This is a non-refundable fee paid at the time of application for initial admission.

Late Enrollment Fee—A fee of \$20.00 will be assessed if a student enrolls after the regular enrollment schedule. Dates for regular enrollment periods will be found in the class schedule.

Applied Music Fee—All students participating in applied music are required to pay this fee for private lessons and consultation.

Transcript Fee—A student is entitled to one transcript free of charge. Each additional transcript request must be accompanied by a \$1.00 payment.

Graduation Fee—A fee to defray the cost of diploma, rental of cap and gown, and other graduation activities is charged all degree candidates.

Laboratory Breakage and Materials—There is no charge for the use of laboratory equipment. However, students will be expected to pay for materials used in individual projects and for excessive breakage or loss of materials and equipment due to negligence.

Audit Fee—Auditors will pay the regular fee.

Physical Education Uniform—A fee of \$2 per semester for those activities where uniform is required.

Dormitory Security Deposit—This is a fee to cover any damage or breakage and subject to refund when the student moves from the dormitory.

PAYMENT OF FEES

Fees will be payable according to a fee payment schedule and registration will not be considered complete unless all fees have been paid. Refer to the class schedule for fee payment dates.

Students not paying until the second scheduled fee period will pay a late fee payment charge of \$5.00.

REFUND OF FEES

Refunds are given only to students who drop out of college entirely; no refund is given to students who drop individual classes or make schedule changes that result in reduced semester hour class load.

Withdrawal during 3rd week of classes	.50% of Fee
Withdrawal after 3rd week of classes	No Refund

FINANCIAL AID . . .

Scholarships, fee waivers, or financial aid, are not applicable for courses numbered under 100 or for courses taken without regular college credit.

STUDENT AID

INSTITUTIONAL LOAN: The College has various student loan funds available to its students and prospective students. These funds are used to loan worthy and needy individuals the money necessary for their enrollment at this institution. The interest charge for the use of these funds is nominal. Liberal repayment schedules are available. Any interested individual is encouraged to visit or write the Financial Aids Office.

FEDERALLY INSURED STUDENT LOANS: The College participates in the Federally Insured Student Loan program. This is a loan program whereby students are loaned necessary funds from their local banks. Applicants should contact their local bank or the Office of Student Financial Aids for more information.

DR. WILLIAM L. AND MILDRED T. LANDFATHER LOAN: Landfather funds provide interest free loans for 5 students each semester. The loans are awarded by the Student Financial Aid Office to freshmen, sophomores, juniors or seniors, whose major field is Science or Mathematics. The loan may be renewed each semester, provided the recipient makes satisfactory academic progress. Repayment of loan after graduation is arranged for the convenience of the student.

NURSING STUDENT SCHOLARSHIP PROGRAM: The purpose of the program is to assist students of exceptional financial need to undertake courses of study leading to careers in nursing.

NURSING STUDENT LOAN PROGRAM: This program is intended to assist fulltime students to achieve careers in nursing by providing long-term low interest loans to help meet costs of education.

LAW ENFORCEMENT EDUCATION PROGRAM (LEEP): The Law Enforcement Education Program (LEEP) began operation in the spring of 1969, following passage of the Omnibus Crime Control and Safe Streets Act of 1968. LEEP is a program intended to develop professional law enforcement officers through higher education. LEEP provides educational opportunity through financial aid and is directed to students having the ability and desire to provide professional performance in the criminal justice system. Both loans and grants may be obtained through this program.

NATIONAL DEFENSE STUDENT LOANS: The National Defense Loan Program, established under Title II of the National Defense Education Act of 1958, is a long-term program from which eligible and deserving students may be granted substantial loans to supplement other income for educational purposes.

EDUCATIONAL OPPORTUNITY GRANTS: Students who qualify on the basis of exceptional financial need may apply for an Educational Opportunity Grant, made available under Title IV of the Higher Education Act of 1965. These grants may range

from \$200 to \$1000. Grants must be matched by an equal amount from some other qualifying source such as College Work-Study, National Defense Student Loans, etc.

COLLEGE WORK-STUDY PROGRAM: Under Title I, Part C, of the Economic Opportunity Act of 1964, a student may be employed part-time while attending college. Part-time employment means working a maximum of 15 hours per week while classes are in session. Prospective students who qualify under the guidelines of the College Work-Study Program may be employed 40 hours per week in the summer months preceding the academic year.

PART-TIME EMPLOYMENT: Each year there are opportunities for students to find part-time employment on the campus or in the community. Information concerning job opportunities may be secured from the Financial Aids Office.

ESTIMATED COST OF ATTENDING MISSOURI WESTERN STATE COLLEGE:

	Per Semester			Per School Year		
	Incidental Fee	\$156	\$191	\$381	\$ 312	\$ 382
Room and Board	\$425			\$ 850		
Books	\$ 50			\$ 75		
	<u>\$631</u>	<u>\$666</u>	<u>\$856</u>	<u>\$1237</u>	<u>\$1307</u>	<u>\$1687</u>

Each individual should make allowances for cost of clothes, laundry, travel, insurance, recreation, and miscellaneous personal expenses. The average cost of these items is \$500 per year. Payments on automobiles are not normally considered as legitimate educational expenses.

The College incidental fee and room and board rates are subject to revision by the governing boards.

SCHOLARSHIPS

Scholarships are available to Missouri Western State College students who qualify. Applications for scholarships may be picked up in the Office of Financial Aid, and should be returned to that office on or before April 1. At this point copies of the applications will be distributed to all members of the Scholarship Committee, for review. The Scholarship Committee shall meet on or before April 15, and notify all applicants of their decision by May 1.

Scholarships can be broken down into two general categories, those having specific requirements, and those with no specific requirements. They shall be broken down into these two categories in the catalog.

Scholarships Having Specific Requirements for Eligibility

REGENTS AND TRUSTEES HONOR SCHOLARSHIPS: Regents and Trustees Honor Scholarships are given to all Missouri students who rank in the top 20% of their graduating high school class and who score 75 percentile or above on the Ohio Psychological Test or Missouri SCAT test or 23 composite score on the ACT test. This award is a waiver of all tuition and fees except for approximately forty-five dollars. This award is renewable for each semester if the student achieves a 2.500 grade point average the first semester and a 3.000 grade point average thereafter.

HONOR SCHOLARSHIP: One scholarship each year to each high school in Missouri. The High school selects students from top 20% of class. This scholarship is a waiver of all tuition and fees except \$45 per semester and is renewable if student maintains a 3.0 grade point average.

FINE ARTS SCHOLARSHIPS: The Governing Boards offer a number of scholarships each year in the amount of incidental fees to students who show particular ability in art or music. Selections are made by the Scholarship Committee with recommendations from the Fine Arts faculty.

SPEECH AND/OR THEATRE SCHOLARSHIPS: The Governing Boards offer a number of scholarships each year in the amount of incidental fees to students who actively participate in the Speech and/or Theatre programs. Recipients of this scholarship must maintain a 2.0 grade point average as freshmen and 2.5 thereafter. Selections are made by the Scholarship Committee with recommendations from the Speech and Theatre faculty.

ATHLETIC SCHOLARSHIPS: The Governing Boards have agreed to give a number of athletic scholarships to male students who plan to participate in athletics. These athletic scholarships are awarded at the recommendation of the Director of Athletics and with the approval of the Scholarship Committee. The scholarship is a waiver of all or part of the fees incurred.

DR. WAYNE TOOTHAKER SCHOLARSHIP: By the will of the late Dr. Wayne Toothaker, a sum of \$5,000 was invested, the interest from which is to be awarded to a student who expects to enter the medical profession and is taking the pre-medical course. Application is made to the Scholarship Committee.

THE CULVER-GETTYS MEMORIAL SCHOLARSHIP: This Scholarship is given in memory of Lt. Col. Charles M. Culver and Captain Hugh M. Gettys. The scholarship is awarded to a young man or woman who has completed minimum of 28 college hours. The student must have a cumulative grade point average of 2.75 or better and show evidence of need of financial assistance. The scholarship shall be in the amount of the incidental fees for the first semester; and, if the student continues to achieve a cumulative grade point average of 2.75, it may be continued for the second semester. Preferably, the student should be planning to go into education.

THE MR. AND MRS. CLARK C. GLAZE SCHOLARSHIP: A \$7,500 scholarship fund has been established by Mr. and Mrs. Clark C. Glaze, the interest from which is to be awarded. If used by a student taking a pre-medical course, the scholarship is to be known as the Emily B. Glaze Scholarship. If used by a student taking pre-engineering, the scholarship will be known as the Clark C. Glaze Scholarship. Application is to be made to the Scholarship Committee.

OPAL KEARBY SCHOLARSHIP AWARD: Students majoring in Social Science are eligible to apply for one of these awards. Application blanks may be picked up in the Social Science Department Office.

ALTRUSA CLUB SCHOLARSHIP: The recipient shall be a woman selected by the Scholarship Committee on the basis of need and personal commitment.

FIRST NATIONAL BANK MERIT SCHOLARSHIPS: These scholarships were established in 1961 by the First National Bank of St. Joseph as an expression of its interest in the importance of higher education and in appreciation of the contribution Missouri Western State College is making for the betterment of St. Joseph and the surrounding area. The scholarships cover fees and the cost of necessary textbooks. Ordinarily, the scholarships are for one year only and new recipients are named each year. However, should conditions warrant, a student may be awarded the scholarship for a second year. Application is made to the Scholarship Committee. From the applicants the Committee selects the two students who are best qualified from the standpoint of scholarship and financial need.

NATIONAL ASSOCIATION OF POWER ENGINEERS, MISSOURI CHAPTER NO. 1, ST. JOSEPH SCHOLARSHIP: This organization has made a scholarship available to a pre-engineering student who is in his freshman year and who expects to complete his second year here. Application blanks are obtained from instructors who teach pre-engineering subjects. A committee made up of members of the Society makes the final selection.

CAROLYN B. ULLMAN TEACHER EDUCATION SCHOLARSHIP: The Missouri Congress of Parents and Teachers, aware of the shortage of teachers in the elementary field, offers a scholarship to students wishing to prepare to teach in the public elementary schools of the State of Missouri. The awards are based on (1) character, (2) scholastic record, (3) aptitude for teaching, (4) sound health. Application forms may be secured from the Financial Aids office.

AMERICAN ASSOCIATION OF UNIVERSITY WOMEN, ST. JOSEPH BRANCH SCHOLARSHIP: The St. Joseph Branch of the A.A.U.W. offers a scholarship to a high ranking sophomore girl. Application for this scholarship is made through the Student Financial Aids office.

MISSOURI SOCIETY OF PROFESSIONAL ENGINEERING: Northwest Chapter Award: Sophomore pre-engineering students are invited to apply for this award. Application is made through the Scholarship Committee, with final selection being made by a committee of members of the Society.

FEENEY CONSTRUCTION COMPANY SCHOLARSHIP: This scholarship was established in November 1961, and first awarded to a member of the 1962 graduating class. It is expected to be made available to former graduates of one of the five St. Joseph high schools, in accordance with provisions established by the donor. Students may apply to the Scholarship Committee.

THE NEWS-PRESS-GAZETTE ENGLISH SCHOLARSHIP: The News-Press-Gazette Corporation offers each year an award of \$100 to the student completing the sophomore year with the best record in English courses. The recipient of this award is chosen by an evaluating committee from the English Department.

BUCHANAN COUNTY MEDICAL SOCIETY NURSING SCHOLARSHIP: A \$6,000 scholarship endowment fund was established by the Buchanan County Medical Society to provide one or more scholarships for Missouri Western State College students enrolled in a nurses training program. Application should be made to the Scholarship Committee.

MIDLAND-MOOREHEAD SCHOLARSHIP: The Midland-Moorehead Company established a trust fund in 1967. The interest from the investment of the fund is awarded each year by the Scholarship Committee to a student whose major area of study is engineering or technology.

SERGEANT E. L. TRICE LAW ENFORCEMENT SCHOLARSHIP: This scholarship was created to honor forty years of diligent police service by Sergeant E. L. Trice, St. Joseph Police Department. Awarded to an active police officer enrolled in a course of instruction, leading to a degree in the field of Law Enforcement. Application is made through the Chairman, Scholarship Committee. The scholarship will be for \$50 per semester.

Applicants must be active police officers working toward a degree in law enforcement. Only applicants who have completed fifteen semester hours with a GPA of 2.5 or better will be considered for this scholarship.

J. C. BENSYL MEMORIAL FUND SCHOLARSHIP: The family of J. C. Bensyl established this fund in his memory. The interest on contributions made by relatives and friends is used to provide assistance to a young man or woman pursuing a degree in education. To be eligible, the student must have completed a minimum of 28 college hours, show evidence of financial need and be in good academic standing.

GENERAL WILLIAM McCASKEY AND COLONEL DOUGLAS McCASKEY SCHOLARSHIP: This scholarship has been established by General William McCaskey and Colonel Douglas McCaskey to be given to the son or daughter of a career military person or actual person making service a career, or to retired military person. Recipient must be enrolled full-time and attaining "satisfactory" academic progress. Application is made through the Scholarship Committee.

MARIE MOREHEAD MEMORIAL SCHOLARSHIP: This scholarship is given by the Mental Health Association of St. Joseph in memory of Mrs. Morehead and is for \$300 per calendar year. It is awarded to a student enrolled in a course of instruction leading to a degree in Social Work. Students may apply to the scholarship committee.

JAYCEE WIVES: Applications for the Jaycee Wives Scholarship are distributed in the St. Joseph High Schools early in the second semester of each year. The recipient may receive up to \$100 per semester during their freshman year.

ARMY ROTC SCHOLARSHIPS: The U.S. Army offers a number of one, two, three, and four-year scholarships each year which pay all tuition, textbooks, laboratory fees, and other purely educational expenses. In addition, the student receives a tax-free stipend of \$100 per month for the duration of the scholarship. Scholarships are awarded on a competitive basis, the criteria being SAT or ACT scores, high school and college academic records, participation in extracurricular and athletic activities, and personal interviews. Any citizen who can meet certain criteria may apply. Although no obligation is incurred through application, acceptance of the scholarship obligates the recipient to enroll in ROTC, obtain a bachelor's degree, and serve at least four years on active duty. Application forms may be obtained from the Military Science Department, Missouri Western State College.

ROTC SUBSISTENCE: Students enrolled in the junior and senior Military Science courses automatically receive a tax-free stipend of \$100 per month for the duration of each school year, not to exceed 10 months per year.

EAST HILLS MERCHANTS ASSOCIATION: Scholarships awarded annually to athletes in any major sports field. Application should be made to the Athletic Director of Missouri Western State College, no later than May 1, of each year.

FEDERATED WOMEN'S CLUB SCHOLARSHIP: This scholarship was established in July 1972 by the St. Joseph Chapter of the organization. The guidelines of the scholarship require that the recipient be a graduate of the St. Joseph Public or Parochial School System and have completed at least one year at the College with a satisfactory grade point average. Application is made to the Scholarship Committee. From the applicants, the Committee selects the student who is best qualified from the standpoint of scholarship and financial need.

Scholarships Having no Specific Requirements

ANNE LOWELL WELLS FUND: This fund was created by the International Relations Club and furthered by the Cheshire Cheese Club in memory of Miss Anne Lowell Wells, a deceased member of the faculty. The interest from this fund is available to a deserving student.

HARRY MONSON MEMORIAL FUND: The Harry Monson estate, through the Downtown Rotary Club of St. Joseph, donated \$2,500 to be used for scholarship purposes. Two thousand dollars of this total is invested and the earnings are used to grant some young person a scholarship.

C. R. BRAY ANNUAL ARTS AWARD: Established in 1959 by the Bray Studio, this award is an expression of interest in the future leadership of our community and country. The aim of this award is to encourage interest in higher education among students participating on high school and college annual staffs. Several awards are presented each year in the amount of \$50 or \$100 to worthy students in recognition of their outstanding achievements and services. Applications should be submitted to the Scholarship Committee.

B'NAI B'RITH WOMEN'S DIVISION AWARD: Selection is made from a list of eligible students by a committee from the organization. Two are selected. It usually amounts to one-half of the incidental fees. This award has been made for many years.

AMERICAN BUSINESS WOMEN'S ASSOCIATION AWARD: Officers of the organization select the recipient. The award ordinarily amounts to the incidental fee. These awards are made on the basis of scholastic achievement and financial need. Information concerning applicants is forwarded to officers of the organizations who make the final selection and inform the student well in advance of the time for final registration at the college.

FIRST TRUST BANK SCHOLARSHIP: This scholarship was established in 1969 by the First Trust Bank of St. Joseph to express recognition for the contribution the College is making to Northwest Missouri. The scholarship is awarded by the Scholarship Committee to the applicant best qualified and who has financial need.

DR. THOMPSON E. POTTER MEMORIAL SCHOLARSHIP: Friends and relatives of Dr. Thompson E. Potter have established a trust fund to be used for scholarship purposes. Dr. Potter served as President of both the Board of Regents and Board of Trustees of Missouri Western State College. The earnings from the trust fund are used each year to award a student a scholarship. Application is made through the Scholarship Committee.

PARK BANK SCHOLARSHIPS: The Park Bank Scholarships were established in 1969 to assist students showing exceptional financial need while attending Missouri Western State College, desiring that these students contribute to the betterment of St. Joseph and surrounding community, as well as to the College. Students may apply through the Office of the Superintendent of the St. Joseph Public School District.

EAST SIDE ROTARY CLUB SCHOLARSHIP: The East Side Rotary Club has established two scholarships of \$150 per semester. Once awarded, these scholarships may be retained as long as the student remains in good standing with the college. Application may be obtained through Mr. Dale Maudlin, Vice-President, First National Bank, St. Joseph, Missouri.

STUDENT SERVICES, ACTIVITIES AND ORGANIZATIONS . . .

STUDENT CONDUCT

The College expects each student, as a condition to remaining in the college, to conduct himself so as to maintain an effective environment for learning: to act responsibly in accordance with good taste, to observe college regulations and the city, state and federal laws, and to respect fully the right of others. The Student Handbook contains more specific information concerning student conduct and related disciplinary action which may include dismissal in case of serious infraction.

STUDENT SERVICES

ACADEMIC ADVISEMENT

Academic advisement is an important function. Good advisement can prevent many errors in the choice of a major or of courses which a student may choose to take.

Academic advisement is available to students at Missouri Western State College in the following manner. During each registration period (F-S-SS) information will be collected on the orange update card from all students indicating (1) degree objective, (2) major area of study and (3) student classification. Baccalaureate degree seekers must declare a degree and major objective at or before 55 credit hours. Associate degree seekers must declare a degree and major objective at or before 20 credit hours. Certificate seekers must declare a major upon entry to the institution (Non-degree seeker). Computer printouts will show degree, major and classification of all currently enrolled students by academic departments. Undeclared majors will be advised by the Counseling Center and declared majors will be advised by the academic department using whatever procedure it desires. The flexibility would exist to (1) group advise, (2) assign students to individual professors, (3) let students choose advisor, (4) let anyone in the department advise, (5) assign a professor with a light teaching load more advisees, etc.

Student records—each department will receive a computer printout showing its currently enrolled advisees. Any student who makes a change in his degree or major during registration will be responsible for notifying his former major department or Counseling Center and requesting them to forward his advisory records to the new major department by campus mail. This would permit each department to discuss the student's objective, potential, chance of success, etc. Each department would receive grade mailers by department for all advisees from the Computer Center to update its records.

In the final analysis, the student is responsible for the requirements of his educational program and should work closely with an advisor.

COUNSELING AND TESTING

The Counseling Center is located in the Administration Building. Counselors assist students in becoming oriented to the college, selecting courses, making a career choice, and understanding and attempting to resolve their personal problems.

Every new student is offered the opportunity for a personal interview with a counselor and may attend a slide presentation which answers many questions about procedure and offers an overview of Missouri Western State College. Students may arrange future interviews with a counselor whenever they desire. Counselors attempt to help the student reach a state of self-reliance through a clearer understanding of himself and his own potentialities.

The Testing Center is located in the College Center. The College serves as a testing center for the American College Test. Other tests are available to students on an individual basis. Many students have found it helpful to take the Career Planning Profile (CPP), the Strong Vocational Interest Blank, and other tests. The General Educational Development (GED) test is administered on a monthly basis. The Graduate Record Examination (GRE) is administered to all graduating seniors.

Students may test out of as much as thirty hours of college work either through credit obtained by earning a prescribed score on the College Level Examination Program (CLEP) or by taking departmental tests in specific subjects.

HOUSING

Campus. These structures are contemporary in design. Each suite includes a large living room with two adjoining bedrooms on either side so that a total of eight students may occupy a suite. Each suite also has its own outside entrance, a patio and self contained air-conditioning and heating units. For additional information concerning occupancy, contact the Housing Coordinator.

Off-Campus. The Dean of Students maintains a list of approved off-campus housing. The college does not make individual rental agreements. It is advisable for the students to arrive in St. Joseph prior to the beginning of the academic year in order to locate suitable housing.

COLLEGE CENTER

The College Center is the center of student activities. It houses the Bookstore, Cafeteria, Snack Bar, Health Services and Placement Center. Among the offices are the Dean of Students, Director of Testing, Student Government Association, College Center Board, Security and Coordinator of College Center Activities. Recreational equipment is also available in the basement area commonly known as the Rathskeller.

BOOKSTORE

The college bookstore is located on the first floor of the new College Center. It sells all college textbooks and supplies as well as a full line of college accessories.

HEALTH SERVICES

Health Services are under the charge of a part-time medical doctor and a full-time registered nurse. Registered nurses are on duty during class hours. The nurses provide first-aid, administer authorized medication, counsel in health related problems, and assist the student when referrals are made to a doctor, dentist, or public health offices. The physician prescribes treatment for students who seek medical attention.

Before his admission is completed, each prospective full-time student must supply a student-completed medical history form. All health records, including a permanent daily record of students' visits to the Health Services Center and of the care given to them, are filed in the Health Services office.

LIBRARY

In the pleasant atmosphere of the Hearnes Learning Resources Center students may study and relax. The building houses 70,000 volumes, periodicals for research and recreation, microprint material, films, records, filmstrips, tapes and a variety of other print and non-print materials, making information available in the most suitable media.

Professional librarians are available at all hours of library access to give guidance and suggestions in locating research materials. Open stacks give students easy access to all of the materials. Individual study carrels allow for private study, while the student lounge offers respite from the books. Students have seminar rooms for group study available to them. One of the most attractive buildings on campus, the LRC offers aesthetics while being functional.

OFF-CAMPUS SERVICES

The Director of Off-Campus Services interprets the college to high school and junior college students, administrators, counselors, and other publics as assigned.

In this capacity, the Director works in close harmony with Division Deans, Department Chairmen, and with the offices of Admissions, counseling, financial aids, housing, testing, and public relations.

The office schedules school assemblies and staff visitations off campus, arranges luncheons and meetings for area educators, supervises informational centers, and consults with officials in business and industry in the college district regarding educational programs.

PLACEMENT OFFICE SERVICES

The Placement Service is maintained to assist present and former graduates of the College in finding employment.

It assists students and alumni by making available information concerning job openings, by compiling credentials of registrants and by arranging for interviews with prospective employers.

It assists employers by notifying them of qualified applicants by furnishing credentials and by arranging for interviews.

Students are urged to avail themselves of the service by registering with the Placement Service in the first semester of their senior year. Alumni are urged to keep their records up-to-date.

ALUMNI ASSOCIATION

The Alumni office serves as liaison between the college and former students. Through its bulletin it keeps alumni abreast of the College's academic and physical progress. It also encourages interest among the former students.

The Association elects a President, Vice President, Secretary, and Treasurer annually. Also, a twenty-four membership board of directors serves the Association, of which eight are elected annually for a period of three years.

STUDENT ACTIVITIES

The student activities program is a necessary part of the educational philosophy at Missouri Western State College. While it is readily recognized that the information gained in the academic classroom is important in shaping the future of the student, it is becoming more and more apparent on today's college campus, that the information and experience gained in participating as a citizen in an academic community is equally important.

Student Government The Student Government Assembly (SGA) is the primary student governing body on the campus and is composed of elected representatives from the student body. Because it represents the students, all student committees, activities, regulations and student oriented decisions in general are to be formed or acted upon by the Student Government Assembly.

ATHLETICS

The College has an athletic program of intercollegiate competition including football, basketball, baseball, golf, tennis, track, and swimming. Competition will begin in other sports as they can be staffed and facilities are provided.

An athletic program is an important unifying factor in campus life. Student organizations, the general student body and the staff of the college are vital supporters of the college athletic program. Only through their interest will the athletic program grow and continue to provide exciting activities enjoyed on campuses today. The Athletic Department urges each student to **BACK THE GRIFFONS!**

The "MW" Club is for varsity intercollegiate award winners. The purpose of this group is to foster the sportsmanship, citizenship, and general wholesomeness acquired in intercollegiate athletics. The club is governed by elected officers under the supervision of the Athletic Department.

INTRAMURALS

A full intramural sports program is offered to college personnel. The program of activities includes individual, dual, and team sports for the enjoyment and competitive need of students and faculty members.

The intramural program encourages the development of mental, physical, emotional, and social instruction. Through the intramural program the college hopes to help the student maintain better health through exercise. In general, Missouri Western provides the opportunity for every individual, regardless of his ability, to realize the fun of participation in his favorite sport against good competition.

DRAMATICS

At least two major productions, sponsored by the Department of Speech, Theatre, and Humanities are scheduled each year. Reader's theater, oral interpretation, and debate activities are also available to interested students.

MUSIC

Music activities include participation in the college band, various instrumental ensembles, the college chorus, and vocal ensembles. Although these activities are sponsored by the Department of Fine Arts, any student may be eligible for participation.

SOCIAL LIFE

The social life changes from year to year in an effort to meet the current needs and interests of the student body, and the college community. Some of the traditional events are: the Icebreaker Dance at the beginning of the year, the Homecoming Dance, the Christmas Classic Dance, Ugly Man on Campus Dance and the Spring Formal. Additional social events are developed and sponsored by the various organizations and interest groups on the campus.

STUDENT ORGANIZATIONS

The following organizations are currently active on the campus. More detailed information regarding all campus organizations listed will be found in the current issue of the Student Handbook. The office of the Dean of Students will assist in answering questions in this area.

DEPARTMENTAL CLUBS

Agriculture Club
Biology Club
Computer Science Club
Griffon Guard
History Club
Journalism Club
Judo Club
Jus Deliberandi Society
Lambda Alpha Epsilon (Law Enforcement)
Lettermen's Club
Missouri Student Teachers Association
Modern Dance Club
Music Educators National Conference
Para-Medical Club
Phi Beta Lambda (Business Club)
Physical Education Majors and Minors Club
Social Work Club
Sports Club for Women
Technology Club
Veblen Politco Economic Society
(for students interested in Economics)

RELIGIOUS

Bahai' Club
Fellowship of Christian Athletes
Journey Inn

SOCIAL

Sororities
Delta Zeta
Phi Mu
Fraternities
Lambda Chi Alpha
Sigma Phi Epsilon
Tau Kappa Epsilon
Delta Chi

MISCELLANEOUS

Bicycle Club
Brothers and Sisters United
Circle K Club
Daughters of Diane (Auxiliary of Tau Kappa Epsilon)
Inter-Greek Council
International Students Club
Rodeo Club
Rotaract
Schach Spliellen Klub (Chess Club)
Social Reform Club
Trap and Skeet Club
Veterans Club

DEGREE PROGRAMS

BACCALAUREATE DEGREE PROGRAMS

Missouri Western State College offers six baccalaureate degrees with majors in various fields. In order to earn one of these degrees, students must complete the general degree requirements as listed below and the specific major and (where required) minor requirements as listed under each department.

General Degree Requirements

- (1) General Education Requirements
- (2) Minimum of 124 credit hours
- (3) Cumulative grade point average of 2.00 (C average)
- (4) Candidates for degrees at Missouri Western State College must have a GPA of 2.00 or better in courses comprising the major in addition to meeting other institutional graduation requirements.
- (5) Minimum of 30 semester hours in upper division courses (numbers in the 300's and 400's with adjustments in the two plus two programs)
- (6) Last 30 semester hours earned at Missouri Western State College.
- (7) The Graduate Record Examination will be a graduation requirement for all seniors except in those instances where a department has selected an appropriate substitute for its major. Such a substitution must be approved by the appropriate dean and the Vice President for Academic Affairs.

GRE Test Dates	Application Deadlines
December 14, 1974	November 1, 1974
April 26, 1975	March 24, 1975
June 21, 1975	May 12, 1975

The baccalaureate degrees offered are:

Bachelor of Arts
Bachelor of Science
Bachelor of Science in Business Administration
Bachelor of Science in Education
Bachelor of Science in Technology
Bachelor of Social Work

The Bachelor of Arts degree is broadly based in the liberal arts and sciences. It is usually pursued by students who plan, upon graduation, to enter graduate school or a professional school such as law, medicine, or dentistry and by students who plan to seek employment in the areas of the arts, languages, social work, and government service. One of the requirements for this degree is twelve credit hours in a foreign language. This degree is available with majors in biology, mathematics, natural science, English, history, political science, sociology, art, psychology, chemistry, social work, theatre, speech communications, French, German, and Spanish.

The Bachelor of Science degree is based on concentrated study in one or more sciences. It is usually pursued by students who plan to apply this knowledge in the scientific areas of health, research, and industry. This degree is available with a major in medical technology, computer science, economics, psychology, biology, chemistry, mathematics, history, political science, sociology, agriculture, recreation, and data processing.

The Bachelor of Science in Business Administration degree is designed for the student who desires a broad foundation in several areas related to business principles as applied in business, industry, or government employment. This degree is available with majors in accounting, marketing, and management.

The Bachelor of Science in Education degree is designed to equip well-qualified individuals for careers in teaching or education. Upon completion of the degree requirements, the candidate will meet certificate requirements for the State of Missouri and be prepared for graduate study in education and related fields. This degree is available with majors in physical education; elementary education; and secondary education in the areas of basic business, business skills, mathematics, biology, English, speech and theatre, social science, art, music, chemistry, modern language, history, political science, and sociology.

The Bachelor of Science in Technology degree is designed for the student interested in a career as a technician that requires skills and knowledge necessary to plan, produce, inspect, maintain, install and distribute technological products or services. This degree is available with majors in electronic engineering technology, industrial electronic technology, civil and building construction and automotive technology.

The Bachelor of Science in Technology "Two plus Two" degree is designed for the student who has completed an associate degree program and desires the bachelor's degree with an additional emphasis in a cognate field. A student must complete the general education and general college requirements for the degree.

GENERAL STUDIES PROGRAM

Basic Guidelines for the General Studies Program

- Besides the courses listed, a student may be allowed to substitute another course in the same academic area provided the department in which the course is taught can determine that the student meets the prerequisite for that course.
- A student may elect a maximum of six (6) semester hours of pass-fail credit in the General Studies Program.
- A student may attempt a test out in most of the General Studies credit.

Category One

- English Composition 6 Credit Hours ✓
- ENG 104 and ENG 108 or credit by examination and ENG 112 3 Credit Hours
- Speech—one course from the following 1
- SPH 104 Oral Communication
- SPH 105 Professional Speaking
- SPH 210 Current Topics Forum

Category Two

- One course from the following 3 Credit Hours ✓
- (Test-out strongly encouraged)
- HIS 140 American History
- HIS 150 American History
- PSC 101 American Nat. Govt.
- Two courses from the following 6 Credit Hours ✓
- ECO 260 Principles of Economics
- GEO 100 World Geography
- HIS 100 Ancient and Medieval Civ.
- HIS 110 Modern Civilization
- PSY 101 General Psychology
- SOC 110 General Sociology
- SOC 120 Cultural Anthropology
- SWK 250 Social Prob. & Soc. Change
- (The Defense Establishment in Natural Security MIL 110)
- (American Military History MIL 200)
- (Both courses must be taken to total 3 credit hours.
- These are classified as Political Science and History courses)

Category Three

- Option 1** 3 Credit Hours ✓
- Literature
- ENG 210 Approaches to Literature
- or
- a Foreign Language Lit. course 6 Credit Hours
- Electives from the following: 3
- (a) Philosophy
- (b) Foreign Language
- (c) Art
- (d) Music
- (e) Theatre
- (f) Literature
- (g) Three semesters in the following:
- JOU 126 Journalism Laboratory
- THR 140 Production Participation (Theatre)
- SPH 151 Laboratory Forensics (Speech)
- MUS 110 Chorus
- MUS 112 Vocal Ensemble
- MUS 124 Symphony Orchestra
- MUS 131 Symphonic Winds
- MUS 333 Stage Band
- MUS 135 Marching Band

Option 2

- Humanities I—HUM 203 3 Credit Hours
- Humanities II—HUM 205 3 Credit Hours

Electives from the following: 3 Credit Hours

- (a) Philosophy
- (b) Foreign Language
- (c) Art
- (d) Music
- (e) Theatre
- (f) Literature
- (g) Three semesters in the following:
- JOU 126 Journalism Laboratory
- THR 140 Production Participation (Theatre)
- SPH 151 Laboratory Forensics (Speech)
- MUS 110 Chorus
- MUS 112 Vocal Ensemble
- MUS 124 Symphony Orchestra
- MUS 131 Symphonic Winds
- MUS 333 Stage Band
- MUS 135 Marching Band

Category Four

- Natural Science 9 Credit Hours ✓
- Minimum of 9 Credit Hours selected from the following:
- BIO 101 Principles of Biology 5 Credit Hours
- CHE 101 Introductory Chemistry 5 Credit Hours
- PHY 101 Concepts and Principles of Physics 4 Credit Hours
- ESC 204 Introduction to Geology 4 Credit Hours
- Mathematics 3 Credit Hours
- Any college level math course selected from those math courses listed under the Department of Mathematical Sciences and numbered 101 or higher.

Category Five

- Physical Education Concepts 1 Credit Hour
- Activities (to be determined by concepts course) 3 Credit Hours

PASS-FAIL OPTION OF THE GENERAL STUDIES PROGRAM

The major objective of the Pass-Fail option is to encourage a student to explore academically. He may choose a course in an area that he would normally avoid under a regular grading system because of lack of background. The Pass-Fail option, therefore, extends the concept of the General Studies program at Missouri Western State College.

A student may enroll for courses on a pass-fail basis within the following guidelines:

- No student may accumulate more than six semester hours of Pass-Fail credit in the General Studies program.
- A student who passes the course (instructor indicating a letter grade of A, B, C, or D) receives credit without a grade, while the student who fails the course (instructor indicating a letter grade of F) receives an entry on the transcript to indicate the course was attempted.
- A student may take all six semester hours credit on a Pass-Fail basis in one semester if he so desires.
- Although course pre-requisites are not as important in the Pass-Fail option, a student who does not meet a pre-requisite should consult the chairman of the department in which the course is offered if a Pass-Fail option is considered.
- If, due to a change of the declared major, a course in the new major has been taken on a Pass-Fail basis, then the adviser, department chairman, and division dean will determine the acceptability of the Pass-Fail course in the new major.
- A student must designate in the Registrar's Office the Pass-Fail option during the fourth week after the first day of classes.
- A student's instructor will not be informed that the student is enrolled under the Pass-Fail option. Current procedures will be followed by sending the mid-term grades and final grades from the instructor to the Registrar. In the Records Office the student's grade will be converted to Pass-Fail credit.
- A course completed under the letter grade in which a D or F was earned may be repeated on a Pass-Fail basis.
- Courses taken under the Pass-Fail option will not be considered in the compilation of honor rolls, probation status list, and suspension status list.

ASSOCIATE DEGREE PROGRAMS

Missouri Western State College offers two associate degrees with majors in various fields. In order to earn one of these degrees, students must complete the general degree requirements as listed below and the specific major and (where required) minor requirements as listed under each department.

General Degree Requirements

- (1) General Education Requirements
- (2) Minimum of 62 credit hours
- (3) Cumulative grade point average of 2.00 (C average)
- (4) Last 15 semester hours earned at Missouri Western State College

The Associate degrees offered are:

- Associate of Science
- Associate of Science in Education

The Associate of Science degree is designed for the student who desires a concentrated program (usually technical in nature) in preparation for employment in business, industry, or government. The degree is available with majors in agri-business, agricultural supply technology, automotive service management, computer science, drafting and design, executive secretary, law enforcement, nursing, pilot training, electronic engineering technology, and mid-management.

Note: This degree is also designed to recognize the first two years of a baccalaureate program for transfer purposes.

GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE DEGREES

		Credit Hrs.
AREA I	Communications	
	English Composition (104)	3
	Oral Communication (104)	3
		6
AREA II	Social Sciences	
	American Government (101) or American History (140 or 150)	3
		3
AREA III	Humanities	
	One of the following courses:	
	Introduction to Art (100)	
	Perspectives in Music (101)	
	Literature	3
		3
AREA IV	Physical Education	
	Physical Education Activities	2
	Personal and Community Health (192)	2
		4
	TOTAL	16 Credit Hrs.

ONE-YEAR CERTIFICATE PROGRAM

Missouri Western State College offers a One-year Certificate in Secretarial Training or Clerical Training designed for the student who desires a concentrated program in preparation for the secretarial field. Students must complete a minimum of 26 credit hours with a grade point average of 2.00 (C average) to qualify for this certificate.

GENERAL EDUCATION REQUIREMENTS FOR THE ONE-YEAR CERTIFICATE

		Credit Hrs.
AREA I	Communications	
	English Composition (104)	3
AREA II	Social Sciences	
	One of the following courses:	
	American Government (101)	
	American History (140 or 150)	3
AREA III	Physical Education	
	Physical Education Activities	1
	TOTAL	7 Credit Hrs.

ACADEMIC POLICIES and REGULATIONS . . .

CLASS ATTENDANCE

Regular class attendance is considered an essential part of the student's educational experience, and a requirement for an adequate evaluation of student academic progress.

Each instructor will determine and make known to the class requirement for attendance.

NORMAL COURSE LOAD

The normal load which may be carried by a student is 15 to 17 hours per semester or 7 or 9 hours in a summer term, exclusive of required physical education activities. This includes day and evening enrollment combined.

Upon recommendation of the faculty adviser and the approval of the division dean, a student who has a 3.0 term grade point average may take additional credit the following semester.

A student cannot enroll as an auditor in excess of a normal load.

Students who find it necessary to work in order to attend college should adjust their course load to their work load. Students should use the following schedule as a guideline to determine their course load:

Hours Worked Per Week	Course Load
15-20 hrs.	12 credit hrs.
20-30 hrs.	9 credit hrs.
30-35 hrs.	6 credit hrs.
35-40 hrs.	3 credit hrs.

CHANGE OF SCHEDULE

All class or schedule changes must be made by petition. In order to drop or add a course, it is necessary for a student to secure a change of study form and have the adviser approve it. The final step is to present the petition to the Records Office. Change may be made during the following time periods:

REGULAR SEMESTER

1. **Add or Drop**—Prior to the first meeting of the class during the second week.
2. **Drop Only**—Third through the tenth week.
 - a. Courses dropped through the tenth week will not appear on the transcript as an attempted class.
 - b. Courses dropped after the tenth week and until the end of the last day of the fourteenth week and will be assigned a grade of "WP" if passing or "WF" if failing.

SUMMER SESSION

1. **Add or Drop**—Prior to the first meeting of the class during the second week.
2. **Drop Only**—Second through the fifth week.
 - a. Courses dropped through the fifth week will not appear on the transcript as an attempted class.
 - b. Courses dropped after the fifth week and until the end of the last day of the seventh week will be assigned a grade of "WP" if passing or "WF" if failing.

A "WP" grade does not count as attempted course work and will not affect the G.P.A.

A "WF" does count as a course attempted (same as "F"), but may be removed by repeating and earning a higher grade.

GRADING SYSTEM

Grades used in evaluating the work of students are as follows:

Letter Grade	Level of Performance	Grade Points Earned
A	superior	4 for each credit hr.
B	good; above average	3 for each credit hr.
C	average	2 for each credit hr.
D	minimum passing;	
	below average	1 for each credit hr.
F	failing	0 for each credit hr.
Inc.	incomplete	
W	withdrawal	
WP	withdraw passing	
WF	withdraw failing	
Aud.	audit	
Cr.	credit	

Students who take courses that are evaluated by a pass-fail criteria will receive the number of credit hours for that course, with a grade of Cr. A failure will result in a grade of F and no credit. Hours earned by pass-fail will not be used in computing grade point averages for honors.

Grade point averages are used to determine an individual's class standing and eligibility for graduation, the Dean's and President's Honor Lists, and membership in honor societies.

INCOMPLETE GRADES

An incomplete grade must be removed within six weeks after the close of the semester in which it was received; otherwise, the grade will be recorded as "F." Appeals for an extension of the time may be made to the department chairman and appropriate division dean.

HONOR LISTS

PRESIDENT'S

A President's Honor List is published at the end of each semester. To be included on the President's List, a student must be carrying twelve or more credit hours of work with a grade point average of 4.00 exclusive of pass/fail credit.

DEAN'S

A Dean's Honor List is published at the end of each semester. To be included on the Dean's List, a student must be carrying twelve or more credit hours of work with a grade point average of 3.00 or higher exclusive of pass/fail credit.

RECORDS OF ACADEMIC WORK AND TRANSCRIPTS

Unofficial transcripts will be stamped, "Unofficial, For Campus Use Only", and will not contain a certifying signature, date of issue, or college seal. Such transcripts must be picked up in the Records Office. The fee for such transcripts will be \$.50 per copy.

Official transcripts will be stamped with a certifying signature and date of issue, and will have the impression of the college seal. Official transcripts may be picked up in the Records Office or they will be mailed upon request. A fee of \$1.00 per copy will be charged.

All official and unofficial transcripts issued to students will be stamped, "Issued to Student". Official transcripts will not be issued to or for students who are indebted to the college until such indebtedness has been paid in full.

TABLE OF ACADEMIC STANDARDS

Cumulative Grade Points			Cumulative Grade Points			Cumulative Grade Points		
Hours Attempted	Probation Less than	Suspension Less than	Hours Attempted	Probation Less than	Suspension Less than	Hours Attempted	Probation Less than	Suspension Less than
3	1	—	43	81	68	82	2.0 GPA	146
4	3	—	44	83	70	83	"	148
5	5	—	45	85	72	84	"	150
6	7	—	46	87	74	85	"	152
7	9	—	47	89	76	86	"	154
8	11	—	48	91	78	87	"	156
9	13	—	49	93	80	88	"	158
10	15	—	50	95	82	89	"	160
11	17	—	51	97	84	90	"	162
12	19	—	52	99	86	91	"	164
13	21	—	53	101	88	92	"	166
14	23	—	54	103	90	93	"	168
15	25	—	55	2.0 GPA	92	94	"	170
16	27	—	56	"	94	95	"	172
17	29	—	57	"	96	96	"	174
18	31	—	58	"	98	97	"	176
19	33	—	59	"	100	98	"	178
20	35	22	60	"	102	99	"	180
21	37	24	61	"	104	100	"	182
22	39	26	62	"	106	101	"	184
23	41	28	63	"	108	102	"	186
24	43	30	64	"	110	103	"	188
25	45	32	65	"	112	104	"	190
26	47	34	66	"	114	105	"	192
27	49	36	67	"	116	106	"	194
28	51	38	68	"	118	107	"	196
29	53	40	69	"	120	108	"	198
30	55	42	70	"	122	109	"	200
31	57	44	71	"	124	110	"	202
32	59	46	72	"	126	111	"	204
33	61	48	73	"	128	112	"	206
34	63	50	74	"	130	113	"	208
35	65	52	75	"	132	114	"	210
36	67	54	76	"	134	115	"	212
37	69	56	77	"	136	116	"	214
38	71	58	78	"	138	117	"	216
39	73	60	79	"	140	118	"	218
40	75	62	80	"	142	119	"	220
41	77	64	81	"	144	120 or over	"	1.85 GPA
42	79	66						

SCHOLASTIC PROBATION

A student is on scholastic probation if the cumulative grade point average drops below the following minimum requirements:

1. If the total hours attempted are less than 55 semester hours and his cumulative grade point average is more than 5 grade points below a 2.0 (C) average.
2. If the total credit hours attempted are 55 or more and his cumulative grade point average is less than a 2.0 (C) average. (Refer to Table of Academic Standards.)

SCHOLASTIC SUSPENSION

A student places himself on scholastic suspension if his cumulative grade point average drops below the following minimum requirements:

1. Must have completed 20 or more semester hours of course work and have been on probation the previous semester.
2. More than eighteen (18) grade points below a 2.0 (C) cumulative grade point average.
3. No student with a cumulative Grade Point Average of 1.85 or above will be suspended.
4. No student with a term G.P.A. of 2.0 or above will be suspended.
5. Any student placed on Scholastic Suspension has the right to appeal his case in writing to the Academic Regulations & Standards Committee.

A student suspended from the College who feels his case warrants special consideration may petition the Academic Regulations & Standards Committee provided such appeal is made immediately following notification of suspended status. Circumstances beyond the student's control must be presented before reinstatement will be considered. If reinstatement is granted, it will be on a probationary basis. (Refer to Table of Academic Standards.)

READMISSION

A student placed on scholastic suspension the first time may be readmitted after the lapse of one academic semester provided that he file a written petition for return at least four weeks prior to the beginning of the session when eligible to return. Such petition should be directed to the Coordinator of Admissions. A student placed on scholastic suspension the second time after being readmitted may again be readmitted after the lapse of one academic year provided that he file a written petition for return at least eight weeks prior to beginning of the session when eligible to return. Such petition should be directed to the Academic Regulations and Standards Committee and submitted to the Registrar.

Reinstatement after any type of suspension will be granted on a probationary basis.

REPEATING COURSES

A student is permitted to repeat any course. Grades earned in the last attempt are used in calculating grade point average.

WITHDRAWAL FROM COLLEGE

Students who, for any reason, find it necessary to withdraw from college during the course of a semester are required to notify the Registrar and Records Office. Since honorable withdrawal is ordinarily required for transfer from one college to another, a student should not discontinue college work without formal withdrawal. Students who do not withdraw officially will have "failing" recorded in all subjects.

The procedure followed in a withdrawal is:

1. A student may initiate a withdrawal from college by contacting the Records Office through (a) personal visit, (b) telephone or (c) letter.
2. For those enrolled in evening and Saturday classes, this contact point may be the Office of the Coordinator thereof, who will relay the information to the Records Office.
3. The effective date of withdrawal will be the date on which the student made the initial contact.
4. When a student withdraws from COLLEGE during a regular semester, the status in each subject will be recorded "WP" or "WF" after the tenth week. When a student withdraws from college during summer session, the status in each subject will be "WP" or "WF" after the fifth week.

REQUIREMENTS FOR GRADUATION . . .

STATE LEGISLATION REQUIREMENT

Section 10370, 10374, 10374a, 10374b, 10374c (SCS for SB4) of the laws of Missouri, 1947 (6th General Assembly), prescribe that all candidates for a degree issued by the colleges and universities of Missouri must have completed courses of instruction in and "satisfactorily passed an examination on the provisions and principles of the Constitution of the United States and of the State of Missouri, and in American History, including the study of American Institutions."

Students may comply with the law (1) by completing courses embracing the subject matter specified by the law and receiving credit therein, preferably before admission to senior college work, or (2) by certification of the completion of such requirements in another collegiate institution.

DEGREE EVALUATION

When a baccalaureate degree candidate has earned 80 semester hours or during the semester prior to classification as a senior, he will complete a baccalaureate degree evaluation form. The student, along with the major adviser, division dean and the Registrar, evaluates progress toward a degree and projects the courses needed to fulfill the requirements for this degree.

Associate degree candidates will complete this form when 25 hours have been earned or during the semester prior to classification as a sophomore.

APPLICATION FOR GRADUATION

To be considered as a candidate for graduation, it is required that the student declare candidacy by filing an Application for Graduation at the time of registration for the last semester on campus or if graduating in the summer at the time of registration for the spring semester.

Payment of the \$15.00 graduation fee must be made during the semester in which all degree requirements will be completed.

GRADUATE HONORS

Students completing degree requirements with a cumulative grade point average of 3.90 or higher will be graduated with Highest Honors (summa cum laude). Those who have earned a grade average of 3.75 or higher but below 3.90 will be graduated with High Honors (magna cum laude). Those who have earned a grade average of 3.50 or higher but below 3.75 will be graduated with Honors (cum laude).

MULTIPLE DEGREE AND DOUBLE MAJORS

The College will confer two baccalaureate degrees provided the following conditions are met:

1. Graduation requirements for each degree are satisfied.
2. A minimum of 144 hours are earned.
3. A \$5.00 fee is paid for each additional diploma.

In the area of a double major, the departments involved will coordinate their efforts to resolve any possible problems. Courses which may count toward both majors will be allowed to do so.

COMMENCEMENT

Commencement is held at the end of the spring semester. It is a voluntary activity on the part of the student.

Candidates for degrees, who will complete all requirements for the degree during the summer session, may elect to attend spring commencement. Names will appear on the commencement program and the candidates will be recognized. The degree will not be awarded until the close of the summer session.

TRANSFER PROGRAMS

Pre-professional programs in specialized fields are offered for students who plan to transfer to a university for the completion of their studies. Students choosing these programs should select their transfer institution early and should work closely with their academic adviser and counselor here.

The following areas are those which serve most students interested in transfer programs:

Architecture	Law	Pharmacy
*Dentistry	*Medicine	Physical Therapy
**Engineering	Mortuary Science	*Veterinary Medicine
Journalism	Optometry	

*A four-year degree is desirable before applying for acceptance into the professional school of your choice. Therefore, students with aspirations in these areas are invited to consider the Bachelor of Arts degree with a major in natural science.

**Missouri Western State offers three years of Engineering courses for transfer purposes to the University of Missouri.

DESCRIPTION OF COURSES

All courses offered at the College are listed by divisions and departments. The listing is in alphabetical order. Approximately eight weeks prior to the opening of each term a *Class Schedule* is published that lists the specific courses to be offered that term with the time of meeting, the building and the room number. The College reserves the right to cancel without notice any course listed in the *General Catalog* or in the *Class Schedule* for any term or to withdraw any course that does not have adequate student enrollment at the close of the registration period.

COURSE NUMBERING SYSTEM

Each course bears a number that identifies it and indicates its level, as follows:

- 000-099 Courses that usually do not apply toward a degree.
- 100-199 Freshman level courses
- 200-299 Sophomore level courses
- 300-399 Junior level courses
- 400-499 Senior level courses

Normally, courses numbered 100-299 are considered lower division courses, and those numbered 300-499 are considered upper division courses.

CREDIT UNITS

The unit of credit is the semester hour, which represents a period of weekly study for a semester. In general, a course carrying three hours credit meets for three periods weekly for one semester. The number of credit hours is shown in parentheses after the course title.

SEMESTER DESIGNATION

The small Roman numerals, following the title of the course and the credit shown in parentheses, indicate the semester in which the course is normally offered.

- i the course is offered in the first or fall semester
- ii the course is offered in the second or spring semester
- iii the course is offered in the summer session



The Division of APPLIED SCIENCES

The Division of Applied Sciences seeks to prepare individuals to assume productive roles in business and industry, health care agencies, and the public services.

Students are provided the opportunity to pursue a wide spectrum of programs designed to culminate in technically competent graduates who also possess the general and human skills required to succeed in an everchanging world of work.

The "Career Ladder" concept characterizes the programs offered in the Division of Applied Sciences. One-year certificates, two-year associate degrees, and four-year baccalaureate degrees are offered which allow the individual student to graduate from the College prepared to seek employment at various vertical entry levels in his or her chosen career field. The "Two-Plus-Two" baccalaureate degree offers the individual, who has completed an occupationally oriented associate degree, the opportunity to pursue the four-year degree if his or her career goals change.

department of AGRICULTURE

Agriculture has changed tremendously in recent years and is continuing to do so. It is no longer simply "farming." Today's agricultural industry includes three broad areas:

1) research and education, 2) production of food and fiber, and 3) business and industry which provides goods and services in the processing and distribution of farm products. Undergraduate curricular offerings in the Department of Agriculture are designed to provide students with a broad general education and still maintain the flexibility of allowing students sufficient opportunity to select specific general and professional electives to satisfy their special needs and desires.

The Department of Agriculture offers diversified programs leading to Associate of Science or Bachelor of Science Degrees. An Associate of Science Degree is granted in Agricultural Technology and Agri-Business Technology. Areas of specialization for the Bachelor of Science Degree include Agronomy, Animal Science, and General Agriculture.

The core curriculum of the Bachelor of Science Agriculture programs is as follows:

100 Agricultural Economics	4	
120 Plant Science	4	
130 Animal Science	4	
140 Horticulture Science	4	
222 Soil Science	4	
236 Fundamentals of Animal Nutrition	4	24

Additional major requirements are:

General Agriculture

230 Breed of Livestock	4	
Agriculture electives	24	28

Agronomy

320 Soil Fertility	4	
Agriculture Economics electives	6	
Agronomy electives	14	
Animal Science electives	4	28

Animal Science

230 Breeds of Livestock	4	
Agriculture Economics electives	6	
Agronomy electives	3	
Animal Science electives	15	28 52

The core curriculum of the Associate Agriculture programs is as follows:

100 Agriculture Economics	4	
120 Plant Science	4	
130 Animal Science	4	
200 Farm Marketing	3	
222 Soil Science	4	
236 Fundamentals of Animal Nutrition	4	
290 Occupational Experience	1-8	
320 Soil Fertility	4	28-35

Additional major requirements are:

Agricultural Supply Technology

204 Agri-Supply Management	4	
224 Grain Handling	3	
326 Agriculture Chemicals	3	
330 Applied Animal Nutrition	4	14

Agri-Business Technology

110 Business Organization	3	
230 Elementary Accounting	3	
271 Salesmanship	3	
310 Business Law	3	
312 Principles of Management	3	
315 Financial Management I	3	14 42 or 53

AGRICULTURE ECONOMICS

AGR100 Agriculture Economics (4) i

Economic principles underlying the organization of agriculture; problems of production and distribution and relations of governmental programs to agriculture.

AGR204 AGRI-SUPPLY MANAGEMENT (3) i even years.

A comprehensive course in the problems of managing a retail farm supply store. Included are product knowledge, personnel policies and relationships, purchasing and sales techniques, inventory methods, stock control, cash flow and merchandising.

AGR200 Farm Marketing (3) i

Principles underlying the marketing of farm products with emphasis on cooperative marketing.
Prerequisite: Agriculture 100.

AGR206 Financing the Farm Business (3) ii

Principles involved in financing a farm business. Sources and uses of farm credit necessary for sound financial management.
Prerequisite: Agriculture 100.

AGR302 Farm Management(3) i (offered even numbered years)

A study of the principles of farm management and farm organization. Selection of farm enterprises, farm credit, leases and types of farming adapted to a given farm are included.
Prerequisite: Agriculture 100.

AGR304 Farm Accounting and Business Analysis (3) * i (offered odd numbered years)

Purpose and methods of keeping farm records, procedures in accounting; income and net worth statements; analysis of the farm business; and use of accounts for tax purposes.
Prerequisite: Agriculture 302.

AGR306 FARM-LAND ECONOMICS AND APPRAISAL (4) ii odd years.

Analysis of economic principles influencing land use, theories of renting, prices, taxes, types of tenure and transfer, and interest rates to value. Appraisal reports.
Prerequisite: Agriculture 100 and 304.

AGR400 Farm Price and Policy Analysis (3) ii (offered even numbered years)

Economic and econometric principles applied to price movements and policy considerations in agriculture.
Prerequisite: Agriculture 200.

AGR402 Agricultural Law (3) ii (offered odd numbered years)The legal framework impinging upon decision making by farm firms, families and individuals: liabilities, real and personal property, contracts, farm commercial code,

organization of farm firms, inter-generation property transfer, water and fence laws, federal and state regulatory powers and insurance.
Prerequisite: Senior standing or consent of instructor.

AGRICULTURAL MECHANIZATION

AGR210 Farm Power (3) ii (offered even numbered years)
The study of the fundamentals and system of power units. Particular attention is given to the development of power and its transmission.

AGRONOMY

AGR120 Plant Science (4) i
Principles of production and management. Importance and ecology of each crop is discussed. New practices and varieties are emphasized. Laboratory will include a study of the plant and plant parts.

AGR222 Soil Science (4) i
The origin, formation, and characteristics of different soil types; emphasis placed on soils of Missouri. Laboratory includes field trips.
Prerequisite: Chemistry 101.

AGR226 Grain Handling and Grading (4) ii even years.
Grain movement from producer to consumer and factors influencing these procedures. Application of the Federal standards for grading farm crops and judging of grains.
Prerequisite: Agriculture 120 and 200.

AGR320 Soil Fertility (4) ii
The use and management of lime and fertilizer on soils. Emphasis is placed on individual nutrient utilization.
Prerequisite: Agriculture 120 and 222.

AGR324 Diseases of Field Crops (2) ii (offered odd numbered years)
Detail study of disease of field crops and forages that cause economic loss to the producer.
Prerequisite: Agriculture 220.

AGR322 Forage Crop Management (3) ii
Ecology, insects, diseases, culture, uses and management of forage will be studied. Laboratory will include plant and seed identification and field trips.
Prerequisite: Agriculture 120.

AGR326 Agriculture Chemicals (3) i
An introduction to the field of agricultural chemistry including herbicides, insecticides, fungicides, and

nematodes. Types of materials, methods of use and safety measures to be used.
Prerequisite: Agriculture 220 and 320.

AGR420 Soil Conservation and Management (4) ii
 Conservation and management of soils with respect to erosion, depletion, fertility, physical improvement and crop production. Includes farm surveying, design and layout of terrace systems, drainage and farm ponds.
Prerequisite: Agriculture 120 and 320.

ANIMAL SCIENCE

AGR130 Animal Science (4) i
 An introductory course in animal science with emphasis on fundamental concepts of animal breeding, management, marketing, nutrition and physiology as they apply to the livestock industry.

AGR138 Animal Breeding (3) ii
 The study of mating systems and application of genetic principles and practices to the improvement of domestic animals. The use and value of Performance Testing. Lecture and discussion.
Prerequisite: Agriculture 130.

AGR230 Breeds of Livestock (4) ii
 Origin, development characteristics and adaptation of the different breeds of livestock. Laboratory work will consist of livestock judging.
Prerequisite: Agriculture 130.

AGR232 Livestock Evaluation (3) i
 Selection of beef, horses, sheep and swine for specific uses. Comparative terminology, grading, judging and presentation of oral reasons. Enrollees represent the college in livestock judging contests.
Prerequisite: Agriculture 230.

AGR234 Dairy Evaluation (2) i
 Selection of breeding animals. Comparative terminology, decision making and presentation of oral reasons. Enrollees represent the college in Inter-collegiate Dairy Judging.
Prerequisite: Agriculture 230.

AGR236 Fundamentals of Animal Nutrition (4) i
 Study of various nutrients; their function, digestion and metabolism by various species of animals.
Prerequisite: Agriculture 130 and Chemistry 101.

AGR330 Applied Animal Nutrition (4) ii
 Measure of the nutritive value of feeds, nutrient requirements of the various species of livestock, sources and composition of nutrients, ration formulation, preparation of feeds, feed additives and food and drug regulations.
Prerequisite: Agriculture 236.

AGR332 Beef Production (3) ii (offered odd numbered years)
 Production, management, marketing and nutrition of commercial and purebred cattle.
Prerequisite: Agriculture 236.

AGR333 Dairy Production (3) ii (offered even numbered years)
 Development of dairy cattle breeds, principle and practices of dairy cattle feeding, management and selection of breeding animals for dairy herds.
Prerequisite: Agriculture 236.

AGR334 Horse Production (3) i (offered odd numbered years)
 Basic principles of horse breeding, color, inheritance, health, management, nutrition, and marketing of equine.
Prerequisite: Agriculture 236.

AGR335 Poultry Production (3) ii (offered odd numbered years)
 A study of breeds, breeding, common diseases, housing and efficient management nutrition and marketing of eggs and poultry.
Prerequisite: Agriculture 236.

AGR336 Sheep Production (3) ii (offered even numbered years)
 Production, management, marketing and nutrition of breeding flocks and feedlot lambs.
Prerequisite: Agriculture 236.

AGR337 Swine Production (3) i (offered even numbered years)
 Methods of breeding, feeding, marketing and management of purebred and commercial swine.
Prerequisite: Agriculture 236.

AGR430 Seminar (1) i, ii
 Independent reading within the several disciplines in animal science, summarized and presented orally to students and staff.
Prerequisite: Junior or senior standing.

AGR439 Intercollegiate Judging Training and Competition (3) i
 Specialized training in evaluating and grading live animals. Field trips to farms and livestock expositions.
Prerequisite: Permission of instructor.

HORTICULTURE

AGR140 Horticulture Science (4) i (offered even numbered years)
 Horticulture in daily living; plant growth, environment, propagation, cultivation, pruning, irrigation, protection, harvesting, quality control and selection; homegrounds development and maintenance.

OCCUPATIONAL EXPERIENCE

AGR290 Occupational Experience (1-8) i, ii, iii
 Internship under the supervision of a college instructor. Students will be assigned according to their preparation and interests to intern in a governmental agency, agricultural loans, floriculture, herdsmanhip, industrial organization, or other agriculturally oriented agency of their interest. They will work with administrative and operational personnel at several levels.
Prerequisite: Consent of department chairman.

AGR490 Special Problems (1-4) i, ii, iii
 Open to junior and senior students in agriculture economics, agronomy, animal science and horticulture showing satisfactory preparation for problems chosen and with permission of instructor. Individual topic, conferences and preparation of reports. A) Agriculture Economics, B) Agronomy, C) Animal Science, and D) Horticulture.

SAMPLE PROGRAM
Associate Degree in Agriculture
Agriculture Supply Technology

Freshman Year	
Fall Semester	Spring Semester
100 Ag. Econ4	224 Grain Hand & Grad4
120 Plant Science4	101 Chemistry5
130 Animal Science4	General Education3
General Education3	General Education3
	P.E. Concepts1
	<hr/>
	16
Sophomore Year	
200 Farm Marketing3	320 Soil Fertility4
222 Soil Science4	330 Appl An Nutr.4
236 Fund of An Nutr.4	General Education3
326 Ag. Chemicals3	Ag. Elective3
P.E.1	192 Per & Comm Health2
	<hr/>
	16
Summer Session	
Occupational8	

SAMPLE PROGRAM
Associate Degree in Agriculture
Agri-Business
Freshman Year

Freshman Year	
Fall Semester	Spring Semester
100 Ag Econ4	110 Business Org.3
120 Plant Science4	101 Gen Chemistry5
130 Animal Science4	General Education3
General Education3	General Education3
	P.E. Concepts1
	P.E. Activity1
	<hr/>
	16
Sophomore Year	
271 Salesmanship3	230 Elem. Accounting3
192 Per & Comm Health2	310 Business Law3
222 Soil Science4	312 Prin. of Mgmt.3
236 Fund of An Nutr.4	Business Elective3
200 Farm Marketing3	General Education3
	<hr/>
	16
Summer Session	
Occupational8	

**SAMPLE PROGRAM
For Bachelor of Science in Agriculture
Freshman Year**

Fall Semester		Spring Semester	
100 Ag Econ4	Forages or Breeds of Livestock4
120 Plant Science4	101 Chemistry5
130 Animal Science4	General Education3
General Education3	General Educatin3
P.E. Concepts1	Physical Education1
	<hr/>		<hr/>
	16		16
Sophomore Year		Junior Year	
222 Soil Science4	320 Soil Fertility or	
236 Fund. of An. Nutr.4	330 Appl. An. Nutr.4
Ag Econ Elective3	Ag Econ Elective3
General Education3	General Education3
P.E.2	General Education3
	<hr/>	Ag Elective3
	16	P.E.1
			<hr/>
			17
140 Hort. Science4	Ag Elective4
Gen Ed Elective3	Ag Elective3
Gen Ed Elective3	Gen Ed Elective3
Ag Elective3	Cognate Field Elective3
Cognate Field Elective3	Cognate Field Elective3
	<hr/>		<hr/>
	16		16
Senior Year			
Cognate Field Elective3	Cognate Field Elective3
Gen Ed Elective3	Ag Electives12
Ag Elective9		
	<hr/>		<hr/>
	15		15



department of
BUSINESS AND ECONOMICS

The Department of Business and Economics offers diversified programs leading to careers in accounting, marketing, management, economics, and business education.

Students receive a background in the fundamentals of business and economics in addition to the opportunity to specialize in the areas of their interest. Programs are designed to prepare the student to meet the challenge of a career in the dynamic and exciting world of business.

The Department, with the assistance of the Placement Office, tries to bring together employers and students.

FOUR YEAR PROGRAMS

The Department offers the degree Bachelor of Science in Business Administration, Bachelor of Science with a major in Economics, and the Bachelor of Science in Education with a major in Business Education—Skills, Basic Business.

The core curriculum for this degree is as follows:

	Accounting Economics Management Marketing	Business Skills	Basic Business
FRESHMAN—SOPHOMORE CORE			
Accounting 230 & 231	6	6	6
Economics 260 Principles of Econ. I	3	3	3
Economics 261 Principles of Econ. II	3		3
Management 210 Business Statistics I	3		3
Math 105 College Algebra	3		3
	<hr/>	<hr/>	<hr/>
	18	9	18
PROFESSIONAL CORE			
Marketing 370 Principles of Marketing	3		
Management 310 Business Law I	3	3	3
Management 312 Principles of Management	3		3
Management 315 Financial Management I	3		
Management 319 Business Communications	3		3
	<hr/>	<hr/>	<hr/>
	15	3	9
ADDITIONAL MAJOR REQUIREMENTS ARE:			
Accounting			
Intermediate Accounting I 330	3		
Intermediate Accounting II 331	3		
Cost Accounting 333	3		
Auditing 433	3		
Tax Accounting 438	3		
Accounting Electives	6		
	<hr/>		
	21		

(one of the following)

Economics 360 Macroeconomics		
Economics 361 Price Theory		
Economics 362 Public Finance		
Economics 363 Money and Banking	3	

(one of the following)

Management 317 Administrative Supervision		
Management 412 Personnel Management		
Management 414 Business and Public Policy		
Management 415 Financial Management II	3	

(one of the following three courses)

Computer Science 245	Introduction to COBOL		
Management 311	Business Law II		
Management 313	Business Law II	3	
			TOTAL 30 Hours

MANAGEMENT MAJOR

Required:			
Accounting 333	Cost Accounting	3	
Management 412	Personnel Management	3	
		<u>6</u>	

(Three of the following)

Management 314	Small Business Management		
Management 316	Principles of Insurance		
Management 317	Administrative Supervision		
Management 411	Investment Analysis		
Management 413	Real Estate		
Management 414	Business and Public Policy		
Management 416	Production Management		
Management 417	Credits and Collections		
Marketing 471	Consumer Relations & Behavior	9	

(one of the following)

Economics 363	Money and Banking		
Economics 364	Labor Economics		
Economics 365	Government Regulation of Business	3	

(one of the following)

Computer Science 245	Introduction to COBOL		
Psychology 310	Industrial Psychology		
Accounting 330	Intermediate Accounting I	3	
Sociology 400	Ethnic & Race Relations		
Sociology 420	Collective Behavior	3	
			TOTAL 21 Hours

ECONOMICS MAJOR

Economics 360	Macroeconomic Theory	3	
Economics 361	Price Theory	3	
Economics 363	Money & Banking	3	
	Economic Electives	12	
	Selected Bus. Elective	3	
		<u>24</u>	TOTAL 24 Hours

MARKETING MAJOR

Requirements:			
Marketing 374	Salesmanship	3	
Marketing 375	Advertising	3	
Marketing 470	Marketing Management	3	
Marketing 472	Sales Management	3	
Marketing 473	Marketing Research	3	
		<u>15</u>	

(two of the following courses)

Economics 361	Price Theory	3	
Marketing 371	Retailing	3	
Marketing 372	Physical Distribution	3	
Marketing 375	Industrial Marketing	3	
Marketing 471	Consumer Behavior	3	
			TOTAL 21 Hours

BUSINESS EDUCATION—SKILLS MAJOR

Secretarial 141	Intermediate Typing	3	
Secretarial 144	Elementary Shorthand*	3	
Secretarial 145	Intermediate Shorthand	3	
Secretarial 240	Office Typing Problems	3	
Secretarial 340	Advanced Shorthand	3	
Accounting 330	Intermediate Accounting	3	
Bus. Organization 110		3	
Math of Finance 116	or	3	
Bus. Statistics 210		3	
Secretarial 342	Model Office I**	6	
Methods of Teaching Business 455		3	
Computer Science 182	Introduction to Data Processing	3	TOTAL 36 Hours

BASIC BUSINESS MAJOR

Secretarial 141	Intermediate Typing	3	
Secretarial 240	Office Typing Problems	3	
Marketing 271	Salesmanship	3	
311	Business Law II	3	
Accounting 330	Intermediate Accounting	3	
455	Methods of Teach. Bus.	3	
	Selected Bus. Electives	3	
Computer Science 182	Introduction to Data Processing	3	TOTAL 24 Hours

*Not to be taken for credit by students who have had one unit of high school credit in this area. Student will substitute a business elective for this credit.

**Students who have taken a two-hour block of secretarial or clerical practice in high school may with the consent of the adviser substitute 6 hours of business electives for 342 Model Office I.

In addition to the requirements for the baccalaureate degree listed on page 26, a student majoring in the Department must have a 2.0 grade point average in his major and in courses taken in the department, and complete a minimum of 21 hours of 300-400 level courses in his major.

If a junior college transfer fulfills a 300 level required course with an accepted transfer course, the course will not be evaluated as meeting the 21 hour 300-400 level requirement stated above.

Students majoring in baccalaureate programs in the Department must complete a mathematics course at the level of College Algebra (Mathematics 105) or above during the freshman or sophomore year.

TWO YEAR DEGREE PROGRAMS

The Department offers an Associate of Science degree in Mid-Management with majors in Accounting, Data Processing, Finance and Retailing.

The core curriculum for this degree is as follows:

	Accounting	Data Processing	Finance	Retailing
Management 110-Bus. Organization	3	3	3	3
Management 116-Math. of Finance				
or	3	3	3	3
Management 210-Bus. Statistics				
Accounting 230-Princ. of Fin. Accounting I	3	3	3	3
Accounting 231-Princ. of Man. Accounting II	3	3	3	3
Econ. 260-Princ. of Economics I	3	3	3	3
Econ. 261-Princ. of Economics II	3	3	3	3
Management 312-Princ. of Mgmt.	3	3	3	3
	<u>21</u>	<u>21</u>	<u>21</u>	<u>21</u>

Additional major requirements are:

Accounting 330	Intermediate Accounting	3
331	Intermediate Accounting	3
333	Cost Accounting	3
	Business and Economics Electives	3

Data Processing		
182 Introduction to Data Processing	3	
240 Introduction to RPG	3	
245 Introduction to COBOL	3	
310 Business Law	3	
345 Advanced COBOL	3	
	<hr/>	15
Finance		
310 Business Law	3	
311 Business Law	3	
315 Financial Management I	3	
316 Principles of Insurance	3	
	<hr/>	12
Retailing		
370 Principles of Marketing	3	
371 Principles of Retailing	3	
374 Salesmanship	3	
376 Advertising	3	
	<hr/>	12

ACCOUNTING

ACC230	Principles of Financial Accounting I (3) i, ii, iii Principles of Accounting and their application forms of business organization (partnership and corporate structure). recording, classifying and summarized business transactions, and preparation of financial statements. Practice set is a requirement of this course.	ACC335	Governmental and Institutional Accounting (3) iii, or on demand Accounting principles and procedures relating to schools, hospitals, and other non-profit institutions and to cities, counties, and other governmental units. Prerequisite: Accounting 231
ACC231	Principles of Managerial Accounting II (3) i, ii, iii Assembly and use of accounting data for managerial decision making, cost accounting, taxes, budgeting, cost-volume-profit analysis, cost of capital and traditional financial statement analysis. Prerequisite: Accounting 230.	ACC430	Advanced Accounting Problems (3) i An accounting problems course with emphasis on problems facing partnership and corporate business organizations. Major emphasis on: forms of the business organization, maintenance of the business organization, expansion of the business organization (mergers and consolidated statements and contraction of the business organization) (liquidations and reorganizations) Prerequisite: Accounting 231
ACC330	Intermediate Accounting I (3) i Analysis and interpretation of fundamental processes, assets, and equity values with related revenue and expense aspects. Prerequisite: Accounting 231.	ACC431	Seminar in Accounting Theory (3) ii Objective of the course is to familiarize the students with the current accounting issues and literature. Includes development of accounting theory, accounting concepts and objectives of accounting. This course requires the students to research certain basic accounting issues. Prerequisite: Accounting 331
ACC331	Intermediate Accounting II (3) ii A continuation of the critical study of balance sheet accounts and intensive analysis of financial statements. Prerequisite: Accounting 330	ACC432	Advanced Cost Accounting (3) ii even years Special problems of cost analysis such as joint product costs, standard costs, differential costs, estimated costs, budget and distribution costs. Prerequisite: Accounting 330
ACC332	Accounting Systems and Control (3) i Design of accounting systems from pen and ink journals to electronic data processing including forms design, internal control concepts, and other methods of control (accounting machines, microfilming and cash registers.) Major emphasis on billing, sales, purchases and payroll procedures. Prerequisite: Accounting 231	ACC433	Auditing (3) ii Verification of records, valuation and analysis of accounts and presentation of conditions; practical audit cases. Prerequisite: Accounting 331
ACC333	Cost Accounting (3) i A study of cost accounting procedures with emphasis on the basic theory and procedures of allocating materials, labor, and manufacturing expenses in job order and process cost systems. Prerequisite: Accounting 231.	ACC434	Tax Accounting (3) i An introduction to taxation which includes both federal and state taxes which many small businessmen and individuals are subject to which includes payroll, sales and income taxes. The area of income taxes will include an exposure to individual partnership and corporation income taxation. Prerequisite: Accounting 231
ACC334	Budgets and Budgeting Control (3) iii (also offered alternate spring semesters) Theory and procedures in the development of financial and operating budgets as managerial devices for profit planning and general budgetary control in business. Prerequisite: Accounting 231	ACC439	Advanced Tax Accounting (3) ii Special problems in the area of individual, partnership and corporate taxation. This includes sales and disposition of property, pension plans, liquidation and

reorganization of business organizations. Course also includes tax planning and introduction to federal estate and gift taxation.
Prerequisite: Accounting 438

BUSINESS EDUCATION

BUS250	Seminar in Office Occupations (1) i, ii Course designed to fulfill the requirements for work experience under the Missouri State Plan. On-the-job training stations provide a variety of experiences.
BUS350	Seminar in Office Occupations (1) i, ii A continuation of Seminar in Office Occupations 250. Prerequisite: Business Education 250
BUS455	Methods of Teaching Business Subjects (3) i, ii A study of the methods and activities for teaching business education in the secondary school. Prerequisite: Consent of department chairman.

ECONOMICS

ECO260	Principles of Economics I (3) i, ii, iii An introduction to basic economic concepts and terminology, with emphasis on analysis of unemployment, GNP, inflation, public debt. Fiscal and monetary theories and public policies are also studied.
ECO261	Principles of Economics II (3) i, ii, iii A continuation of economic fundamentals, but with emphasis on supply and demand analysis, factor markets, various market structures, and international economics. Prerequisite: Economics 260 or consent of department chairman.
ECO263	Consumer Economics (3) i, even years The study of basic principles of personal financial management with consideration given to household budgeting in regard to the advantages and disadvantages in the purchasing of homes, major appliances, credit, investments, insurance and other commodities.
ECO360	Macroeconomic Theory (3) ii Intermediate level course with emphasis given to social income analysis and the functional relationships between various aggregate economic variables and social policy implications. Prerequisite: Economics 261
ECO361	Price Theory (3) i A theoretical approach to the behavior of the individual buyer and seller in the market place. Areas studied include demand theory, costs of production, and the market structures ranging from competition to monopoly. Prerequisite: Economics 261.
ECO362	Public Finance (3) ii A study of the principles of taxation and public expenditures, the impact of fiscal policy on economic and social activity, and recent trends in public finance at the federal, state, and local levels. Prerequisite: Economics 261
ECO363	Money and Banking (3) i Monetary and banking theories of leading countries with emphasis on the monetary theories in the United States; deposit and earnings operations of individual banks, interbanks and central bank operations. Prerequisite: Economics 260 or consent of department chairman.
ECO364	Labor Economics (3) ii Introductory course dealing with the institutional aspects of the American labor force; its organization, wage and employment theory, the economic role of bargaining, and

the basic ingredients of public policy toward labor organizations.
Prerequisite: Economics 260 or consent of department chairman.

ECO365	Government Regulation of Business (3) i Analysis of the legislative and legal control of business and its implications on the various economic components of the American economy. Prerequisite: Economics 261
ECO366	International Economics (3) ii Introduction to the study of the theory of international economics with emphasis on international trade, foreign exchange, financial flows, balance of payments, and world economic interdependence. Prerequisite: Economics 261 or consent of department chairman.
ECO460	Business Cycles and Forecasting (3) i Study of the cyclical fluctuation in the economy by means of theoretical, quantitative and measurement methods and use of basic economic and business forecasting techniques. Prerequisite: Economics 260 and Management 210 or consent of department chairman.
ECO462	History of Economic Thought (3) ii Study of the development and evolution of the various schools of economic thought; classical, neo-classical, institutionalism, Keynesian, and neo-Keynesian. Prerequisite: Economics 261 or consent of department chairman.
ECO463	Comparative Economic Systems (3) i Analytical study of the major alternative economic systems—capitalism, socialism, planned economics and non-monied economics with emphasis on the different economic problems associated with each. Prerequisite: Economics 360 or consent of department chairman.
ECO465	Urban and Regional Economics (3) ii Examination of economic growth in United States with emphasis on the problems of economic growth in the Midwest in particular. Attention is given to the factors instrumental in determining economic growth in various segments of the economy. Prerequisite: Economics 261.
ECO466	Current Economic Problems (3) i, ii Analytical study of various problems of current interest in economics. Prerequisite: Senior standing and consent of department chairman. (By arrangement only.)
MANAGEMENT	
MGT110	Business Organization (3) i, ii, iii Introduction to the various functional activities and organizational structures in the business community. Course should be taken as a Freshman.
MGT116	Mathematics of Finance (3) i Simple and compound interest and discount, present value and accumulated value of annuities, bonds, amortizations, sinking funds, depreciation, life annuities and life insurance. Prerequisite: One year high school algebra or equivalent. Course can be taken for credit by student taking 1 and 2 year business degree or by consent of department chairman.
MGT210	Business Statistics I (3) i, ii, iii Tabular and graphic methods, measures of central tendency, dispersion, and skewness. Prerequisite: Mathematics 105 or consent of department chairman.

- MGT310 Business Law I (3) i, ii**
An introduction to the legal environment of business; examination of the constitutional and historical foundations of the American legal system; emphasis upon the area of contracts, personal property, bailments, and sales.
Prerequisite: Management 110 or consent of department chairman.
- MGT311 Business Law II (3) i, ii, iii**
A continuation of Business Law 210, with emphasis upon negotiable instruments and security devices under the Uniform Commercial Code, Partnerships and Corporations and other related areas.
Prerequisite: Management 310 or consent of department chairman.
- MGT312 Principles of Management (3) i, ii, iii**
A study of the objectives and functions of a business enterprise with emphasis upon management principles of planning, organizing, and controlling the organization.
Prerequisite: Management 110 and Accounting 230 or consent of department chairman.
- MGT313 Business Statistics II (3) ii**
Ranking tests as used in marketing research, quality control as used in industrial production, analysis of variance as a method of experimenting in business, and the use of statistical tools in business and economic forecasting.
Prerequisite: Business Statistics 210.
- MGT314 Small Business Management (3) i**
A survey of the essential practices of business management; basic controllership, human relations, training employees, time and inventory control, and general policies as related to small business.
Prerequisite: Marketing 370 and Management 312.
- MGT315 Financial Management I (3) i, ii**
An introductory survey of the issues which face the financial manager of a firm. Such pressing issues as the liquidity vs profitability decision, capital budgeting, planning needs and controlling uses of funds as well as the methods of procuring funds will be dealt with. Will serve as a foundation for Financial Management II.
Prerequisite: Accounting 231 and Mathematics 105.
- MGT316 Principles of Insurance (3) i**
Nature and uses of insurance; structure, management, and regulation of insurance carriers; economic risk; principles of personal property, life and casualty insurance.
Prerequisite: Management 110.
- MGT317 Administrative Supervision (3) i**
An examination of the human problems in the supervisor-subordinate relationship. Course is inter-disciplinary oriented.
Prerequisite: Senior standing, Management 412 or consent of department chairman.
- MGT318 Purchasing (3) ii odd years**
A study of the policies for effective and efficient procurement of goods and services for today's industry with emphasis on the measurement and evaluation of purchasing performance.
Prerequisite: Management 312.
- MGT319 Business Communications (3) i, ii, iii**
Designed to meet the needs of business for better communications—written or oral. Covers principles of research, organization, and presentation of written memoranda, letters, and reports. Oral presentations help develop necessary skills required in a business environment.
Prerequisite: Management 312.

- MGT411 Investment Analysis (3) ii**
A critical approach to security analysis. Designed to present means of securing information about securities so as to permit dependable decisions to be made concerning their value and attractiveness at given prices.
Prerequisite: Management 210 or 315 or consent of department chairman.
- MGT412 Personnel Management (3) ii, iii**
Policies and practices in personnel management, such as job analysis, selection of employees, placement training, employee services, and industrial relations.
Prerequisite: Management 312 or consent of department chairman.
- MGT413 Real Estate (3) ii**
Principles of land evaluation and development. Problems relating to the purchase, transfer, lease, financing, and management of land and buildings.
Prerequisite: Management 310 or consent of department chairman.
- MGT414 Business and Public Policy (3) ii**
The expansion of business and its effect upon the size of the business unit, interrelations in business and the problems of control.
Prerequisite: Management 210 or 315.
- MGT415 Financial Management II (3) ii**
An in-depth study of the practical aspects of financial management in the corporation. Will utilize both text material and cases to help develop the student's ability to think and act as a financial manager. Such topics as planning acquisition and uses of funds, managing the corporation's investment portfolio, and managing the corporation's financial structure will be emphasized.
Prerequisite: Management 315 and Accounting 231.
- MGT416 Production Management (3) i**
Development of scientific management; principles and methods of organization and management in manufacturing, including plant location and scheduling and production operating and information systems.
Prerequisite: Management 210 and 312.
- MGT417 Credits and Collections (3) ii even years**
A study of the American credit system and collection methods used today with emphasis on the significance of debit and credit information to our economic well being.
Prerequisite: Economics 260 and Financial Management 315.

MARKETING

- MKT370 Principles of Marketing (3) i, ii, iii**
A basic course defining the role of the marketer and marketing within our society and economy. Attention is paid to all interacting forces within the firm, dealing with price, promotion, distribution, personal selling, product and economy aspects.
Prerequisite: Economics 260, 261 concurrently.
- MKT371 Principles of Retailing (3) ii**
A practical study of the underlying principles of retail store management with emphasis on basic retailing activities of buying, merchandising and promotion.
Prerequisite: Marketing 370
- MKT372 Physical Distribution (3) i**
An analysis of the physical distribution functions in marketing with emphasis on transportation methods, material handling and facility location as elements of an integrated system.
Prerequisite: Marketing 370

- MKT374 Salesmanship (3) i, iii**
Study of the practical methods, principles, procedures, and policies of a professional salesman.
- MKT375 Industrial Marketing (3) ii**
Analysis of the structure of marketing for industrial and wholesaling activities. Extensive study is made in industrial salesmanship, warehousing, and wholesaling problems.
Prerequisite: Marketing 370 or consent of department chairman.
- MKT376 Marketing Promotion (Advertising) (3) i**
A survey of the fundamentals of market promotion, including advertising media. Creative advertising, advertising agencies, and the advertising campaign.
Prerequisite: Marketing 370
- MKT470 Marketing Management (3) i**
Analysis of company marketing problems based on the integrated use of basic marketing tools.
Prerequisite: Marketing 370, senior standing or consent of department chairman
- MKT471 Consumer Relations and Behavior (3) ii**
A consideration of the influence on consumer motivation and behavior. Discussion of how the behavior sciences relate to marketing.
Prerequisite: Marketing 370 or consent of department chairman.

- MKT472 Sales Management (3) ii**
Application of sales management concepts to administration, planning, training and acquisition of the sales force for a business.
Prerequisite: Marketing 370 or consent of department chairman.
- MKT473 Marketing Research (3) i**
Analysis of markets and marketing problems by various research methods. Special emphasis will be given to project management.
Prerequisite: Management 210, Marketing 370, and senior standing
- MKT474 Marketing Systems (3) ii odd years**
An in-depth analysis of the marketing process as an integrated system. General systems theory is stressed.
Prerequisite: Marketing 370 senior standing; or consent of department chairman.

**SAMPLE PROGRAM
Bachelor of Science Degree
Major in Accounting
Freshman Year**

Fall Semester		Spring Semester	
104 English Comp.	.3	108 English Comp.	.3
101 Pol. Science or American His. 140 or 150	.3	230 Accounting—Financial Acct.	.3
105 Math (College Algebra) or Math 103 Inter. Algebra	.3	101 General Psy. or other Soc. Sci. class	.3
110 Management—Bus. Organization	.3	Natural Science Course with Lab	4-5
Elective	.3	Humanities class	.3
P.E. Class	.1		
	16		16
Sophomore Year			
Speech Elective	.3	Interm. Acct. I or Cost Accounting	.3
231 Accounting—Managerial Accounting	.3	261 Econ.—Principles of Econ. II	.3
260 Econ.—Principles of Econ. I	.3	182 Computer Science	.3
210 Bus. Statistics	.3	Natural Science class	4-5
Philosophy, Literature or Humanity class	.3	310 Business Law I	.3
P.E. class	.1	P.E. Class	.1
	16		16
Junior Year			
270 or 370 Marketing	.3	Cost Accounting or an Interm. Acct. II	.3
Cost Accounting or Interm. Acct. I	.3	Accounting elective	.3
312 Management—Princ. of Management	.3	Elective in Bus. & Econ. Area	.3
Electives or General Ed.	.3	Management elective	.3
Econ. Elective	.3	315 Financial Management I	.3
P.E. Class	.1		
	16		15
Senior Year			
Tax Accounting	.3	Auditing elective	.3
Business Communications	.3	Accounting	.3
Additional Accounting Requirements (either COBOL, Bus. Law I or Stat. II)	.3	Electives (COBOL, Bus. Law II, Bus. Stat. II)	.9
Electives	.6		
	15		15

SAMPLE PROGRAM
Bachelor of Science Degree
Major in Economics

Freshman Year		Spring Semester	
Fall Semester			
104 English	.3	108 English	.3
140, 150 History or Am. Nat'l. Gov't. 101	.3	Social Science	.3
103 Intermediate Algebra (if needed)	.3	105 College Algebra	.3
260 Econ. I	.3	101 Concepts of P.E.	.1
230 Accounting I	.3	231 Accounting II	.3
	15	261 Economics II	.3
			16
Sophomore Year			
104 Oral Comm. or Prof. Speech 105	.3	203 Approaches to Lit. or Humanities I	.3
Social Science	.3	P.E. Elective	.1
P.E. Elective	.1	360 Macro Theory	.3
210 Business Statistics	.3	Elective	.5
Elective	.6	Economic Elective	.3
	16		15
Junior Year			
P.E. Elective	.1	315 Financial Management	.3
312 Management	.3	370 Marketing	.3
310 Business Law I	.3	319 Business Communications	.3
361 Price Theory	.3	Humanities	.3
363 Money & Banking	.3	Economics Elective	.3
Humanities	.3		15
	16		
Senior Year			
Economics Elective	.3	Economics Elective	.3
General Education	.3-5	General Education	.3
Elective	.3	Elective	.3
Elective	.3	Elective	.3
Elective	.3	Elective	.3
	15-17		15

Electives in the senior year might be geared toward additional courses in Economics to strengthen background in that field. The student may also wish to develop stronger background in fields cognitive to economics as accounting, management, or marketing. Greater development of tools in mathematics and statistics may also prove worthwhile.

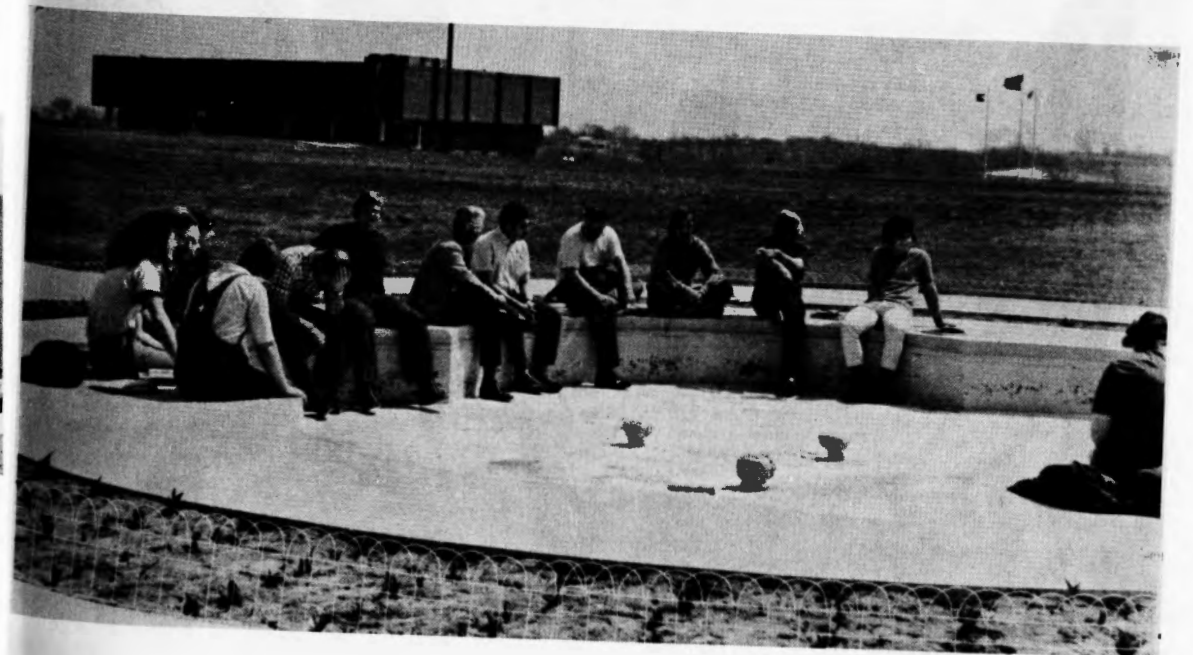


SAMPLE PROGRAM
B.S. in Education: Business Education—Skills

Freshman Year		Spring Semester	
Fall Semester			
104 English Comp.	.3	108 English Comp.	.3
140, 150 History or Pol. Sci. 101	.3	104 or 105 Speech	.3
101 P.E. Concepts	.1	103 Intermediate Algebra	.3
110 Business Organization	.3	P.E. Activity	.1
141 Intermediate Typewriting	.3	240 Office Typing Problems	.3
*144 Elementary Shorthand	.3	*145 Intermediate Shorthand	.3
	16		16
Sophomore Year			
101 Gen. Psyc	.3	101 Prin. Bio or Intro to Chem 101	.5
210 Literature	.3	P.E. Activity	.1
P.E. Activity	.1	231 Prin. of Man. Acctg. II	.3
*340 Advanced Shorthand	.3	182 Intro to Data Processing	.3
230 Prin. of Fin. Acctg I, Math. of Fin. or	.3	260 Principles of Econ. I	.3
210 Business Statistics I	.3		15
	16		
Junior Year			
101 Intro to Geology or Phys	.4	101 Intro to Philosophy	.3
330 Intermediate Accounting	.3	Music, Art, or Lit. elective	.3
342 Model Office I	.6	101 World Geography	.3
202 Participation in Teach I, Ed.	.3	Free Electives	.6
	16	310 Business Law I	.3
			18
Senior Year			
Free Elective	.3	406 Foundations in Education	.3
**455 Methods of Teaching Bus	.3	Student Teaching III	.8
303 Experience in Teaching II	.3		11
305 Psy in Teaching	.4		
Education Elective	.3		
	16		

*If Student has received one unit of credit in high school, enroll in 145 Intermediate Shorthand first semester and 340 Advanced Shorthand second semester. Sophomore year use the time for a business elective.

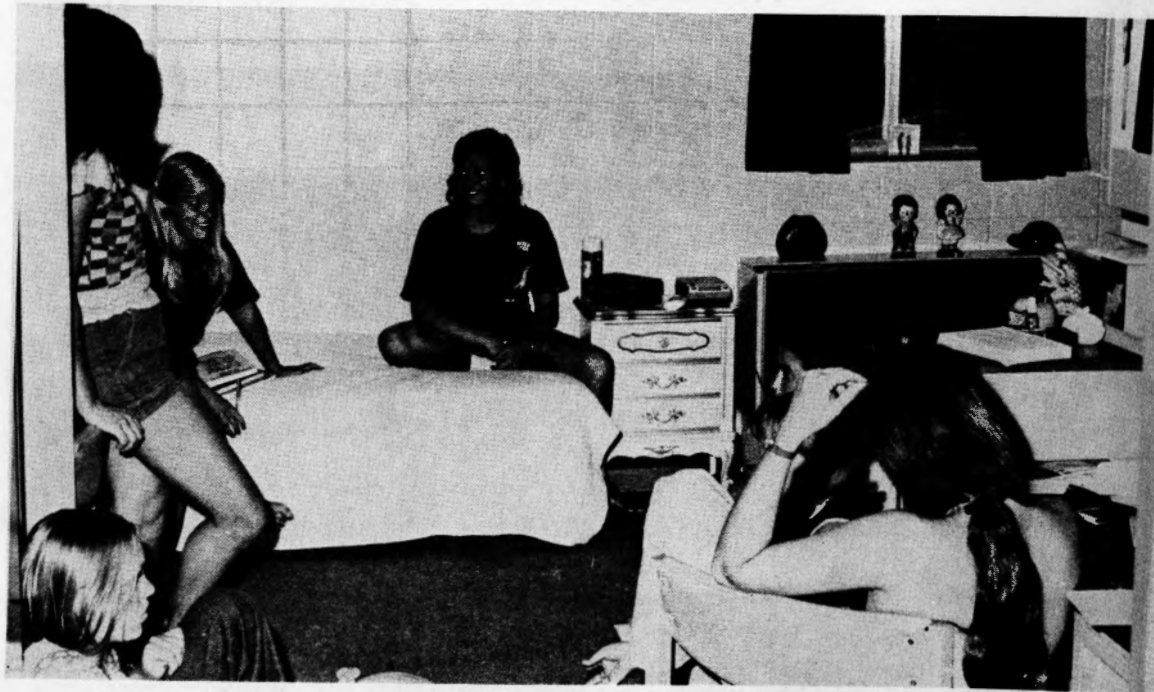
**Must be taken prior to Student Teaching III.



SAMPLE PROGRAM
B.S. in Education: Business Education—Basic
Freshman Year

Fall Semester		Spring Semester	
104 English Comp.	.3	108 English Comp.	.3
103 Intermediate Algebra	.3	104, 105 or 110 Speech	.3
140, 150 History or Pol. Sci. 101	.3	105 College Algebra	.3
101 General Psychology	.3	Physical Ed. Activity	.1
101 P.E. Concepts	.1	240 Office Typing Problems	.3
141 Intermediate Typewriting	.3	182 Intro to Data Processing	.3
	16		16
Sophomore Year			
210 Literature	.3	231 Principles of Man. Acct. II	.3
210 Intro to Philosophy	.3	261 Principles of Economics II	.3
P.E. Activity	.1	210 Business Statistics	.3
230 Principle of Financial Acct. I	.3	101 Prin. Biology or Intro to Chem 101	.5
260 Principles of Economics I	.3	P.E. Activity	.1
271 Salesmanship	.3		
	16		15
Junior Year			
Music, Art or Lit. Elective	.3	World Geography	.3
Intro to Geology or Phys	.4	Free Electives	.3
310 Business Law I	.3	Free Elective	.3
Intermediate Accounting	.3	311 Business Law II	.3
202 Ed. Participation in Teach I	.3	312 Principles of Management	.3
	16	Business Elective	.3
			18
Senior Year			
*Methods of Teach Bus.	.3	406 Foundations in Education	.3
410 Business Communications	.3	408 Student Teaching III Ed.	.8
303 Experience in Teaching II Ed.	.3		
305 Psy. in Teaching Ed.	.4		
Education Elective	.3		
	16		11

*Must be taken prior to 408 Student Teaching III



SAMPLE PROGRAM
B.S. in Business—Major in Marketing
Freshman Year

Fall Semester		Spring Semester	
104 English	.3	108 English	.3
101 Political Science or Amer. Hist.	.3	105 Speech	.3
105 Math	.3	Humanities	.3
110 Management	.3	Economics I	.3
Electives	.3	Natural Science	.3-5
P.E.	.1	P.E.	.1
	16		16
Sophomore Year			
Humanities or Literature Elective	.3	Social Science	.3
261 Economics II	.3	370 Marketing	.3
230 Accounting	.3	231 Accounting	.3
210 Business Statistics I	.3	Natural Science	.3-5
Social Science	.3	Humanities Electives	.3
P.E.	.1	P.E.	.1
	16		16
Junior Year			
312 Principles of Management	.3	315 Financial Management	.3
310 Business Law I	.3	472 Sales Management	.3
319 Business Communications	.3	Elective	.3
374 Salesmanship	.3	Elective	.3
473 Marketing	.3	Elective	.3
	15		15
Senior Year			
375 Advertising	.3	*Marketing Elective	.6
470 Marketing Management	.3	Electives	.9
Electives	.9		
	15		15

*Two of the following are required as Marketing electives:

- Econ. 361 Price Theory
- Marketing 371 Retailing
- Marketing 372 Physical Distribution
- Marketing 375 Industrial Marketing
- Marketing 471 Consumer Behavior

SAMPLE PROGRAM
B.S. in Business—Major in Management
Freshman Year

Fall Semester		Spring Semester	
104 English	.3	108 English	.3
104 or 105 Speech	.3	Social Science	.3
Social Science	.3	Literature or Humanities Elec.	.3
105 College Algebra	.3	General Education	.5-6
110 Business Organization	.3	P.E. Activity	.1
Concepts of P.E.	.1		
	16		16
Sophomore Year			
230 Accounting	.3	231 Accounting	.3
*260 Economics	.3	261 Econ.	.3
Social Science	.3	210 Stat.	.3
210 Literature or Humanities I	.3	Literature or Humanities Elec.	.3
P.E. Activity	.1	Electives	.3
Elective 3 hr. (Nat. Sci. recommended)	.3	P.E. Activity	.1
	16		16
Junior Year			
310 Business Law I	.3	319 Business Communications	.3
370 Principles of Marketing	.3	315 Financial Management I	.3
312 Principles of Management	.3	*Management Elec. per reqmt.	.6
333 Cost Accounting	.3	Electives	.6
Electives	.3		
	15		15
Senior Year			
Management Elec. per requirements	.6	412 Personnel Management	.3
Electives	.9	Management Elec. per reqmt.	.6
	15	Electives	.6
			15

*The Econ 260-261 series may be started either semester of the freshman year also.

MANAGEMENT MAJOR
(in addition to Business core)

Required:
3 Mgt. 412 Personnel Mgt.
3 Acct. 333 Cost Acct.

*Three of the following:
Mgt. 316 Prin. Ins.
Mgt. 314 Small. Bus. Mgt.
Mgt. 317 Admin. Superv.
Mgt. 411 Investmt Anal.
Mgt. 414 Bus & Pub. Pol.
Mgt. 416 Prod. Mgt.
Mgt. 417 Credits & Coll.
Mgt. 413 Real Estate
Mkt. Consumer Behavior

*One of the following:
Econ 363 Money & Banking
Econ 364 Labor Econ.
Econ 365 Govt. Reg.

*One of the following:
Acct. 330 Int. Acct I
Comp Sci 245 Intro to COBOL
Psy. 310 Ind. Psych
Soc. 400 Ethnic & Race Rel
Soc. 420 Collect. Behavior

21 hrs. total

SAMPLE PROGRAM
A.S. in Mid-Management—Retailing
Freshman Year

Fall Semester		Spring Semester	
110 Business Organization	3	231 Accounting II	3
230 Accounting I	3	261 Economics II	3
260 Economics I	3	370 Principles of Marketing	3
104 English	3	210 Bus. Stat. or Math of Finance 116	3
Electives	3	104 Oral Communications	3
P.E.	1	P.E.	1
	16		16
Sophomore Year			
376 Advertising	3	371 Principles of Retailing	3
374 Salesmanship	3	312 Principles of Management	3
American History or Amer. Gov't.	3	Personal Health	2
Humanities Elective	3	Electives	7
Electives	3		
	15		15

SAMPLE PROGRAM
A.S. in Mid-Management—Finance
Freshman Year

Fall Semester		Spring Semester	
110 Business Organization	3	231 Accounting II	3
230 Accounting I	3	261 Economics II	3
260 Economics I	3	116 Math of Fin. or Bus. Stat. 210	3
104 English	3	104 Oral Communications	3
Electives	3	Electives	3
P.E.	1	P.E.	1
	16		16
Sophomore Year			
310 Business Law I	3	311 Business Law II	3
315 Financial Management I	3	312 Principles of Management	3
316 Principles of Insurance	3	Personal Health	2
American Hist. or Amer. Gov't.	3	Humanities Elective	3
Electives	3	Electives	4
	15		15

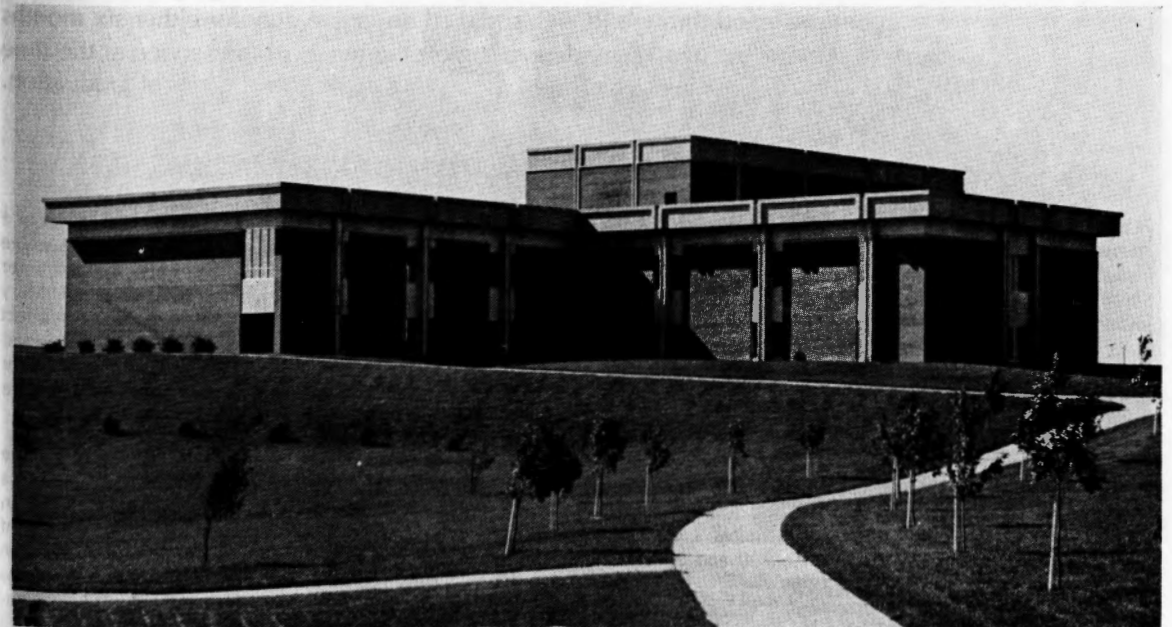
SAMPLE PROGRAM
A.S. in Mid-Management—Accounting
Freshman Year

Fall Semester		Spring Semester	
110 Business Organization	3	231 Accounting	3
230 Accounting I	3	261 Economics II	3
260 Economics I	3	116 Math of Finance or Bus. Stat. 210	3
104 English	3	104 Oral Communication	3
P.E.	1	Elective	3
Elective	3	P.E.	1
	16		16
Sophomore Year			
330 Intermediate Accounting I	3	331 Intermediate Accounting II	3
333 Cost Accounting	3	192 Personal Health	2
Amer. Gov't. or Amer. History	3	Humanities Elective	3
312 Principles of Management	3	*Business Elective	3
Elective	3	Elective	4
	15		15

*Business Elective should be upper level business course selected to provide student with additional skill consistent with career objective.

SAMPLE PROGRAM
A.S. in Mid-Management—Data Processing
Freshman Year

Fall Semester		Spring Semester	
110 Business Organization	3	231 Accounting II	3
230 Accounting I	3	261 Economics II	3
260 Economics I	3	116 Math of Fin. or Bus. Stat. 210	3
182 Intro to Data Processing	3	104 Oral Communication	3
104 English	3	240 Introduction to RPG	3
P.E.	1	P.E.	1
	16		16
Sophomore Year			
245 Introduction to COBOL	3	345 Advanced COBOL	3
Amer. Hist. or Amer. Gov't.	3	192 Personal Health	2
310 Business Law	3	Humanities Elective	3
312 Principles of Management	3	Electives	7
Elective	3		
	15		15



Department of MILITARY SCIENCE

The Department of Military Science administers the Reserve Officer's Training Corps (ROTC) program to those students desiring to enroll in Army ROTC. The purpose of Army ROTC is to develop qualities of leadership and skills in college-trained men and women in order to provide the Army and the civil community with well-rounded leaders. The Army ROTC program is designed to provide broad leadership education rather than to develop military specialists.

The general military science curriculum at Missouri Western State College provides the cadet with the general leadership, management and military skills needed to qualify for a commission in any of the branches of the Army. The student is afforded the opportunity to apply this training during Field Training conducted off campus.

This curriculum alone does not lead to a degree, but is to be utilized in conjunction with another department granting a degree.

A commission as a Second Lieutenant in the United States Army Reserve is granted to the individual who completes either the Two-Year or Four-Year Army ROTC Program and obtains a baccalaureate degree from this College. Currently, a college graduate who is commissioned through ROTC is placed on active duty for either six months or two years, depending on the needs of the service at the time of graduation.

FOUR-YEAR ROTC PROGRAM: This course of study consists of MS 100, 110, 200, 210, 300, 310, 400, and 410. In addition, a student must attend a six-week Advanced Summer Camp at Fort Riley, Kansas, normally between the junior and senior years. During this summer camp, the student receives pay of approximately \$450, plus travel expenses. A student incurs no service obligation for attendance in MS 100, 110, 200, or 210.

TWO-YEAR ROTC PROGRAM: This course of study is for students who were unable to enroll in ROTC during their first two academic years. This program substitutes a six-week Basic Summer Camp for MS 100, 110, 200 and 210. The remainder of the course is the same as the Four-Year Program. Pay for students while attending Basic Summer Camp is approximately \$489, plus travel expenses.

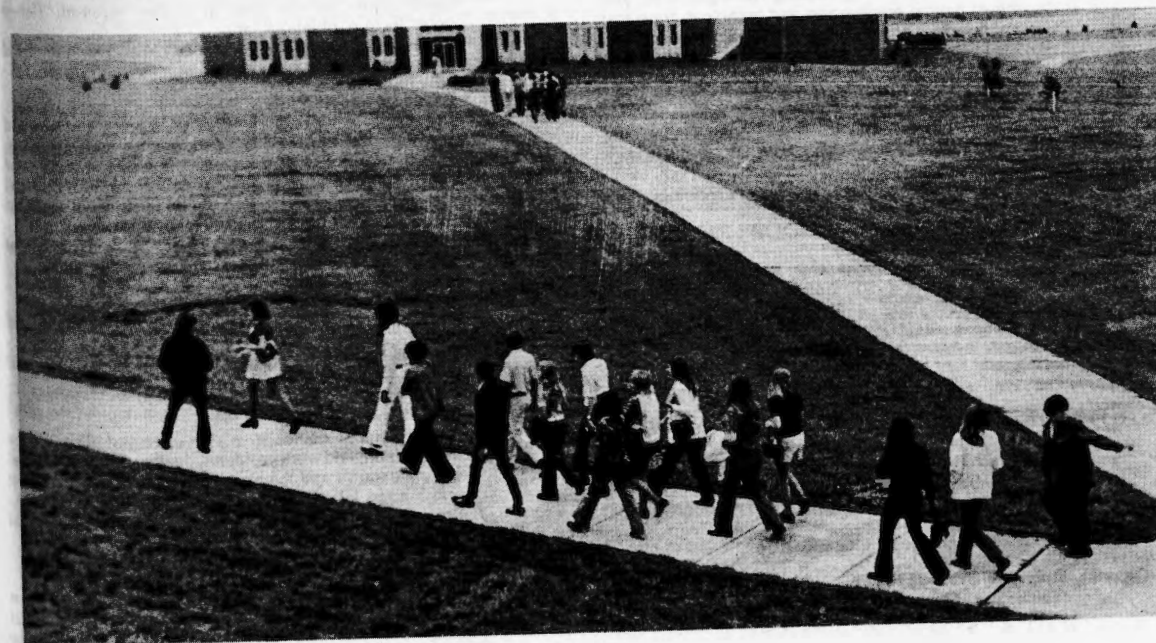
PLACEMENT CREDIT FOR VETERANS: Prior service personnel desiring a commission through ROTC may receive placement credit for 100 and 200 level courses and enter directly into the Advance Course (last two years of Military Science). The monthly retainer of \$100.00 does not affect other financial benefits available to veterans. Interested veterans should contact the Director of Military Science for placement credit and permission to enter the Advance Course.

MONETARY ALLOWANCES: All ROTC students are furnished texts for their military science courses and uniforms for wear during leadership laboratory. Students enrolled in the last two years of military science receive a retainer of \$100 per month, during the school year, not to exceed ten months. In addition, those cadets attending summer camps receive travel pay to and from the camp and monthly retainer pay as previously described.

SCHOLARSHIPS: One, two, three, and four-year scholarships are awarded each year to selected students who enroll in the Army ROTC Program. The scholarships provide payment of all tuition, fees, textbooks, and a monthly payment of \$100 for the duration of the scholarship, not to exceed 10 months for each year of the scholarship.

- MIL001 LEADERSHIP LABORATORY (0) i, ii**
Each semester that a student is enrolled in Military Science, he must also enroll in Leadership Lab. This lab provides the student with the practical setting in which to learn and practice leadership techniques and in addition, is an extension of other classroom study in Management, Team Studies, and Basic Mountaineering.
- MIL100 DEVELOPMENT OF THE DEFENSE ESTABLISHMENT (1) i**
An examination of the evolution of the United States Military Defense System and the citizen soldier concept to include the evolution of warfare and development of weapons.
- MIL110 THE DEFENSE ESTABLISHMENT IN NATIONAL SECURITY (1) i, ii**
A study of the organization and functions of the defense establishment of the United States to include the interrelations between services under the Department of Defense and the relationship of the Department of Defense to constitutional civil authority.
- MIL200 AMERICAN MILITARY HISTORY (2) i, ii**
A general study and application of the development of the American Military System from colonial times to the present.
- MIL210 MAP READING AND SMALL UNIT TACTICS (2) ii**
The study of map reading and analysis, offensive and defensive principles, small unit organization and tactics.
Prerequisite: MS 200 or permission of Director.

- MIL300 LEADERSHIP AND MANAGEMENT I (2) i**
An investigation into studies of military leadership; organizational and individual psychology in the military environment; military leader-subordinate interaction and interrelationships with emphasis on case studies from military experiences. Practical application of the military instruction methodology concludes the course.
Prerequisite: MS 210 or permission of Director
- MIL310 FUNDAMENTALS AND DYNAMICS OF THE MILITARY TEAM I (2) ii**
The study of the principles and fundamentals of military operations, the decision making process, planning, communications and tactics of military units.
Prerequisite: MS 300
- MIL400 FUNDAMENTALS AND DYNAMICS OF THE MILITARY TEAM II (3) i**
Discussion and application of the principles of military organization and management. Includes the comprehensive study of executive decision-making and communication; operation; training; logistics; intelligence; and personnel.
Prerequisite: MS 310
- MIL410 LEADERSHIP AND MANAGEMENT II (3) ii**
An advanced study of leadership and management in examining the areas of administration at the company level and military justice. Also an inter-disciplinary seminar on the military implications of world change. Concludes with an overview of the obligations and responsibilities of an Officer.
Prerequisite: MS 400



department of PRE-ENGINEERING

The Department of Engineering offers a two-year or three-year transfer program to an accredited professional school of engineering. The courses of study are the same as those offered the first two years at The University of Missouri-Columbia and The University of Missouri-Rolla. The basic two years are the same for mechanical, civil, electrical, agricultural, and chemical engineering.

The department also offers a basic two-year transfer program for Architecture and Architectural Engineering. This two-year transfer program has been coordinated with Kansas State University at Manhattan.

The following courses are required in each academic program:

- Pre-Engineering:** Engineering 104, 106, 108, 190, 200, 204, 230, 260, 300, 301, 320, 340; Mathematics 103 or 105, 107, 108, 209, 212; Physics 101; Technology 228; Economics 260; and Chemistry 111.
- Pre-Architecture:** Engineering 106, 108, 109, 114, 204, 404; Speech 104; English 104, 108; Sociology 110; History 110, 150; Art 130, 260; Psychology 101; Mathematics 105, 106 or 107; Geology 204; Philosophy 210; Business 260, 310; Earth Science 304.

ENGINEERING

- EGR104 Engineering Graphics (3) i, ii**
Fundamentals of drawing, drafting room practices, and drafting of typical engineering and technical drawings; two hours lecture and four hours lab. (Each student must provide his own drawing instruments.)
- EGR106 Slide Rule (1) i, ii**
The use of the slide rule in solving rapid calculations for problems in physics, chemistry, and other engineering problems. 1 hour lecture and 1 hour lab. (Each student must furnish his own slide rule.)
Prerequisite: Mathematics 103 or Technology 110 concurrent.
- EGR108 Descriptive Geometry (3) ii**
Descriptive geometry is the science of graphic representation and solution of space problems. Descriptive geometry is based on the principles of orthographic projection. The same principles are employed in a course of engineering graphics. Two hours lecture and four hours lab.
Prerequisite: Engineering Graphics 104.
- EGR114 Architectural Drawing I (3) i**
Deals with the planning and drawing of a wood frame home with a complete set of buildings, plans and specifications. Emphasis placed on principles, practices, and techniques of house construction. Two hours lecture and two hours lab.
Prerequisite: Engineering Graphics 104.
- EGR118 Structural Drawing I (3) i**
Preparation of a complete set of plans, with emphasis on working drawings dealing with fire-resistant residence and commercial buildings. A complete set of specifications for the building is also required. Three hours lecture, one hour lab.
Prerequisite: Engineering Graphics 104 and Architectural Drawing 114.
- EGR190 Technical Report Writing (3) i**
The study of types and forms of reports, the use of drawings and illustrations in supporting and clarifying report content. Practical projects in preparing reports of various lengths and degrees of complexity, oral presentation of report material, continuation of reading and practice in style, and the efficient expression of ideas.
Prerequisite: English Composition 104 or consent of instructor.
- EGR200 Statics (3) ii**
Vectors, force systems, friction, centroids, moments of inertia.
Prerequisite: Physics 201 and Calculus 108 or consent of instructor.
- EGR204 Plane Surveying I (3) ii, iii**
An elementary course in plane surveying. The major emphasis on field work problems, dealing with use of steel tape, the transit and the engineers level. 2 hours lecture and 3 hours lab.
Prerequisite: Mathematics 105 or 106 or high school trigonometry.
- EGR214 Architectural Drawing II (3) ii**
Students plan and design a wood frame home incorporating special details and techniques not covered in Architectural Drawing 120. Design and planning of the

home is stressed in the course. 2 hours lecture, 2 hours lab.
Prerequisite: Architectural Drawing 114.

- EGR218 Structural Drawing II (3) ii**
Analysis of structural components and materials, including steel, aluminum, and concrete in structural design. Conceptual evolution of a framework from fixed specifications with subsequent detailing of joints, connections and fittings, and built-up beams. 3 hours lecture, 1 hour lab.
Prerequisite: Architectural Drawing 118, Technical Mathematics 105 and Elementary Structural Design 301.
- EGR225 Materials Testing Lab I (1) i**
Includes compression, tension, shear, and flexure tests of steel, wood, plastics, and concrete. 3 hours lab.
Prerequisite: Concurrent with Elementary Structural Design 301.
- EGR228 Machine Design (3) ii**
A graphic approach to the solution of motion characteristics and the design of mechanisms. Attention is given to the detail layout of mechanisms, cams, gears. Related motion studies relative to velocities and acceleration are also studied dependent on a graphical solution.
Prerequisite: Engineering Graphics 104 and Descriptive Geometry 108.
- EGR230 Mechanics of Materials (3) i**
Simple stresses and strains, combined stresses and strains, deflection and redundants, buckling.
Prerequisite: Statics 200, and concurrent with Elementary Structural Design 301.
- EGR235 Materials Testing Lab II (1) i**
Includes compression, tension, shear, and flexure tests of steel, wood, plastics, and concrete. 3 hours lab.
Prerequisite: Concurrent with Intermediate Strength of Materials 230.
- EGR260 Circuit Theory I (4) i**
Study of circuits using resistance, capacitance and inductance with various types of driving sources.
Prerequisite: Concurrent with Calculus 209, or consent of instructor.

- EGR300 Dynamics (3) i**
Motion of a particle; kinetics or rigid bodies; work and energy; impulse and momentum; impact.
Prerequisite: Statics 200.
- EGR301 Elementary Structural Design (3) i**
Introduction to classical and modern methods for elastic analysis of statically indeterminate frames, trusses.
Prerequisite: Technical Mathematics I and II, consent of instructor.
- EGR320 Fluid Mechanics (3) i**
Statics and dynamics of fluid flow.
Prerequisite: Dynamics 300.
- EGR340 Thermodynamics (3) ii**
Fluid properties, work and heat, first law, second law, entropy, applications to vapor and ideal gas processes.
Prerequisite: Calculus 209, Physics 251, or consent of instructor.
- EGR360 Circuit Theory II (3) ii**
Alternating current circuits, magnetically coupled circuits, polyphase circuits, fourier analysis.
Prerequisite: Circuit Theory I 260.
- EGR404 Soil Mechanics (3) ii**
Physical properties of solid, soil profiles and deposits, underground investigations and constructions, fills and subgrades. 2 hours lecture, 4 hours lab.
Prerequisite: General Chemistry 120 technical majors; Introduction to Chemistry 101.
- EGR408 Surveying and Mapping (5) i**
Deals with topographical and municipal surveying and map making. 2 hours lecture and 6 hours lab.
Prerequisite: 204 Plane Surveying I.

ARCHITECTURE AND DESIGN TRANSFER PROGRAM

Freshman Year

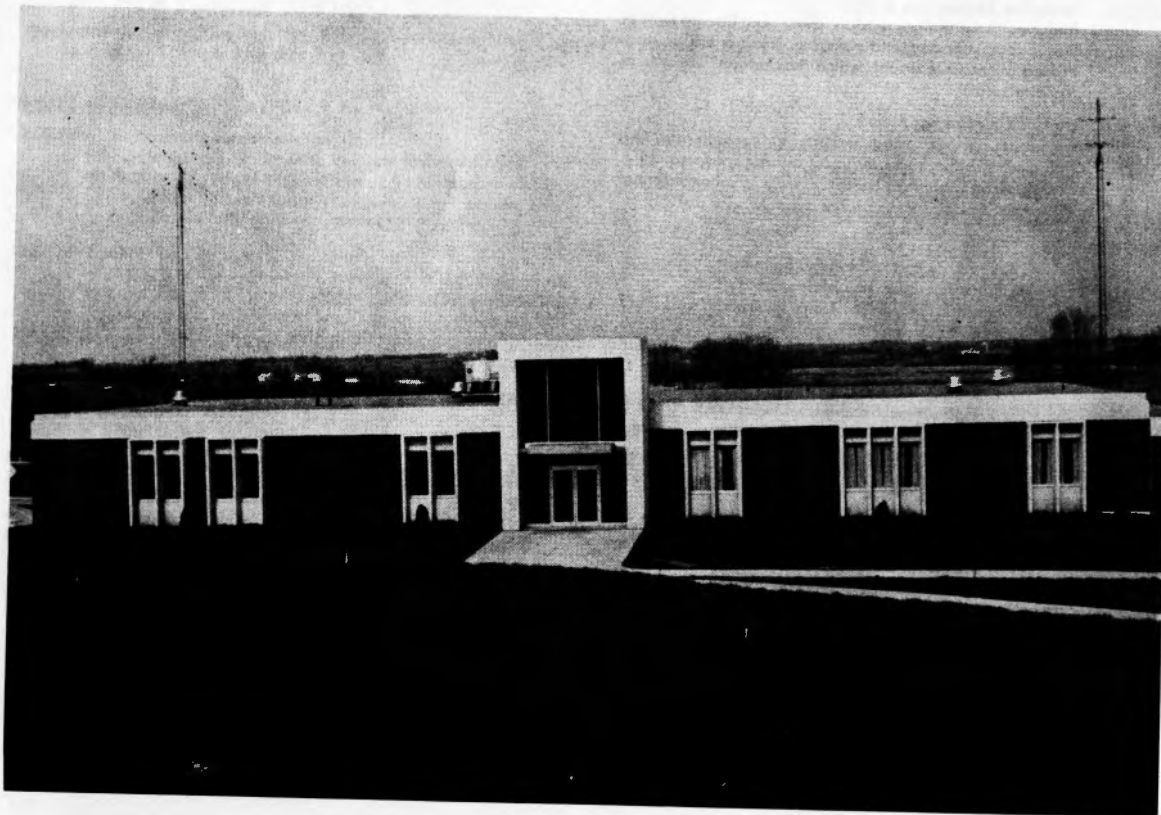
Fall Semester	Spring Semester
104 Oral Communication	108 Composition and Rhetoric II
104 Composition and Rhetoric I	260 Two-Dimensional Design
110 Introduction to Sociology	107 Calculus with Analytic Geometry I OR College Algebra
110 Modern Civilization	108 Descriptive Geometry
130 Beginning Drawing	115 Architectural Drawing II
114 Architectural Drawing I	3
18	17

Sophomore Year

204 Plane Surveying I	101 General Psychology
190 Technical Report Writing	310 Business Law I
204 Introduction to Geology	304 Environmental Earth Science
210 Introduction to Philosophy	260 Principles of Economics
150 U.S. History Since 1865	404 Soil Mechanics
106 Slide Rule	3
16	15

ENGINEERING TRANSFER PROGRAM

Fall Semester		Freshman Year		Spring Semester	
107 Calculus I	.5	108 Calculus II	.5		
104 Engineering Graphics	.3	210 University Physics I	.5		
104 Composition I	.3	301 Elementry Struct. Des.	.3		
104 Oral Communication	.3	225 Materials Testing Lab	.1		
106 Slide Rule	.1	204 Plane Surveying I	.3		
	15		17		
Sophmore Year					
200 Statics	.3	300 Dynamics	.3		
209 Calculus III	.5	230 Mechanics of Materials	.3		
211 University Physics II	.4	235 Materials Testing Lab	.1		
260 Circuit Theory I	.4	312 Differential Equations	.3		
	16	212 University Physics III	.3		
		360 Circuit Theory II	.3		
			16		
Junior Year					
340 Thermodynamics	.3	320 Fluid Mechanics	.3		
190 Technical Report Writing	.3	108 Descriptive Geometry	.3		
111 General Chemistry I	.5	120 General Chemistry II	.5		
260 Principles of Economics	.3	108 Composition II	.3		
182 Introd. to Data Proc.	.3	332 Mathematical Statistics	.3		
	17		17		



department of
TECHNOLOGY

The Department of Technology offers programs that lead to careers in Engineering and Industrial Technology. The programs are designed to acquaint the student with the skills and knowledge necessary to plan, produce, inspect, maintain, install, and distribute technological products and service.

The Department offers a Bachelor of Science Degree in Technology with a:

Major in Automotive Industrial Technology: Business 110, 210, 230, 260, 261, 270, 312, and 412; Engineering 104; Mathematics 110; Technology 100, 112, 140, 210, 315, 318, 330, 350, 375, 390, 450, and 455.

Major in Civil and Building Construction: Engineering 104, 106, 114, 118, 190, 204, 214, 218, 301, 404, and 408; Math. 110, 111; Technology 116, 140, 216, 224, 306, 311, 390, 406, 410, 475 and 490.

Major in Electronic Engineering Technology: Engineering 104 and 190; Mathematics 110, 111 and 210; Technology 120, 140, 220, 230, 240, 270, 300, 320, 340, 440 and 480. In addition to this 390, 470 and First Class F.C.C. License or 390, 430 and Second Class F.C.C. License.

Major in Industrial Electronic Technology: Engineering 104 and 190; Mathematics 110 and 111; Technology 120, 140, 220, 230, 240, 270, 300, 320, 340, 360, 375, 420, 475, 485 and a Second Class F.C.C. License.

The Department offers an Associate of Science Degree with a:

Major in Drafting and Design: Engineering 104, 106, 108, 114, 118, 190, 204 and 214; Mathematics 110; Physics 101; Technology 116, 216, 224, 306 and 410.

Major in Electronic Engineering Technology: Engineering 104 and 190; Mathematics 110 and 111; Technology 120, 140, 230, 240, and 270; and selected electives of 8 hours in the major field of concentration.

Major in Pilot Training: Mathematics 110; Pilot Training 120, 123, 126, 129, 240, 243, 246 and 249.

(Additional fees associated with the pilot training program amount to a minimum of \$1000 for courses 120 and 123. For fees associated with courses leading to commercial licensure please contact the Vice President, for Business Affairs.)

APPLIED SCIENCE

TEC100 Personal and Occupational Guidance (1) i
Job requirements of engineering and technician occupations; personality development and leadership training.

TEC120 Technical Physics I (4) i
Free body diagrams, elementary statics, friction, centroids, moment of inertia, displacement, velocity, acceleration, systems of units, dynamics, energy considerations, simple harmonic motion.
Prerequisite: Technical Mathematics I, 110.

TEC200 Electronic Drafting (3) i
Drafting communication of electronic components. 2 hours lecture and 3 hours lab.
Prerequisite: Engineering Graphics 104 or consent of instructor.

TEC220 Technical Physics II (4) ii
Temperature and effects (expansion), quantity of heat, heat transfer, change of state, calorimetry, work and heat; simple harmonic motion, wave motion, sound, acoustics, nature and speed of light, reflection and refraction, illumination.
Prerequisite: Technical Physics I, 120 concurrent with Technical Mathematics II, 160.

TEC228 Machine Design (3) i
A graphic approach to the solution of motion characteristics and the design of mechanisms. Attention is given to the detail layout of mechanisms, cams, gears. Related motion studies relative to velocities and acceleration are also studied dependent on a graphical solution.
Prerequisite: Engineering Graphics 104 and Descriptive Geometry 108.

TEC308 Pipe Drafting (3)
Introduction in pipe use and drafting applications for transporting liquids and gases, and in uses of structural elements. To show the location, the type and position of various units in a pipe line, and the sizes and descriptions of all parts used in the piping system.
Prerequisite: Descriptive Geometry 108.

TEC314 Jigs and Fixtures (3)
This course is an introduction to the principles of jigs and fixtures. It covers standard parts available; standard types of drilling, milling, welding, and inspection fixtures, standard types of drill jigs; and simple economics of jigs and fixtures.
Prerequisite: Machine Design 228.

- TEC385 Theory and Problems of Internal Combustion Engines (4) ii**
Principles of operation of spark ignition and compression ignition engines. A comparative study of the variations in design and operational characteristics of engine types. 3 hours lecture and 4 hours lab.
Prerequisite: Technical Physics I, 120, Technical Mathematics II, 160, or consent of instructor.
- TEC400 Electrical Codes (3) ii**
An analysis of local and national electrical codes.
Prerequisite: Circuit Analysis II, 240 or consent of instructor.
- TEC408 Tool Design (3)**
Basic principles of design and construction of cutting tools, jig and fixtures in joining operations, inspection and gauging, automated machines, and tooling systems.
Prerequisite: Machine Design 228.
- TEC448 Industrial Management (3)**
Principles of management as applied to the design of organizations' physical facilities and the systems by which they are operated.
Prerequisite: Technical Report Writing.
- TEC460 A.C. Machinery (4) ii**
Theory of operation, actual operation and testing, and installation of many types of alternating current machinery. 3 hours lecture and 4 hours lab.
Prerequisite: D. C. Machinery 360 or consent of instructor.

DESIGN AND DRAFTING; CIVIL AND BUILDING CONSTRUCTION

- TEC116 Estimating of the Building Trades (3) ii**
The course deals in aiding the student, contractor and builder in making quick, accurate take-offs and labor-time estimates. The emphasis is on accurate analysis of the working drawings and specifications.
Prerequisite: Architectural Drawing 114 concurrently.
- TEC216 Materials of Architectural Construction (3) ii**
Designed to develop an understanding of the materials and methods of construction of residential and commercial type construction. Includes a survey of different types of common construction and their advantages and limitations.
Prerequisite: Architectural Drawing 114 concurrently.
- TEC224 Production Illustration (3) i, ii**
The technical illustrator's tools, skills, and opportunities. A study of the practice in lettering, axonometric, oblique, and perspective drawings. Special treatment including cutaway and exploded assemblies, shades and shadows, airbrush techniques, inking methods, and paste-up layouts.
Prerequisite: Engineering Graphics 104.
- TEC306 Model Building (3) i**
Presents the basic techniques and standard practices of model building. The student will construct a model of his choice. 3 hours lecture.
- TEC311 Technical Computer Programming (3) i, ii**
Theory and application of FORTRAN II-D, SPS and APT to the solution of problems in industrial process control and digital drafting.
Prerequisite: Engineering Graphics 104, Introduction to Data Processing 182.
- TEC406 Concrete Technology (3) i**
The theory and design of reinforced concrete structures including beams, columns, slabs, walls, and buildings incorporating current ACI Code provisions for elastic and ultimate design.
Prerequisite: Introduction to Chemistry 101 and Materials of Architectural Construction 216.
- TEC410 Production Drafting (4) ii**
Drafting practices and terminology peculiar to working drawings. General mechanisms, cams, glare and power transmission. Emphasis is placed on developing speed and accuracy in the production of detail and working drawing for practical application.
Prerequisite: Engineering Graphics 104.

ELECTRICITY AND ELECTRONICS

- TEC140 Circuit Analysis I (4) i**
Basic principles of electricity covering electrical units, Ohm's law, Kirchhoff's law, circuit solution, network solutions, magnetism, inductance, and capacitance. 3 hours lecture and 3 hours lab.
Prerequisite: Concurrent with Technical Mathematics I, 110.
- TEC230 Introduction to Electronics (4) ii, iii**
The operating principles of transistors and thermionic tubes and the application of these devices as elementary amplifiers. Included also are special tube types as cathode-ray, gas-filled, and phototubes. 3 hours lecture and 3 hours lab.
Prerequisite: Circuit Analysis I, 140.
- TEC240 Circuit Analysis II (4) ii**
Characteristics of alternating current waves and time varying circuits, the behavior of alternating current components; phase and power factor; power measurements under balanced and unbalanced conditions in delta and wye connected systems; two-phase and three-phase systems; application of vector algebra in the analysis of series and parallel combinations of impedance. 3 hours lecture and 3 hours lab.
Prerequisite: Circuit Analysis I, 140 concurrent with Technical Mathematics II 160.
- TEC270 Electronic Amplifiers (4) ii**
A detailed study of solid state amplifier design including such concepts as bias, gain and distortion.
Prerequisite: Introduction to Electronics 230.
- TEC300 Boolean Algebra (3) ii**
The principles of symbolic logic, logical statements, and electronic circuits used for logical functions.
Prerequisite: Electronic Amplifiers 270.
- TEC320 Instruments and Measurements (4) i**
Basic circuits in electronic measurements and the application of these circuits in these instruments such as oscilloscopes, vacuum-tube voltmeters, and bridges, including the analysis of irregular waveforms and bandwidth requirements of instruments. 3 hours lecture and 3 hours lab.
Prerequisite: Circuit Analysis II 240, Technical Mathematics II.
- TEC340 Communication Systems I (4) i**
The study of circuits and systems fundamental to radio communications. Included are small signal tuned amplifiers, tuned power amplifiers, oscillators, A.M. and F.M. modulation and detection, and the principles of transmitters and receivers.
Prerequisite: Introduction to Electronics 230.
- TEC360 D. C. Machinery (4) ii**
The study of the operation of D. C. machinery together with laboratory tests, such as, load test of D. C. shunt, series; and compound motors; hysteresis curves, generator characteristics. 3 hours lecture and 3 hours lab..
Prerequisite: Technical Mathematics II, 160.
- TEC420 Automatic Control Systems (4) i**
Control systems and electronically timed operations; synchros in openended systems; error sensing transducers and feed-back control systems. 3 hours lecture and 3 hours lab.
Prerequisite: Introduction to Electronics 230.
- TEC430 Electronic Computers (4) ii**
The methods of using electronic circuits to perform computations; included are the elements of both analog and digital computers and the organization of these elements in a functioning computer. 3 hours lecture and 3 hours lab.
Prerequisite: Boolean Algebra 300.
- TEC 440 Communication Systems II (4) ii**
A continuation of Communication Systems I, 340. An introduction to the basic principles of pulse modulation systems and television systems, and a study of the characteristics of radio frequency transmission lines, antennas, and electromagnetic radiation. 3 hours lecture and 3 hours lab.
Prerequisite: Communication Systems I, 340.
- TEC470 Microwave Systems (4) i**
U.H.F. and V.H.F. components, circuits and measurements techniques; distributed constant elements; waveguides, microwave links, radar and similar systems. 3 hours lecture and 3 hours lab.
Prerequisite: Technical Physics II 220 and Communication Systems II 440.
- TEC480 Electronic Design (3) i**
Design and construction of individual projects. 2 hours lecture and 3 hours lab.
Prerequisite: Electronic Amplifiers, 270.

GENERAL TECHNOLOGY

- TEC318 Materials and Manufacturing Processes (3) i**
Acquaints the student with materials and manufacturing processes used in mass production industry. Physical properties, structure and application of materials used. Common methods of manufacturing, production lines, and the various types of fabrication processes are included.
- TEC350 Fuels and Lubricants (3) ii**
Designed as related subject matter complimenting the automotive industrial technology curriculum. Includes molecular structures and compositions of the hydrocarbons of solvents, gasolines, diesel fuels, jet fuels, oils and heavy lubricants. Emphasis on the refinery processes and compositions of gasolines and oils and their oxidation characteristics. Laboratory experiments include distillation of various fuels, viscosity experiments, specific and API gravities, pour points, cold points, fire and flash points.
Prerequisite: Auto Engines 100 and Auto Engine Analysis 112.
- TEC375 Applied Hydraulics and Pneumatics (3) ii**
Provides the student with a familiarity of industrial hydraulic and pneumatic components and circuits. Identification, functions, and interchangeability of components are areas emphasized in conjunction with drawing schematics, building circuits from schematics, building circuits for specific purposes, and tracing industrial circuits.
- TEC390 Technological Projects (1-5) i, ii, iii**
Completion of two years work in the Missouri Western State College Technology curriculum. Special projects will be assigned by advisors with the approval of the Dean. A comprehensive written report of the work accomplished must be prepared and approved before credit is received. An oral examination is also required.
Prerequisite: Consent of Technology Department.
- TEC410 Dimensional Metrology (3) i**
Studied are the various industrial methods of mass production precision measurement as used for quality control. Instruments covered range from micrometers and super micrometers through gage blocks, optical flats, and electronic and air systems; also inspection methods as applied to quality and production control.
- TEC450 Service Management Seminar (3) i**
A seminar designed to compliment the automotive industrial technology curriculum by utilizing guest speakers from the automotive industry in conjunction with related classroom material. Guest speakers include automotive dealers, service advisors, service foremen or managers, new car dealers, factory service representatives, engineering staff personnel, parts store managers, auto mechanics, oil men, and other occupations related to the automotive industry. The objective is to give first hand insight into actual job experiences of personnel working the students' chosen field. Included are the relationships of the various automotive areas to each other ranging from managerial personnel through service personnel.
Prerequisite: Principles of Management 318.
- TEC475 Refrigeration and Air Conditioning (4) ii**
Study of refrigeration and air conditioning principles and their application.
- TEC485 Electromechanical Design (3) ii**
An analysis is made of the processes required for manufacture of a selected electromechanical assembly. Written plan sheets are made of these processes and the processes and the procedures are checked by actual shop production of the assembly. 1 hour lecture and 8 hours lab.
Prerequisite: Instruments and Measurements 320.
- TEC490 Technological Practice (1-5) i, ii, iii**
Completion of three years of Technology curriculum at Missouri Western State College. Conducted and operated to give experience in applying basic scientific and engineering principles to practical situations related to research, development, and/or maintenance techniques and methods.
Prerequisite: Consent of Technology Department.

SAMPLE PROGRAM
Bachelor of Science Degree in Technology
Major in Industrial Electronic Technology
Freshman Year

Fall Semester		Spring Semester	
140 Circuit Analysis I	.4	240 Circuit Analysis II	.4
230 Intro to Electronics	.4	270 Electronic Amplifiers	.4
104 Composition	.3	108 Composition	.3
104 Oral Communication	.3	104 Engineering Graphics	.3
101 Physical Ed. Concepts	.1	Physical Ed. Act.	.1
	15		15
Sophmore Year			
110 Technical Math I	.5	220 Technical Physics II	.4
120 Technical Physics I	.4	111 Technical Math II	.5
300 Boolean Algebra	.3	320 Instr. & Measurements	.4
190 Technical Report Writing	.3	101 Am. Nat. Gov.	.3
	15		16
Junior Year			
340 Comm. Systems I	.4	360 D.C. Machinery	.4
203 Humanities I	.3	375 App. Hyd. & Pneum.	.3
101 Principles of Biology	.5	205 Humanities II	.3
182 Intro to Data Process	.3	Physical Ed. Act.	.2
	15	204 Intro to Geology	.4
			16
Senior Year			
420 Auto Control Systems	.4	485 Electro. Mech. Design	.3
475 Ref. & Air Cond.	.4	263 Consumer Economics	.3
390 Tech. Projects (F.C.C.)	.5	110 General Sociology	.3
460 A.C. Machinery	.4	100 World Geography	.3
	17	Philosophy	.3
			15

SAMPLE PROGRAM
Bachelor of Science Degree in Technology
Major in Civil and Building Construction
Freshman Year

Fall Semester		Spring Semester	
104 Engineering Graphics	.3	108 Descriptive Geometry	.3
110 Tech Math I	.5	111 Tech Math II	.5
104 English Composition	.3	108 English Composition	.3
Elective	.3	Elective	.3
P.E. Concepts	.1	P.E. Activity	.1
	15		15
Sophmore Year			
114 Architectural Drawing I	.3	214 Architectural Drawing II	.3
118 Structural Drawing I	.3	218 Structural Drawing II	.3
106 Slide Rule	.1	116 Estimating	.3
216 Mat. of Arch. Constr.	.3	204 Plane Surveying	.3
140 Circuit Analysis	.4	101 Physics	.4
P.E. Activity	.1		
	15		16
Junior Year			
408 Surveying & Mapping	.5	190 Tech Report Writing	.3
224 Production Illustration	.3	475 Refrig. & Air Cond.	.4
306 Model Building	.3	410 Production Drafting	.4
301 Elem. Struct. Design	.3	104 Speech	.3
P.E. Activity	.1	Elective	.3
	16		17
Senior Year			
390 Tech Projects	1-5	490 Tech Practices	1-5
406 Concrete Technology	.3	404 Soil Mechanics	.3
188 FORTRAN Language	.3	311 Tech Computer Program	.3
204 Geology	.4	Electives	.9
Elective	.3		
	14-18		16-20

SAMPLE PROGRAM
Bachelor of Science Degree in Technology
Major in Electronic Engineering Technology
Freshman Year

Fall Semester		Spring Semester	
140 Circuit Analysis I	.4	240 Circuit Analysis II	.4
101 Physical Ed. Concepts	.1	Physical Ed. Act.	.1
230 Intro to Electronics	.4	270 Electronic Amplifiers	.4
104 Composition I	.3	108 Composition II	.3
104 Oral Communication	.3	104 Engineering Graphics	.3
	15		15
Sophmore Year			
110 Technical Mathematics I	.5	111 Technical Mathematics II	.5
120 Technical Physics I	.4	220 Technical Physics II	.4
300 Boolean Algebra	.3	320 Instr. & Measurements	.4
190 Technical Report Writing	.3	101 Am. Nat. Gov.	.3
	15		16
Junior Year			
340 Commun. Systems I	.4	440 Commun. Systems II	.4
210 Technical Math III	.3	205 Humanities II	.3
203 Humanities I	.3	182 Intro to Data Process	.3
101 Principles of Biology	.5	Physical Ed. Act.	.2
	15	100 World Geography	.3
			15
Senior Year			
390 Technological Projects	.2	391 Technological Projects	.3
*470 Microwave Systems	.4	*480 Electronic Design	.3
110 General Sociology	.3	263 Consumer Economics	.3
101 General Psychology	.3	Philosophy	.3
204 Intro to Geology	.4	490 Technological Practice	.5
	16		17

*An option of 430, Electronic Computers together with a Second Class F.C.C. License is available.

SAMPLE PROGRAM
Bachelor of Science Degree in Technology
Major in Automotive Industrial Technology
Freshman Year

Fall Semester		Spring Semester	
100 Auto Engines	.3	112 Auto Engine Analysis	.3
104 English Composition	.3	104 Engineering Graphics	.3
110 Business Organization	.3	230 Elementary Accounting	.3
110 Tech Math I	.5	Social Science	.3
101 P.E. Concepts	.1	108 English Composition	.3
		P.E. Activity	.1
	15		16
Sophmore Year			
210 Auto Susp. & Chassis	.3	375 App. Hydraulics & Pneu.	.3
140 Circuit Analysis I	.4	210 Business Statistics	.3
260 Economics I	.3	Elective	.3
Social Science	.3	204 Intro. to Geology	.4
104 Intro. to Astronomy	.3	General Ed.	.3
	16		16
Junior Year			
318 Materials & Mfg. Processes	.3	330 Auto Power Trans. Mech.	.3
315 Auto Elect & Fuel Systems	.3	350 Fuels & Lubricants	.3
312 Principles of Mgmt	.3	370 Principles of Marketing	.3
General Ed.	.3	General Ed.	.3
P.E. Activity	.1	Elective	.3
		P.E. Activity	.1
	16		16
Senior Year			
450 Service Mgmt Seminar	.3	455 Service Tech Lab	.5
412 Personnel Management	.3	390 Tech Projects	1-5
General Ed.	.6	415 Financial Management II	.3
Elective	.3	Electives	3-6
	15		15-16

SAMPLE PROGRAM
Associate of Science Degree
Major in Electronic Engineering Technology

Fall Semester	Freshman Year	Spring Semester
104 Composition3	240 Circuit Analysis II4	
104 Oral Communication3	270 Electronic Amplifiers4	
140 Circuit Analysis I4	104 Engineering Graphics3	
230 Intro to Electronics4	190 Technical Report Writing3	
192 Personal & Community Health2	P.E. Activities2	
	16	16
	Sophomore Year	
110 Technical Math I5	111 Technical Math ii5	
120 Technical Physics I4	440 Communication Systems II4	
340 Communication Systems I4	Social Science3	
Humanities3	Selected Elective4	
	16	16

SAMPLE PROGRAM
Associate of Science Degree
Major in Drafting and Design

Fall Semester	Freshman Year	Spring Semester
104 Engineering Graphics3	108 Descriptive Geometry3	
110 Tech Math I5	106 Slide Rule1	
104 English Composition3	101 Physics4	
Elective3	104 Speech3	
192 Personal and Community Health2	Elective3	
	P.E. Concepts1	
	16	15
	Sophomore Year	
114 Arch. Drawing I3	214 Arch. Drawing II3	
118 Structural Drawing I3	116 Estimating3	
190 Tech Report Writing3	216 Mat. of Arch. Constr.3	
204 Plane Surveying3	410 Production Drafting3	
224 Production Illustration3	306 Model Building3	
P.E. Activity1		
	16	16

PILOT TRAINING

- PTR120 Private Flight (3) i, ii**
Flight maneuvers leading to private pilot, single engine, Land Certificate; Math 110 must be taken concurrently. 2 hours lecture, 4 hours lab.
- PTR123 Private Ground (3) i, ii**
Ground training leading to a private pilot, single engine, Land Certificate. To be taken concurrently with Private Flight Course 120.
- PTR126 Commercial Flight I (3) i, ii**
Continuation of flight training leading to qualification for commercial license. 2 hours lecture, 4 hours lab.
Prerequisite: P.T. 120.
- PTR129 Commercial Ground (3) i, ii**
Advanced weights and balances, meteorology, flight computers, navigation and radio, Federal Aviation regulations, and flight maneuvers.
Prerequisite: P.T. 123 and concurrent with P.T. 126.
- PTR240 Commercial Flight II (3) i, ii**
Continuation of Commercial Flight I. May be taken at the convenience of the student and the flight school. 2 hours lecture, and 4 hours lab.
Prerequisite: P.T. 126.
- PTR243 Instrument Flight (3) i, ii**
Flight maneuvers and planning by sole reference to flight instruments. 2 hours lecture, 4 hours lab.
Prerequisite: P.T. 126.
- PTR246 Instrument Ground (3) i, ii**
Aircraft instruments and systems; instrument flight rules, flight charts, shorthand clearances, visual omni-range flight procedure, instrument landing systems, and automatic direction finder approaches.
Prerequisite: P.T. 129 and concurrent with P.T. 243.
- PTR249 Instructor Flight (3) i, ii**
Flight teaching procedure. 2 hours lecture, 4 hours lab.
Prerequisite: P.T. 240 and concurrent with P.T. 243 and P.T. 246.

Career Programs

The Career Programs Component of the Division of Applied Sciences is organized to provide career oriented education leading to one year certificates and the Associate of Science Degree. Programs of study are offered which prepare individuals to enter into and/or advance in careers within business, industrial or public service organizations.

The objectives of the Career Programs are:

- To develop the skills, knowledges and attitudes necessary to enter and/or advance in the various career areas.
- To assist students in selecting educational experiences which will facilitate their being well-rounded productive citizens.
- To assist the program graduates in securing responsible positions in their chosen careers.

Automotive Technology

The Automotive Technology program is designed to prepare individuals to become automotive technicians and automobile service managers. Career opportunities include positions with:

- Automobile and truck dealers; Service Stations; Automotive Service Centers; and Automotive Service Departments of various sized companies.

Major Automotive Service Management: Business 110; Engineering 104; Mathematics 110; Technology 100, 112, 140, 210, 315, 330, 375, 390, 450 or 455.

AUTOMOTIVE TECHNOLOGY

- AUT100 Automotive Engines (3) i**
Designed as an introductory course to the field of automotive industrial technology. Studied are a variety of internal combustion engines with emphasis placed on acquainting the student with the present-day, four-cycle, multiple cylinder, liquid cooled, overhead valve engine designed for vehicular use. Included is a brief history of heat engines, their development into present designs and why, engine component material considerations and manufacturing processes, principles of engine operation, engine measurements, engine construction, engine assemblies, sub-assemblies, functional systems, and why the present-day internal combustion engines still receive the most intensive engineering considerations.
- AUT112 Automotive Engine Analysis (3) ii**
Engine analysis is designed to broaden engine fundamentals gained in Auto Engines. Utilizing automotive lab engines and equipment, disassembly, inspection, measurements observation, and reassembly procedures are carried out, concepts of precision machining and experiences in precision measurements are introduced, mass produced engine components and their respective manufacturing processes are studied with emphasis on how and why, a working knowledge of engine components and/or assemblies and rebuilding techniques are observed and practiced by the students. Diagnostic and service equipment is studied and a practical and workable knowledge of the equipment is gained by the "hands on" approach.
- AUT210 Automotive Suspensions and Chassis (3) i**
A course designed to acquaint the student with various automotive chassis and suspension systems and the related components which initiate braking, steering, and springing of present-day automobiles. Includes front-end geometry, how and why, front-end alignment, acquaintance of manual and power assist steering units, manual and power assist braking design and service, and front and rear suspension design and service.
Prerequisite: Auto Engines 100 and Auto Engine Analysis 112.
- AUT315 Automotive Electrical and Fuel Systems (3) i**
The objective of this course is to acquaint the student with automotive electrical components, fuel system components, and the diagnosing and servicing procedures of both. This objective is achieved through the combination of classroom and laboratory learning experiences. Included are design, construction, diagnosing, and servicing of ignition systems, the electrical system, batteries, starting system, accessory systems, and fuel systems encompassing carburetors and emission controls.
Prerequisite: Auto Engines 100, Auto Engine Analysis 112, and Circuit Analysis 140.
- AUT330 Automotive Power Transmission Mechanisms (3) ii**
A course encompassing components of the modern automotive power train mechanisms. It is designed to familiarize the student with the total automotive drive train covering components located between the engine and the drive wheels. Included are clutches, fluid couplings and torque converters, standard transmissions, overdrives, fundamentals of automatic transmissions, universal joints, drive shafts, differentials, and transaxles.
Prerequisite: Automotive Engines 100, Auto Engine Analysis 112, and Applied Hydraulics and Pneumatics 375.
- AUT455 Service Techniques Laboratory (5) ii**
Provides automotive laboratory experience on stationary engines and live automobiles in conjunction with related classroom material. Emphasis is placed on procedure and technical knowledge derived from preceding automotive and industrially related courses. Includes diagnostic procedures, servicing, and shop management principles. It is designed to give a student further insight into the workday and operational characteristics of an automotive service shop and to further develop mechanical skills.
Prerequisite: All lower numbered automotive classes; Service Management Seminar 450 or concurrently.

SAMPLE PROGRAM
A.S. Auto Service Management
Freshman Year

Fall Semester	Spring Semester
100 Auto Engines3	112 Auto Engine Analysis3
110 Tech Math I5	110 Business Organization3
140 Circuit Analysis I4	375 Applied Hydraulics and Pneumatics3
104 Engineering Graphics3	General Education6
15	P.E. Concepts1
	16
Sophomore Year	
210 Auto Suspension & Chassis3	330 Auto Power Transmission Mech.3
315 Auto Electrical & Fuel Systems3	455 Service Tech Lab5
450 Service Mgmt. Seminar3	General Education3
192 Personal & Community Health2	390 Tech Projects1-5
P.E. Activity1	
15	16

LAW ENFORCEMENT

- LAW100 Introduction to Law Enforcement (3) i, ii, iii**
A survey of the philosophical and historical background of law enforcement. Reviews the principles underlying social organization control devices with an emphasis upon legal systems. Designed to provide general knowledge about the causes of crime, the purpose of law enforcement and the role of law enforcement and the role of the police officer in modern society.
- LAW120 Patrol Operations (3) i, ii, iii**
A survey of the responsibilities and duties of the uniformed patrol. Special emphasis is placed upon patrol procedures; the mechanics of arrest, search and seizure, the interpretation and evaluation of information received on patrol and the importance of accurate report writing.
- LAW140 Traffic Control and Accident Investigation (3) i, ii, iii**
An introduction to traffic control and accident and investigation in modern cities. Reviews the principles of organizing and administering police units for traffic enforcement, accident prevention and safety education. Presents the basic techniques of accident investigation, analysis and interpretation.
- LAW160 Principles of Investigation (3) i, ii, iii**
An introductory course on modern investigative methodology. Particular attention is given to the importance of information, interrogation, and instrumentation in the solution and preparation of criminal cases for trial.
- LAW180 Public Service and Community Relations (3) i**
Presents a survey of the public service agency and its role in the community. Emphasis is placed upon the importance of the individual and his relationship to the public he serves. Outlines a general program of community relations to be undertaken by public service agencies.
- LAW200 Penology and Corrections (3) ii**
Presents the origins and theories of punishment and the prison system. Introduces the principles and programs of institutional correction and special problems in administration. Reviews the modern recommendations for improvement of the system.
Prerequisite: Six (6) hours in the field of Law Enforcement.
- LAW220 Police Administration (3) i**
An introductory survey of current police administrative methodology. Reviews the organization of the police service, analysis of police functions, principles of police management, operational services within police agencies, and the role of the police administrator in personnel assignment and evaluation.
Prerequisite: Six (6) hours in the field of Law Enforcement.

- LAW240 Juvenile Delinquency (3) ii**
The study of the delinquent juvenile as an individual and the impact on society. Investigates delinquency causation, the role of the law enforcement officer, the juvenile officer, the juvenile court and juvenile corrections.
Prerequisite: Six (6) hours in the field of Law Enforcement or consent of Instructor.
- LAW260 Criminal Law (3) i**
Explores the origin, development, and classification of substantive criminal law. Reviews the rules of evidence of particular importance at the operational level of law enforcement and criminal procedures in arrest, force, search, and seizure.
Prerequisite: Fifteen (15) hours in the field of Law Enforcement or consent of Instructor.
- LAW280 Criminalistics (3) ii**
An introductory survey of modern methodology for police laboratories. Reviews the need for professional investigations while introducing the student to the means of achieving high degrees of proficiency in the field of scientific criminal inquiries.
Prerequisite: Fifteen (15) hours in the field of Law Enforcement.
- LAW299 Practicum in Law Enforcement (3) i, ii, iii**
A course of instruction designed to provide students of law enforcement practical experience in a supporting capacity on a local police agency.
Prerequisite: Consent of instructor.
- LAW300 Seminar in Law Enforcement (3) i, ii**
A course designed to provide the students of law enforcement with additional opportunities to research, discuss, and explore special areas of interest to police agencies.
Prerequisite: Consent of instructor.

SAMPLE PROGRAM
Law Enforcement
Freshman Year

First Semester	Second Semester
100 Introduction to Law Enforcement3	160 Principals of Investigation3
120 Patrol Operations3	200 Penology and Corrections3
140 Traffic Control & Accident I3	104 English Composition3
104 Oral Communications3	Introductory Humanities Course3
Supporting Elective1	Supporting Elective3
15	101 Physical Education Concepts1
	16
Sophomore Year	
	Fourth Semester
Third Semester	280 Criminalistics3
220 Police Administration3	299 Practicum in Law Enforcement3
180 Public Service and Community Relations3	Supporting Electives9
260 Criminal Law3	Physical Education Activity1
Directed Social Science3	
Supporting Elective3	
192 Personal and Community Health2	
17	16

TOTAL CREDIT HOURS 64

SECRETARIAL SCIENCE

The Secretarial Science Program is designed to prepare individuals for clerical and secretarial careers in various public and private organizations such as:
Educational institutions; government agencies; manufacturing companies; law firms; medical institutions; and insurance agencies.

SECRETARIAL SCIENCES

An Associate Degree is offered for a major in Executive Secretary. The core curriculum for this degree is as follows:

110 Management—Bus. Org.3	141 Intermediate Typewriting3
116 Management—Math. of Finance or	144 Elementary Shorthand3
210 Management—Bus. Statistics3	145 Intermediate Shorthand3
230 Acct.—Princ. of Fin. Acct. I3	182 Introduction to Data Processing3
231 Acct.—Prin. of Man. Acct. II3	240 Office Typing Problems3
260 Econ.—Prin. of Economics I3	340 Advanced Shorthand3
261 Econ.—Prin. of Economics II3	341 Secretarial Dict. & Transcrip.3
312 Management—Prin. of Mgmt.3	342 Model Office I6
	343 Model Office II6
	33

ONE YEAR PROGRAMS

The core curriculum for the Certificate Program is as follows:

110 Business Organization3
116 Mathematics of Finance3
141 Intermediate Typewriting3
240 Office Typing Problems3
342 Model Office I6
18

Additional major requirements are:

SECRETARIAL

**Option I

144 Secretarial—Elementary Shorthand—i3
or Option II
145 Secretarial—Intermediate Shorthand—i, ii3
146 Secretarial—Intermediate Shorthand—i, ii3
147 Secretarial—Advanced Shorthand—i3
6

**Option I not available to students who have had one unit of high school credit in shorthand

*Indicates the course has a prerequisite

CLERICAL

230 Elementary Accounting3
Selected Elective3
6

SECRETARIAL

- SEC040 Elementary Typewriting (no credit) i, iii**
Beginning typewriting. Students who have received one-half credit in high school or more for typewriting do not need to take this course. Three hours lecture. Two hours lab.
- SEC141 Intermediate Typewriting (3) i, ii, iii**
Emphasis on developing speed and accuracy, typing business letters, manuscripts, and business forms. Minimum net speed of 25 words per minute needed to take the course. Three hours lecture and two hours lab.
Prerequisite: Secretarial 040 or equivalent.
- SEC145 Intermediate Shorthand (3) i, ii**
A continuation of Elementary Shorthand 144 with emphasis on developing skill. Minimum dictation speed of 60 words per minute on new material is needed to take this course. Intermediate typewriting 141 should precede or parallel this course. Three hours lecture and two hours lab.
Prerequisite: Elementary Shorthand 144 with "C" grade or better or one year of high school shorthand with "C" or better.

- SEC240 Office Typing Problems (3) i, ii, iii**
Office standards in typing business letters, forms, legal material, numbers and tabulation. Emphasis is placed upon the production of mailable copy. Minimum net speed of 40 words per minute is needed to take this course. Three hours lecture and two hours lab.
Prerequisite: Secretarial 141 with "C" grade or better.
- SEC340 Advanced Shorthand (3) i, ii**
A continuation of Intermediate Shorthand 145 with further development of dictation and transcription skills. Minimum dictation speed of 80 words per minute is needed to take this course. Three hours lecture, two hours lab.
Prerequisite: Secretarial 145 with "C" grade or better.
- SEC341 Secretarial Dictation and Transcription (3) ii**
A continuation of Advanced Shorthand 340 in which students are exposed to dictation and transcription of vocabulary of various types of business emphasis. Producing mailable minimum dictation rate of 100 words per minute is needed to take this course. Three hours lecture and two hours lab.
Prerequisite: Secretarial 145 with "C" or better and Secretarial 240 concurrently.

- SEC342 Model Office I (6) i, ii**
Simulated model office experience designed to integrate a wide range of knowledge and skill in modern office practice. Integrates traditional courses in secretarial procedures, communications, office management and machines. Meets in 2 hour block daily. 6 hours lecture, 4 hours lab.
Prerequisite: Secretarial 240 concurrently.
- SEC343 Model Office II (6) ii**
Continuation of Model Office I with emphasis on advanced modern office management. Replaced 149 Secretarial Communications and 314 Office Management. Meets in two hour block daily. 6 hours lecture, 4 hours lab.
Prerequisite: Secretarial 342.

SAMPLE PROGRAM
Associate of Science Degree
Freshman Year

First Semester		Second Semester	
110 Business Organization	3	240 Office Typing Problems	3
104 English	3	145 Intermediate Shorthand	3
116 Math of Finance or 210 Business Statistics	3	230 Elementary Accounting I	3
141 Intermediate Typing	3	101 Amer. Gov't. or 140 Amer. Hist. or 150 Amer. Hist.	3
Elementary Shorthand or Selected Elective	3	104 Oral Communications	3
	15	101 P.E. Concepts	1
			16

Sophomore Year

Third Semester		Fourth Semester	
340 Advanced Shorthand	3	341 Secretarial Dictation and Transcription	3
342 Model Office I	6	343 Model Office II	6
Humanities Elective	3	360 Principles of Economics	3
182 Intro. to Data Processing	3	192 Personal and Community Health	2
101 P.E. Activity	1	Selected Elective	1
	16		15

SAMPLE PROGRAM
Clerical Certificate Program
Freshman Year

First Semester		Second Semester	
110 Business Organization	3	240 Office Typing Problems	3
104 English	3	230 Principles of Financial Accounting	3
116 Math of Finance	3	342 Model Office I	6
141 Intermediate Typewriting	3	Selected elective	3
101 Amer. Gov't. or 140 Amer. Hist. or 150 Amer. Hist.	3	101 P.E. Activity	1
	15		16

SAMPLE PROGRAM
Secretarial Certificate Program
Sophomore Year

First Semester		Second Semester	
110 Business Organization	3	240 Office Typing Problems	3
104 English	3	342 Model Office I	6
116 Math of Finance	3	340 Advanced Shorthand	3
141 Intermediate Typewriting	3	101 Amer. Gov't. or 140 Amer. Hist. or 150 Amer. Hist.	3
145 Intermediate Shorthand	3	P.E. Elective	1
	15		16

department of
NURSING

The Department offers a nursing program leading to an Associate of Science degree. Throughout the curriculum, specific content and learning experiences are planned to move from an emphasis on the well person and the concepts of health and the maintenance of homeostasis to the development and utilization of nursing concepts related to illness.

The following objectives are believed to be essential learning needs for students in the program.

1. To understand the basic biophysical and psychosocial factors that influence an individual's behavior and his ability to maintain homeostasis.
2. To understand the body of knowledge that is basic for direct nursing care to patients.
3. To use the problem-solving approach as a basis for action in giving nursing care.
4. To develop the ability to give nursing care to patients based on immediate and long-range goals.
5. To know the responsibilities and relationships of the nurse with other members of the health team.

Students in the associate degree nursing program must make a letter grade of C or better in nursing courses to meet requirements as determined by the State Board of Nursing—Missouri.

Upon completion of the program the graduate is eligible to write the State Board Test Pool Examination to qualify for licensure as a registered professional nurse (R.N.). This program is accredited by the Missouri State Board of Nursing.

ADMISSION TO THE NURSING PROGRAM

A selection committee reviews all applicants and determines those students who will be admitted to each class. In order to be eligible for possible selection for the fall class, an individual must contact the department chairman for an application form before February 1. At this time the other requirements for admission will be explained.

The laboratory experience in the nursing program requires special uniforms. The cost for this will be approximately \$40.00.

An Associate of Science degree with a major in Nursing requires the completion of the following specific courses: Nursing 150, 151, 250, 251; Biology 250 and 251; Psychology 101; Sociology 110; plus 3 hours in Humanities.

NURSING

NUR150 Nursing I (Fundamentals of Nursing) (6) i
Fundamentals is a coordinated study of concepts, skills, and attitudes basic to patient care, safety, and comfort; emphasizing orientation of the student to the individual, his health, and to the community health agencies. Guided laboratory experience in an extended care unit and a general hospital. Opportunity to observe health care and community services in a variety of settings. 4 hours lecture, 6 hours lab.
Prerequisite: Approval of department chairman. (This course substitutes for the general studies requirement in Personal and Community Health in the Associate Degree.)

NUR250 Nursing III (Physical and Mental Illness I) (10) i
The first course in Physical and Mental Illness is designed for utilization of a conceptual and developmental approach in meeting nursing care and body maintenance needs. Focus is on the physical and psychological effects of illness. Guided laboratory experience in a general hospital, psychiatric setting, and selected observation experiences. 5 hours lecture, 15 hours lab.
Prerequisite: Nursing 151.

NUR251 Nursing IV (Physical and Mental Illness II) (10) ii
The course Physical and Mental Illness II is a continuation of Nursing 250 and provides the student with opportunities to give total patient care to individuals and groups of adults and children with identical and similar illnesses. Guided laboratory experience in a general hospital and selected health agencies. 5 hours lecture, 15 hours lab.
Prerequisite: Nursing 250.

NUR151 Nursing II (Maternal and Child Health) (8) ii
A family centered approach to Maternal and Child Health, building upon the concept of wellness and homeostasis introduced in fundamentals course. Concerned with maternity cycle and the family unit. Emphasis is placed upon the normal health continuity from infancy to adulthood. Guided laboratory experience in a general hospital and selected clinic, out-patient and day care experience. 4 hours lecture, 12 hours lab.
Prerequisite: Nursing 150.

SAMPLE PROGRAM
Associate of Science Degree, Nursing
Freshman Year

Fall Semester	Spring Semester
150 Nursing I6	151 Nursing II8
250 Anatomy and Physiology5	251 Public Health Microbiology4
104 English Composition3	101 Concepts of Physical Activity1
101 General Psychology3	110 General Sociology3
17	16
Sophomore Year	
250 Nursing III10	251 Nursing IV10
101 Amer. Nat'l. Gov. or3	Humanities Elective3
140 Amer. History to 1865, or	104 Oral Communications3
150 Amer. History since 1865	16
Humanities Course3	
P.E. Activity1	
17	

THE CENTER FOR CONTINUING EDUCATION

Through the Center for Continuing Education, Missouri Western State College provides a variety of programs ranging from one-day seminars and workshops to specialized courses of longer duration. The resources of the campus and community are utilized through the center in the College's efforts to meet the educational needs of area adults.

Specifically, the activities of the Center for Continuing Education are guided by the following statement of purposes:

1. Offer opportunities to citizens of the community to pursue educational experiences which:
 - a. lead to re-training for new or up-dated careers in vocational or technological fields.
 - b. promote improvement of professional competencies.
 - c. enable the individual to broaden his cultural knowledge.
 - d. enhance the pursuit of avocational interests.
2. Provide services to the community by organizing, sponsoring or co-sponsoring specialized short courses, workshops, and seminars designed to be of value to identifiable groups or organizations and to the public at large.

Admission and Registration Procedures:

1. Non-credit offerings: Admission and Registration procedures for non-credit offerings are generally done either by mail, telephone, or at the opening session of the particular offering. Typically, the completion of a simple form is all that is required.
2. Credit offerings: Students registering for credit offerings must comply with the standards set forth in Category VI of Admissions Policies, page 13. These are:
 1. Application for admission
 2. \$5.00 Matriculation fee. (If you have not previously attended Missouri Western State College).
 3. Health History form.

Fees: Because of the diverse nature of programs offered through the Center for Continuing Education, registration fees vary from one offering to another. Fees are set by the Center and published at the time a particular program announcement is made.



The Division of EDUCATION AND PSYCHOLOGY

The objectives of the Division of Education and Psychology are to provide students an opportunity for:

1. Professional Development
The student is prepared to enter the field of his choice, or concentration, with the knowledge and skills necessary for his personal success and satisfaction in either the market place or in pursuit of additional education.
2. Personal Development
A variety of courses are available through which a student may broaden and enrich his understanding of himself, man, and society.
3. Career Exploration
Through a blend of actual classroom experiences and theory courses the potential teacher education student can explore the field of education as a career choice as early as his/her sophomore year.

The Division is dedicated to the belief that the College is for students and every effort is made to make both the staff and facilities available to help the student gain maximum benefits and enjoyment from his College program.

departments of
ELEMENTARY AND SPECIAL EDUCATION
AND SECONDARY EDUCATION

Teacher Education

The Departments of Elementary and Special Education and Secondary Education are concerned with the total process of helping individuals become teachers. Students who wish to become elementary or secondary teachers learn to understand and utilize the principles of learning, human growth and development, and inter-personal relationships. The Departments also supply the student with specialized educational experiences in participating elementary and secondary schools under the supervision of experienced master teachers. The professional training of the prospective teacher is normally scheduled throughout the sophomore, junior and senior years, culminating with a final professional semester. The professional education sequence complements a broad general education curriculum. A sound command of a major teaching field is integrated throughout the four year program.

The Department of Elementary and Special Education offers a major in elementary education for the degree of Bachelor of Science in Education. The Bachelor of Science in Education with an emphasis in secondary education is offered in conjunction with other departments. All degree programs satisfy the appropriate requirement for teacher certification as set by the State Department of Education of Missouri.

Admission to the Teacher Education Program requires:

1. Written application for conditional admission prior to the Participation in Teaching I program.
Requirements:
 - a. 2.0 overall grade point average.
 - b. Approval of the Departmental Admissions Committee.
2. Re-evaluation of the above application will be made prior to entrance into Experience in Teaching II.
Requirements:
 - a. 2.0 overall grade point average.
 - b. Recommendations of college personnel and cooperating school personnel.
 - c. Approval of the Departmental Admissions Committee.
3. Final evaluation will be made prior to entrance into Student Teaching III.
Requirements:
 - a. 2.3 grade point average in major field and professional sequence courses.
 - b. 2.0 overall grade point average.
 - c. At least a 2.0 for each course in the professional sequence.
 - d. Recommendations of college personnel and cooperating school personnel.
4. Preliminary application for enrollment in Education 202, 304, 408, or 409 must be completed in the spring of the academic year preceding actual enrollment.
5. Summer student teaching for **experienced teachers** only will be arranged by individual application and arrangement with the appropriate Department Chairman and Dean.

Academic Contracts (Two year temporary Missouri Teacher Certification)

Academic Contracts are available at Missouri Western State College. Interested persons should contact the Dean of the Division of Education and Psychology.

department of
ELEMENTARY EDUCATION

The Department of Elementary and Special Education is committed to the professional preparation of teachers for employment in elementary and special education programs. The goals are to prepare teachers who are:

- a. highly knowledgeable in the cognitive areas
 - b. trained in the techniques and methods of teaching across the wide spectrum (early childhood through elementary grades)
 - c. warm, understanding, and empathetic in the area of humanizing education
 - d. ready to assume an active role in the profession of teaching
1. The general education requirements must be satisfactorily completed.
 2. In addition to the professional sequence, the elementary education major is required to take the following courses: Political Science 101, Mathematics 300 and 400, Art 300, Music 300, Education 310, 320, 383, Physical Education 300, and 382, Earth Science 304, Geography 100, English 300, and History 140 and 150. Some of these courses meet both General Studies and Elementary Education requirements.
 3. The elementary major may also select a special teaching area or an emphasis area from one of the following: Physical Education, Music, Art, Special Education, Social Science, Science, Reading, Language Arts, Foreign Language, Mathematics, Early Childhood, or an area approved by the Department Chairman.
 4. Special Education: The student while obtaining a degree in elementary or secondary education may also take work toward dual certification in special education areas of Learning Disabilities, Mental Retardation, and Emotionally Disturbed.
 5. Remedial Reading: A student may complete the Life Certification in Remedial Reading concurrently with his Life Certificate in Elementary or Secondary Education.
 6. Early Childhood Education for Elementary Certificate: In addition to meeting all requirements for a Life Certificate in Elementary Education, a student may earn an Early Childhood Education endorsement. If an experienced teacher or an advanced student seeks this endorsement, an individualized program based on experience will be developed by the staff.
 7. The Professional sequence is as follows:

Course	Number	Semester Hrs.
Participation in Teaching I	Ed. 202	3
Experience in Teaching II	Ed. 303	3
Educational Psychology; Psychology in Teaching	Ed. 305	4
Foundations in Education (Elementary)	Ed. 403	2
Student Teaching; Student Teaching III	Ed. 408	10
		—
Plus elective hours in recommended course work.		22
		2
		—
		24

ELEMENTARY EDUCATION COURSES

- EED101 Speed Reading (2) i, ii, iii**
 The course is designed to improve the skills, speed, and comprehension of those individuals who feel a need for such improvement in school, profession, business, or recreational pursuits. The course is open to both regularly enrolled students or any interested individual.
- EED202 Participation in Teaching I (3) i, ii** (Applicable to all teacher education students)
 The student will spend one-half of the semester in a "school experience," the other half in a class on campus in order to help him in his career decision.
Prerequisite: Approved admission to Teacher Education Program.
- EED303 Experience in Teaching II (3) i, ii** (Applicable to all teacher education students)
 A continuation of the off-campus experiences in cooperating schools as a teacher associate. To be taken concurrently with Ed. 305-Elementary or Ed. 304-Secondary (Component I).
Prerequisite: Approved admission to the Teacher Education Program and Education 202. (Replaces Junior Experience.) For elementary majors, Education 310 is a prerequisite.
- EED305 Psychology in Elementary Teaching (4) i, ii**
 A study of psychological principles as applied to educational settings. To be taken concurrently with Education 303.
Prerequisite: Psychology 101 and Education 202.

- *EED306 Concurrent Trends in Education (2) i, ii**
A study of educational innovations, new media, concurrent teaching problems and issues.
Prerequisite: Education 303 and Ed. 305-Elementary or Ed. 304-Secondary (Comp. I).
- EED310 Teaching of Reading in the Elementary School (3) i, ii, iii**
Developmental reading, the techniques of teaching reading in the elementary grades.
Prerequisite: English 104 and 108 or 112.
- *EED311 Teaching Reading in the Secondary School (3) i, ii, iii**
Techniques of teaching upper-level reading.
Prerequisite: English 104 and 108 or 112.
- EED320 Language Arts Methods (3) i, ii, iii**
A general survey course to integrate the skills of listening, writing, and speaking with the reading skills.
- EED322 Language Arts Components (1-6) i, ii, iii**
A component-sectioned course designed to give students in-depth experiences in selected sections to meet special needs and interests. A student may take as many sections as desired.
a. Creative Dramatics b. Written Expression c. Poetry d. Listening e. Speech Development f. Handwriting g. Oral Communication h. Spelling i. Grammar and Linguistics j. Language Arts for Children.
- *EED331 Audio-Visual Education (1-3) ii**
A component-sectioned course designed to give students in-depth experiences in selected areas of Instructional Media/Audio-Visual Education.
a. Classroom Utilization and Selection of Instructional Media b. Preparation of Instructional Materials c. Equipment Operation
Students will be required to provide some supplies for the course when taken independently but it is recommended that all three components be taken during one semester.
- EED342 Measurement and Evaluation in Education (3) ii, iii**
Principles and techniques of administration, application and interpretation of tests, test results, and data for education majors.
Prerequisite: Education 303 and Ed. 305—Elementary or Ed. 304—Secondary (Comp. I), Math 201 or consent of Department Chairman.
- EED345 Classroom Testing and Evaluation (1-3) i**
A component-sectioned course designed to give students in-depth experiences in selected sections to meet special needs and interests.
a. Classroom Test Construction b. Standardized Testing c. Evaluation and Reporting
- EED383 Diagnostic and Corrective Reading for the Classroom Teacher (3) i, ii, iii**
Evaluation and diagnosis of basic reading problems.
Prerequisite: Education 310 or 311.
- EED385 Explorations in Reading Approaches (1-6) i, ii, iii**
A component-sectioned course designed to give students in-depth experiences in selected sections to meet special needs and interests. The refinement of teaching techniques using particular reading methods to prepare teachers for those programs which are currently used in area schools. It is recommended that a student take no more than six sections. Each section is one semester hour.
a. Phonic Methods b. Linguistic Methods c. Enrichment Methods d. i/t/a e. Language-experience f. Programmed Methods g. Basal Programs h. Individualized Reading
Prerequisite: Elementary 310 or 311.
- EED403 Foundations in Elementary Education (2) i, ii, iii**
An introduction and appraisal of the problems facing the teacher in the classroom, school, and society. To be taken concurrently with Education 408.

- EED408 Elementary Student Teaching III (10) i, ii, iii**
A semester of clinical experience in an off-campus situation under a cooperating teacher. To be taken concurrently with Education 403.
Prerequisites: Education 202, 303, 305.
- EED413 Speech Correction for the Classroom Teacher (3) ii, iii**
Methods and techniques of speech correction applied and utilized by the classroom teacher.
- EED414 Methods of Teaching the Mentally Retarded (3) i**
Special techniques for teaching a typical child.
Prerequisite: Education 303, 305, or approval of the Department Chairman.
- EED415 Methods of Teaching the Emotionally Disturbed (3) ii**
Special techniques for teaching the emotionally disturbed child.
Prerequisite: Education 303, 305 or approval of the Department Chairman.
- EED416 Methods—Learning Disabilities (3) ii, iii**
Special techniques for teaching the child with learning disabilities.
Prerequisite: Education 303, 305 or approval of the Department Chairman.
- EED420 Education and Psychology of the Disadvantaged (2) i**
A study designed to provide the student with a background to meet the educational and psychological needs of the disadvantaged. (On demand the course will be offered Spring and/or Summer.)
- EED440 Early Childhood Education (1-6) i, ii, iii**
A component-sectioned course designed to give the student in-depth understanding of early childhood education. A student may elect one or more sections.
a. Child Development b. Methods and Materials c. Parent Education d. Preschool Education e. Creativity f. Self-Concept
Prerequisite: Approval of the Education Department Chairman
- EED450 Independent Study (credit hours open) i, ii, iii**
A research-oriented involvement intended to extend the competencies of the student in a particular area of education.
Prerequisite: Approval of the Education Department Chairman.
- EED483 Practicum I (Diagnosis of Reading Difficulties) (4) i, ii, iii**
A clinical diagnosis in evaluation of reading and learning problems.
Prerequisite: Education 310, 383, and consent of the Education Department Chairman. (2 hours lecture, 3 hours laboratory.) Course can only be taken on Missouri Western State College campus.
- EED484 Practicum II (Remediation of Reading Difficulties) (4) i, ii, iii**
A clinical treatment of identified reading and learning problems.
Prerequisite: Education 483. (2 hours lecture, 3 hours laboratory.) Course can only be taken on Missouri Western State College campus.
- EED490 Applied Educational Practices (1-9) i, ii, iii**
Workshops will be developed in selected areas in accordance with interest and felt needs.

*Jointly offered by Elementary and Secondary Departments

SAMPLE PROGRAM
Elementary Education
Freshman Year

Fall Semester		Spring Semester	
104 English	3	108 English	3
101 Math	3	150 Am. History	3
140 Am. History	3	101 Biology	5
104 Speech	3	101 Geography	3
101 P.E. Concepts	1	P.E. Activity	1
300 El. School Health	2		
		Sophomore Year	
202 Participation I	3	300 Math	3
310 Elem. Reading	3	210 App. to Lit.	3
101 Pol. Sci. (Govt.)	3	101 Psychology	3
Physical Sci.	4-5	P.E. Activity	1
P.E. Activity	1	383 Diag. Reading	3
Elective	2	Elective	3
*312 Psych. of Exc. Child	3	*342 Meas/Eval	3
		Junior Year	
303 Experience II	3	400 Math	4
305 Psych. in Teaching	4	304 Environ. Sci.	4
300 Music	3	300 Art	3
300 Child. Lit.	3	382 P.E.	3
320 Language Arts	3	Elective	3
		*Ed. 414, or 415, or 416	3
		Senior Year	
403 Foundations	2	Electives	3
408 Student Teaching	10	*304 Child Psych.	3
Elective	2	*309 Abnormal Psych.	3
*101 Sociology	3		

*For those interested in Special Education Certification.



department of
SECONDARY EDUCATION

The Department of Secondary Education has an overall objective of providing the secondary schools with the best possible teachers to staff the classrooms. In accordance with this overall objective are the specific objectives of producing secondary education graduates who are:

- a. versed in one or more teaching fields; their backgrounds will allow them to bring expertise in the discipline to the students.
 - b. individuals well aware of the fact that "teachers teach **students**, not subject matter." The professional preparation in secondary education is well attuned to the human aspects of the educational process.
 - c. individuals capable of functioning in a variety of teaching situations, from the traditional to the innovative. In the professional preparation, attention is given to the new and different approaches to secondary education along with an exposure to the time-tested methods of teaching.
1. The general education requirements must satisfactorily be completed.
 2. The specific requirements in the major field are set by the departments. Secondary education majors are available in the following fields: Art, Biology, Business, Mathematics, Music, English, Chemistry, Foreign Language (German, Spanish) Physical Education, Social Science (History, Political Science, or Sociology), Speech and theatre. Certification in a second teaching area is available in the majority of the above named fields. Degree requirements for the B.S. in Ed. fulfill certification requirements of the Missouri State Department of Education.
 3. The professional sequence is as follows:

Course	Number	Semester Hrs.
Participation in Secondary Teaching I	SEd. 202	3
Experience in Secondary Teaching II	SEd. 303	3
Educational Psychology; Psychology in Sec. Teaching	SEd. 304	4
Foundations in Secondary Education	SEd. 404	3
Education of the Exceptional Student	SEd. 407	2
Secondary Student Teaching III (Sec.)	SEd. 409	9
		—
		24

Student Teaching III (SEd. 409) is to be taken during the student's senior year.

Foundations in Secondary Education (SEd. 404) and education of the exceptional student (SEd. 407) are to be taken concurrently with Secondary Student Teaching III. This semester is designated as a Professional Education semester.

Course work during the Professional Education semester is usually limited to SEd. 404 (Component III), SEd. 407, and SEd. 409.

Petition for any additional course work must be submitted to the Chairman of Secondary Education in the semester prior to Secondary Student Teaching III. Approval, if granted will be endorsed by the cooperating teacher to whom the student petitioner is to be assigned.

A student enrolled in Secondary Student Teaching III will assume the same daily schedule as his cooperating teacher.

SECONDARY EDUCATION COURSES

*—Jointly offered by Elementary and Secondary Departments)

SED202 Participation in Secondary Teaching I (3) i, ii
(Applicable to all teacher education students)
The student will spend one-half of the semester in a "school experience," the other half in a class on campus in order to help him in his career decision.
Prerequisite: Approved admission to Teacher Education Program.

SED303 Experience in Secondary Teaching II (3) i, ii
(Applicable to all teacher education students)
A continuation of the off-campus experiences in cooperating schools as a teacher associate. To be taken concurrently with Ed. 304 (Comp. I).
Prerequisite: Approved admission to the Teacher Education Program and Education SEd. 202. (Replaces Junior Experience.)

SED304 Psychology in Secondary Teaching (2-4) i, ii
A course designed to study psychological principles as applied to educational settings to be taken concurrently with SEd. 303.
Prerequisite: Psychology 101 and SEd. 202.

***SED306 Current Trends in Education (2) i, ii**
A study of educational innovations, new media, current teaching problems and issues.
Prerequisite: SEd. 303 and SEd. 304.

***SED311 Teaching Reading in the Secondary School (3) i, ii, iii**
Techniques of teaching upper-level reading. (Formerly SEd. 203.)
Prerequisite: English 104 and 108 or 112.

***SED331 Audio-Visual Education (1-3) ii**
A component-sectioned course designed to give students in-depth experiences in selected area of Instructional Media/Audio-Visual Education. A. Classroom Utilization, and selection of Instructional Media; B. Preparation of Instructional Materials; C. Equipment Operation. Students will be required to provide some supplies for the course when preparing instructional materials. Components can be taken independently but it is recommended that all three components be taken during one semester.

SED404 Foundations in Secondary Education (3) i, ii, iii
A study of problems in teaching, organization and management of the school, the teacher and society, and methodology of teaching and resources. To be taken concurrently with SEd. 407 and SEd. 409 (Component I).
Prerequisite: Approved admission to the Teacher Education Program, Ed. 303, Ed. 304 (Component I).

SED407 Education of the Exceptional Student (2) i, ii, iii
An introduction to the various areas of exceptionality and the methodology of working with these students. To be taken concurrently with SEd. 404 and SEd. 409.
Prerequisite: Approved admission to the Teacher Education Program, SEd. 303, SEd. 304.

SED409 Student Teaching III (Secondary) (9) i, ii, iii
One semester of full-time off-campus teaching under a cooperating teacher. To be taken concurrently with SEd. 404 and SEd. 407.
Prerequisite: Approved admission to the Teacher Education Program, SEd. 303, SEd. 304 and special methods course in the major.

SED422 Behavior Modification in the Classroom (2) i
A course designed to explore uses of behavior modification in classroom settings.
Prerequisite: Approval of the Chairman of the Education Departments.

SED430 The Middle School (2) ii
A course designed to explore the philosophy, curriculum, and techniques applicable to middle schools.
A. Concepts B. Core Curriculum C. Psychology of the Emerging Adolescent

SED450 Independent Study (credit hours open) i, ii, iii
A research-oriented involvement intended to extend the competencies of the student in a particular area of education.
Prerequisite: Approval of the Education Department Chairman.

SED490 Applied Educational Practices (1-9) i, ii, iii
Workshops will be developed in selected areas in accordance with interest and felt needs.
(2 hours lecture; 3 hours laboratory.) Course can only be taken on Missouri Western State campus.

department of

HEALTH, PHYSICAL EDUCATION, AND RECREATION

Whether programming intramural competition, offering a planned sequence of exercises and sports activities to help students develop strong active bodies, or working with students majors in physical education or recreation, the Department of Health, Physical Education, and Recreation is interested in assisting all students to become healthy and productive members of society.

Every student at Missouri Western State College, as a part of the general education requirement, must take a course in "Concepts of Physical Activity" from which he or she becomes acquainted with basic knowledges, understandings and values as they affect the student physiologically, psychologically, sociologically, and emotionally. Each student, based on his self evaluation and guidance by the instructor during the concepts course, should take activity courses which will assist him in areas which he has found personal deficiency. These courses are of the physical conditioning, aquatics, sport, dance, combative, self-testing, gymnastics and adaptive types.

Physical Education 241 and/or 242 will substitute for the General Education activity requirements for both physical education and recreation majors.

Adaptive Activities may be repeated as often as needed for students with handicaps which restrict them from the regular activity program. Repeats in this course **will** satisfy General Education activity requirements.

Intercollegiate Sports I and II are offered for intercollegiate team members only. These courses may be repeated up to four times each. They count as electives but will **not** satisfy the General Education Physical Education activity requirements.

The department offers an all level (elementary-secondary) major in physical education for the degree Bachelor of Science in Education. It offers specialization areas in women's physical education, and men's physical education and coaching. Majors in this department must meet the requirements of general education, teacher education, and the physical education core as well as specialized requirements for men and women. Students who desire a major in this department encounter the various strategies of successful team coaching, various techniques of planning, teaching, and evaluating physical education programs as well as a scientific background of the discipline.

The department offers a major in recreation for the degree Bachelor of Science in Recreation. It offers a core of required courses as well as related course work in an area of specialization as determined by the individual student's interest and upon approval of his advisor. It also offers a minor in recreation.

Driver Education and Athletic Coaching Certification courses are also offered by this department for any education majors who desire teaching certification in these areas.

Major in Physical Education—Women (42 hours)

Courses in Physical Education must total 37 hours and 5 hours in Biology. The specific courses required are: Physical Education 148, 153, 191, 192, 201, 241, 242, 301, 302, 303, 304, 382, 392, 393, 465, and Biology 250. An additional 4 hours of electives in Physical Education must be taken from courses numbered 300 or above.

Major in Physical Education—Men (45 hours)

Courses in Physical Education must total 40 hours and 5 hours in Biology. The specific courses required are: Physical Education 148, 191, 192, 201, ~~241, 242~~, 301, 302, 303, 304, 310, 311, 312, 313, 314, 382, 385, 393, and Biology 250. An additional 4 hours of electives in Physical Education must be taken from courses numbered 300 or above.

Bachelor of Science in Recreation—Co-ed (63 hours)

Courses for this degree must total 36 hours in Recreation, 12 hours in Physical Education, and 15 hours in related course work as determined by the recreation advisor and the individual student's interest. The specific courses required are: Recreation 220, 243, 310, 320, 321, 322, 324, 325, 326, 327, 330, 420, and 430. Physical Education 146, 148, 201, 241, 242, and 395.

Recreation—Minor (21 hours)

Courses for this degree must total 17 hours in Recreation and 4 hours in Physical Education. The specific courses required are: Physical Education 201 and 395. Recreation 243, 310, 320, 323, 324, and 326.

Certification in Coaching—Men (19 hours)

Majors in any department who receive a degree in Education may also receive Athletic Coaching Certification for Men. Courses must total 14 hours in Physical Education and five hours in Biology. The following are the specific courses required: Physical Education 201, 304, 310, 311, 312, 313, 314, ~~373~~ 385 and Biology 250.

Certification in Coaching—Women (19 hours)

Majors in any department who receive a degree in Education may also receive Athletic Coaching Certification for Women. Courses must total 14 hours in Physical Education and five hours in Biology. The following are the specific courses required: Physical Education 201, 304, 310, 312, 313, 314, 315, 373, 385 and Biology 250.

Certification in Driver Education—(23 hours)

Majors in any department who receive a degree in education, may also receive certification in driver education. Courses must total 2 hours in Physical Education, 3 hours in Safety Education, 6 hours in Driver Education and 12 hours in Education. The following are the specific courses required: Physical Education 201, Safety Education 154, Driver Education 254, 354, Education 304 (I and II), and either Education 331 or Automotive Technology 100.

Special uniform fees are required for some courses in this department.

PHYSICAL EDUCATION THEORY

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|---|---|
| <p>PED101 Concepts of Physical Activity (1) i, ii, iii
To acquaint students with basic knowledge, understandings and values of physical activity as it relates to optimal healthful living. (1 hour lecture and 1 hour lab.) Uniform required.</p> | <p>PED302 Methods of Physical Education (2) i, iii
Methods and materials of teaching physical education in the secondary schools. (One hour lecture, two hours lab.)
Prerequisite: P.E. 101, 241, 242.</p> |
| <p>PED191 Foundations of Physical Education (2) i, ii
Meaning of physical education, opportunities in the field, and evaluation of aptitudes and abilities. Recommended for freshmen. (Two hours lecture.)</p> | <p>PED303 Kinesiology (3) ii, iii
The analysis of movement from a study of the anatomical structure and the mechanical principles of the human body. (Three hours lecture.)
Prerequisite: Biology 250.</p> |
| <p>PED192 Personal and Community Health (2) i, ii
Personal health concerns, family and community health responsibilities. (Two hours lecture.)</p> | <p>PED304 Physiology of Exercise (2) i, iii
Basic physiology applied to physical education and the training and conditioning of athletes. (Two hours lecture.)
Prerequisite: Biology 250.</p> |
| <p>PED201 First Aid (2) i, ii, iii
General emergency care, major disaster, civil defense; Red Cross standard, and instructor for standard certification included. (One hour lecture, two hours lab.)</p> | <p>PED310 Principles of Coaching (2) i, ii
A course covering the various principles of coaching in today's public school system.
Prerequisite: Junior classification.</p> |
| <p>PED241 Activities for Physical Education Majors I (3) i
To develop knowledge and basic skills in activities taught by professionals in physical education. For Physical Education majors only. (Ten hours lab.) Uniform required.</p> | <p>PED311 Coaching of Football (1) i
Theory and fundamentals of football dealing with team selection, organization, and control as well as fundamentals and strategies of the game.
Prerequisite: Sophomore classification.</p> |
| <p>PED242 Activities for Physical Education Majors II (3) ii
Continuation of Activities for Physical Education Majors I. (Ten hours lab.) Uniform required.</p> | <p>PED312 Coaching of Basketball (1) i
Theory and fundamentals of basketball dealing with team selection, organization, and control as well as fundamentals and strategies of the game.
Prerequisite: Sophomore classification.</p> |
| <p>PED300 Elementary School Health Education (2) i, ii, iii
Emphasis on content, methods, and materials at the elementary grade levels. Designed for the elementary school classroom teacher. (Two hours lecture.)</p> | <p>PED313 Coaching of Baseball and Softball(1) ii
Theory and fundamentals of baseball and softball dealing with team selection, organization, and control as well as fundamentals and strategies of the game.
Prerequisite: Sophomore classification.</p> |
| <p>PED301 Health Teaching in the Schools (2) ii, iii
Emphasis on content, methods, and materials in health education at all levels (K through 12). (Two hours lecture.)
Prerequisite: P.E. 192.</p> | |

- PED314 Coaching of Track and Field (1) ii**
Theory and fundamentals of track and field dealing with team selection, organization, and control as well as fundamentals and strategies of the sport.
Prerequisite: Sophomore classification.
- PED315 Coaching of Volleyball and Tennis (1) i**
Theory and fundamentals of volleyball and tennis dealing with team selection, organization, and control as well as fundamentals and strategies of the game.
Prerequisite: Sophomore classification.
- PED373 Organization and Administration of Physical Education and Athletics (2) i, ii**
Programming, staff selection, principles of administration, public relations, budget making, purchase and care of equipment, facilities and organization of physical education and athletic programs. (Two hours lecture.)
- PED381 Outdoor Education (2) ii**
Development of competencies in teaching in an outdoor learning environment. (Two hours lecture.)
- PED382 Elementary School Physical Education (3) i, ii, iii**
Rhythmic activities, movement education, fundamental skills, and sports and games for the elementary school physical education program. (Two hours lecture, two hours lab.)
- PED383 Adaptive Physical Education (2) ii**
Theory and methods of programming activities for handicapped students. Recognition and prevention of, and practical experience with structural deviations from normal body mechanics. (Two hours lecture.)
- PED385 Athletic Training (2) i, ii**
Prevention and care of common athletic injuries; protective equipment, training methods. (Two hours lecture.)
- PED391 Sports Officiating for Men (2) i**
Rules and techniques used in officiating athletic contests. Officiating in the intramural program is required. (One hour lecture and two hours lab.) Uniform fee required.
- PED392 Sports Officiating for Women (2) i**
Rules and techniques used in officiating athletic contests. Officiating in the intramural program is required. (One hour lecture, two hours lab.) Uniform fee required.
- PED393 Measurement in Physical Education (3) i, ii**
Methods in evaluation of the product and process; special emphasis on physical fitness, motor ability, posture, and specific sport skills. (Three hours lecture.)
- PED395 Intramural Management (2) i**
Organization and administration of intramural and extramural activities. Assistance in the intramural program is required. (1 hour lecture, 2 hours lab.)
- PED450 Independent Study in Physical Education (1-5 hours) i, ii, iii**
A research-oriented involvement intended to extend the competencies of the student in a particular area of education.
Prerequisite: Approval of the Department Chairman.
- PED465 Theory and Methods of Teaching Rhythms (2) ii**
Methods and procedures for instruction of folk, square, social, modern and tap dancing. (One hour lecture and two hours lab.)
Prerequisite: Physical Education 148 and 153.
- PED480 Practicum in Physical Education (2) i, ii, iii**
Individualized in-depth study of a subject in which the student is particularly interested.
Prerequisite: Senior classification.

DRIVER EDUCATION AND SAFETY THEORY

- PED154 Principles and Practices of Safety (3) i, ii**
Overview of the latest safety education programs. Emphasis on traffic, school, civil defense, shops and laboratories, home and recreational safety. (Three hours lecture.)
- PED254 Developmental Traffic Education (3) i, iii**
Introductory course to prepare teachers of driver education. Classroom instruction, laboratory experience, and driving skills are involved. (Three hours lecture, lab arranged.)
- PED354 Advanced Traffic Education (3) ii, iii**
Advanced course to prepare teachers of driver education. Actual experience in teaching beginning drivers in both the classroom and the car. (Two hours lecture, two hours lab arranged.)
Prerequisite: Driver Education 2564.

RECREATION THEORY

- REC220 Introduction to Recreation (2) i, with demand**
Meaning of recreation, opportunities in the field, evaluation of aptitudes and abilities of those interested in entering the recreation field. (Two hours lecture.)
- REC243 Activities for Recreation Majors (3) i, with demand**
To develop knowledge and basic skills in outdoor recreation activities taught by professionals in recreation. (Ten hours lab.) Uniform required.
- REC310 Recreation; Field Experience I (2) i, ii**
To directly involve students of recreation in the operation and implementation of programs and services rendered by various types of agencies in the nearby community. (One hour lecture, four hour lab arranged.)
- REC320 Recreation Leadership (2) ii, with demand**
To acquaint the Recreation major with the role of the effective leader in recreation and to equip him with effective methods. (Two hours lecture.)
- REC321 Camps Leadership (2) iii, with demand**
Camping movement and objectives. Emphasis on campcraft skills and application. Includes a required campout. American Camping Association certification in campcraft is possible. (Two hours lecture, four day camp arranged.)
- REC322 Social Recreation (2) i, with demand**
The principles and techniques of administering and conducting social events. Emphasis on planning, discussion, demonstration, and participation. (Two hours lecture.)
- REC323 Foundations for Recreation Programs (2) i, with demand**
To relate the scope of settings and programming of recreation services with good planning, implementing, and evaluating practices. (Two hours lecture.)
- REC324 Organization and Administration of Recreation Programs (2) i, ii with demand**
Current principles and practices in planning and implementing community-wide recreation services—legal, finance, personnel, areas and facilities, programs, and resources. (Two hours lecture.)
- REC325 Community Centers and Playgrounds (2) iii, with demand**
Organizational and administrative principles, practices, and techniques for conducting recreation services in various types of facilities. (Two hours lecture.)
- REC326 Recreational Arts, Crafts, and Music (2) i, with demand**
A survey of various arts, crafts, and music involved in recreation settings. (One hour lecture, two hours lab.)
- REC327 Swimming Pool Management and Operation (2) ii, with demand**
To provide a basic foundation in pool operation, maintenance, and management. (One hour lecture, two hours lab.)
- REC330 Recreation; Field Experience II (3) iii**
To directly involve recreation majors in a summer camp or agency recreation accredited setting.
Prerequisite: Recreation 243, 310, 321, 326 and at least a Junior Classification.

ELECTIVE PHYSICAL EDUCATION ACTIVITIES

No activity course can be repeated for credit. (Exceptions: 110, 158, 159.) Elective Physical Education activities will be offered during semesters when staff and facilities are available.

Classes may be offered for women, men, or co-educational.

All sport activities are designed for the development of techniques, knowledges, appreciation, and skills used lifetime for recreation and fitness.

*Indicates that a uniform or towel fee is required.

- *PED110 Adaptive Activities (1)**
A program of activities adapted to the needs of the handicapped and physically restricted student. By permission of the coordinator of adaptive activities only.
- *PED114 Beginning Tumbling and Trampoline (1)**
- *PED115 Beginning Apparatus Gymnastics (1)**
- PED116 Beginning Angling (1)**
- PED117 Beginning Riflery and Trap Shooting**
Students must purchase their own shells.
- PED118 Beginning Bowling (1)**
House fee required.
- PED119 Beginning Golf (1)**
Students must furnish four new golf balls.
- *PED120 Beginning Tennis (1)**
Students must furnish one new can of tennis balls.
- *PED121 Beginning Badminton (1)**
Students must furnish three new shuttlecocks.
- *PED123 Beginning Judo (1)**
Students must furnish Gi.
- *PED125 Beginning Handball (1)**
Students must furnish their own glove.
- *PED126 Beginning Squash (1)**
- PED127 Beginning Archery (1)**
Students must furnish matched set of six arrows.
- PED129 Beginning Mountaineering (1)**
- *PED130 Beginning Swimming (1)**
Basic skills in swimming. Swim suit required.
Prerequisite: Non-swimmers only.
- *PED132 Intermediate Swimming (1)**
Development of swimming strokes. Swim suit required.
Prerequisite: Ability to Swim.
- *PED133 Advanced Swimming and Diving (1)**
Advanced swimming skills and diving as well as competitive swimming. Swim suit required.
Prerequisite: Above average ability to swim.
- *PED134 Life Saving (1)**
Life saving techniques as prescribed by American Red Cross Senior Life Saving Certification for those who qualify. Swim suit required.
Prerequisite: Above average ability to swim.
- *PED135 Skin and Scuba Diving (1)**
Techniques and safety for skin and scuba diving. Swim suit required.
Prerequisite: Above average ability to swim.
- *PED136 Recreational Water Sports (1)**
Water Polo, Water Basketball, and Water Volleyball, with some small craft activity. Swim suit required.
Prerequisite: Above average ability to swim.
- *PED137 Water Safety Instructor (1)**
Water safety techniques as prescribed by the American Red Cross. W.S.I. Certification for those who qualify. Swim suit required.
Prerequisite: Current Senior Life Saving Certification.
- PED144 Beginning Recreational Games (1)**
Shuffleboard, table tennis, horseshoes, croquet, and others.
- PED146 Beginning Social Dance (1)**
- PED148 Beginning Folk and Square Dance (1)**
- *PED153 Beginning Modern Dance (1)**
Students must furnish leotard.
- *PED156 Beginning Tap Dance (1)**
Students must furnish tap shoes.
- PED158 Intercollegiate Sports I (1)**
College intercollegiate team members only. Will not satisfy general educational requirement in Physical Education. Must have permission of coach.
- PED159 Intercollegiate Sports II (1)**
College intercollegiate team members only. Will not satisfy general educational requirement in Physical Education. Must have permission of coach.
- *PED173 Beginning Softball (1)**
- *PED174 Beginning Field Hockey (1)**
- *PED175 Beginning Volleyball (1)**

- *PED176 Beginning Soccer and Speedball (1)
- *PED177 Beginning Basketball and Flag Football (1)
- *PED183 Beginning Wrestling (1)
- *PED184 Beginning Body Dynamics (1)
- *PED185 Beginning Weight Training and Conditioning (1)
- *PED186 Aerobics (1)
- PED187 Beginning Cycling (1)
Students must furnish bicycle.
- *PED190 Special Activity (1)
Special Activities to be offered when specific instructors and facilities are available.
- *PED215 Intermediate Apparatus Gymnastics (1)
Prerequisite: PED 118 or permission of instructor.

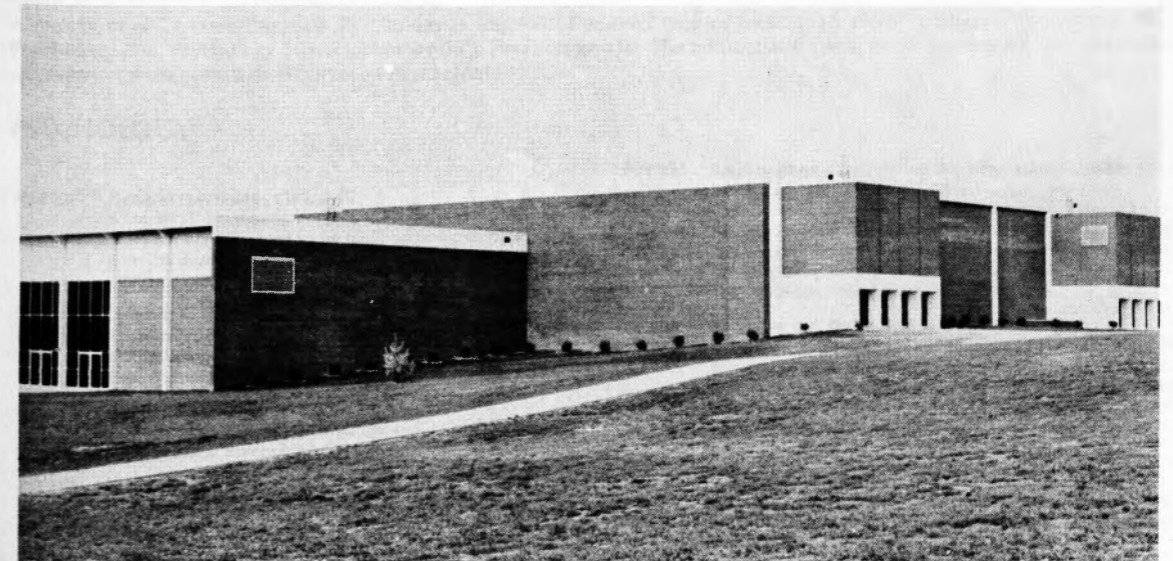
- PED218 Intermediate Bowling (1)
Prerequisite: PED118 or permission of instructor.
- PED219 Intermediate Golf (1)
Students must furnish four new golf balls.
Prerequisite: PED 119 or permission of instructor.
- *PED220 Intermediate Tennis (1)
Students must furnish one new can of tennis balls.
Prerequisite: PED 120 or permission of instructor.
- *PED223 Intermediate Judo (1)
Student must furnish Gi.
Prerequisite: PED123 or permission of instructor.
- *PED253 Intermediate Modern Dance (1)
Students must furnish leotards.
Prerequisite: PED153 or permission of instructor.

**SAMPLE PROGRAM
Physical Education Major
Men**

Fall Semester	Spring Semester
Freshman Year	
104 English Composition3	108 English Composition3
140, 150 History or3	Social Science Req. Elective3
101 Political Science3	Humanities3
101 Biology5	Physical Science4-5
Math3	192 Personal and Community Health2
191 Found. of Phys. Ed.2	15-16
101 Conc. of Phys. Act.1	17
Sophomore Year	
104 Oral Communication3	Social Science Gen. Elect3
101 General Psychology3	Humanities3
250 Anatomy and Physiology5	382 Elem. School P.E.3
201 First Aid2	242 Activity for P.E. Majors II3
241 Activity for P.E. Majors I3	148 Beginning Folk and Square Dance1
16	16
Junior Year	
202 Part. in Teaching I3	313 Coach of Baseball and S.F.1
304 Physiology of Exercise2	314 Coach of Track and Field1
311 Coach of Football1	301 H. T. in the Schools2
312 Coach of Basketball1	303 Kinesiology3
302 Methods of Phys. Ed.2	303 Experience in Teaching II3
Free Electives(Total of 6)	304 Psychol. in Teaching2
17	General Education Elective3
Senior Year	
Physical Education Electives4	409 Student Teaching III9
393 Measure in Phys. Ed.3	404 Foundations in Teaching3
385 Athletic Training2	304 Psychology in Teaching2
Education Elective2	14
Free Elective3	14
14	

**SAMPLE PROGRAM
Physical Education Major
Women**

Fall Semester	Spring Semester
Freshman Year	
104 English Composition3	108 English Composition3
140, 150 History or3	Social Science Req. Elective3
101 Political Science3	Humanities3
101 Biology5	Physical Science4-5
Math3	192 Personal and Community Health2
191 Found. of Phys. Ed.2	15-16
101 Conc. of Phys. Act.1	17
Sophomore Year	
104 Oral Communications3	Social Science Gen. Elect.3
101 General Psychology3	HumanitiesTotal of 6
250 Anatomy & Physiology5	382 Elem. School P.E.3
201 First Aid2	242 Activity for P.E. Majors II3
241 Activity for P.E. Majors I3	148 Beginning Folk and Square Dance1
153 Beginning Modern Dance1	16
17	
Junior Year	
392 Sports Offic. for Women2	465 T & M of Teaching Rhythms2
202 Part. in Teaching I3	301 H. T. in the Schools2
304 Physiology of Exercise2	Humanities3
302 Methods of Phys. Ed.2	303 Experience in Teaching II3
Free Electives(Total of 7)	304 Psychology in Teaching2
16	General Education Elective3
Senior Year	
Phys. Educ. ElectiveTotal of 4	409 Student Teaching III9
393 Measurement in Phys. Ed.3	404 Foundations in Teaching3
Education Elective2	304 Psychology in Teaching2
Free Electives(Total of 5)	14
14	



SAMPLE PROGRAM
Bachelor of Science in Recreation
Co-Ed

Freshman Year	Freshman Year
Fall Semester	Spring Semester
104 English Composition3	108 English Composition3
140, 150 History or Political Science3	Social Science Elective3
Math3	101 Psychology3
101 Conc. of Phys. Act.1	Humanities3
Humanities3	146 Social Dance1
220 Intro. to Recreation2	148 Folk & Square Dance1
15	14
Sophomore Year	Sophomore Year
Intramural Management2	110 General Sociology3
326 Rec. Arts, Crafts, and Music2	201 First Aid2
241 Activity for P.E. Majors I3	242 Activity for P.E. Majors II3
323 Found. of Rec. Prog.2	Humanities3
Natural Science4-5	Natural Science4-5
13-14	15-16
Junior Year	Junior Year
243 Act. for Recreation Majors3	104 Oral Communication3
310 Rec; Field Experience I2	320 Rec. Leadership2
322 Social Recreation2	327 Swim. Pool Mgt. and Oper.2
Related Elective3	Free Elective3
Free Electives(Total of 6)	Related Electives(Total of 6)
16	16
Summer Session	Summer Session
(Required)	
330 Recreation; Field Experience II3	
321 Camp Leadership2	
325 Com. Centers and Playgrounds2	
7	
Senior Year	Senior Year
Related Electives(Total of 6)	430 Rec; Field Experience III9
Free Electives(Total of 10)	420 Seminar in Recreation1
16	324 Organization & Administration of Recreation Programs2
	12

department of
PSYCHOLOGY

The ancient adage "Know Thy Self," along with the admonition "Know Thy Fellowman," succinctly state the philosophy of the Psychology Department. Our Orientation is humanistic. Our objective is to provide a deeper and broader understanding of human nature.

The purpose of the psychology curriculum is to give the student a better understanding of himself and others, and to better prepare him to meet the complexities of life.

Either the Bachelor of Arts or the Bachelor of Science degrees can be achieved with a major in psychology. Either degree signifies that the student is prepared to pursue graduate study in psychology at the Master's or Doctorate level.

The department also serves other disciplines by offering courses which meet their needs.

BACHELOR OF ARTS OR BACHELOR OF SCIENCE

Major in Psychology

A minimum of 36 credit hours in Psychology is required. Required courses totaling 21 credit hours are: Psychology 101, Psychology 200, Psychology 301, Psychology 330, Psychology 401, Psychology 410, Psychology 490. The additional 15 credit hours to meet the 36 credit hour requirement must consist of electives in Psychology.

Candidates for either degree must also comply with the appropriate Baccalaureate degree program and meet all other requirements as outlined elsewhere in this catalog. (See 30 hours upper division requirement and general education requirements.)

Minor or Emphasis in Psychology

A minimum of 22 credit hours in Psychology is required. Required courses totaling 16 credit hours are: Psychology 101, Psychology 200, Psychology 301, Psychology 330, Psychology 410. The additional 6 credit hours to meet the 22 credit hour requirement must consist of electives in Psychology.

PSYCHOLOGY

- PSY101 General Psychology (3) i, ii, iii**
A general information course about psychology in everyday life, designed to correct misconceptions and to give the student a better understanding of himself and others.
- PSY200 Intermediate Psychology (3) i, ii, iii**
An introduction to scientific psychology with emphasis on methodology.
Prerequisite: Psychology 101.
- PSY201 Applied Psychology (3) i (odd year)**
Considers the applications of psychology in everyday life.
Prerequisites: Psychology 101, 200.
- PSY210 Mental Hygiene (3) i, iii**
Considers principles and techniques for maintaining good mental health. The approach is practical rather than descriptive.
Prerequisite: Psychology 101.

- PSY300 Intermediate Statistics for the Behavioral Sciences (3) i (even year or upon demand)**
Two hours lecture and 2 hours lab. An application of basic statistical procedures to behavioral research. Some statistical procedures not taught in Math 201, and the use of computers in data analysis are also considered.
Prerequisites: Psychology 200, Math 201.
- PSY301 Experimental Psychology (4) i, ii**
Three hours lecture and two hours lab. Provides training in the techniques and methods of scientific psychology. Emphasis is on the construction of hypotheses, experimental design, data interpretation and style of reporting research.
Prerequisites: Psychology 101, 200.
- PSY304 Child Psychology (3) i, ii, iii**
The psychological growth of the child from conception to puberty, emphasizing the origins and principles of normal personality development.
Prerequisites: Psychology 101, 200.

- PSY 309 Abnormal Psychology (3) i, ii, iii**
A descriptive and explanatory consideration of abnormal behavior, with a survey of past and present theories, classifications, and therapies.
Prerequisite: Psychology 101.
- PSY310 Industrial Psychology (3) i, ii**
Psychology for management and employees in business and industry, with emphasis on psychological principles helpful to people working with people or serving the public.
Prerequisite: Psychology 101.
- PSY312 Psychology of the Exceptional Child (3) i, ii, iii**
Considers problems and needs of children who noticeably deviate from accepted physical, psychological, and social norms.
Prerequisites: Psychology 101, 200, 304.
- PSY320 Adolescent Psychology (3) ii**
A descriptive and explanatory consideration of adolescence, with emphasis on motivation and frustration.
Prerequisites: Psychology 101, 200, 304.
- PSY325 Psychology of Personality (3) i**
Dynamics of personality development and human behavior, with emphasis on theories of personality.
Prerequisites: Psychology 101, 200.
- PSY330 Systematic Psychology (3) i, ii, iii**
Consideration of the major ways of defining, organizing, and explaining psychological phenomena.
Prerequisites: Psychology 101, 200.
- PSY335 Learning Theories (3) i (iii odd year)**
A survey of the major theories of learning in contemporary psychology, with a brief historical introduction.
Prerequisites: Psychology 101, 200.
- PSY345 Comparative Psychology (3) ii (even year)**
Introduction to the comparative method in exploring and classifying psychological behavior in the Animal Kingdom.
Prerequisites: Psychology 101, 200, 330.

- PSY350 Physiological Psychology (3) i**
Investigates the physiological correlates of psychological behavior in man.
Prerequisites: Psychology 101, 200, 330.
- PSY401 Social Psychology (3) i, ii**
Considers the individual in relation to his society. The course covers theoretical foundations, socialization, social cognition, group dynamics, and leadership.
Prerequisites: Psychology 101, 200.
- PSY405 Psychology of Communication (3) ii (odd year)**
Analyzes the elements of interpersonal communication with emphasis on techniques of communicating thoughts and ideas, listening techniques, understanding meaning, the utilization of feedback, and reasons for failures to communicate. Designed to improve the student's interpersonal relationships.
Prerequisites: Psychology 101, 200.
- PSY410 Psychological Measurements and Appraisals (3) i, ii**
Considers contemporary methods of inventorying individual differences, and the theoretical basis for criteria in constructing, standardizing, and using test instruments, with a brief historical introduction and critique of the misuse of psychological tests.
Prerequisites: Psychology 101, 200.
- PSY450 Independent Study (credit hours open) i, ii, iii**
By arrangement. Open only to seniors as a means of taking a required course which is not otherwise available during their senior year.
Requires consent of the Department Chairman.
- PSY490 Senior Seminar (1) i, ii**
A course designed for seniors majoring in psychology. Emphasis will be on discussion of current areas of interest in psychology. In addition present vocational and educational opportunities will be brought to the attention of students. One hour credit per semester, two semesters required.
Prerequisite: Consent of the instructor.

SAMPLE PROGRAM			
Psychology Major			
Freshman Year		Spring Semester	
Fall Semester			
104 English3	108 English3
101 General Psychology or		101 General Psychology or	
110 General Sociology3	110 General Sociology3
104 Oral Communication or		104 Oral Communication or	
101 Political Science3	101 Political Science3
101 Principles Biology or		Phys. Ed. Activity1
101 Intro. Chemistry5	Inter. or College Algebra3
101 Phys. Ed. Concepts1	Foreign Language3
	15		16
Sophomore Year			
200 Inter. Psychology3	201 Math (Statistics)3
Foreign Language3	210 Intro. Philosophy3
Phys. Ed. Activity1	Phys. Ed. Activity1
101 Principles Biology or		Applied Psychology or	
101 Intro. Chemistry5	210 Mental Hygiene3
Cultural Anthropology3	250 Social Problems and Social Change3
	15	234 Group Discussion3
			16
Junior Year			
Experimental Psychology4	Foreign Language3
304 Child Psychology3	330 Systematic Psychology3
300 Inter. Statistics for Behavioral Science3	312 Psychology Exceptional Child3
Foreign Language3	335 Learning Theories3
310 Social Deviation3	309 Abnormal Psychology3
	16		15
Senior Year			
Psychology of Personality3	410 Psychology Measurement & Appraisals3
401 Social Psychology3	Senior Seminar Psychology1
Senior Seminar Psychology1	345 Comparative Psychology3
350 Physiological Psychology3	340 Personality and Culture3
422 Behavior Modification in the classroom2	320 Adolescent Psychology3
405 Psychology of Communication3	310 Ind. Psychology3
	15		16





The Division of LIBERAL ARTS and SCIENCES

The Division of Liberal Arts and Sciences is the essential core of the College. While other Divisions largely direct their work toward specific groups within the student body, the Division of Liberal Arts and Sciences is concerned with all students. In contrast with those Divisions that are essentially vocational, technical, or professional in their orientation, Liberal Arts and Sciences is primarily concerned with knowledge as a liberating force in the lives of all human beings. Within its disciplines, knowledge is investigated as the sum of the human endeavor to understand the nature of man and the universe; as an essential agent in the attempt to develop both man and the universe to their full potential; and as the goal in a never-ending effort to extend its limits.

To make its work more effective, the Division must also be concerned with the application of its appropriate bodies of knowledge to specific pursuits, and to the development of competencies in those students who wish to make arts or sciences the basis of their life work. Since Missouri Western State is an open-door college with especially close ties to the community, certain obligations must be assumed by the Division. It must both demand the right and demonstrate the willingness to provide appropriate opportunities for growth to those who are not only able to benefit from its offerings but also willing to accept the self-discipline required for progress; it must also act as a catalyst in the cultural life of the community.

In all its activities, the Division must strive, and lead others to strive, for academic excellence.

department of **BIOLOGY**

Biology students study all forms of life at the molecular as well as the organismal and population levels of complexity. These students work in new laboratories using modern tools and techniques, and in the department's wilderness area studying life in its natural environment. Independent study and special problems are offered for advanced students.

The biology curriculum consists of core courses which are taken by all biology majors regardless of specialization, followed by biology electives in specific areas. These core courses are designed to give students a rigorous and sophisticated introduction to the principles of all important areas of modern biology.

BACHELOR OF ARTS

(Requires 12 credit hours in a foreign language)

Major in Natural Science (Biology Emphasis)

Courses in Biology must total 27 credit hours. The following specific courses are required: Biology 111, 112, 310, 312, 412, plus 12 additional credit hours selected from Biology courses numbered 300 or higher; Chemistry 111, 120, 310, 311, 312, 313, 370; Physics 101, or 110, Mathematics 107.

Major in Biology

Courses in Biology must total 36 credit hours. The following specific courses are required: Biology 111, 112, 309, 310, 311, 312, 411, 412, plus 10 additional credit hours selected from Biology courses numbered 300 or higher, of which a minimum of 3 credit hours must be in plant science; Chemistry 111, 301, 370; Mathematics 105 and 201; Physics 110.

BACHELOR OF SCIENCE

Major in Biology

Courses in Biology must total 40 credit hours. The following specific courses are required: Biology 111, 112, 309, 310, 311, 312, 411, 412, plus 14 additional credit hours selected from Biology courses numbered 300 or higher, of which a minimum of 3 credit hours must be in plant science; Chemistry 111, 301, 370; Mathematics 105 and 201; Physics 101 or 110.

BACHELOR OF SCIENCE IN EDUCATION

Major in Biology

Courses in Biology must total 36 credit hours. The following specific courses are required: Biology 111, 112, 309, 310, 311, 312, 380, 411, 412, plus 7 additional credit hours selected from Biology courses numbered 300 or higher, of which a minimum of 3 credit hours must be in plant science; Chemistry 111, 301, 370; Mathematics 105 and 201; Physics 101 or 110.

Minor in Biology

A minor in Biology consists of 20 credit hours in Biology, including Biology 111 and 112 plus electives selected from Biology courses numbered 300 or higher.

BIOLOGY

BIO101 Principles of Biology (5) i, ii, iii

Principles of living phenomena; meets the general education biological science requirement. Will substitute for Biology 111 for a student who earns a grade of "C" or better and subsequently majors in biology. 4 hours lecture, 2 hours lab.

BIO111 General Biology (3) i,

Phenomena associated with living organisms; primarily for biology majors. 2 hours lectures, 3 hours lab.

BIO112 General Biology (3) ii

Continuation of Biology 111, 2 hours lecture, 3 hours lab.

BIO250 Anatomy and Physiology (5) i, ii, iii

Concepts of human function and structure and relationship of these concepts to cells, tissues, organs, and systems. 4 hrs. lecture, 2 hrs. lab.
Prerequisite: Biology 101 or consent of instructor. (Student must furnish required dissecting kit and probe.)

BIO251 Medical & Public Health Microbiology (4) ii

Introductory concepts of microorganisms; their characteristics, relationships to disease, means of transmission, and methods of control. 3 hours lecture, 3 hours lab.

BIO252 Basic Nutrition (3) i

The science of human nutrition and its importance in the maintenance of health; translation of the basic principles of nutrition to the needs of individuals.

BIO305 Human Ecology (3) i, ii, iii

Man and his environment: ecological principles, population, pollution, resources.
Prerequisite: Biology 101.

BIO309 Environmental Biology (3) i

Basic concepts and field techniques used in studying the relationships of organisms to their environment. 2 hours lecture, 3 hours lab.
Prerequisite: Biology 111 or 112 or consent of the instructor.

BIO310 Cellular Biology (4) ii

Molecular cell structure with relationship to such cell functions as transport, chemical transformations, growth, and reproduction. 3 hours lecture, 2 hours lab.
Prerequisite: Biology 111 or 112.

BIO311 Structural and Functional Biology (4) ii

Structure and function of plants and animals, their inter-relationships. 3 hours lecture, 2 hours lab.
Prerequisite: Biology 111 or 112.

BIO312 Genetic Biology (4) i

Hereditary and adaptive principles as applied to plants and animals. 3 hours lecture, 3 hours lab.
Prerequisite: Biology 111 or 112.

BIO350 Plant Systematics (3) i

Identification, characteristics and importance of seed plants. Study of classification, techniques and literature of taxonomy. A plant collection and field trips will be required. 2 hours lecture, 2 hours lab.
Prerequisite: Biology 111 or 112.

BIO380 Science Teaching: Materials and Methods (3) ii

Curricula, evaluation, laboratory equipment, supplies and techniques.
Prerequisite: 20 hours of science, or consent of instructor.

BIO399 Microbiology (5) i

Identification, characteristics and importance of common forms of microorganisms; their application to the needs of man, infectious diseases and immunity, microbiology of air, water, foods, and their uses in industrial and scientific

processes. 3 hours lecture, 4 hours lab.

Prerequisite: Biology 111 or 112 and Biology 310 or consent of instructor.

BIO405 Plant Morphology: Nonvascular Plants (3) i (odd numbered years)

Structure, development, and relationships of the algae, fungi and the bryophytes. 2 hours lecture, 2 hours lab.
Prerequisite: Biology 111 or 112.

BIO406 Plant Morphology: Vascular Plants (3) ii (even numbered years)

Structure, development and relationships of the vascular plants. 2 hours lecture, 2 hours lab.
Prerequisite: Biology 111 or 112.

BIO411 Developmental Biology (4) ii

Plant and animal development; formation of organs and organ systems. 3 hours lecture, 3 hours lab.
Prerequisite: Biology 111 or 112.

BIO412 Seminar in Biology (1) i, ii

Individual reports and group discussion on problems and current research in biology. May be repeated for a maximum total of 2 credit hours. Biology majors are expected to attend during the Junior and Senior years whether or not they are enrolled for credit.
Prerequisite: Consent of instructor.

BIO415 Invertebrate Zoology (3) i (even numbered years)

Comparative anatomy and biological principles of the invertebrates. 2 hours lecture, 2 hours lab.
Prerequisite: Biology 111 or 112.

BIO416 Vertebrate Zoology (3) ii (odd numbered years)

Principles and evolution of vertebrate structure and function. 2 hours lecture, 2 hours lab.
Prerequisite: Biology 111 or 112.

BIO420 Biology Practicum (1) i, ii, iii

Supervised experience in the development and use of laboratory materials for biology classes. Student will serve as a resource person in beginning biology laboratories.
Prerequisite: Consent of instructor.

BIO450 Independent Study in Biology (1-5) i, ii, iii

Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation. (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.

BIO470 Literature of Biology (2) ii

Research in major journals and other literature in the area of biology. For biology majors.
Prerequisite: Consent of instructor.

BIO499 Special Problems in Biology (1-5) i, ii, iii

Research problems in biology.
Prerequisite: Consent of instructor.

**SAMPLE PROGRAM
B.S. Biology**

Fall Semester		Spring Semester	
111 or 112 General Biology	.3	112 or 111 General Biology	.3
104 English Composition	.3	108 English Composition	.3
105 College Algebra	.3	Communications elective	.3
111 General Chemistry	.5	101 or 110 Physics	.5
P.E.	.1	P.E.	.1
	15		15
Sophomore Year			
211 Environmental Biology	.3	212 Cellular Biology	.4
American History or		201 Elementary Statistics	.3
American Government	.3	Social Science elective	.3
Social Science elective	.3	Humanities elective	.3
301 Organic Chemistry	.4	P.E.	.1
Humanities elective	.3		
P.E.	.1		14
	17		
Junior Year			
370 Biochemistry	.4	311 Structural & Functional	.4
350 Plant Systematics or Plant Morphology	.3	Biology	
312 Genetic Biology	.4	Humanities elective	.3
Social Science elective	.3	Biology electives	5-6
Humanities elective	.3	Elective	.3
	17		15-16
Senior Year			
Biology elective	.12	411 Developmental Biology	.4
Electives	.3	Biology elective	.3
	15	412 Seminar in Biology	.1
		Electives	.6
			14

**SAMPLE PROGRAM
B.A. Natural Science
(Biology Emphasis)**

Fall Semester		Spring Semester	
111 or 112 General Biology	.3	112 or 111 General Biology	.3
104 English Composition	.3	108 English Composition	.3
102 Foreign language	.3	112 Foreign language	.3
111 General Chemistry	.5	120 General Chemistry	.5
P.E.	.1	P.E.	.1
	15		15
Sophomore Year			
312 Genetic Biology	.4	212 Cellular Biology	.3
310-311 Organic Chemistry	.5	312-313 Organic Chemistry	.5
202 Foreign language	.3	212 Foreign language	.3
Communications elective	.3	Social Science elective	.3
P.E.	.1	P.E.	.1
	16		15
Junior Year			
Biology elective	.4	Biology elective	.4
110 Physics	.5	111 Physics	.3
105 College Algebra	.3	106 Trigonometry	.3
Social Science elective	.3	Social Science elective	.3
470 Literature of Biology	.2	Humanities elective	.3
	17		16
Senior Year			
107 Calculus	.5	412 Seminar in Biology	.1
Humanities elective	.3	Humanities elective	.3
370 Biochemistry	.4	Biology electives	.8
350 Plant Systematics or Plant Morphology	.3	Electives	.3
	15		15

**SAMPLE PROGRAM
B.S. in Education
Major in Biology**

Fall Semester		Spring Semester	
111 or 112 General Biology	.3	112 or 111 General Biology	.3
104 English Composition	.3	108 English Composition	.3
105 College Algebra	.3	Communications elective	.3
111 Chemistry	.5	101 or 110 Physics	.5
P.E.	.1	P.E.	.1
	15		15
Sophomore Year			
211 Environmental Biology	.3	112 Cellular Biology	.4
301 Organic Chemistry	.4	Social Science elective	.3
201 Statistics	.3	202 Participation in Teaching I	.3
Social Science elective	.3	Humanities elective	.3
P.E.	.1	Free elective	.3
	14	P.E.	.1
	17		17
Junior Year			
312 Genetic Biology	.4	380 Materials and Methods of Teaching Science	.3
370 Biochemistry	.4	311 Structural and Functional Biology	.4
Social Science elective	.3	411 Developmental Biology	.4
303 Psychology in Teaching I	.3	303 Experience in Teaching II	.3
350 Plant Systematics or		412 Seminar in Biology	.1
405 Plant Morphology	.3		
	17		15
Senior Year			
Elective in Education	.2	404 Foundations in Education	.3
Humanities elective	.6	409 Student Teaching III	.9
Biology electives	.8	304 Psychology in Teaching II	.2
	16		14

**SAMPLE PROGRAM
B. A. Biology**

Fall Semester		Spring Semester	
111 or 112 General Biology	.3	112 or 111 General Biology	.3
104 English Composition	.3	100 English Composition	.3
102 Foreign Language	.3	112 Foreign Language	.3
105 College Algebra	.3	111 General Chemistry	.5
P.E.	.1	P.E.	.1
	13		15
Sophomore Year			
211 Environmental Biology	.3	212 Cellular Biology	.4
202 Foreign Language	.3	212 Foreign Language	.3
Communications elective	.3	101 or 110 Physics	.5
American History or American Government	.3	Social Science elective	.3
201 Statistics	.3	P.E.	.1
P.E.	.1		
	16		16
Junior Year			
312 Genetic Biology	.4	311 Structural and Functional Biology	.4
301 Organic Chemistry	.4	Humanities elective	.3
Social Science elective	.3	Biology elective	.6
Humanities elective	.3	Social Science elective	.3
350 Plant Systematics or			
405 Plant Morphology	.3		16
	17		
Senior Year			
370 Biochemistry	.4	411 Developmental Biology	.4
Biology electives	.4	412 Seminar in Biology	.1
Humanities electives	.3	Electives	.10
Electives	.6		
	17		15

department of **CHEMISTRY**

The Department of Chemistry deals with a core of knowledge that is essential to much of the scientific experimentation that influences our daily lives in the modern world. From atomic theories to basic chemical structures, the prospective chemist studies that material which forms a basis for important work in engineering, pharmacy, medicine, medical technology, dentistry, and research chemistry.

The Department also assists in the preparation of prospective science teachers. These students, as well as those who study chemistry as a part of their basic education, work in new facilities fully equipped for investigating contemporary chemistry topics in both classroom and laboratory.

BACHELOR OF ARTS

(Requires 12 credit hours in a foreign language)

Major in Chemistry

Courses in Chemistry must total 35 credit hours. The following specific courses are required: Chemistry 111, 120, 310, 311, 312, 313, 321, 431, 432, 495, plus an additional 5 credit hours from Chemistry courses numbered 300 or higher; Mathematics 107, 108, 209; Physics 110; German 102, 112, 202, 212.

Major in Natural Science (Chemistry Emphasis)

Courses in Chemistry must total 27 credit hours. The following specific courses are required: Chemistry 111, 120, 310, 311, 370, plus an additional 9 credit hours from Chemistry courses numbered 300 or higher; Biology 111, 112, 310, 312, plus an additional 4 credit hours selected from Biology courses numbered 300 or higher; Mathematics 107; Physics 110.

BACHELOR OF SCIENCE

Major in Chemistry

Courses in Chemistry must total 42 credit hours. The following specific courses are required: Chemistry 111, 120, 310, 311, 312, 313, 321, 326, 341, 431, 432, 433, 434, 495; Mathematics 107, 108, 209; Physics 210, 211, 212; German 102, 112.

Major in Medical Technology

Courses in the Sciences and Mathematics must total 52 credit hours; courses in Medical Technology must total 30 credit hours. The following specific courses are required: Chemistry 105, 111, 120, 301 or 310 and 311, 321, 326, 370; Biology 111, 112, 311, 399, plus 4 credit hours selected from Biology courses numbered 300 or higher; Mathematics 105; Physics 101; Medical Technology 451, 452, 453.

BACHELOR OF SCIENCE IN EDUCATION

Major in Chemistry

Courses in Chemistry must total 32 credit hours. The following specific courses are required: Chemistry 111, 120, 310, 311, 321, 431, 432, 465, 495, plus an additional 5 credit hours from Chemistry courses 300 or higher; Mathematics 107, 108, 209; Physics 110, 111.

CHEMISTRY

(Student must furnish required laboratory apron and safety glasses in laboratory courses. A \$2.00 refundable laboratory deposit is also required.)

- CHE101** **Introductory Chemistry (5) i, ii, iii**
Chemistry for Arts and Science students; meets the minimum physical science requirement. Credit reduced to two hours if student takes Chemistry 111 for credit. 3 hrs. lecture, 1 hr. discussion, 2 hrs. lab.
- CHE111** **General Chemistry I (5) i, ii**
Basic concepts of chemistry; atomic theory and periodic system, chemical calculations, oxidation-reduction, states of matter, theory of chemical bonding, atomic structures. 3 hrs. lecture, 1 hr. discussion, 3 hrs. lab.
Prerequisite: 2 units algebra. High school chemistry is also recommended.
- CHE120** **General Chemistry II (5) i, ii**
Continuation of Chemistry 111; thermochemistry, equilibrium, electro-chemistry, radio-chemistry, coordination chemistry and a survey of the main group elements and their compounds. Laboratory includes the topics above along with the separation and identification of some of the more common anions and cations by qualitative analysis. 3 hours lecture, 6 hours laboratory.
Prerequisite: Chemistry 111 with a grade of C or better.
- CHE301** **Survey of Organic Chemistry (4) ii**
Aliphatic and aromatic series; their relation to life processes. 3 hours lecture, 3 hours lab.
Prerequisite: Chemistry 111 with a grade of C or better.
- CHE310** **Organic Chemistry I (3) i**
Methods of synthesis of organic compounds, reaction paths, chemical bonding and geometry of organic molecules; aliphatic and aromatic compounds studied concurrently. If Chemistry 215 or equivalent has been completed previously, course carries only 1 hour of credit. 3 hrs. lecture.
Prerequisite: Chemistry 120 with a grade of C or better.
- CHE311** **Organic Chemistry Laboratory I (2) i**
Laboratory course to accompany Chemistry 310. 6 hrs. lab.
Prerequisite: Chemistry 310 concurrently.
- CHE312** **Organic Chemistry II (3) ii**
Continuation of Chemistry 310. 3 hrs. lecture.
Prerequisite: Chemistry 310 with a grade of C or better.
- CHE313** **Organic Chemistry Laboratory II (2) ii**
Laboratory course to accompany Chemistry 312. 6 hrs. lab.
Prerequisite: Chemistry 312 concurrently.
- CHE321** **Quantitative Analysis (4) i**
Analytical chemistry; gravimetric, volumetric, colorimetric, and electro-analytical determinations. The instrumental approach to analysis is emphasized. 2 hrs. lecture, 6 hrs. lab.
Prerequisite: Chemistry 120 with a grade of C or better.
- CHE326** **Instrumental Analysis (4) ii**
Theories and methods in modern instrumental analysis. 2 hrs. lecture, 6 hrs. lab.
Prerequisite: Chemistry 321, with a grade of C or better.
- CHE341** **Advanced Inorganic Chemistry (3) i (even numbered years)**
Modern concepts of inorganic chemistry, encompassing chemical bonding theories, acid-base theories, mechanisms of inorganic chemistry, symmetry in molecules, inorganic thermodynamics and atomic and molecular structure. 3 hrs. lecture.
Prerequisite: Chemistry 111, 120, with a grade of C or better.
- CHE370** **Biochemistry (4) i**
Chemistry of biological compounds, metabolism, and biochemical genetics. 3 hours lecture, 3 hours lab.
Prerequisite: Chemistry 111, and 301 or 310 with a grade of C or better.
- CHE431** **Physical Chemistry I (3) i**
Thermodynamics, properties of solutions, phase equilibria, chemical equilibrium and conductivity. 3 hours lecture.
Prerequisites: Chemistry 311, 321 with a grade of C or better; Physics 201; Math 209 (Math 209 may be taken concurrently).
- CHE432** **Physical Chemistry Laboratory I (2) i**
Laboratory course to accompany Chemistry 431. 6 hours lab.
Prerequisite: Concurrent enrollment in Chemistry 431.
- CHE433** **Physical Chemistry II (3) ii**
A continuation of Chemistry 431: Electrochemistry, chemical kinetics, absorption and emission spectroscopy and introduction to quantum chemistry. 3 hours lecture.
Prerequisite: Chemistry 431 with a grade of C or better.
- CHE434** **Physical Chemistry Laboratory II (2) ii**
Laboratory course to accompany Chemistry 433. 6 hours lab.
Prerequisite: Concurrent enrollment in Chemistry 433.
- CHE450** **Independent Study in Chemistry (1-5) i, ii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.
- CHE465** **Chemistry Teaching: Methods and Techniques (2) ii**
Modern techniques in teaching high school chemistry; use of audio-visual equipment, project approach, lesson planning and difficulties in chemistry instruction at the secondary level.
Prerequisite: Senior standing.
- CHE490** **Research in Chemistry (0-3) i, ii**
Original research on problems in various fields of chemistry. Hours arranged.
Prerequisite: Consent of Department Chairman.
- CHE495** **Seminar in Chemistry (1) i**
Individual reports and group discussion on modern topics in chemistry.
Prerequisite: Senior standing or consent of instructor.

MEDICAL TECHNOLOGY

- MTE105** **Introduction to Health Science (1) i (odd numbered years)**
A survey of the various health fields; job descriptions, employment opportunities, educational requirements, personal qualifications. 1 hour lecture.

Full internship program, including Medical Technology 451, 452, and 453, is of twelve months duration in a hospital affiliated with Missouri Western State College and approved by the American Society of Clinical Pathologists.

- MTE451** **Medical Technology Internship (12) i, ii, iii**
Practical training and theoretical instruction in all phases of medical laboratory work; microbiology, basal metabolism, blood banking, chemistry, cytology, hematology, histology, serology, and urinalysis.
Prerequisite: Completion of 94 hours course work as required for award of B.S. degree in Medical Technology.

MTE 452 Medical Technology Internship (12) i, ii, iii
Continuation of Course 451.
Prerequisite: Medical Technology 451.

MTE453 Medical Technology Internship (6) i, ii, iii
Continuation of Course 452.
Prerequisite: Medical Technology 452.

SAMPLE PROGRAM
Bachelor of Science in Education Degree
Major in Chemistry
Freshman Year

Fall Semester		Spring Semester	
111 General Chemistry I	.5	120 General Chemistry II	.5
107 Calculus I	.5	108 Calculus II	.5
104 English Composition	.3	108 English Composition	.3
140 American History	.3	101 General Psychology	.3
16		16	
Sophomore Year			
321 Quantitative Analysis	.4	326 Instrumental Analysis	.4
209 Calculus III	.5	205 Humanities II	.3
104 Oral Communications	.3	Humanities Elective	.3
101 Concepts of Physical Activity	.1	Social Science Elective	.3
203 Humanities I	.3	Physical Activity	.1
16		202 Participation in Teaching I	.3
17			
Junior Year			
310 Organic Chemistry I	.3	111 College Physics II	.3
311 Organic Chemistry Lab I	.2	465 Chemistry Teaching: Methods	.2
341 Advanced Inorganic Chem.	.3	Social Science Elective	.3
110 College Physics I	.5	Physical Activity	.1
Physical Activity	.1	303 Experience in Teaching II	.3
Free Elective	.3	304 Psychology in Teaching (Comp. I)	.2
17		14	
Senior Year			
431 Physical Chemistry I	.3	404 Foundations in Education	.3
432 Physical Chemistry Lab I	.2	409 Student Teaching III	.9
495 Seminar in Chemistry	.1	304 Psychology in Teaching (Comp. II)	.2
Free Elective	.8		
14		14	

SAMPLE PROGRAM
Bachelor of Arts in Natural Science Degree
Chemistry Emphasis
Freshman Year

Fall Semester		Spring Semester	
111 General Chemistry I	.5	120 General Chemistry II	.5
107 Calculus I	.5	112 General Biology II	.3
111 General Biology I	.3	140 American History	.3
104 English Composition	.3	108 English Composition	.3
16		101 Concepts of Physical Activity	.1
15			
Sophomore Year			
310 Organic Chemistry I	.3	312 Organic Chemistry II	.3
311 Organic Chemistry Lab I	.2	313 Organic Chemistry Lab II	.2
312 Genetic Biology	.4	311 Structural and Functional Biology	.4
102 Elementary German I	.3	112 Elementary German II	.3
Social Science Elective	.3	101 General Psychology	.3
Physical Activity	.1	Physical Activity	.1
16		16	
Junior Year			
370 Biochemistry	.4	111 College Physics	.3
110 College Physics I	.5	German Elective	.3
202 Intermediate German	.3	203 Humanities I	.3
104 Oral Communications	.3	212 Cellular Biology	.4
Physical Activity	.1	Social Science Elective	.3
16		15	
Senior Year			
321 Quantitative Analysis	.4	Humanities Elective	.3
205 Humanities II	.3	Free Elective	.10
Free Elective	.9		
16		13	

SAMPLE PROGRAM
Bachelor of Arts Degree
Major in Chemistry
Freshman Year

Fall Semester		Spring Semester	
111 General Chemistry I	.5	120 General Chemistry II	.5
107 Calculus I	.5	108 Calculus II	.5
104 English Composition	.3	108 English Composition	.3
140 American History	.3	101 General Psychology	.3
16		16	
Sophomore Year			
310 Organic Chemistry I	.3	312 Organic Chemistry II	.3
311 Organic Chemistry Lab I	.2	313 Organic Chemistry Lab II	.2
209 Calculus III	.5	112 Elementary German II	.3
102 Elementary German I	.3	104 Oral Communications	.3
Social Science Elective	.3	101 Physical Education Concepts	.1
16		Free Elective	.3
15			
Junior Year			
321 Quantitative Analysis	.4	German Elective	.3
202 Intermediate German	.3	111 College Physics II	.3
203 Humanities I	.3	326 Instrumental Analysis	.4
110 College Physics I	.5	205 Humanities II	.3
Physical Activity	.1	Free Elective	.3
16		16	
Senior Year			
431 Physical Chemistry I	.3	Humanities Elective	.3
432 Physical Chemistry Lab II	.2	Free Elective	.11
495 Seminar in Chemistry	.1		
370 Biochemistry	.4		
Social Science Elective	.3		
Physical Activity	.2		
15			

Sample Program
Bachelor of Science Degree
Major in Chemistry
Freshman Year

Fall Semester		Spring Semester	
111 General Chemistry I	.5	120 General Chemistry II	.5
107 Calculus I	.5	108 Calculus II	.5
104 English Composition	.3	108 English Composition	.3
140 American History	.3	101 General Psychology	.3
16		16	
Sophomore Year			
321 Quantitative Analysis	.4	326 Instrumental Analysis	.4
209 Calculus III	.5	210 University Physics I	.5
102 Elementary German I	.3	112 Elementary German II	.3
104 Oral Communications	.3	Social Science Elective	.3
101 Concepts of Physical Activity	.1	Physical Activity	.1
16		16	
Junior Year			
310 Organic Chemistry I	.3	312 Organic Chemistry II	.3
311 Organic Chemistry Lab I	.2	313 Organic Chemistry Lab II	.2
341 Advanced Inorganic Chemistry	.3	212 University Physics III	.3
211 University Physics II	.4	188 Fortran Language	.3
Social Science Elective	.3	210 Approaches to Literature	.3
Physical Activity	.1	Physical Activity	.1
16		15	
Senior Year			
431 Physical Chemistry I	.3	Free Elective	.5
432 Physical Chemistry Lab I	.2	433 Physical Chemistry II	.3
495 Seminar in Chemistry	.1	434 Physical Chemistry Lab II	.2
Free Elective	.6	490 Research in Chemistry	.3
370 Biochemistry	.4		
16		13	

**Sample Program
Bachelor of Science Degree
Major in Medical Technology**

Fall Semester		Spring Semester	
111 General Chemistry I	5	120 General Chemistry II	5
111 General Biology I	3	112 General Biology II	3
104 English Composition	3	108 English Composition	3
140 American History	3	105 College Algebra	3
101 Concepts of Physical Activity	1	Physical Activity	1
	<hr/> 15		<hr/> 15
Sophomore Year			
321 Quantitative Analysis	4	301 Survey of Organic Chemistry	4
105 Introduction to the Health Sciences	1	311 Structural and Functional Biology	4
312 Genetic Biology	4	101 Concepts and Principles of Physics	4
110 General Sociology	3	101 General Psychology	3
104 Oral Communications	3	Physical Activity	1
Physical Activity	1		
	<hr/> 16		<hr/> 16
Junior Year			
370 Biochemistry	4	326 Instrumental Analysis	4
399 Microbiology	5	205 Humanities II	3
110 Modern Civilization	3	Humanities Elective	3
203 Humanities I	3	Social Science Elective	3
	<hr/> 15	Free Elective	4
			<hr/> 17
Senior Year			
451 Medical Technology Internship I	12		
452 Medical Technology Internship II	12		
453 Medical Technology Internship III	6		
		Taken at an affiliated hospital	

*department of ENGLISH
and MODERN LANGUAGES*

The Department of English and Modern Languages is organized to meet the needs of all students. Through its participation in the general studies program, the Department offers work in composition, basic literary study, and language; through the Developmental Reading and Writing Laboratory, it provides opportunities for improvement in basic skills and habits of study. Major and minor sequences may include work in literature, writing, and language. In its endeavors, the Department works toward a fourfold goal: the improvement of writing; the development of skill in organizing and expressing ideas and in the interpretations of ideas expressed by others; the development and refinement of habits of critical and perceptive reading; and the increase of language awareness and precision. In all its pursuits, the Department works toward the general end of encouraging the student to grow in self-knowledge and the knowledge of others through its emphasis on the humane and liberal characteristics of its offerings.



BACHELOR OF ARTS

(Requires 12 credit hours in a foreign language)

Major in English

In addition to at least 9 credit hours of English included in the general studies program, a minimum of 33 credit hours of course work in English must be completed. The following specific courses are required: English 224, 332 or 434, 310 or 312 plus an additional 3 hour course in English literature; 360 or 362 plus an additional 3 hour course in American literature; English 368 and 486. An additional 9 credit hours must be selected from English courses numbered above 300. The student and his adviser must plan a program that includes some work beyond that encountered in basic survey courses in fiction, drama, and poetry, and at least one course providing a major emphasis in each of the following periods: pre-eighteenth century, eighteenth century, nineteenth century, and twentieth century. Although appropriate English-Education courses may be presented as part of a degree program, they may not be used to fulfill the requirements listed above.

Minor in English

In addition to at least 9 hours of English from the general studies program, a minimum of 21 credit hours of English must be completed. Specific requirements are 224; 310 or 312, plus an additional course in English literature; 360 or 362, plus an additional course in American literature; 368, and 3 hours elected from courses numbered above 300 (excluding courses in English-Education).

Minor in Journalism

Courses must include 18 hours in journalism. Students interested in pursuing a minor toward admission to a school of journalism should be advised early. Generally, a strong background in liberal arts and sciences is recommended, but some courses may be more important than others.

Major in French, German, or Spanish

The major in French, German, or Spanish requires 30 hours of course work in one language with at least 6 hours in courses numbered 400 or above.

Minor in French, German, or Spanish

Eighteen credit hours in one language constitutes a minor.

BACHELOR OF SCIENCE IN EDUCATION

Major in English

In addition to general studies requirements, a minimum of 32 hours of course work must be completed. The following specific courses are required: English 224, 234 or 434, 310 or 312, plus an additional course in English literature; 360 or 362 plus an additional course in American literature. English 368, 400, 465, 486; Education 311; Theatre 218. An additional 3 credit hours must be selected from English courses numbered above 300. Courses should be selected so that the student's program includes work in each of the major genres and significant selections from major literary periods.

Minor in English

Since the bachelor of science minor is specifically offered for the purpose of preparing the student for a second teaching field, it is structured to meet certification requirements and basic needs of teachers of English in grades seven through twelve. In addition to general studies courses, the following specific courses are required: 224; 6 hours of English literature, including 310 or 312; 6 hours of American literature, including 360 or 362; 400; 234 or 434; and Education 311. The minor must total 24 hours.

Major in French, German, or Spanish

At least 30 hours must be completed in foreign languages with a minimum of 24 hours in one language. At least 6 hours of the requirement must be secured in 400 level courses in the student's specialization.

A second teaching area is strongly recommended. (A student can be certified to teach a second language in K-9 with 18 hours in the second language. Certification to teach a second language in K-12 requires 24 hours in the second language.)

ENGLISH COMPOSITION AND LANGUAGE

- ENG100 Basic Written Communication Skills (3) i, ii**
Instruction in reading and writing open to any student, but mandatory as first course for students scoring below 14 on ACT English test. Does not fulfill the English Composition requirement for a baccalaureate degree.
- ENG104 Composition and Rhetoric I (3) i, ii, iii**
Instruction and practice in reading and writing, with emphasis given to expository prose.
- ENG108 Composition and Rhetoric II (3) i, ii, iii**
Instruction in reading various literary genres and continued practice in writing.
Prerequisite: English 104.
- ENG112 Honors Composition and Rhetoric (3) i**
An enriched course open to students with ACT English scores above 24. This course fulfills the English communications requirement for regularly enrolled students.
- ENG224 Advanced Composition and Literature (3) i, ii**
Required for English majors and minors, this course offers systematic instruction in writing about literature.
Prerequisite: English 108 or 112.
- ENG338 Creative Writing (3) i**
Intensive practice in writing poetry, fiction, or drama, in accordance with the interests of the student. May be repeated for a maximum total of 6 credit hours.
Prerequisite: English 108 or 112.
- ENG332 History of the English Language (3) ii**
Growth and structure of the English language.
Prerequisite: Sophomore standing.
- ENG434 Introduction to Linguistics (3) ii**
An introduction to the study of the structure of language.
Prerequisite: English 108 or 112.

ENGLISH EDUCATION

English Education courses may not be used to fulfill any requirement for the Bachelor of Arts degree with a major in English.

- ENG234 Modern English Grammar (3) i**
A systematic study of traditional, structural, and transformational grammar. Designed to meet the needs of the elementary and secondary teacher.
Prerequisite: English 108 or 112.
- ENG300 Children's Literature (3) i, ii, iii**
Children's books; the use of literature with children. Does not fulfill any requirement for the major in English.
Prerequisite: English 108 or 112.
- ENG400 Literature for Adolescents (3) ii**
Contemporary and traditional materials suitable for middle and secondary schools; standards of evaluation; listings and reliable reviews of appropriate books.
Prerequisite: Junior standing.
- ENG465 English Teaching: Methods and Materials (2) i**
Techniques, materials, and resources used in the English curriculum in the secondary schools.
Prerequisite: Junior standing.

ENGLISH LITERATURE

- ENG210 Approaches to Literature (3) i, ii, iii**
A general studies course providing practice in reading poetry, prose fiction, and drama. Various thematic approaches may be offered. Primarily for the non-English major.
Prerequisite: English 108 or 112, or consent of instructor.
- ENG220 Classical Backgrounds for Literature (3) i, ii**
Interdisciplinary in content, this course attempts to help the student establish a foundation for a meaningful study of English literature. Recommended for majors but open to all students.
Prerequisite: English 108 or 112, or consent of instructor.
- ENG248 Visual Literature (3) ii (odd numbered years)**
Comparative study of themes and ideas as embodied in a variety of media, including cinema.
Prerequisite: English 108 or 112.
- ENG250 Afro American Literature and Thought (3) i (even numbered years)**
Study of writings by Americans of African descent.
- ENG310 English Literature (3) i, iii**
Beowulf to 1785.
Prerequisite: English 108 or 112.
- ENG312 English Literature (3) ii, iii**
A continuation of English 310; 1785 to 1930.
Prerequisite: English 108 or 112.
- ENG 360 American Literature to 1865 (3) i, iii**
American literature from Bradford to Lincoln.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG362 American Literature since 1865 (3) ii, iii**
American literature from Whitman to the present.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG368 Shakespeare (3) i**
Shakespearean drama and poetry.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG372 Seventeenth Century English Literature (3) ii (odd numbered years)**
Poetry and prose of the seventeenth century.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG374 Eighteenth Century English Literature (3) ii (even numbered years)**
The major literary movements and writers of the eighteenth century.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG380 Romantic Poetry and Prose (3) i (even numbered years)**
Reading and criticism of representative works of the period.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG382 Victorian Literature (3) i (odd numbered years)**
Reading and criticism of the works of major poets and prose writers of the period.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG390 Modern European Literature (3) i (even numbered years)**
Study of translations of major works in various genres.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG420 The American Short Story (3) ii (even numbered years)**
Representative selections.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG422 The American Novel (3) ii (odd numbered years)**
A study of selected works of the Nineteenth and Twentieth Centuries.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG426 Contemporary Poetry (3) i (odd numbered years)**
Poetry from 1945 to the present.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG450 Independent Study in English (1-5) i, ii, iii**
Independent research on a topic or problem which the student wishes to pursue in depth.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.
- ENG468 The English Novel: Defoe to Austen (3) i (odd numbered years)**
The beginnings of the English Novel in the eighteenth century, its history as a major literary genre and its development into various modes from Defoe to Austen.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG470 The English Novel: Scott to the Present (3) i (even numbered years)**
Traces the development of the English novel from the Romantic period, through the Victorian Age, and to the present.
Prerequisite: English 210 or 220, or consent of instructor.

- ENG478 Modern Drama (3) ii (odd numbered years)**
Ibsen to the present.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG482 Chaucer (3) i (odd numbered years)**
Chaucer's works and the social background of the England of his day.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG484 Milton (3) ii (even numbered years)**
Life, period, and representative works of Milton.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG486 Theory and Practice of Criticism (3) ii**
History of criticism, and practice in the application of theory.
Prerequisite: English 210 or 220, or consent of instructor.
- ENG488 Seminar in English (1-4) i, ii**
Study of selected topics or problems in English. Open to advanced juniors or seniors with the consent of the instructor and department chairman.

JOURNALISM

- JOU118 Principles of Journalism and Mass Media (3) i**
A general introduction to the historical evolution of modern communications media with an emphasis on the distinguishing features of the newspaper, magazine, radio, and television, and their interrelated roles in today's society.
- JOU120 News Writing I (3) ii**
Introduction and practice in the application of professional news writing principles to straight news reporting, featured news reporting, features, and advertising, designing and composition.
Prerequisite: Journalism 118 and English 108 or 112. (Required English courses may be taken concurrently.)
- JOU126 Journalism Laboratory—Newspaper Production (2) i, ii**
Supervised experience in the production of the campus newspaper.
Prerequisite: Concurrent or previous enrollment in a journalism class, or the permission of the instructor.
- JOU127 Journalism Laboratory—Yearbook Production (2) i, ii**
Supervised instruction in the production of the campus yearbook. (Laboratory courses may be repeated for a maximum of 6 credit hours.)
- JOU222 News Writing II (3) i**
Instruction and practice in the application of professional news writing principles to interpretative and in-depth reporting, with an emphasis on editorial and column writing.
Prerequisite: Journalism 120
- JOU224 News Editing (3) ii**
Introduction to newspaper production management; intensive practice in copyreading, editing, headline writing, and page make-up.
Prerequisite: Journalism 222.

MODERN LANGUAGES

A student with extensive background in a language is encouraged to petition for a test-out. Two years of high school study in a language should provide background for testing out of the first semester course, and three to four years of study should enable the student to test out of the second basic course.

FRENCH

- FRE102 Elementary French I (3) i**
Basic structural patterns of the language and essential grammar; development of active proficiencies and comprehension of grammatical concepts. 3 hours lecture, 2 hours lab.
- FRE112 Elementary French II (3) ii**
Continuation of French 102. 3 hours lecture, 2 hours lab.
Prerequisite: French 102 or equivalent.
- FRE202 Intermediate French (3) i**
Continuation of French 112; completion of essential grammar. 3 hours lecture, 2 hours lab.
Prerequisite: French 112 or equivalent.
- FRE212 French Conversation and Composition (3) ii**
Refinement of writing and speaking skills through review of structural patterns, mastery of idiomatic usages and study of vocabulary distinctions. 3 hours lecture, 2 hours lab.
Prerequisite: French 202 or equivalent.
- FRE315 French Reading and Conversation (3) i (even numbered years)**
Short contemporary French masterpieces. 3 hours lecture, 1 hour lab.
Prerequisite: French 212 or equivalent.
- FRE319 Advanced French Conversation and Composition (3) i (odd numbered years)**
Advanced French grammar and syntax, less common idiomatic forms and subtle vocabulary distinctions. 3 hours lecture, 1 hour lab.
Prerequisite: French 315 or equivalent.
- FRE320 French Civilization and Culture (3) ii (even numbered years)**
The cultural basis of modern France. 3 hours lecture, 1 hour lab.
Prerequisite: French 315 or equivalent.
- FRE350 Introduction to French Literature (3) ii (odd numbered years)**
Selected masterpieces in French literature from the twelfth to the twentieth century.
Prerequisite: French 315 or 319.
- FRE402 Readings in French (3) i**
A seminar in French literature or language. Topic will vary from semester to semester. May be repeated twice for credit.
Prerequisite: French 320 or 350.
- FRE412 Topics in French (3) ii**
An advanced seminar in French literature or language. Content of course will change from semester to semester. May be repeated twice for credit.
Prerequisite: French 402.
- FRE450 Independent Study in French (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.

GERMAN

- GER102 Elementary German I (3) i**
Basic structural patterns of the language and essential grammar; development of active proficiencies and comprehension of grammatical concepts. 3 hours lecture, 2 hours lab.

- GER112 Elementary German II (3) ii**
Continuation of German 102. 3 hours lecture, 2 hours lab.
Prerequisite: German 102 or equivalent.
- GER202 Intermediate German (3) i**
Continuation of German 112; completion of essential grammar. 3 hours lecture, 2 hours lab.
Prerequisite: German 112 or equivalent.
- GER212 German Conversation and Composition (3) ii**
Use of short literary works as a basis for conversation and short compositions. 3 hours lecture, 2 hours lab.
Prerequisite: German 202 or equivalent.
- GER260 Scientific German (3) (on demand)**
Scientific material written in German; basic scientific terms. Reading and translation; stress on scientific vocabulary.
Prerequisite: German 202 or equivalent.
- GER315 German Reading and Conversation (3) i (even numbered years)**
Short contemporary German masterpieces, newspapers and magazines as a basis for conversation.
Prerequisite: German 212 or equivalent.
- GER319 German Short Story (3) i (odd numbered years)**
Reading short stories of 10-25 page length and discussion in German.
Prerequisite: German 212.
- GER320 German Civilization and Culture (3) ii (even numbered years)**
Study of German art, music, history and scientific heritage, and important German personalities.
Prerequisite: German 212 or equivalent.
- GER350 Introduction to German Literature (3) ii (odd numbered years)**
Selected masterpieces in modern German literature.
Prerequisite: German 315 or 319.
- GER402 Readings in German (3) i**
A seminar in German literature or language. Topic of course will vary from semester to semester. May be repeated twice for credit.
Prerequisite: German 320 or 350.
- GER412 Topics in German (3) ii**
An advanced seminar in German literature or language. Content of course will change from semester to semester. May be repeated twice for credit.
Prerequisite: German 402.
- GER450 Independent Study in German (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.

SPANISH

- SPA102 Elementary Spanish I (3) i**
Basic structural patterns of the language and essential grammar; development of active proficiencies and comprehension of grammatical concepts. 3 hours lecture, 2 hours lab.
- SPA112 Elementary Spanish II (3) ii**
Continuation of Spanish 102. 3 hours lecture, 2 hours lab.
Prerequisite: Spanish 102 or equivalent.

- SPA202 Intermediate Spanish (3) i**
Continuation of Spanish 112; completion of essential grammar. 3 hours lecture, 2 hours lab.
Prerequisite: Spanish 112 or equivalent.
- SPA212 Spanish Conversation and Composition (3) ii**
Conversations and written compositions based on textual material as well as contemporary topics. 3 hours lecture, 2 hours lab.
Prerequisite: Spanish 202 or equivalent.
- SPA315 Spanish Conversation and Reading (3) i (even numbered years)**
Continuation of oral skills with emphasis on the reading skills. An introduction to literature. 3 hours lecture, 1 hour lab.
Prerequisite: Spanish 212 or equivalent.
- SPA319 Advanced Spanish Conversation and Composition (3) i (odd numbered years)**
Advanced Spanish grammar and syntax, less common idiomatic forms and subtle vocabulary distinctions. 3 hours lecture, 1 hour lab.
Prerequisite: Spanish 212 or equivalent.
- SPA320 Hispanic Civilization and Culture (3) ii (even numbered years)**
Historical and cultural heritage of the Spanish speaking peoples.
Prerequisite: Spanish 315 or equivalent.

- SPA350 Introduction to Spanish Literature (3) ii (odd numbered years)**
Selected masterpieces in Spanish literature from the eleventh century to the present.
Prerequisite: Spanish 315 or 319.
- SPA402 Readings in Spanish (3) i**
A seminar in Spanish literature or language. Topic will vary from semester to semester. May be repeated twice for credit.
Prerequisite: Spanish 320 or 350.
- SPA412 Topics in Spanish (3) ii**
An advanced seminar in Spanish literature or language. Content of course will change from semester to semester. May be repeated twice for credit.
Prerequisite: Spanish 402.
- SPA450 Independent Study in Spanish (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.

SAMPLE PROGRAM

**B.A. in English
Freshman Year**

Fall Semester	Spring Semester
104 Eng. Comp.3	108 Eng. Comp.3
102 Fr., Sp., or Ger.3	112 Fr., Sp., or Ger.3
Math3	Natural Science5
Speech3	Social Studies3
Am. Hist. or National Gov't.3	P.E. Activity1
101 P.E. Concepts1	-----
-----	15
16	

Sophomore Year

202 Fr., Sp., or Ger.3	212 Fr., Sp., or Ger.3
Humanities3	Humanities3
220 Classical Backgrounds3	Social Studies3
224 Adv. Comp.3	204 Natural Science4
310 Eng. Lit. or Eng. Lit. Elective3	312 Eng. Lit. or Eng. Lit. Elective3
P.E. Activity1	-----
-----	16
16	

Junior Year

Social Studies3	332 Hist. of Eng. Lang.3
Am. or Eng. Lit. Elective3	Am. Lit. Elective3
368 Shakespeare3	Electives or Minor6
Gen'l Studies Elective3	-----
300+ Eng. Elective3	-----
-----	12
15	

Senior Year

Electives or minor9	486 Theory, Prac. Critic.3
300+ Eng. electives6	Eng. Elective3
-----	Electives or Minor9
-----	-----
15	15

**SAMPLE PROGRAM
B.S. in Education
Major in English**

Fall Semester		Spring Semester	
104 Eng. Comp.	.3	108 Eng. Comp.	.3
Math	.3	Natural Science	.5
Humanities	.3	Speech	.3
Social Studies or Nat'l. Gov't.	.3	Social Studies	.3
101 P.E. Concepts	.1	P.E. Activity	.1
	13		15
Sophomore Year			
220 Classical Backgrounds	.3	202 Part. in Teaching I	.3
224 Adv. Comp.	.3	218 Oral Interpretation	.3
234 Mod. Eng. Grammar	.3	Natural Science	.4
310 Eng. Lit. (or elective)	.3	312 Eng. Lit. (or elective)	.3
Humanities	.3	Social Studies	.3
P.E. Activity	.1	P.E. Activity	.1
	16		17
Junior Year			
303 Exp. in Teaching II	.3	362 Am. Lit. (or elective)	.3
304 Psych. in Teaching II	.2	400 Adol. Lit.	.3
311 Teaching of Reading	.3	Education elective	.3
360 Am. Lit. (or elective)	.3	486 Theory and Prac. of Critic.	.3
Gen'l Studies elective	.3	300+ English elective	.3
Elective or Minor	.3		15
	17		
Senior Year			
368 Shakespeare	.3	409 Student Teaching III	.9
465 English Teaching	.2	404 Foundations in Education	.3
Electives or Minor	.9	304 Psych. in Teaching II	.2
	14		14

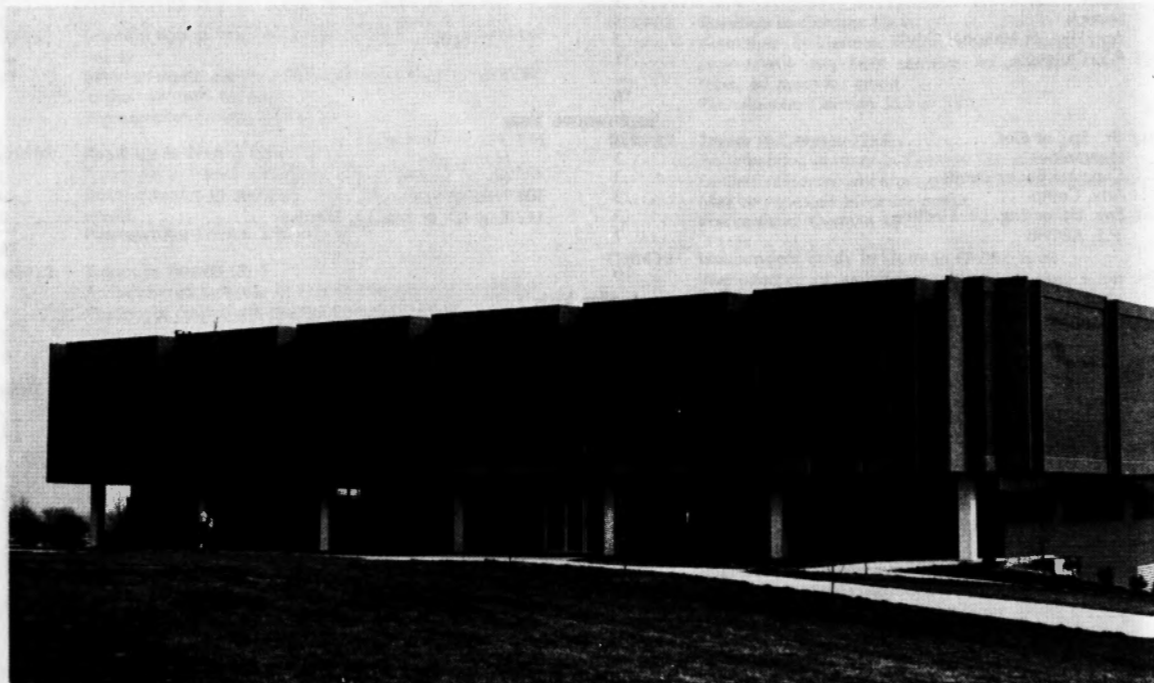
Students are encouraged, though not required, to take six or more elective hours in foreign language.

**SAMPLE PROGRAM
B.S. in Modern Language
(French, German, or Spanish)
(with an optional minor in a second foreign language)**

Fall Semester		Spring Semester	
104 English Comp.	.3	108 English Comp.	.3
102 Fr., Sp., or Ger.	.3	112 Fr., Sp., or Ger.	.3
Math Elective	.3	101 Natural Science	.5
Humanities Elective	.3	Social Studies	.3
Amer. Hist. or Nat'l. Gov't.	.3	P.E. Activity	.1
101 P.E. Concepts	.1		15
	16		
Sophomore Year			
202 Fr., Sp., or Ger.	.3	212 Fr., Sp., or Ger.	.3
102 Second Foreign Lang.	.3	112 Second Foreign Lang.	.3
Speech	.3	Natural Science	.4
220 Classical Backgrounds	.3	202 Part. in Teaching I	.3
Social Studies	.3	Social Studies Elec.	.3
P.E. Activity	.1	P.E. Activity	.1
	16		17
Junior Year			
303 Exp. in Teaching II	.3	320 Civ. and Culture	.3
304 Psych. in Teaching I	.2	Education Elective	.3
315 Reading and Conv.	.3	Humanities Elective	.3
202 Second Foreign Lang.	.3	212 Second Foreign Lang.	.3
Elective	.3	Social Studies Elec.	.3
	14		15
Senior Year			
402 Readings in Fr., Sp., or Ger.	.3	409 Student Teaching III	.9
319 Adv. Comp. and Conv.	.3	404 Foundations in Ed.	.3
315 Reading and Conv. (second lang.)	.3	304 Psych. in Teaching II	.2
General Studies Elective	.3	*412 Topics in Fr., Sp., or Ger.	.3
Elective	.3		17
	15		

*412 Topics in Fr., Sp., or Ger. may be taken in the professional semester only with the consent of the instructor and the Chairman of the Department of Secondary Education.

This sample schedule is appropriate for French, Spanish, or German majors with a minor in a second foreign language. The inclusion of a minor is, of course, completely optional.



SAMPLE PROGRAM
B.A. in French*
 (with optional minors in Spanish and English)
Freshman Year

Fall Semester		Spring Semester	
102 Elementary French I	3	112 Elementary French II	3
104 Eng. Comp.	3	108 Eng. Comp.	3
Math	3	Natural Science	5
Speech	3	Elective	3
Amer. Hist. or Natl. Gov't	3	P.E. Activity	1
P.E. Concepts	1		15
	16		
Sophomore Year			
202 Intermediate French	3	212 Fr. Conv. and Comp.	3
102 Elem. Spanish I	3	112 Elem. Spanish II	3
224 Advanced Comp.	3	220 Classical Backgrounds	3
Soc. Studies Elective	3	Social Studies Elec.	3
Humanities Elective	3	Humanities Elective	3
P.E. Activity	1	P.E. Activity	1
	16		16
Junior Year			
315 Readings and Conv.	3	320 Fr. Civ. and Culture	3
202 Intermediate Spanish	3	212 Sp. Conv. and Comp.	3
310 English Lit. or Eng. Elec.	3	Am. Lit.	3
360 American Lit. or Am. Elec.	3	Natural Science	4
Gen'l. Studies Elective	3	Elective	3
	15		16
Senior Year			
402 Readings in French	3	412 Topics in French	3
319 Adv. Fr. Conv. and Comp.	3	350 Intro. to Fr. Lit.	3
315 Sp. Readings and Conv.	3	320 Sp. Civ. & Culture	3
368 Shakespeare	3	300+ English Elective	3
Elective	3	Elective	3
	15		15

*This sample schedule is appropriate for French, German, or Spanish majors with minors in a second foreign language as well as English. The inclusion of a minor is, of course, completely optional.

department of
FINE ARTS

The Department of Fine Arts is concerned with developing and deepening the appreciation and understanding of music and art for the entire student body as well as improving the skills and disciplining the talents of majors. The Department also provides courses in history, appreciation, and basic skills for those who wish to teach subjects in the fine arts area in elementary and secondary schools.

In order to provide students the opportunity to broaden their contact with the fine arts, the Department encourages attendance at the many cultural programs in the St. Joseph galleries and concert halls, in addition to presenting programs and showings by student musicians and artists.

BACHELOR OF ARTS

(Requires 12 credit hours in a foreign language)

MAJOR IN ART

Courses in Art must total 48 credit hours. The following specific courses are required: Art 205, 206, plus 6 additional credit hours selected from courses in art history; Art 130, 260, 320 or 370, 330 (two semesters), 360, 380, 460, 495, plus 9 additional credit hours selected from courses in studio art. Degree candidates must present an exhibition of their work during the senior year.

BACHELOR OF SCIENCE IN EDUCATION

MAJOR IN ART

Courses in Art must total 48 credit hours. The following specific courses are required: Art 205, 206, plus 3 additional credit hours selected from courses in art history; Art 130, 260, 300, 320 or 370, 330 (two semesters), 360, 400, 460, 495, plus 9 additional credit hours selected from courses in studio art. Degree candidates must present an exhibition of their work during the senior year.

MAJOR IN MUSIC—VOCAL EMPHASIS

Courses in music must total 50 credit hours. The following specific courses are required: 100, 146, 147, 160, 161, 162, 163, 169, 240, 241, 247, 260, 261, 262, 263, 330, 350, 462, 465, plus 8 credit hours applied voice and 4 credit hours music electives. Degree candidates must pass piano proficiency examination at the conclusion of 247 and prior to Education 408, participate in one major ensemble each semester (with the exception of the professional semester), and present a recital during the senior year.

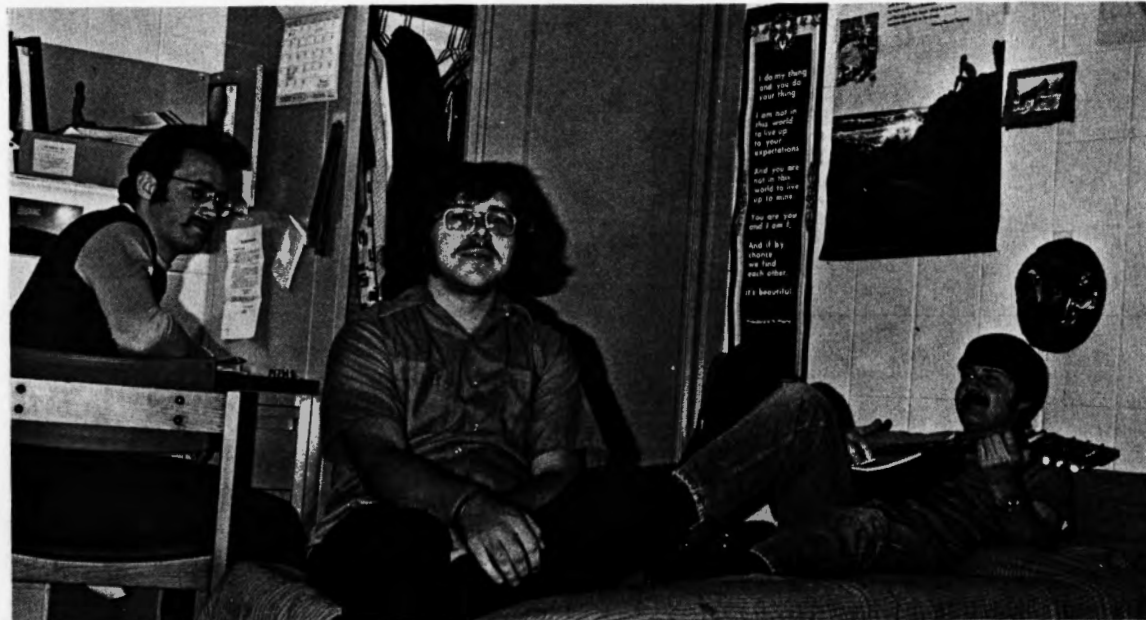
MAJOR IN MUSIC—INSTRUMENTAL EMPHASIS

Courses in music must total 50 credit hours. The following specific courses are required: 100, 140, 141, 142, 143, 148, 160, 161, 162, 163, 169, 240, 242, 247, 260, 261, 262, 263, 330, 351, 462, 465, plus 8 credit hours applied major. Degree candidates must pass piano proficiency examination at the conclusion of 247 and prior to Education 408, participate in one major ensemble each semester (with the exception of the professional semester), and present a recital during the senior year.

Vocal or Instrumental Majors may choose to take an Elementary education emphasis by substituting two courses (331, Music Activities for Elementary Teachers; and 332, Supervising Elementary Teaching of music) for 462, Form and Analysis.

Vocal emphasis degree students may achieve instrumental certification with the addition of 8 credit hours in instrumental music courses.

Instrumental emphasis degree students may achieve vocal certification with the addition of 8 credit hours in vocal music courses.



ART

HISTORY AND APPRECIATION OF ART

- ART100 Introduction to Art (3) i, ii, iii**
General background in the history, philosophy, principles, and techniques of the visual arts. Not for art majors.
- ART205 Ancient Through Medieval Art (3) i**
History of art in western civilization: prehistoric times through the Middle Ages.
- ART206 Renaissance Through Modern Art (3) ii**
History of art in western civilization: Renaissance through modern times.
- ART307 Art of Eastern Civilization (3) ii (even numbered years)**
The history of art in eastern civilization from earliest records to the present day; visual arts of India, China, and Japan.
Prerequisite: Art 205, 206, or consent of instructor.
- ART308 Modern Painting, Architecture and Sculpture (3) i (odd numbered years)**
Art in the twentieth century.
Prerequisite: Art 205, 206, or consent of instructor.
- ART411 American Art (3) ii (odd numbered years)**
Development of Art in the United States.
Prerequisite: Art 205, 206 or consent of instructor.
- ART450 Independent Study in Art (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.

STUDIO ART

- ART130 Beginning Drawing (3) i, ii, iii**
Elementary drawing with the figure, still life, landscape, and perspective in various media. 6 studio hours.
- ART260 Two-Dimensional Design (3) i**
Design in two-dimensional problems in various media. 6 studio hours.
- ART300 Art Teaching: Media and Concepts (3) i, ii, iii**
Media and concepts in elementary art for education majors.
- ART310 Beginning Ceramics (3) i, ii**
Basic foundations in ceramics: Theory, techniques, materials, processes. 6 studio hours. (Student must purchase the clay which he uses.)
- ART320 Beginning Water Media (3) i (odd numbered years)**
Water media: color, composition, and techniques. 6 studio hours.
Prerequisite: Art 130.
- ART330 Advanced Drawing (3) i, ii**
The figure in various media, and drawing as a complete form. May be repeated for a maximum total of 12 credit hours.
Prerequisite: Art 130.
- ART340 Beginning Printmaking (3) i, ii**
Wood block, etching, serigraphy. 6 studio hours.
Prerequisite: 6 credit hours drawing.
- ART360 Three-Dimensional Design (3) ii**
Form in the third dimension; design principles and elements as they relate to three dimensions. 6 studio hours.
Prerequisite: Art 260.
- ART370 Beginning Painting (3) i, ii**
Beginning painting: color, composition, technique; the figure and still life. 6 studio hours.
Prerequisite: 6 credit hours of drawing.
- ART380 Beginning Sculpture (3) i, ii**
Basic foundations in sculpture: theory, techniques, materials, processes. 6 studio hours.
Prerequisite: Art 130.
- ART400 Secondary Art Education: Philosophy and Methods (2) ii**
Presentation of unique problems and duties of the secondary school art teacher.
Prerequisite: 20 hrs. art courses.
- ART410 Advanced Ceramics (3) i, ii**
Advanced techniques and problems in ceramics. 6 studio hours. May be repeated for a maximum total of 9 credit hours.
Prerequisite: Art 310 (Student must purchase the clay which he uses.)
- ART420 Advanced Water Media (3) ii (even numbered years)**
Continuation of Water Media. 6 studio hours. May be repeated for a maximum total of 9 credit hours.
Prerequisite: Art 320
- ART440 Advanced Printmaking (3) i, ii**
Continuation of Beginning Printmaking. 6 studio hours. May be repeated for a maximum total of 9 credit hours.
Prerequisite: Art 340.
- ART460 Composition in Art (3) i**
A sequel to Art 260 and 360. Re-definition and sophistication of the elements of design in problem solving; examination of master works, critiques; emphasis on college techniques.
Prerequisite: Art 360 and 6 hours drawing.
- ART470 Advanced Painting (3) i, ii**
Continuation of Painting. 6 studio hours. May be repeated for a maximum of 9 credit hours.
Prerequisite: Art 370.
- ART480 Advanced Sculpture (3) i, ii**
Advanced techniques in various media. 6 studio hours. May be repeated for a maximum total of 9 credit hours.
Prerequisite: Art 380.
- ART490 Multi-Media Studio Projects (3) i (even numbered years)**
Application of a variety of studio disciplines toward creative solution of assigned problems: three-dimensional design, sculpture, watercolor, mixed media drawing printmaking, painting. 6 studio hours.
Prerequisite: Art 130, 330, plus 6 additional credit hours in studio art.
- AR495 Seminar in Art (3) i**
Topics to vary each year: relating art history, criticism, and studio problems.
Prerequisite: 9 credit hours art history and 12 credit hours studio art.

MUSIC

- MUS101 Perspectives in Music (3) i, ii, iii**
Music materials, forms, historical-social development of composers and compositions. For non-music majors.
- MUS160 Elementary Theory I (3) i**
Simple chord progression, accessory tones, harmonizing melodies and figured bass, original compositions in simple two and three part forms. 3 hrs.
- MUS161 Elementary Sight-singing and Ear-training I (1) i, ii**
Ear-training, sight-singing and key board application. 2 hrs.
- MUS162 Elementary Theory II (3) ii**
Continuation of 160 adding modulation and seventh chords. 3 hrs.
Prerequisite: Music 160.
- MUS163 Elementary Sight-singing and Ear-training II (1) i, ii**
Ear-training, sight-singing and keyboard application. 2 hrs.
- MUS169 Introduction to Music Literature (2) ii**
Vocal, keyboard, symphonic, and chamber music. To be taken concurrently with 162.
Prerequisite: Music 160 or Music 300.
- MUS240 Elements of Conducting (2) i**
Basic baton techniques for all rhythmic patterns, score reading and analysis of vocal and instrumental music.
Prerequisite: Music 162.
- MUS241 Choral Conducting (2) ii**
A laboratory course in advanced problems of choral conducting. Supervised conducting experience is provided.
Prerequisite: Music 240.
- MUS242 Instrumental Conducting (2) ii**
A laboratory course in advanced problems of instrumental conducting. Supervised conducting experience is provided.
Prerequisite: Music 240.
- MUS260 Advanced Theory I (3) i**
Continuation of Music 162 adding extended use of sevenths, accessory tones, harmonic elaboration, originals in the larger forms. 3 hrs.
Prerequisite: Music 162.
- MUS261 Advanced Sight-singing and Ear-training I (1) i, ii**
Ear-training, sight-singing and keyboard application. 2 hrs.
- MUS262 Advanced Theory II (3) ii**
Continuation of Music 260. Extended modulations, altered chords, introduction to present day harmonic practice, original work in the larger forms. 3 hrs.
Prerequisite: Music 260.
- MUS263 Advanced Sight-singing and Ear-training II (1) i, ii**
Ear-training, sight-singing and keyboard application. 2 hrs.
- MUS300 Fundamentals of Music (3) i, ii, iii**
Music fundamentals: development of skills necessary for sight singing, writing simple songs, and playing simple instruments. Primarily for elementary education majors.
- MUS330 Methods and Materials for Elementary Music Teachers (2) i**
Materials and procedures for teaching singing, music reading, rhythms, instrumental, listening, and creative activities. 3 hrs.
Prerequisite: Music 160 or 300.
- MUS331 Music Activities for the Elementary Teacher (2) ii (odd numbered years)**
A study of music activities using rhythmic and melodic instruments and audio-visual aids.
Prerequisite: Music 160 or 300.
- MUS332 Supervising Elementary Teaching of Music (2) ii (even numbered years)**
Procedures for supervising the music program and for assisting elementary teachers. In-service training for the

classroom music teacher.

Prerequisite: Music 330 or 331.

- MUS337 Marching Band Techniques (1) i (odd numbered years)**
Materials and ideas in Marching Band Techniques.
Prerequisite: Music 135.
- MUS338 Instrument Care and Repair (1) ii (even numbered years)**
Techniques and experience in the repair of band and orchestra instruments. Emphasizes practical and economical use of materials, skill, and time.
Prerequisite: Two of the following: Music 141, 142, 143, 148.
- MUS348 Vocal Pedagogy (2) ii (even numbered years)**
Scientific study of vocal teaching techniques, physiological, psychological, acoustical and musical, with application in an actual teaching situation.
Prerequisite: Music 241.
- MUS350 History of Music: Primitive to Baroque (3) i**
Musical styles and techniques; from primitive music to baroque.
Prerequisite: Music 169 and 262.
- MUS351 History of Music: Classical to Modern (3) ii**
Musical styles and techniques; from classical to modern.
Prerequisite: Music 169 and 262.
- MUS449 Choral Literature (2) i (odd numbered years)**
A study of choral literature emphasizing stylistic trends, musical characteristics and performance practices from the Medieval period to the Contemporary period. 3 hrs.
Prerequisite: Music 169.
- MUS450 Independent Study in Music (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.
- MUS462 Form and Analysis (3) i**
The elements, harmonic content, and formal structures of music; historical development.
Prerequisite: Music 169 and 262.
- MUS463 Arranging (2) ii**
Classification of instruments and voices; arranging for various combinations of instruments and voices.
Prerequisite: Music 169 and 262.
- MUS465 Methods and Materials for Secondary Music Teachers (2) ii**
Problems and techniques of teaching music in junior and senior high schools; organization of instrumental and vocal groups; evaluation of materials. 2 hrs.
Prerequisite: Music 262.

MUSIC ENSEMBLES

- MUS100 Recital (1) i, ii**
Attendance at department sponsored or approved concerts. 1 hr. Required of all music majors each semester.
- MUS110 Chorus (1) i, ii**
Group singing of various styles of music literature. 2 hrs.
- MUS125 College Orchestra (1) i, ii**
Emphasizes musicianship and development on instrumental skills by study and performance of standard orchestra literature. 3 hrs.
- MUS135 Marching Band (1) i**
Performance of marching maneuvers and pageants. 3 hrs.

- MUS311 Choir (1) i, ii**
Emphasizes tone production and musicianship, public performance of sacred and secular works. 3 hrs.
Prerequisite: Approval of the director.
 - MUS312 Vocal Ensemble (1) i, ii**
Madrigal group, trios and quartets for public appearance. 3 hrs.
Prerequisite: Approval of the Director.
 - MUS320 Percussion Ensemble (1) i, ii**
Chamber music performance.
Prerequisite: Approval of the director.
 - MUS321 Brass Ensemble (1) i, ii**
Chamber music performance.
Prerequisite: Approval of the director.
 - MUS322 Woodwind Ensemble (1) i, ii**
Chamber music performance.
Prerequisite: Approval of the director.
 - MUS323 String Ensemble (1) iii**
Chamber music performance.
Prerequisite: Approval of the director.
 - MUS324 Symphony Orchestra (1) i, ii**
Performance with the St. Joseph Symphony Orchestra for students who qualify by audition. 3 hours.
 - MUS333 Stage Band (1) i, ii**
Select ensemble for public performance. 3 hrs.
Prerequisite: Approval of the director.
 - MUS334 Symphonic Winds (1) ii**
Emphasis musicianship, playing skills: representative literature. 3 hrs.
Prerequisite: Approval of the director.
- Ensembles may be repeated for credit.

APPLIED MUSIC

Special Fees are assessed in these courses.

- MUS140 Class Strings I (1) i**
Class lessons to develop playing knowledge of upper strings; techniques of teaching instrumental groups. 2 hrs.
- MUS141 Class Strings II (1) ii**
Class lessons in playing lower strings-continuation of Music 140. 2 hrs.
Prerequisite: Music 140.
- MUS142 Class Woodwinds (1) i**
Same as Music 140 except for the instruments used. 2 hrs.
- MUS143 Class Brass (1) ii**
Same as Music 140 except for the instruments used. 2 hrs.

- MUS144 Class Piano I (1) i**
Sight reading, transposition, harmonization, reading music, playing by ear, improvisation. Little or no piano background required. 2 hrs.
- MUS145 Class Piano II (1) ii**
Continuation of Music 144. 2 hrs.
Prerequisites: Music 144 or consent of instructor.
- MUS146 Class Voice I (1) i**
Tone production, breath control, articulation, and interpretation. 2 hrs.
- MUS147 Class Voice II (1) ii**
Continuation of Music 146. 2 hrs.
Prerequisite: Music 146.
- MUS148 Class Percussion (1) i**
Same as music 140 except for the instruments used. 2 hrs.
- MUS246 Class Piano III (1) i**
Continuation of Music 145. 2 hrs.
Prerequisite: Music 145 or consent of instructor.
- MUS247 Class Piano IV (1) ii**
Continuation of Music 246. 2 hrs.
Prerequisite: Music 246 or consent of instructor.
- MUS370 Applied Voice (1) i, ii**
Private lessons. May be repeated for a maximum total of 8 credit hours. 1/2 hour.
- MUS371 Applied Piano (1) i, ii**
Private lessons. May be repeated for a maximum total of 8 credit hours. 1/2 hour.
- MUS372 Applied Strings (1) i, ii**
Private lessons. May be repeated for a maximum total of 8 credit hours. 1/2 hour.
- MUS373 Applied Brass (1) i, ii**
Private lessons. May be repeated for a maximum total of 8 credit hours. 1/2 hour.
- MUS374 Applied Percussion (1) i, ii**
Private lessons. May be repeated for a maximum total of 8 credit hours. 1/2 hour.
- MUS375 Applied Woodwinds (1) i, ii**
Private lessons. May be repeated for a maximum total of 8 credit hours. 1/2 hour.
- MUS376 Applied Organ (1) i, ii**
Private lessons. May be repeated for a maximum total of 8 credit hours. 1/2 hour.

SAMPLE PROGRAM

**Bachelor of Arts
Major in Art**

Fall Semester	Spring Semester
Freshman Year	
130 Beginning Drawing3	330 Advanced Drawing3
260 Two-Dim. Design3	360 Three-Dim. Design3
Communicational Elec.3	108 Eng. Comp.3
Humanities Elect.3	Social Science Elect.3
104 Eng. Comp.3	Humanities Elect.3
P.E. Concepts1	P.E. Activities1
16	16
Sophomore Year	
330 Advanced Drawing3	370 Painting3
205 Ancient to Mod. Art3	206 Ren. to Mod. Art3
101 Am. Nat'l. Gov't.3	Natural Science Elect.5
Humanities Elect.3	Language3
102 Language3	P.E. Activities1
P.E. Activities1	
16	15
Junior Year	
Art Studio Elect.6	Art History Elect.3
202 Language3	Art Studio Elective3
Natural Sci. Elect.4	Math. Elective3
Social Sci. El.3	Language3
	460 Composition in Art3
16	15
Senior Year	
Art Studio Elective3	Senior Art Exhibit0
380 Sculpture3	Free Electives6
495 Seminar in Art3	Art Electives9
Humanities Elect.3	
Art History Elect.3	
15	15

**SAMPLE PROGRAM
Bachelor of Science in Education
Major in Art**

Fall Semester	Spring Semester
Freshman Year	
130 Beginning Drawing3	330 Advanced Drawing3
104 Eng. Comp.3	360 Three-Dimensional Design3
Communications Elect.3	108 Eng. Comp.3
101 Am. Nat. Gov't.3	Social Science Elective3
260 Two-Dimensional Design3	Humanities Elective3
101 P.E. Concepts1	P.E. Activity1
16	16
Sophomore Year	
330 Adv. Drawing3	Art Studio Elective3
Humanities Elective6	206 Renaissance thru Mod. Art3
205 Ancient thru Mod. Art3	202 Teach I3
Social Science Elect.3	P.E. Activity1
P.E. Activity1	Natural Science Elective5
16	15
Junior Year	
300 Art Teach3	400 Secondary Art Education2
Art Studio Elect.3	Art History Elect.3
370 Beginning Painting3	Studio Art Elect.3
460 Composition in Art3	303 Teaching II3
Natural Science Elect.4	304 Ed. Psych. I2
	Math Elective3
16	16
Senior Year	
Art Elective (Stud. or Hist.)3	404 Foundations3
495 Seminar in Art3	304 Ed. Psych. II2
Studio Art Elect.3	409 Teaching III9
331 Audio Visual Ed.2	
Humanities Elective3	
Free Elective3	
17	14

SAMPLE PROGRAM
Bachelor of Science in Education
Major in Music, Instrumental Emphasis
Freshman Year

Fall Semester		Spring Semester	
100 Recital	.0	100 Recital	.0
135 Marching Band	.1	334 Symphonic Winds	.1
142 Class woodwinds	.1	143 Class Brass	.1
Applied	.1	Applied	.1
160 Elem. Theory I	.3	162 Elem. Theory II	.3
161 Elem. Sight-Sing. I	.1	163 Elem. Sight-Sing. II	.1
104 English	.3	169 Intro. to Music Lit.	.2
150 American History	.3	108 English	.3
101 P.E. Concepts	.1	P.E. Act.	.1
Humanities Elect.	.3	Math Elective	.3
	<hr/>		<hr/>
	17		16

Sophomore Year

100 Recital	.0	100 Recital	.0
135 Marching Band	.1	334 Symphonic Winds	.1
140 Class Strings	.1	141 Class Strings II	.1
148 Class Perc.	.1	Applied	.1
Applied	.1	242 Inst. Conducting	.2
240 Conducting	.2	262 Advanced Theory II	.3
260 Adv. Theory I	.3	263 Advanced Sight Singing II	.1
261 Adv. Sight-Sing.	.1	247 Class Piano IV	.1
Communications Ele.	.3	Social Science Elect.	.3
Soc. Science Ele.	.3	P.E. Activity	.1
P.E. Activity	.1	202 Teach I	.3
	<hr/>		<hr/>
	17		17

Junior Year

100 Recital	.0	100 Recital	.0
135 Marching Band	.1	334 Symphonic Winds	.1
Applied	.1	Applied	.1
330 El. Meth. & Mat.	.2	465 Sec. Methods & Materials	.2
350 Music History	.3	351 Music History	.3
303 Teach II	.3	331 Audio Visual Ed.	.3
305 Psych. in Teach I	.2	338 Inst. Care & Repair	.1
337 March Band Tech.	.1	Natural Science Elec.	.5
	<hr/>		<hr/>
	13		16

Senior Year

462 Form & Analysis	.3	Applied	.1
135 Marching Band	.1	404 Foundations in Ed.	.3
100 Recital	.0	409 Student Teaching III	.8
Applied	.1	304 Psych. in Teach II	.2
Nat. Science Ele.	.4		<hr/>
Social Sc. Ele.	.3		14
Human. Elec.	.3		<hr/>
	<hr/>		<hr/>
	15		

SAMPLE PROGRAM
Bachelor of Science in Education
Major in Music, Vocal Emphasis
Freshman Year

Fall Semester		Spring Semester	
100 Recital	.0	100 Recital	.0
146 Class Voice I	.1	147 Class Voice II	.1
160 Elem. Theory I	.3	162 Elem. Theory II	.3
161 Elem. Sight-Sing. I	.1	163 Elem. Sight-Sing. II	.1
170 Applied Voice	.1	169 Intro to Music Lit.	.2
311 Choir	.1	170 Applied Voice	.1
104 Comp. & Rhetoric I	.3	311 Choir	.1
150 Am. Hist. since 1865	.3	108 Comp. & Rhetoric II	.3
Human Elective	.3	Math Elective	.3
101 Concepts of Phy. Act.	.1	P.E. Activity	.1
	<hr/>		<hr/>
	17		16

Sophomore Year

100 Recital	.0	100 Recital	.0
270 Applied Voice	.1	241 Choral Cond.	.2
240 Elem. of Conduct.	.2	247 Class Piano IV	.1
260 Adv. Theory I	.3	262 Adv. Theory II	.3
261 Adv. Sight-Sing. I	.1	263 Adv. Sight-Sing. II	.1
311 Choir	.1	270 Applied Voice	.1
Communic. Elect.	.3	311 Choir	.1
Soc. Science Elect.	.3	P.E. Activity	.1
P.E. Activity	.1	Social Science Elect.	.3
	<hr/>	202 Part. in Teach. I	.3
	15		<hr/>
			16

Junior Year

100 Recital	.0	100 Recital	.0
311 Choir	.1	311 Choir	.1
330 Elem. Method & Mat.	.2	348 Vocal Ped.	.2
350 Hist. of Mus. Prim to Bar.	.3	351 Hist. of Mus. Classical to Mod.	.3
370 Applied Voice	.1	370 Applied Voice	.1
449 Choral Lit.	.2	465 Sec. Method & Mat.	.2
303 Experience in Teach.	.3	331 Audio-Visual Ed.	.2
305 Psych. in Teach. Comp. I	.2	Natural Science	.5
	<hr/>		<hr/>
	14		16

Senior Year

100 Recital	.0	470 Applied Voice	.1
311 Choir	.1	304 Psc. in Teach. Comp. II	.2
462 Form & Analysis	.3	404 Found. in Ed.	.3
470 Applied Voice	.1	409 Student Teach. III	.9
Natural Science El.	.4		<hr/>
Social Science El.	.3		15
Humanities El.	.3		<hr/>
	<hr/>		<hr/>
	15		

department of
MATHEMATICAL SCIENCES

The Department of Mathematical Sciences contributes to the liberal education of all students and, in addition, provides specialized programs in computer science, data processing, mathematics and physics for those students who desire a more thorough preparation in these areas for jobs in business, government, industry and educational institutions.

BACHELOR OF ARTS

(Requires 12 credit hours in a foreign language)

Major in Mathematics

Courses in Mathematics must total 33 credit hours; courses in Physics must total 12 credit hours. The following specific courses are required: Mathematics 107, 108, 209, 216, 312 plus an additional 12 credit hours selected from mathematics courses numbered 300 or above, of which at least 3 credit hours are from mathematics courses numbered 400 or above; Physics 210, 211, 212.

BACHELOR OF SCIENCE

Major in Computer Science

The major in Computer Science requires the completion of the following program for a total of 54 credit hours: Computer Science 182, 188, 240, 245, 284, 286; Mathematics 107, 108, 201, 209, 305, 312, Mathematics 417 or Computer Science 410, plus 9 additional hours of Computer Science courses numbered 300 or higher (excluding Computer Science 410).

Major in Data Processing

The major in Data Processing requires the completion of the following program for a total of 54 credit hours: Computer Science 182, 188, 240, 245, 284, 286; plus 12 credit hours of Computer Science electives; Mathematics 201 or Business 210; and an approved program of 21 credit hours in a related area (The student must meet with the Computer Science faculty to design and obtain approval for this program).

Major in Mathematics

Courses in Mathematics must total 36 credit hours; courses in Physics must total 12 credit hours; courses in Computer Science must total 6 credit hours. The following specific courses are required: Mathematics 107, 108, 209, 216, 312; Physics 210, 211, 212 plus an additional 15 credit hours selected from Mathematics courses numbered 300 or above of which at least 3 credit hours are from Mathematics courses numbered 400 or above; Computer Science 182, 188.

BACHELOR OF SCIENCE IN EDUCATION

Major in Mathematics

Courses in Mathematics must total 35 credit hours. The following specific courses are required: Mathematics 107, 108, 209, 216, 315, 316, 465; plus an additional 9 credit hours selected from Mathematics courses numbered 300 or above, of which at least 3 credit hours are from Mathematics courses numbered 400 or above.

ASSOCIATE OF SCIENCE DEGREE

The associate of Science Degree in Data Processing requires the completion of the following program for a total of 36 credit hours; Computer Science 182, 188, 240, 245, 284, 286; Mathematics 201 or Business 210; and an approved program of 15 credit hours in a related area (The student must meet with the Computer Science faculty to design and obtain approval for this program).

MINORS

Minor in Mathematics

Courses in Mathematics must total 21 credit hours. The following specific courses are required: Mathematics 107 and 108 plus elective courses in Mathematics numbered 200 or higher.

Minor in Physics

Courses in Physics must total 20 credit hours. The following specific courses are required: Physics 210, 211, 212, 310, 411.

COMPUTER SCIENCE

- CSC182** Introduction to Data Processing (3) i, ii, iii
Overview of data processing and computer concepts as an area of general knowledge for the informed individual.
- CSC188** Introduction to FORTRAN IV PROGRAMMING (3) i, ii
Structure and facilities of FORTRAN (FORMula TRANslation) programming.
Prerequisite: Mathematics 105, or Computer Science 182 and Mathematics 103.
- CSC240** Introduction to RPG Programming (3) i, ii
Structure and facilities of RPG (Report Program Generator) programming.
Prerequisite: Computer Science 182
- CSC245** Introduction to COBOL Programming (3) i, ii
Structure and facilities of COBOL (COmmon Business Oriented Language) programming.
Prerequisite: Computer Science 182.
- CSC284** Symbolic Assembler Language I (3) i, ii
Assembly language level programming: Symbolic machine instructions, dumps, assembly language instructions, subprogram linkage, and vender supplied subprograms.
Prerequisite: Computer Science 188.
- CSC286** Computer and Programming Systems (3) i, ii
An introduction to machine organization, programming and operating systems.
Prerequisite: Computer Science 284.
- CSC288** Readings in Computer Science (3) i, ii
General reading and reporting from selected journal articles and books, and specialized reading and reporting on a selected topic.
Prerequisite: Departmental approval.
- CSC310** Character Processing with FORTRAN (3) i
Study of subprograms designed to manipulate alphameric characters.
Prerequisite: Computer Science 188, with grade of C or better.
- CSC345** Advanced COBOL Programming (3) i, ii
Continuation of Computer Science 245; table handling, error routine handling, and sequential and random access disk processing.
Prerequisite: Computer Science 245, with grade of C or better.
- CSC370** Information Retrieval (3) i
Organization; hierarchies of storage, sorting, searching, and cross-referencing information from files.
Prerequisite: Computer Science 188.
- CSC384** Symbolic Assembler Language II (3) ii
Continuation of Computer Science 284; vender supplied ILS's, ISS's, programmer written ILS's, ISS's, conversion routines, and macro assemblies.
Prerequisite: Computer Science 284.
- CSC388** Advanced FORTRAN Programming (3) ii
Problem analysis, algorithm development, and applications using FORTRAN.
Prerequisite: Computer Science 188, with grade of C or better.
- CSC410** Programming Numerical Methods (3) i
Computer approaches to numerical solutions to equations, solutions to systems of equations, linear programming, linear and polynomial approximations, numerical integration.
Prerequisite: Computer Science 188 and Mathematics 108.

- CSC450** Application Projects (1-5) i, ii, iii
The student will complete an independent project under the supervision of one of the members of the Computer Science faculty.
Prerequisite: Senior college standing and project approval prior to course registration.
- CSC488** Data Processing Management (3) ii
Basic management principles as applied to data processing. Assumes no prior management training.
Prerequisite: Senior college standing and one programming language course.

EARTH SCIENCE

- ESC204** Introduction to Geology (4) i, ii
Survey of physical and historical geology. 3 hours lecture, 2 hours lab.
- ESC304** Environmental Earth Science (4) i, ii
General survey of geology, meteorology, astronomy and oceanography. 3 hours lecture, 2 hours lab.
Prerequisite: 5 credit hours of Physical Science.

MATHEMATICS

- MAT101** Fundamental Concepts of Mathematics (3) i, ii, iii
Elementary logic and application to proofs; historical development of numerals; bases other than 10; operations and mapping on sets; functions and relations; a brief systematic development of the number system.
- MAT103** Intermediate Algebra (3) i, ii, iii
Addition, subtraction, multiplication and division of polynomials; linear equations and graphs; systems of equations; factoring; exponents; radicals; quadratic equations and inequalities.
- MAT105** College Algebra (3) i, ii, iii
Quadratic systems, exponents, radicals, ratio, proportion, variation, the binomial theorem, progressions, inequalities, permutations, and combinations.
Prerequisite: Two units of high school algebra or grade of C or better in Mathematics 103 or consent of the instructor.
- MAT106** Trigonometry (3) i, ii, iii
Trigonometric functions, trigonometric identities, trigonometric equations, logarithms, solution of triangles, inverse trigonometric functions.
Prerequisite: Mathematics 103 or consent of instructor.
- MAT107** Calculus with Analytic Geometry I (5) i, ii, iii
Plane analytic geometry, differential calculus, and integral calculus.
Prerequisite: Grade of C or better in Mathematics 105 and 106 or consent of the instructor.
- MAT108** Calculus with Analytic Geometry II (5) i, ii
Selected topics from analytic geometry, calculus.
Prerequisite: Grade of C or better in Mathematics 107 or consent of the instructor.
- MAT110** Technical Mathematics I (5) i, ii
Principles and practice in the solution of practical problems using algebra and trigonometry.
Prerequisite: Consent of instructor.
- MAT111** Technical Mathematics II (5) ii
Logarithms; systems of equations; equations of higher order; matrices and determinants; inequalities; progressions; elementary statistics.
Prerequisite: Technical Mathematics I or consent of instructor.

- MAT201 Elementary Statistics (3) i, ii, iii**
A basic course for students in natural sciences, the behavioral sciences, and social sciences; tabulation of data, graphic representation, measures of central tendency and dispersion, probability, types of distributions, sampling, hypothesis testing, elementary aspects of correlation.
Prerequisite: Mathematics 103.
- MAT209 Calculus with Analytic Geometry III (5) i, ii**
Infinite series, vectors, solid analytic geometry, partial differentiation, and multiple integrals.
Prerequisite: Grade of C or better in Mathematics 108.
- MAT210 Technical Mathematics III (3) i**
Elements of differentiation and integration, solution of second order linear differential equations with constant coefficients, applications.
Prerequisite: Mathematics 111 or consent of instructor.
- MAT216 Foundations of Mathematics (3) i**
Logic, sets, development of the real numbers and their properties.
Prerequisite: Mathematics 209 (concurrently) or consent of instructor.
- MAT300 Mathematics for Elementary Teachers I (3) i, ii, iii**
A basic course in mathematics; emphasis on structure, meanings, relationships, and logical reasoning in elementary mathematics.
Prerequisite: Mathematics 101 (not open to major or minor in mathematics).
- MAT305 Matrix Theory (3) i**
Matrix operations, determinants, matrix inversion, linear systems, functions of matrices, canonical forms.
Prerequisite: Mathematics 209 or consent of instructor.
- MAT312 Differential Equations (3) ii**
Common types of ordinary differential equations; differential operators; Laplace transforms; systems of differential equations; partial differential equations; Fourier series; applications.
Prerequisite: Mathematics 209.
- MAT315 Topics in Geometry (3) ii**
Synthetic projective geometry; basic symbolic logic; mathematical systems and finite geometries; algebraic geometry; non-Euclidean geometry.
Prerequisite: Mathematics 216 or consent of instructor.
- MAT316 Modern Algebra (3) ii**
Groups, rings, fields and vector spaces; definitions and fundamental theorems; homomorphisms and isomorphisms; polynomials and field extensions.
Prerequisite: Mathematics 216.
- MAT332 Mathematical Statistics (3) i (odd years)**
The theory of mathematical statistics; probability, distribution theory and point estimation.
Prerequisite: Mathematics 209.
- MAT357 Real Analysis (3) i (even years)**
Topology of the real line, sequences and series, the derivative, the Riemann integral, Taylor's theorem, power series.
Prerequisite: Mathematics 216.
- MAT400 Mathematics for Elementary Teachers II (4) i, ii, iii**
A continuation of Mathematics 300.
Prerequisite: Mathematics 300 (not open to major or minor in mathematics).

- MAT406 Complex Variables (3) ii (odd years)**
Complex numbers; functions of a complex variable, limits, continuity, differentiation; analytic functions, harmonic functions; mapping by elementary functions; complex integration; power series; residues and poles.
Prerequisite: Mathematics 209.
- MAT417 Numerical Analysis (3) i**
The solution of algebraic and transcendental equations; finite differences; interpolation, numerical differentiation and integration; numerical solutions of ordinary differential equations.
Prerequisite: Mathematics 209 and Computer Science 188 or permission of instructor.
- MAT428 Topology (3) ii (even years)**
Topological spaces, Cartesian products, connectedness, separation axioms, covering axioms, metric spaces, compactness.
Prerequisite: Mathematics 316.
- MAT450 Independent Study in Mathematics (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.
- MAT465 Mathematics Teaching: Methods and Materials (2) ii**
Techniques, materials and resources used in the mathematics curriculum in secondary schools.
Prerequisite: Upper class standing; candidate for Bachelor of Science in Education Degree.
- MAT470 Seminar in Mathematics (1) i, ii**
Investigation and discussion of selected mathematical topics.
Prerequisite: Mathematics 209.
- PHYSICS**
- PHY101 Concepts and Principles of Physics (4) i, ii, iii**
A comprehensive treatment of the concepts and laws of physics using a non-mathematical approach. 3 hours lecture-demonstration, 2 hours laboratory.
- PHY104 Introduction to Astronomy (3) i, ii**
A basic course in astronomy, mostly descriptive in nature; solar system, stellar astronomy, structure of galaxy and universe. 3 lecture hours per week.
Prerequisite: A basic knowledge of high school algebra and plane geometry.
- PHY110 College Physics I (5) i**
Classical treatment of mechanics, waves, energy, electricity and magnetism. 4 hours lecture, 3 hours laboratory.
Prerequisite: Mathematics 103 or consent of the instructor.
- PHY111 College Physics II (3) ii**
Relativity, atomic physics and nuclear physics. 3 hours lecture.
Prerequisite: Physics 110 or consent of the instructor.
- PHY210 University Physics I (5) ii**
Calculus level mechanics, heat, and wave motion. 4 hours lecture, 3 hours laboratory.
Prerequisite: High School Physics and Calculus I or consent of instructor.

- PHY211 University Physics II (4) i**
Calculus level electricity, magnetism and optics. 3 hours lecture; 3 hours laboratory.
Prerequisite: Physics 210.
- PHY212 University Physics III (3) ii**
Calculus level modern physics. 3 hours lecture.
Prerequisite: Physics 211.
- PHY310 Modern Physics (3) i (odd numbered years)**
Selected topics dealing with the transition from classical

physics to modern quantum physics. 3 hours lecture per week.
Prerequisite: Physics 212 and Math 312 or consent of instructor.

PHY411 Quantum Mechanics (5) ii (even numbered years)
Introduction to formal quantum mechanics; Schrodinger equation and introductory Heisenberg formulation. Laboratory in modern physics techniques. 3 hours lecture, 3 hours laboratory.
Prerequisite: Physics 310.

**SAMPLE PROGRAM
B.S. in Computer Science**

Freshman Year		Spring Semester	
Fall Semester			
182 Intro to Data Processing	.3	188 Intro to FORTRAN IV Programming	.3
107 Calculus I	.5	108 Calculus II	.5
104 Composition & Rhetoric I	.3	201 Elementary Statistics	.3
Natural Science Elective	.5	108 Composition & Rhetoric II	.3
	16	140, 150 or 101 Am. Hist. or Am. Nat'l. Govt.	.3
			17
Sophomore Year			
384 Symbolic Assembler Language I	.3	286 Computer & Programming Systems	.3
240 Intro to RPG Programming	.3	245 Intro to COBOL Programming	.3
209 Calculus III	.5	312 Differential Equations	.3
Natural Science Elective	.4	Elective	.4
101 P.E. Concepts	.1	Speech Elective	.3
	16	P.E. Activity	.1
			16
Junior Year			
305 Matrix Theory	.3	Computer Science Elective	.3
Computer Science Elective	.3	Psychology	.3
Economics	.3	205 Humanities II	.3
203 Humanities I	.3	Electives	.6
Elective	.3	P.E. Activity	.1
P.E. Activity	.1		16
	16		
Senior Year			
410 Programming Numerical Met. or Num. Anal.	.3	Computer Science Elective	.3
Social Science Elective	.3	Humanities or Fine Arts Elective	.3
Electives	.9	Electives	.6
	15		12

**SAMPLE PROGRAM
B.S. in Mathematics**

Freshman Year		Spring Semester	
Fall Semester			
107 Calculus I	.5	108 Calculus II	.5
Natural Science Elective	.5	210 University Physics I	.5
104 Composition & Rhetoric I	.3	108 Composition & Rhetoric II	.3
Speech Elective	.3	140, 150 or 101 Am. Hist. or Am. Nat'l. Govt.	.3
	16		16
Sophomore Year			
209 Calculus III	.5	312 Differential Equations	.3
101 Foundations of Mathematics	.3	212 University Physics III	.3
211 University Physics II	.4	182 Intro to Data Processing	.3
Economics	.3	Social Science Elective	.3
101 P.E. Concepts	.1	Elective	.3
	16	P.E. Activity	.1
	16		16
Junior Year			
Advanced Math Elective	.3	Advanced Math Electives	.6
188 Intro to FORTRAN IV Programming	.3	Humanities or Fine Arts Elective	.3
Psychology	.3	205 Humanities II	.3
203 Humanities I	.3	Elective	.3
Elective	.3	P.E. Activity	.1
P.E. Activity	.1		1
	16		16
Senior Year			
Advanced Math Electives	.6	Advanced Math Elective	.3
Electives	.9	Electives	.12
	15		15

**SAMPLE PROGRAM
B.A. in Mathematics**

Freshman Year		Spring Semester	
Fall Semester			
107 Calculus I	.5	108 Calculus II	.5
Natural Science Elective	.5	210 University Physics I	.5
104 Composition & Rhetoric I	.3	108 Composition & Rhetoric II	.3
Speech Elective	.3	140, 150 or 101 Am. Hist. or Am. Nat'l. Govt.	.3
	16		16
Sophomore Year			
209 Calculus III	.5	312 Differential Equations	.3
101 Foundations of Math	.3	212 University Physics III	.3
211 University Physics II	.4	Economics	.3
Foreign Language	.3	Foreign Language	.3
101 P.E. Concepts	.1	Social Science Elective	.3
	16	P.E. Activity	.1
	16		16
Junior Year			
Advanced Math Elective	.3	Advanced Math Electives	.6
Foreign Language	.3	Foreign Language	.3
203 Humanities I	.3	205 Humanities II	.3
Psychology	.3	Humanities or Fine Arts Elective	.3
Elective	.3	P.E. Activity	.1
P.E. Activity	.1		1
	16		16
Senior Year			
Advanced Math Elective	.3	Advanced Math Elective	.3
Economics	.3	Electives	.12
Electives	.9		15
	15		15

**SAMPLE PROGRAM
B.S. in Education in Mathematics**

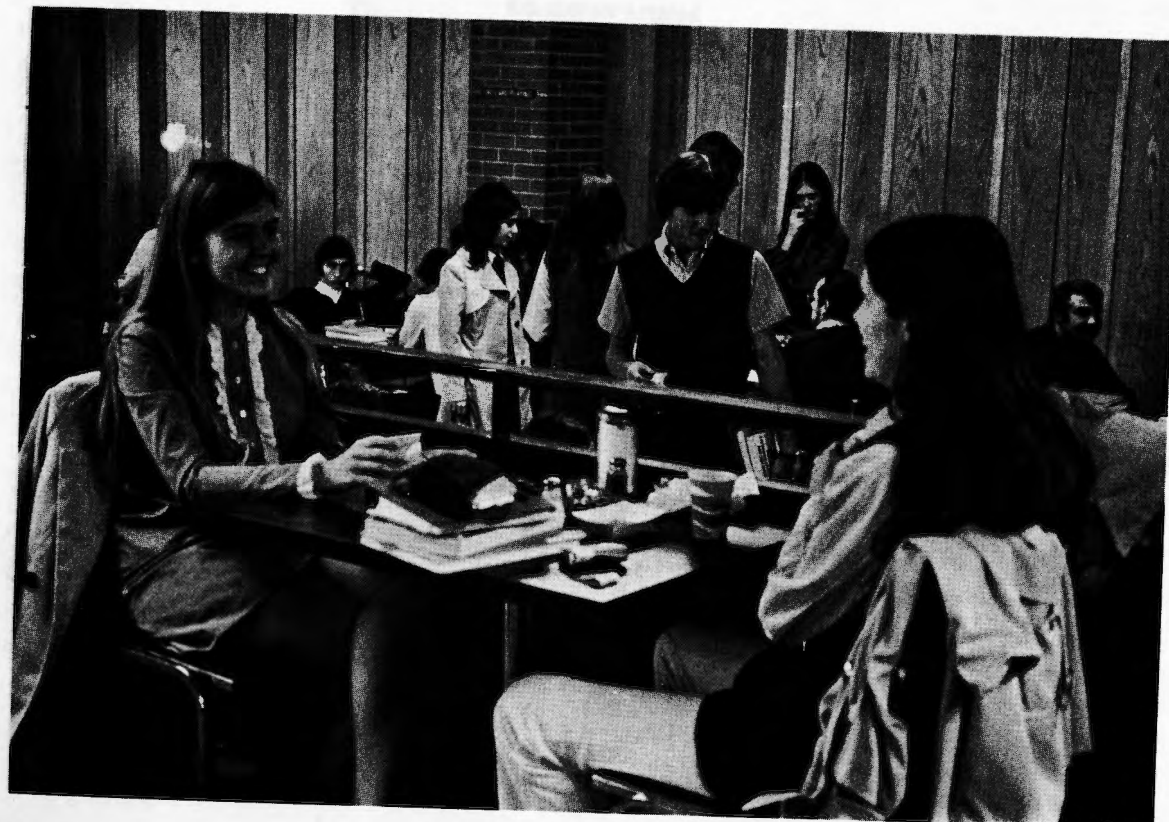
Freshman Year		Spring Semester	
Fall Semester			
107 Calculus I	.5	108 Calculus II	.5
104 Composition & Rhetoric I	.3	108 Composition & Rhetoric II	.3
Speech Elective	.3	Natural Science Elective	.4
Natural Science Elective	.5	Economics	.3
	16		15
Sophomore Year			
209 Calculus III	.5	315 Topics in Geometry	.3
101 Foundations of Math	.3	Advanced Math Elective	.3
140, 150 or 101 Am. Hist. or Am. Nat'l. Govt.	.3	202 Participation in Teaching	.3
Psychology	.3	Social Science Elective	.3
101 P.E. Concepts	.1	Elective	.3
	15	P.E. Activity	.1
	15		16
Junior Year			
Advanced Math Elective	.3	316 Modern Algebra	.3
203 Humanities I	.3	205 Humanities II	.3
Education Elective	.2	303 Experience in Teaching	.3
Electives	.6	304 Psychology in Teaching I	.2
P.E. Activity	.1	Elective	.3
	15	P.E. Activity	.1
	15		15
Senior Year			
Advanced Mathematics Elective	.3	465 Math Teaching: Methods & Materials	.2
470 Seminar in Mathematics	.1	409 Student Teaching	.9
Humanities or Fine Arts Elective	.3	404 Foundations in Education	.3
Electives	.9	Psychology in Teaching II	.2
	16		16

**SAMPLE PROGRAM
B.S. in Data Processing**

Freshman Year		Spring Semester	
Fall Semester			
182 Intro to Data Processing	.3	188 Intro to FORTRAN IV Programming	.3
103 or 105 Intermediate or College Algebra	.3	201 or 210 Elem. Stat. or Bus. Stat.	.3
104 Composition & Rhetoric I	.3	108 Composition & Rhetoric II	.3
Speech Elective	.3	140, 150 or 101 Am. Hist. or Am. Nat'l. Govt.	.3
Natural Science Elective	.4	Natural Science Elective	.5
	16		17
Sophomore Year			
284 Symbolic Assembler Language I	.3	286 Computer & Programming Systems	.3
240 Intro to RPG Programming	.3	Intro to COBOL Programming	.3
Economics	.3	245 Social Science Elective	.3
Related Area Elective	.3	Related Area Elective	.3
Elective	.3	Elective	.3
101 P.E. Concepts	.1	P.E. Activity	.1
	16		16
Junior Year			
Computer Science Elective	.3	Computer Science Elective	.3
Psychology	.3	Humanities or Fine Arts Elective	.3
203 Humanities I	.3	Humanities II	.3
Related Area Elective	.3	Related Area Elective	.3
Elective	.3	Elective	.3
P.E. Activity	.1	P.E. Activity	.1
	16		16
Senior Year			
Computer Science Elective	.3	Computer Science Elective	.3
Related Area Electives	.6	Related Area Elective	.3
Electives	.6	Electives	.9
	15		15

SAMPLE PROGRAM
A.S. in Data Processing
Freshman Year

Fall Semester	Spring Semester
182 Intro to Data Processing3	188 Intro to FORTRAN IV Programming3
103 Intermediate Algebra3	201 Elementary Statistics or Business Statistics3
104 Composition & Rhetoric I3	140, 150, or 101 Am. Hist. or Am. Nat'l. Govt.3
104 Oral Communication3	Humanities Elective3
Related Area Elective3	Related Area Elective3
P.E. Activity1	P.E. Activity1
16	16
Sophomore Year	
284 Symbolic Assembler Language3	286 Computer & Programming Systems3
240 Intro to RPG Programming3	245 Intro to COBOL Programming3
Related Area Electives6	Related Area Elective3
Elective3	192 Personal & Community Health2
15	6
	17



department of
SOCIAL SCIENCE

The social sciences study human societies to understand their history, their components, their varieties, and their behavior. These sciences study the changes, organization, and disorganization of societies. In addition, they examine the varieties of people in society, their character and conduct, and the evidences of their "human nature." Students in the Department of Social Science generally prepare for careers in teaching, government, law, and social work.

BACHELOR OF ARTS

(Requires 12 credit hours in a foreign language)

Major in History

Courses in History must total 30 credit hours, with an additional 24 credit hours required in supporting areas. The following specific courses are required: History 100, 110, 140, 150, 200, 330 or 340, plus 12 additional credit hours in History, 9 credit hours of which must be numbered 300 or higher; Political Science 101, 110, plus 3 additional credit hours in Political Science; Sociology 110 plus 3 additional credit hours in Sociology; Geography 100; Economics 260; Social Science (other than history) 3 credit hours.

Major in Political Science

Courses in Political Science must total 30 credit hours, with an additional 24 credit hours required in supporting areas. The following specific courses are required: Political Science 101, 110, 200, 210, 310, 320 plus 12 additional credit hours in Political Science courses numbered 300 or higher; History 100, 110, 140, 150; Sociology 110 plus 3 additional credit hours in Sociology, Geography 100, Economics 260.

Major in Sociology

Courses in Sociology must total 30 credit hours, with an additional 24 credit hours required in supporting areas. The following specific courses are required: Sociology 110, 120, 230, 310, 440 plus 15 additional credit hours in Sociology, 9 credit hours of which must be numbered 300 or higher; History 100 or 110, 140 and 150; Political Science 101, 110, 320 or 330; Geography 100, Economics 260.

Major in Social Work

Courses in Social Work must total 21 credit hours. The following specific courses are required: Psychology 101, 309, 325, Sociology 110, 230, 330, plus an additional 3 credit hours selected from Sociology courses numbered above 300; Political Science 101, 110, 330 or Soc. 320; Economics 260 and 261; Management 412; Social Work 250, 310, 320, 330, 410, 430, 460.

BACHELOR OF SCIENCE

Major in History

The requirements for the BS are the same as the requirements for the BA except that the foreign language requirement is replaced by an 18 credit hour minor. The course work for this minor area should be worked out with the student's major advisor.

Major in Political Science

The requirements for the BS are the same as the requirements for the BA except that the foreign language requirement is replaced by an 18 credit hour minor. The course work for this minor area should be worked out with the student's major advisor.

Major in Sociology

The requirements for the BS are the same as the requirements for the BA except that the foreign language requirement is replaced by an 18 credit hour minor. The course work for this minor area should be worked out with the student's major advisor.

BACHELOR OF SOCIAL WORK

Courses in Social Work must total 27 credit hours. The following specific courses are required: Psychology 101, 309, 325; Sociology 110, 230, 330, plus an additional 3 credit hours selected from Sociology courses numbered above 300; Political Science 101, 110, 330 or Soc. 320; Economics 260 and 261; Management 412; Social Work 250, 310, 320, 330, 410, 430, 460, 470, 490.

BACHELOR OF SCIENCE IN EDUCATION

Major in Social Science (History Emphasis)

A major in Social Science consists of 48 credit hours. A History emphasis consists of 24 credit hours. The following specific courses are required: History 100, 110, 140, 150, 200, 330 or 340; plus an additional 6 credit hours selected from History courses numbered 300 or above; Political Science 101 and 110; Geography 100; Economics 260; Sociology 110; and Social Science 465.

Major in Social Science (Political Science Emphasis)

A major in Social Science consists of 48 credit hours. A political science emphasis consists of 24 credit hours. The following specific courses are required: Political Science 101, 110, 200 or 210, 310, 320, plus an additional 9 credit hours selected from political science courses numbered 300 or above; History 100 or 110, 140, 150; Geography 100; Economics 260; Sociology 110; and Social Science 465.

Major in Social Science (Sociology Emphasis)

A major in Social Science consists of 48 credit hours. A Sociology emphasis consists of 24 credit hours. The following specific courses are required: Sociology 110, 120, 230, 310, 440, plus an additional 9 credit hours selected from sociology courses numbered 300 or above; History 100, 110, 140, 150; Political Science 101 and 110; Geography 100; Economics 260 and Social Science 465.

GEOGRAPHY

- GEO100 World Geography (3) i, ii, iii**
An introductory course which emphasizes the interrelationships between man and the natural environment.
- GEO210 Geography of the United States and Canada (3) i**
A regional study of the physical, cultural, and economic geography of the United States and Canada.
Prerequisite: A course in geography.
- GEO320 Geography of Europe (3) ii**
The nations and regions of Europe west of the Soviet Union, with present economics as a result of cultural and physical differences in the environment; trends of development as affected by new political and economic factors.
Prerequisite: A course in geography or European history.

HISTORY

- HIS100 Ancient and Medieval Civilization (3) i, ii, iii**
The Western World from antiquity to the fifteenth century; the emergence of civilization in the Nile and Tigris-Euphrates valleys, the political, social, economic, and intellectual contributions of Greece, Rome, and Medieval Europe.
- HIS110 Modern Civilization (3) i, ii, iii**
The Western World from 1500 to 1815; national states, the geographical revolution and the founding of European Empires, the Reformation, the emergence of constitutional governments, the Scientific Revolution, and the American and French Revolutions.
- HIS140 American History to 1865 (3) i, ii, iii**
The discovery of America to the end of Civil War; Colonial America, the Revolution, National Development, Sectionalism, and the Civil War.
- HIS150 American History Since 1865 (3) i, ii, iii**
Continuation of History 140; Reconstruction, Industrialization, Urbanization, emergence as a world power, Progressivism, World War I, the New Deal, World War II, and Post-war America.
- HIS200 Europe 1815-1914 (3) i**
Europe from the Congress of Vienna to 1914: Reaction and Revolution, Nationalistic movements, Rise of Socialism-Communism, the diplomatic background of World War I.
- HIS220 History of Missouri (3) iii (on demand)**
Missouri under French and Spanish rule, the American acquisition, the role of the state in the slavery crisis and in the settlement of the West; study of the state's contributions to politics, art, literature, education, industry, and transportation.
- HIS230 History of the American Negro (3) ii (even numbered years)**
Colonial origins of Negro slavery, the Old South and slavery; Negro contributions to American culture; Negro leadership from Douglass to the present; the influence of the Negro on American politics from the writing of the Constitution to the modern civil rights legislation.
- HIS300 American Colonial History (3) ii**
The founding of the British North American colonies; origins of American cultural, religious, and racial diversity; British colonial administration to the Revolution.
Prerequisite: Six hours of American History.
- HIS305 The American Frontier (3) ii**
Westward expansion of the United States over three centuries: colonial frontier, trans-Appalachian frontier, trans-Mississippi frontier; significance of the frontier in American history.
Prerequisite: Six hours of American History.
- HIS310 English History I (3) i (even numbered years)**
Anglo-Saxon England, the Norman influence, development of English political, social, economic, and intellectual ideas, Tudor England, the Stuarts, the Glorious Revolution, 1688.
- HIS320 English History II (3) ii (odd numbered years)**
The founding of the British Empire, and the role of England in the modern world.

- HIS330 Recent United States History (3) i**
The United States since World War I, with emphasis on current problems.
Prerequisite: History 140 and 150 or consent of instructor.
- HIS340 Recent European History (3) ii**
Europe in World War I, the rise of dictatorships, the League of Nations, new alignments, World War II and the post war period.
Prerequisite: History 200.
- HIS350 History of the Far East (3) i (odd numbered years on demand)**
East Asia and the Pacific from antiquity to the present; Oriental religion, politics, and the economy; impact of European and American traders and missionaries, the founding of the European Empires, Oriental resistance to Westernization, and the emergence of modern China, Japan, and Pacific nations.
Prerequisite: History 110 or 200.
- HIS360 The British Empire (3) i (odd numbered years)**
The Age of Discovery and the founding of the old British Empire, the Empire after the American Revolution, the Commonwealth of Nations, and the decline of Empire after 1945.
Prerequisite: History 310 or 320.
- HIS370 History of Latin America (3) ii**
A survey course including Indian cultures, colonial period, independence movements, national developments, relations with the United States and Europe.
- HIS380 The French Revolution and Napoleon (3) iii (on demand)**
The Old Regime in France, failure of the Bourbon monarchy, the Revolution, the rise of Napoleon, the Napoleonic Wars to the Congress of Vienna 1815.
Prerequisite: Six hours of European History.
- HIS400 Civil War and Reconstruction (3) i**
Sectionalism in anti-bellum America; developing sectional crisis and coming of the Civil War; effects of the war and reconstruction on the nation.
Prerequisite: Six hours American History.
- HIS410 English Legal and Constitutional History (3) ii (on demand) (even numbered years)**
Magna Carta to the twentieth century; the Petition of Rights, the Puritan Revolution, the Glorious Revolution, the Bill of Rights and the Act of Secession, the development of cabinet government, the Reform Bills of 1832 and 1867, the Budget Act of 1911, the Statue of Westminster.
Prerequisite: History 110 and 310.
- HIS420 History of Africa (3) ii (even numbered years)**
North Africa in the ancient world, Africa during the Age of Geographical Discoveries, 19th century European imperialism, the emergence of modern African states and their problems.
Prerequisite: Six hours European history.
- HIS430 European Intellectual History (3) i (odd numbered years)**
Greek and Roman contributions, the Church Fathers, the Carolingian, Ottonian, and Twelfth Century Renaissance, Italian and Northern Humanism, the Age of Reason, Romanticism, and modern European thought.
Prerequisite: Six hours of European History.
- HIS450 Independent Study in History (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of

the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.

- HIS460 American Economic History (3) iii (odd numbered years)**
English mercantilism, laissez-faire and its effect on American economic development, the emergence of the corporation and the trust, the issue of government regulation, and the role of government in the economy of today.
Prerequisite: Six hours of American History.
- HIS470 American Social and Intellectual History (3) ii (on demand)**
Education, religious, intellectual, and artistic development from Colonial times; Puritanism, the Enlightenment, Transcendentalism, Realism.
Prerequisite: Six hours of American History.

POLITICAL SCIENCE

- PSC101 American National Government (3) i, ii, iii**
The American constitutional system; government finance, regulation of commerce, agriculture, labor, conservation of resources.
- PSC110 American State and Local Government (3) i, ii, iii**
State and local government and its colonial and revolutionary origins; state constitutions, legislatures, governors, courts, state services and functions, and problems in twentieth century America.
Prerequisite: Political Science 101.
- PSC200 International Politics (3) i, ii, iii**
The nature of politics at the international level, the national state system, state capabilities, foreign policy objectives, formulation and execution, international organizations, alignments, and contemporary world tensions.
Prerequisite: Political Science 101.
- PSC210 Comparative Political Systems (3) ii**
The internal politics of foreign political systems: structural-functional analysis, General Systems Theory; third world systems compared and contrasted with model European systems.
Prerequisite: Political Science 101.
- PSC300 Political Parties and Interest Groups (3) ii (even numbered years)**
The evolution of the American two-party system. The place of the interest group in decision-making through interaction with executive and legislative branches.
Prerequisite: Six hours of political science.
- PSC310 Political Theory (3) i**
Political theories of the Ancients, Aristotle and Plato; the Church Fathers; Renaissance thought of Machiavelli and More; the Age of Enlightenment and Locke, Montesquieu, and Jefferson; the theories of Marx, Welfare State ideas of Roosevelt; the theories of Fascism and Nazism.
Prerequisite: Political Science 101.
- PSC320 Public Administration (3) ii**
Organization, functions, and problems of public administration in the United States.
Prerequisite: Six hours of political science.
- PSC330 Municipal Government (3) i (odd numbered years)**
The growth of cities, their legal status, municipal politics and elections, forms of city government, municipal services and functions.
Prerequisite: Six hours of Political Science.

- PSC340 Latin American Political Systems (3) i (even numbered years)**
A comparative approach to Latin American political institutions with a view towards causes for political instability; revolution, the new military, Socialism v. Communism, and economic development and U.S. policy.
Prerequisite: 6 hours of Political Science.
- PSC400 American Foreign Policy (3) ii (odd numbered years)**
Policy-making, the role of the public in decisions, formulation and implementation of national policy, U.S. policy goals in various areas of the world, decision-making in crisis situations.
Prerequisite: Political Science 101 and 200.
- PSC410 The Legislative Process (3) ii (odd numbered years)**
The American Congress, its organization, its rules, its role in the law making; the role of interest groups, congressional investigations, and the modern Presidency in the legislative process.
Prerequisite: Six hours of political science.
- PSC420 Constitutional Law (3) i (odd numbered years)**
The role of the Supreme Court in the American system; judicial review and its significance under Marshall, Fuller, Taft, Hughes, and Warren; majority and minority opinions; the process of decision making.
Prerequisite: Six hours of political science.
- PSC430 The American Presidency (3) ii (even numbered years)**
The place of the President in decision-making in the American federal system. His constitutional roles, the legal and extra-legal checks on presidential power.
Prerequisite: Six hours of political science.
- PSC440 International Law and Organization (3) i (even numbered years)**
Legal and political foundations of the international system; settlement of disputes between states, prevention of war, maintenance of security, the United Nations, regional arrangements for collective defense, the development of economic-political units.
Prerequisite: Political Science 101 and 200.
- PSC450 Independent Study in Political Science (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.

SOCIAL SCIENCE

- SSC465 Methods of Teaching the Social Studies (2) i**
Principles and methods of teaching the Social Studies in the secondary school. An in-depth study of current objectives, problems, materials, and methods as applied to each discipline within the social studies curriculum.

SOCIAL WORK

- SWK250 Social Problems and Social Change (3) i, ii, iii**
Social problems and issues; social welfare policies, programs, and institutions; their functions in society.
Prerequisite: 3 credit hours Social Science.
- SWK290 Occupational Experience Training in Social Work (2) i, ii, iii**
Job experience in social work for associate degree candidates. May be repeated for a maximum of 8 credit hours.
Prerequisite: Approval of program coordinator.

- SWK310 Social Work: A Profession (3) i**
The profession of social work, its values, and its view in approaching problems; social work methods and settings; approaches and innovations within the profession and the function of the individual social worker.
Prerequisite: Social Work 250 or consent of instructor.
- SWK320 Philosophy and Policy in Social Services (3) ii**
Historical significance of social legislation, its impact on the individual and society; social philosophy, social service, and social change.
Prerequisite: Social Work 310.
- SWK330 Human Growth and Development (3) i**
Social work concepts of human growth and development in all stages of the life cycle from conception to death; normal physical and emotional growth patterns; assisting people with problems in growth and development.
- SWK410 Tools of Social Intervention (3) i**
Methods used by social workers in attempting to solve social problems.
Prerequisite: Social Work 320.
- SWK430 Practicum in Social Work (3) i, ii, iii**
Field experience in social work: assignment in various social agencies.
Prerequisite: 6 credit hours social work and consent of instructor.
- SWK450 Independent Study in Social Work (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.
- SWK460 Practicum in Social Work (3) i, ii, iii**
Continuation of Social Work 430.
- SWK470 Seminar in Social Welfare (3) ii**
Major trends in social welfare and policy; in depth investigation of an area of interest to the student especially relative to tools of social intervention.
Prerequisite: Social Work 410.
- SWK490 Research in Social Work (3) ii**
Evaluation and utilization of social science research; research methods and experimental design.
Prerequisite: Consent of instructor.

SOCIOLOGY

- SOC110 General Sociology (3) i, ii, iii**
Sociological concepts: social organization, human interaction with individuals and groups, population, and social change.
- SOC120 Cultural Anthropology (3) i, ii, iii**
The nature of culture, language, society, and personality with emphasis on the cultural forms, processes, evolution and change.
- SOC200 Physical Anthropology (3) ii**
The living races of man, the growth and differentiation of the cultures of man from their origins to the development of civilizations.
- SOC230 Social Institutions (3) i, ii, iii**
The structure of human society; social stratification, and the familial, religious, and educational institutions.
Prerequisite: Sociology 110.

- SOC310 Social Deviation (3) i, ii, iii**
Individual and social disorganization; delinquency, alcoholism, minority groups, discrimination; and marital conflict.
Prerequisite: Sociology 110 and 230.
- SOC320 Urban Sociology (3) ii**
The modern city and metropolitan area, ecological and demographic aspects; urban problems and programs of action.
Prerequisite: Six hours of sociology.
- SOC330 The Family (3) i, ii, iii**
The family as a basic institution; the structure and functions of the modern family in a changing urban environment.
Prerequisite: Six hours of sociology.
- SOC340 Personality and Culture (3) i**
The inter-relationships of society, culture, personality.
Prerequisite: Sociology 110, 120.
- SOC400 Ethnic and Race Relations (3) i**
Inter-racial and inter-cultural relations in various cultures; Minority groups in the United States; conflict, accommodation, and assimilation.
Prerequisite: Six hours of sociology.
- SOC410 Dynamics of Population (3) i**
National and international population characteristics, trends, and problems. Factors in birth and death rates and in migration.
Prerequisite: Six hours of sociology.

- SOC420 Collective Behavior (3) ii**
Analysis of collective phenomena, propaganda, crowds, public opinion polls, pressure groups, and social movement.
Prerequisite: Six hours of sociology.
- SOC430 Criminology (3) i**
Theories of criminal behavior, legal concepts, criminal statistics, corrective treatment, and crime control.
Prerequisite: Sociology 110, 230, 310.
- SOC440 Sociological Theory (3) i**
Historical and empirical treatment of the development, structure, and functioning of human social systems.
Prerequisite: Twelve hours of sociology.
- SOC450 Independent Study in Sociology (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.
- SOC460 Research Methods in Sociology (3) ii**
Ethical, epistemological and theoretical foundations of the research process; basic assumptions, derivation of hypotheses, techniques for empirically testing the validity of the propositional structure of sociological and anthropological theories.
Prerequisite: Mathematics 201 and 15 credit hours of Sociology, including Sociology 440.

**SAMPLE PROGRAM
B.A. in History**

Freshman Year	
Fall Semester	Spring Semester
104 English Comp. & Rhetoric I	108 English Comp. & Rhetoric II
101 Amer. National Gov't	100 Ancient & Medieval Civiliz.
Natural Science Elective	Mathematics Elective
101 Concepts of Phys. Educ.	110 State & Local Gov't
140 American History to 1865	150 Amer. History since 1865
15	16
Sophomore Year	
100 World Geography	110 Elementary Spanish II
102 Elementary Spanish I	Natural Science Elective
Communications Elective	Humanities Elective
110 Modern Civilization	260 Principles of Economics
110 General Sociology	History Elective
P.E. Activity	P.E. Activity
16	17
Junior Year	
110 Social Institutions	210 Comparative Pol. Systems
200 European History (1815-1914)	212 Spanish Conv. & Comp.
202 Intermediate Spanish	Social Science Elective
Social Science Elective	History Elective
History Elective	History Elective
15	15
Senior Year	
Free Elective	Humanities Elective
History Elective	Free Elective
Political Science Elective	Free Elective
Humanities Elective	History Elective
History Elective	History Elective
15	15

**SAMPLE PROGRAM
B.S. in History**

Freshman Year	
Fall Semester	Spring Semester
104 English Composition3	108 English Composition3
101 Amer. National Gov't3	100 Ancient & Medieval Civ.3
Natural Science Elective5	Mathematics Elective3
101 Concepts of Phys. Educ.1	110 State & Local Gov't.3
140 American History to 18653	150 American History since 18653
	P.E. Activity1
15	16
Sophomore Year	
100 World Geography3	101 General Psychology3
Communications Elective3	Natural Science Elective4
110 Modern Civilization3	Humanities Elective3
110 General Sociology3	260 Principles of Economics3
200 European History (1815-1914)3	History Elective3
P.E. Activity1	
16	16
Junior Year	
110 Social Institutions3	210 Comparative Polit. Systems3
Free Elective3	Social Science Elective3
Humanities Elective3	History Elective3
History Elective3	340 Recent European History3
330 Recent U.S. History3	History Elective3
P.E. Activity1	
16	15
Senior Year	
Humanities Elective3	Free Elective3
Political Science Elective3	Free Elective3
History Elective3	Free Elective3
Free Elective3	History Elective3
History Elective3	History Elective3
15	15

**SAMPLE PROGRAM
B.S. in Education—History Emphasis**

Freshman Year	
Fall Semester	Spring Semester
104 English Composition3	108 English Composition3
100 Anc. & Medieval Civ.3	101 General Psychology3
100 World Geography3	110 Modern Civilization3
101 American Nat'l. Gov't.3	140 American History to 18653
Mathematics Elective3	Humanities Elective3
101 Concepts of P.E.1	P.E. Activity1
16	16
Sophomore Year	
Natural Science Elective5	110 General Sociology3
110 State & Local Gov't.3	202 Participation in Teaching I3
150 American Hist. since 18653	Natural Science Elective4
200 Europe 1815-19143	History Elective3
Humanities Elective3	331 Audio-Visual Education3
	P.E. Activity1
17	17
Junior Year	
Social Science Elective3	Communications Elective3
303 Experience in Teaching II3	260 Principles of Economics3
304 Psych. in Teaching I2	History Elective3
330 Recent U.S. History3	History Elective3
465 Methods of Teaching S.S.2	History Elective3
P.E. Activity1	
14	15
Senior Year	
Humanities Elective3	304 Psychology in Teaching II2
Free Elective3	404 Foundations in Education3
History Elective3	409 Student Teaching III9
History Elective3	
422 Behavior Mod. in the Classroom2	14
430 Recent European History3	
17	

**SAMPLE PROGRAM
B.A. in Political Science**

Freshman Year	
Fall Semester	Spring Semester
104 English Comp. & Rhetoric I3	108 English Comp. & Rhetoric II3
101 Amer. Nat'l. Gov't.3	Mathematics Elective3
101 Concepts of Physical Ed.1	110 State and Local Gov't.3
Natural Science Elective5	112 Elementary French II3
102 Elementary French I3	140 Amer. History to 18653
15	15
Sophomore Year	
100 Ancient & Medieval Civ.3	110 Modern Civilization3
150 Amer. History since 18653	Humanities Elective3
200 International Politics3	212 Intermediate French II3
202 Intermediate French I3	Social Science Elective3
Natural Science Elective4	300 Pol. Parties & Int. Groups3
16	P.E. Activity1
	P.E. Activity1
16	17
Junior Year	
110 General Sociology3	100 World Geography3
310 Political Theory3	Free Elective3
History Elective3	210 Comparative Pol. Systems3
Pol. Science Elective3	320 Public Administration3
	Political Science Elective3
15	P.E. Activity1
	16
Senior Year	
230 Social Institutions3	Humanities Elective3
Pol. Science Elective3	Pol. Science Elective3
Pol. Science Elective3	History Elective3
Pol. Science Elective3	History Elective3
Pol. Science Elective3	Pol. Science Elective3
15	15

**SAMPLE PROGRAM
B.S. in Political Science**

Freshman Year	
Fall Semester	Spring Semester
104 English Comp. & Rhetoric I3	108 English Comp. & Rhetoric II3
101 Amer. Nat'l. Gov't.3	Mathematics Elective3
Natural Science Elective5	110 State and Local Gov't.3
101 Concepts of Phys. Educ.1	140 Amer. Hist. to 18653
Communications Elective3	Humanities Elective3
15	15
Sophomore Year	
100 Ancient & Medieval Civ.3	110 Modern Civilization3
Free Elective3	Pol. Science Elective3
150 Amer. Hist. since 18653	Humanities Elective3
200 International Politics3	Free Elective3
Natural Science Elective4	300 Pol. Parties & Interest Grps.3
16	P.E. Activity1
	P.E. Activity1
16	17
Junior Year	
110 General Sociology3	100 World Geography3
310 Political Theory3	History Elective3
History Elective3	210 Comparative Pol. Systems3
Political Science Elective3	Political Science Elective3
	Political Science Elective3
15	P.E. Activity1
	16
Senior Year	
230 Social Institutions3	Free Elective3
Political Science Elective3	Political Science Elective3
Political Science Elective3	Political Science Elective3
Political Science Elective3	History Elective3
Political Science Elective3	History Elective3
15	15

**SAMPLE PROGRAM
B.S. in Education-Political Science Emphasis**

Freshman Year	
Fall Semester	Spring Semester
104 English Comp. & Rhetoric I	108 English Comp. & Rhetoric II
100 World Geography	101 General Psychology
100 Ancient & Medieval Civ.	110 Amer. State & Local Govt.
Mathematics Elective	140 American Hist. to 1865
101 American Nat'l. Government	200 International Politics
101 Concepts of Phys. Educ.	P.E. Activity
—	—
16	16
Sophomore Year	
Natural Science Elective	110 Modern Civilization
Communications Elective	Natural Science Elective
202 Participation in Teaching I	Humanities Elective
Humanities Elective	210 Comparative Pol. Systems
P.E. Activity	260 Principles of Economics
—	P.E. Activity
15	17
Junior Year	
100 World Geography	110 General Sociology
Humanities Elective	150 Amer. Hist. since 1865
300 Political Parties & Interest Groups	303 Experience in Teaching II
310 Political Theory	304 Psychology in Teaching I
465 Methods of Teaching S.S.	310 Public Administration
P.E. Activity	Political Science Elective
—	—
15	17
Senior Year	
Political Science Elective	304 Psychology in Teaching II
Political Science Elective	404 Foundations in Education
Political Science Elective	409 Student Teaching III
Political Science Elective	—
422 Behavior Modification in the Classroom	—
—	14
14	

**SAMPLE PROGRAM
B.A. in Sociology**

Freshman Year	
Fall Semester	Spring Semester
104 English Comp. & Rhetoric I	108 English Comp. & Rhetoric II
Natural Science Elective	100 Ancient & Medieval Civ.
101 Concepts of Phys. Educ.	Communications Elective
102 Elementary French I	112 Elementary French II
110 General Sociology	120 Cultural Anthropology
—	P.E. Activity
15	16
Sophomore Year	
101 American Nat'l. Gov.	100 World Geography
200 Physical Anthropology	Mathematics Elective
202 Intermediate French I	Humanities Elective
Natural Science Elective	210 Intermediate French II
230 Social Institutions	260 Principles of Economics
P.E. Activity	P.E. Activity
—	—
17	16
Junior Year	
110 State & Local Govt.	140 American Hist. to 1865
Humanities Elective	Foreign Language Elective
210 Intro. to Philosophy	320 Public Administration
340 Personality & Culture	320 Urban Sociology
Sociology Elective	330 The Family
—	—
15	15
Senior Year	
Free Elective	Free Elective
150 American Hist. since 1865	Free Elective
310 Social Deviation	401 Social Psychology
Sociology Elective	Sociology Elective
440 Sociological Theory	460 Research Methods in Soc.
—	—
15	15

**SAMPLE PROGRAM
B.S. in Sociology**

Freshman Year	
Fall Semester	Spring Semester
104 English Comp. & Rhetoric I	108 English Composition
Natural Science Elective	100 Ancient & Medieval Civ.
101 Concepts of Phys. Educ.	Mathematics Elective
Communications Elective	120 Cultural Anthropology
110 General Sociology	Humanities Elective
—	P.E. Activity
15	16
Sophomore Year	
140 American Hist. to 1865	101 American Nat'l. Government
Humanities Elective	110 Modern Civilization
Natural Science Elective	Free Elective
230 Social Institutions	200 Physical Anthropology
260 Principles of Economics	Humanities Elective
—	P.E. Activity
16	16
Junior Year	
110 American State & Local Government	100 World Geography
Free Elective	150 American Hist. since 1865
310 Social Deviation	320 Public Administration
Sociology Elective	Sociology Elective
440 Sociological Theory	460 Research Methods in Sociology
P.E. Activity	—
—	15
16	
Senior Year	
Free Elective	Free Elective
Free Elective	Free Elective
Free Elective	Free Elective
340 Personality & Culture	250 Social Prob. & Soc. Change
Sociology Elective	Sociology Elective
Sociology Elective	—
—	15
15	

**SAMPLE PROGRAM
B.S. in Education-Sociology Emphasis**

Freshman Year	
Fall Semester	Spring Semester
104 English Comp. & Rhet. I	108 English Comp. & Rhetoric II
100 World Geography	101 General Psychology
100 Ancient & Medieval Civ.	Communications Elective
Mathematics Elective	110 Modern Civilization
101 Concepts of Phys. Ed.	120 Cultural Anthropology
110 General Sociology	P.E. Activity
—	—
16	16
Sophomore Year	
Natural Science Elective	101 American Nat'l. Government
202 Participation in Teaching I	Free Elective
Humanities Elective	200 Physical Anthropology
230 Social Institutions	Natural Science Elective
260 Principles of Economics	P.E. Activity
P.E. Activity	Humanities Elective
—	—
16	17
Junior Year	
110 American St. & Local Gov.	150 American History Since 1865
140 Amer. Hist. to 1865	Free Elective
310 Social Deviation	303 Experience in Teaching II
440 Sociological Theory	304 Psychology in Teaching I
465 Methods of Teaching the Social Studies	Sociology Elective
—	460 Research Methods in Sociology
—	—
14	17
Senior Year	
Free Elective	304 Psychology in Teaching II
Sociology Elective	404 Foundations in Education
Social Science Elective	409 Student Teaching III
400 Ethnic & Race Relations	—
422 Behavior Modification in the Classroom	—
—	14
14	

SAMPLE PROGRAM
Bachelor of Social Work
Freshman Year

Fall Semester	Spring Semester
104 English Comp. & Rhetoric I3	108 English Comp & Rhetoric II3
Natural Science Elective5	Mathematics Elective3
Humanities Elective3	Communications Elective3
101 American National Gov't.3	110 General Sociology3
101 Concepts of Phys. Educ.1	Humanities Elective3
15	15
Sophomore Year	
101 General Psychology3	110 American State & Local Gov't.3
Humanities Elective3	200 Intermediate Psychology3
Natural Science Elective4	230 Social Institutions3
Communications Elective3	250 Social Problems & Social Ch.3
260 Principles of Economics I3	261 Principles of Economics II3
16	P.E. Activity1
	16
Junior Year	
304 Child Psychology3	309 Abnormal Psychology3
310 Social Work: A Profession3	310 Social Deviation3
312 Psychology of the Exceptional Child3	320 Philosophy and Policy in Social Services3
330 Human Growth and Develop.3	320 Urban Sociology or3
340 Personality & Culture3	330 Municipal Government3
P.E. Activity1	330 The Family3
16	P.E. Activity1
	16
Senior Year	
325 Psychology of Personality3	401 Social Psychology3
400 Ethnic and Race Relations3	412 Personnel Management3
405 Psych. of Communications3	460 Practicum in Social Work3
410 Tools of Social Intervention3	470 Seminar in Social Work3
430 Practicum in Social Work3	490 Research in Social Work3
15	15



department of
SPEECH, THEATRE, HUMANITIES

The Department of Speech, Theatre, Humanities comprises several diversified areas of knowledge and experience. The humanities center on the human being—his aspirations, his potentialities, his relationships with his fellow man—especially as they are reflected in literature, drama, philosophy, and religion. The department is concerned with communicative transactions between human beings—the expression, comprehension, and exchange of ideas through either oral or written discourse or artistic endeavor. It is through an understanding of these processes that a picture of the total human being emerges. Students in the department are introduced to many aspects of man's social and creative life thereby acquiring a substantial background for careers in numerous fields such as linguistics, law, politics, journalism, public relations, communications, teaching, and many others.

The Department of Speech, Theatre, Humanities offers majors in Speech and Theatre applicable to both the Bachelor of Arts and the Bachelor of Science in Education degrees. Moreover the department as a whole contributes to the general education of all students, the objective being to provide meaning to the term "humanities."

BACHELOR OF ARTS

(Requires 12 credit hours in a foreign language)

Major in Speech Communication

Courses in Speech must total 36 credit hours. The following specific courses are required: Speech 124, 305, 312, 314 or 344, 324, 334, 335, 475, plus 12 additional credit hours in Speech.

Major in Theatre

Courses in Theatre and related areas must total 39 credit hours. The following specific courses are required: Speech 124; Theatre 229, 249, 259, 318, 338, 457, 467, plus an additional 14 credit hours selected from theatre coursework, 9 hours of which must be numbered 300 or higher. 6 credit hours may be selected from non-theatre coursework, but must have departmental approval.

Minor in Speech Communication

Courses in speech must total 21 credit hours. The following specific courses are required: Speech 305 or 324, 312, 314 or 344, 334, 335, plus 6 additional credit hours in speech.

Minor in Theatre

Courses in theatre must total 20 credit hours. The following specific courses are required: Theatre 140, 218, 249 or 259, 338, 457 or 467, plus elective credits in theatre or departmentally approved coursework to total 6 credit hours, 3 credit hours of which must be numbered 300 or higher.

BACHELOR OF SCIENCE IN EDUCATION

Major in Speech and Theatre

Courses in Speech and Theatre must total 39 credit hours. The following specific courses are required: Speech 124, 305, or 324, 312, 314 or 344, 334, 465, plus an additional 3 credit hours in Speech; Theatre 218, 249, 318, 338, plus an additional 6 credit hours in Theatre, 3 credit hours of which must be numbered 300 or higher.

Minor in Speech and Theatre

Courses in Speech and Theatre must total 21 credit hours. The following specific courses are required: Speech 124, 305 or 324, 312 or 334, 465; Theatre 218, 249, 338.

SPEECH

- SPH104 Oral Communication (3) i, ii, iii**
Principles of speech as applied in meaningful participation in society. Not available for credit to students with previous or concurrent credit in either Speech 105 or 210.
- SPH105 Business and Professional Speech (3) i, ii**
Principles of speech directly applicable to the professions and business. Orientation toward formal presentations of speeches of various types, the conference, and interview techniques as forms of oral communications. Not available for credit to students with previous or concurrent credit in either Speech 104 or 210.
- SPH124 Voice and Articulation (3) ii**
Theories and techniques of improving voice and articulation. Includes mastery of a working knowledge of phonetics.
- SPH210 Current Topics Forum (3) i, ii, iii**
Development of skills in oral communication by analysis of current controversial political, social, and economic issues. Emphasis upon the impact of speakers and movements on society. Not available for credit to students with previous or concurrent credit in either Speech 104 or 105.
- SPH251 Laboratory Forensics (1) i, ii**
Participation in collegiate forensic activities including debate, oratory, manuscript reading, oral interpretation and extempore speaking. May be repeated for a maximum total of four credit hours.
- SPH305 Interpersonal Communication (3) i**
An analysis of communication interactions in relatively unstructured, person-to-person settings with application of interpersonal communication concepts to resolving problems emerging from human interactions.
- SPH312 Speech Composition (3) i**
Refinement of speech preparation and presentation; platform experience, extemporaneous and manuscript speeches for various occasions.
Prerequisite: Speech 104 or 105 or 210.
- SPH314 Persuasion (3) ii**
Persuasion as a process of influencing attitude and behavior; preparation and delivery of suatory discourse. Emphasis on experimental research as reflected on the persuasive process.
Prerequisite: Speech 104 or 105 or 210.
- SPH317 Speech for the Classroom Teacher (3) i (even numbered years)**
A basic analysis of speech formats for classroom instruction. Review of research concerning communication variables related to teaching performance. Experience in presenting oral reports, administering group discussion, conducting interviews, oral interpretation, storytelling, mini-lecture, and formal lecture.
- SPH324 Small Group Communication (3) ii**
Analysis of major concepts of small group communication. Emphasis upon the influence of group roles, leadership styles, group structure, thought processes, and consensus methods upon the outcome of small group communication behavior. Attention to the application of concepts to communication interaction in vocational and social group settings.
- SPH334 Argumentation and Debate (3) i, ii**
Examination and application of philosophical and theoretical foundations of logic and argumentation to the persuasive process; experience in preparation and presentation through debate and discussion formats.
Prerequisite: Speech 104 or 105 or 210.
- SPH335 Speech Criticism (3) ii**
Theories of speech criticism; application of methods of criticism to analysis of contemporary public address.
Prerequisite: 9 semester hours of speech.
- SPH344 Parliamentary Procedure (3) ii (odd numbered years)**
Rules and regulations which govern oral communication in organized groups in America. Practice in implementation of parliamentary procedures.
Prerequisite: Speech 104 or 105 or consent of instructor.
- SPH450 Independent Study in Speech (1-5) i, ii, iii**
Investigation of selected problems or topics on an individual conference basis.
Prerequisite: The student must: (1) have completed his 80 hour degree evaluation, (2) have obtained the consent of the department chairman, and (3) have earned a 2.5 grade point average in his major field of study.
- SPH465 Methods of Teaching Speech and Drama (2) i (even numbered years)**
Philosophies, issues, and problems in contemporary speech and drama education; analysis of content, structure, presentation; evaluation of teaching.
Prerequisite: Consent of instructor.
- SPH475 Modern Theories of Rhetoric and Communication (3) i (odd numbered years)**
Contemporary theories of rhetoric and communication with emphasis upon research; critical, historical, and experimental approaches to deriving and testing the validity of theories of rhetoric and communication.

THEATRE

- THR113 Introduction to Theatre (3) i, ii, iii**
The contributions made by directors, actors, designers, technicians, and playwrights to modern dramatic productions. Participation in a production as performer, member of stage or construction crew, or member of production committee is required.

- THR140 Production Participation (1) i, ii, iii**
Forty hours of supervised practical work in any area of theatre activities in any one semester. Must participate in strike of a production. May be repeated for a maximum total of four credit hours.
- THR218 Oral Interpretation (3) i, ii**
Oral reading and analysis of prose, poetry, and drama.
- THR229 Stage Makeup (2) ii (even numbered years)**
Techniques and materials involved in make up and hair styling as required by the various styles and periods of dramatic productions. 1 hr. lecture, 2 hrs. lab. (Student must furnish required assorted makeup accessories)
- THR249 Stagecraft: Stages and Construction (4) i**
Stages, staging techniques and construction in relation to theatrical production requirements. 3 hours lecture-demonstration, 4 hours lab.
- THR259 Stagecraft: Staging and Lighting (4) ii**
A continuation of Theatre 249; emphasizes the element of stagelighting as a production requirement. 3 hours lecture-demonstration, 4 hours lab.
- THR318 Acting (3) i**
Basic principles of acting and stage movement developed through improvisational techniques.
Prerequisite: Theatre 113 or consent of instructor.
- THR329 Costume Design (3) i (even numbered years)**
Costuming for the stage: history (style and period), theory and design of costumes. 2 hours lecture, 4 hours lab. (Student must furnish required assorted drawing equipment.)
- THR338 Directing (3) ii**
Principles of play direction: selection, casting, blocking, staging a production.
Prerequisite: Theatre 249.
- THR349 Scene Design (3) i (odd numbered years)**
Theory, principles and techniques of scene and lighting design for the contemporary theatre. Comprehensive analysis of a play and the development of a design through the media of floor plans, lighting plots, and perspective line drawing. 2 hours lecture, 2 hours lab... (Student must furnish required drafting tools, brushes and paints.)
Prerequisite: Theatre 249, 259.
- THR358 Readers' Theatre (3) ii**
Principles and techniques involved in readers' theatre.
Prerequisite: Theatre 218 or consent of instructor.
- THR368 Shakespeare (3) (same as English 368)**
- THR370 Summer Theatre Workshop (3) iii**
Practical experience in designing, staging, acting and producing the play or plays with individual assignments designated by the instructor.
Prerequisite: Consent of instructor.
- THR418 Independent Projects in Acting (1-3) i, ii, iii**
Specialized research or performance problems for advanced theatre students interested in acting. Scholarly projects in the theory of acting are also acceptable.
Prerequisite: Theatre 318 and consent of instructor.
- THR438 Independent Projects in Directing (1-3) i, ii, iii**
Project course involving the directing of a full-length departmental production, including casting, rehearsing, and co-ordinating the technical elements of the play, including box office and publicity.
Prerequisites: Theatre 249, 259, 329, 338, and consent of instructor.
- THR449 Independent Projects in Technical Theatre (1-3) i, ii, iii**
Project course involving the design and execution of scenery, lights, sound, properties, costumes, or make-up for a full-length departmental production.
Prerequisites: Theatre 249, 349, or 229 and consent of instructor.
- THR457 History of the Theatre: Greek to Restoration (3) i (even numbered years)**
A study of the theatre from ancient Greece through the Restoration period. Theatre and stage architecture, scene design, costuming and acting styles are discussed and their relation to dramatic literature analyzed. 3 hours lecture.
- THR467 History of the Theatre: Restoration to the Present (3) ii (odd numbered years)**
A continuation of History of the Theatre 457, a study of the theatre from Restoration period to the present. 3 hours lecture.
- THR478 Modern Drama (3) (same as English 478)**

HUMANITIES

- HUM203 Humanities I (3) i, ii, iii**
Study in the social and intellectual history of man as reflected by the literature, art, music, drama and discourse of man from classical period to Renaissance.
- HUM205 Humanities II (3) i, ii, iii**
Study in social and intellectual history of man as reflected by the literature, art, music, drama and discourse of man from Renaissance to present.
- HUM210 Introduction to Philosophy (3) i, ii, iii**
A survey of the origins and development of philosophic thought.
- HUM330 Comparative Religions (3) i**
A survey of the nature and effects of major and minor religions on the culture and civilization of mankind.
- HUM340 Ethics (3) ii**
Definition, meaning, scope and application of ethics to every phase of mankind as comprehended by an analysis of ethics in ancient, medieval and modern times.
- HUM360 Readings in the Humanities (3) ii (odd numbered years)**
Specialized course work in the humanities of Western Civilization; emphasis on analysis of humanistic works of leading authors.
Prerequisite: Philosophy 203 and 205, or consent of instructor.
- HUM420 Readings in Philosophy (3) i (odd numbered years)**
A seminar course directed toward the analysis of principal works of leading philosophers: ancient, medieval and modern.
Prerequisite: Philosophy 210.

**SAMPLE PROGRAM
B.A. in Speech Communication
Freshman Year**

Fall Semester		Spring Semester	
104 English Composition	3	108 English Composition	3
Foreign Language	3	Foreign Language	3
Social Science Elective	3	Social Science Elective	3
Communication Elective	3	Humanities Elective	3
101 Concepts of Physical Activity	1	124 Voice & Articulation	3
Physical Education Elective	1	Physical Education Elective	1
	14		16
Sophomore Year			
Humanities Elective	3	Humanities Elective	3
Foreign Language	3	Foreign Language	3
Math Elective	3	Physical Science Elective	4
Elective	3	218 Oral Interpretation	3
305 Interpersonal Communication	3	324 Small Group Communication	3
Physical Education Elective	1		16
	16		16
Junior Year			
Physical Science Elective	5	Social Science Elective	3
Elective	3	Elective	3
312 Speech Composition	3	Elective	3
334 Argumentation & Debate	3	314 Persuasion	3
Speech Elective	1	Speech Elective	3
	15	Speech Elective	1
	16		16
Senior Year			
Elective	3	Elective	3
Elective	3	Elective	3
Elective	3	Elective	3
475 Modern Theo. of Rhetoric & Comm.	3	335 Speech Criticism	3
Speech Elective	3	Speech Elective	3
Speech Elective	1		15
	16		15

**SAMPLE PROGRAM
B.A. in Theatre
Freshman Year**

Fall Semester		Spring Semester	
104 English Communication	3	108 English Composition	3
Foreign Language	3	Foreign Language	3
Social Science Elective	3	Social Science Elective	3
Theatre Elective	3	124 Voice & Articulation	3
101 Concepts of Phy. Activity	1	Communication Elective	3
Phy. Ed. Elective	1	Phy. Ed. Elective	1
	14		16
Sophomore Year			
Humanities Elective	3	Humanities Elective	3
Foreign Language	3	Foreign Language	3
Social Science Elective	3	Math Elective	3
Elective	3	218 Oral Interpretation	3
249 Stagecraft I	4	259 Stagecraft II	4
	16		16
Junior Year			
Phy. Science Elective	5	Phy. Science Elective	4
Elective	3	Elective	3
329 Costume Design	3	Elective	3
318 Acting	3	338 Directing	3
Phy. Ed. Elective	1	229 Stage Makeup	2
	15	Theatre Elective	1
	16		16
Senior Year			
Humanities Elective	3	Elective	3
Elective	3	Elective	3
Theatre Elective	3	Theatre Elective	3
Theatre Elective	3	Theatre Elective	3
457 History of Theatre I	3	467 History of Theatre II	3
Theatre Elective	1		15
	16		15

**SAMPLE PROGRAM
B.S. in Speech & Theatre
Freshman Year**

Fall Semester		Spring Semester	
104 English Composition	3	108 English Composition	3
Social Science Elective	3	Social Science Elective	3
Math Elective	3	Phy. Ed. Elective	4
Communication Elective	3	Social Science Elective	3
Humanities Elective	3	124 Voice & Articulation	3
	15		16
Sophomore Year			
Humanities Elective	3	Humanities Elective	3
Elective	3	Elective	3
Phy. Science Elective	5	202 Participation in Teaching	3
312 Speech Composition	3	218 Oral Interpretation	3
101 Concepts of Phy. Activity	1	324 Small Group Communication	3
Phy. Ed. Elective	1	Phy. Ed. Elective	1
	16		16
Junior Year			
Elective	3	Elective	3
Elective	3	Elective	3
Speech or Theatre Elective	3	Speech or Theatre Elective	3
318 Acting	3	338 Directing	3
334 Argumentation & Debate	3	314 Persuasion	3
Phy. Ed. Elective	1		15
	16		15
Senior Year			
303 Experience in Teaching	3	304 Psychology in Teaching II	2
304 Psychology in Teaching I	2	404 Foundations in Education	3
Education Elective	2	409 Student Teaching	9
Speech or Theatre Elective	3		14
249 Stagecraft	4		14
465 Methods of Teaching Speech & Drama	2		16
	16		16

EVENING AND SATURDAY ACADEMIC COURSES

Missouri Western State College offers a number of academic courses which are acceptable in associate and baccalaureate degree programs in the evening and on Saturday mornings. These courses are provided in order to create an opportunity for the working adult to pursue academic work which will lead to certain Associate or Baccalaureate degrees. Most services provided to daytime students at the College are available to those who pursue their education in this manner. If any of these classes fail to gain sufficient enrollment to make them financially feasible, the college reserves the right to cancel any such offerings.

For further information concerning the academic courses offered at this time, contact the Office of the Co-ordinator of Evening and Saturday Academic Courses in A117.

SUMMER PROGRAM

Missouri Western State College summer sessions are designed for:

1. Students who wish to accelerate their progress.
2. Students who carry only a partial course load during the regular semesters.
3. June high school graduates who wish to get an advanced start in their college studies.

Missouri Western welcomes summer students from other collegiate institutions.

THE BOARD OF REGENTS

- Mrs. Shirley Bradley
Appointed: September, 1973; Reappointed: October, 1973
Term Expires: October, 1978
- Dwight Crane, Jr.
Appointed: November, 1971
Term Expires: October, 1976
- Robert E. Douglas
Appointed: October, 1968; Reappointed: October, 1969
Term Expires: October, 1974
- William F. Enright, Jr.
Appointed: October, 1965; Reappointed: October, 1970
Term Expires: October, 1975
- Thomas V. Teare
Appointed: October, 1965; Reappointed: October, 1972
Term Expires: October, 1977

THE BOARD OF TRUSTEES

- Evan R. Agenstein
Elected: April, 1972
Term Expires: April, 1978
- Dr. Cecil Albright
Elected: April, 1974
Term Expires: April, 1980
- Dwight Crane, Jr.
Elected by Board May, 1973; Elected April, 1974 to unexpired term of Whitney Potter
Term Expires: April, 1976
- Fred Eder
Elected: April, 1972
Term Expires: April, 1978
- Richard Hopkins
Elected: April, 1974
Term Expires: April, 1980
- Robert S. (Casey) Meyers
Elected: April, 1970
Term Expires: April, 1976

ADMINISTRATION

- ASHWORTH, George M. Vice President for Administrative Affairs
B.S.—Northwest Missouri State College
M.Ed.—University of Missouri
Graduate Study—University of Missouri
- ATHA, Charles Director of Physical Plant
- AYERS, Richard Coordinator of Cooperative Education
B.S. in Ed.—Missouri Western State College
- BENSYL, Conrad N. Dean, Applied Sciences
B.S.—Northwest Missouri State College
M.S.—Kansas State Teachers College
Ph.D.—University of Missouri

- BERGER, Bob Director of Financial Aids
B.S.—University of Kansas
M.S.—Northwest Missouri State University
Graduate Study—Northwest Missouri State University
- BRAND, James Coordinator Veteran's Affairs and Student Activities
B.S.—Missouri Western State College
- BURRI, Charles R. Director of Athletics
B.S.—Northwest Missouri State College
M.Ed.—University of Missouri
Graduate Study—University of Missouri
- CAPELLI, Stephen L. Associate Dean, Career Programs
B.A.—Trenton New Jersey State College
M.A.—Trenton New Jersey State College
Ph.D.—University of Missouri
- CLARK, Lowell W. Director of Institutional Research
B.S.—Kansas State University
M.S.—Kansas State University
Graduate Study—University of Colorado
- COOK, Donald Coordinator, Student Financial Aid
B.Music Ed.—Lincoln University
M.Ed.—University of Missouri—Columbia
Graduate Study—University of Missouri
- COYNE, Charles E. Dean, Education and Psychology
B.A.—Iowa State Teachers College
M.A.—Northeast Missouri State College
Ed.D.—North Texas State University
- GRAHAM, Dorothy B. Director of Counseling Center
B.A.—University of Iowa
M.A.—San Diego State College
Graduate Study—University of Colorado
- HARTMAN, Paul Director of Business Office
B.A.—Northwest Missouri State University
- HAWK, Kenneth L. Vice President for Business Affairs
B.A.—Fort Hays Kansas State College
M.S.—Fort Hays Kansas State College
- HAYES, J. Robert Director of Traffic and Security
B.S.—Missouri Western State College
M.S.—Central Missouri State University
- HINES, Robert Counselor
B.S.—Kansas State University
M.S.—Central Missouri State University
- HOFF, Forrest Dean of Students
B.S.—Northwest Missouri State College
M.Ed.—University of Missouri
- HOLT, Marge Head Campus Nurse
Trinity Lutheran Hospital
School of Nursing
Kansas City, Missouri
- HOWGILL, Martyn Director of Public Relations
B.A.—Fort Hays State College
M.A.—University of Missouri

- HUDSON, DanCoordinator, Housing
B.S.—Missouri Western State College
- JURRIES, ElaineReference Librarian
B.A.—Mankato State College
M.A.—University of Minnesota
- KUECHLER, WilliamDirector of Off-Campus Services
B.S.—University of Missouri, Columbia
M.S.—University of Missouri, Columbia
Graduate Study—University of Missouri, Columbia and UMKC
- LIBEL, Marie S.Assistant Librarian
B.A.—Maryville College
M.A.—University of Wisconsin
- LOONEY, Marvin O.President
B.S.—Southwest Missouri State College
M.Ed.—University of Arkansas
Ed.D.—University of Arkansas
- MAAG RussellCoordinator, Planetarium
- MACKEY, RobertCoordinator, Audio Visual
B.A.—William Jewell College
M.A.—Central Missouri State
- McDONALD, MarvinDirector of Testing
B.S.—Northwest Missouri State College
M.A.—Western Colorado State
- MORRISON, Nolen B.Vice President for Student Affairs
B.S.—Southwest Missouri State College
M.Ed.—University of Arkansas
Ed.D.—University of Arkansas
- MYERS, JerryDirector of Sports Information
B.S. in Ed.—Missouri Western State College
- NELSON, RobertVice President for Academic Affairs
B.S.—Montana State University
M.S.—Montana State University
Ph.D.—Purdue University
- PATTERSON, Ty A.Coordinator, Admissions
B.A.—Kansas State Teachers College
M.S.—Kansas State Teachers College
- RAMSEL, JuliaAcquisitions Librarian
B.A.—Northwest Missouri State University
M.S.L.S.—University of Missouri, Columbia
- ROBERTS, Dr. PhyllisStudent Health Physician
B.A.—Douglass College
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Graduate Study
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M.S.—Kansas State College
Ph.D.—Kansas State University
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M.A.—University of Missouri
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M.A.—Northwestern University
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