



# **St. Joseph Junior College**

**St. Joseph, Missouri**

**BULLETIN — 1963-1965**

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ST. JOSEPH JUNIOR COLLEGE

Bulletin--1963-1965

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St. Joseph, Missouri



## ST. JOSEPH JUNIOR COLLEGE

Tenth and Edmond Streets

ST. JOSEPH, MISSOURI

## Forty-second Catalogue

1963 - 1965

Missouri Western State College  
Hearnes Learning Resources Center  
4525 Downs Drive  
St. Joseph, Missouri 64507

ACCREDITATION

The St. Joseph Junior College is accredited by the North Central Association of Colleges and Secondary Schools, the University of Missouri, and the State Department of Education of Missouri.

**THE SCHOOL DISTRICT OF ST. JOSEPH**

ST. JOSEPH, MISSOURI

**BOARD OF EDUCATION**

|                                    |                                        |
|------------------------------------|----------------------------------------|
| <b>Dwight L. Dannen, President</b> | <b>Mrs. John Wyeth, Vice-President</b> |
| <b>W. Fairleigh Enright</b>        | <b>E. F. Garvey</b>                    |
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**SCHOOL DISTRICT ADMINISTRATION**

**GEORGE L. BLACKWELL**, Superintendent of Schools  
**R. V. BLOMFIELD**, Assistant Superintendent in Charge of Business  
**G. M. COLEMAN**, Assistant Superintendent in Charge of Instruction  
**W. P. GREEN**, Vocational Education, Hillyard Vocational School

**JUNIOR COLLEGE ADMINISTRATION**

**MARION E. GIBBINS**, Dean of the College  
**EDGAR C. LITTLE**, Dean of Students

**OFFICE STAFF**

**RUTH WALLERSTEDT**, Office Manager and Financial Secretary  
**ARLINE FRUIN**, Records Secretary

**Founded in 1915**

The St. Joseph Junior College has provided a high quality of college work at a minimum of expense for young men and women in this community.

## FACULTY

- JULIUS AASEN .....Art  
A.B., A.M., University of Missouri.
- EVAN AGENSTEIN .....Physics, Mathematics  
B.S., Northwest Missouri State College; A.M., University of Kansas  
City; Graduate Study, University of Missouri.
- ROBERT ALCORN .....Athletic Director, Coach  
B.S., Northwest Missouri State College.
- DENA CLARK .....Librarian  
B.S., Northwest Missouri State College; B.S. in Library Science,  
George Peabody College for Teachers; A.M., George Peabody College  
for Teachers.
- MARY LEE DOHERTY .....English  
A.B., William Jewell College; A.M., University of Colorado.
- HARRY FORCE .....Biology, Chemistry  
B.S., Alabama State Teachers College; A.M., George Peabody College  
for Teachers.
- CHARLOTTE FORNARY .....German  
A.B., A.M., Hunter College of The City University of New York.
- ARLINE FRUIN .....Records Secretary
- HELEN GETTYS .....Psychology  
B.S., M.S., University of Missouri.
- MARION E. GIBBINS .....DEAN  
B.S., Northwest Missouri State College; A.M., University of Mis-  
souri; Graduate Study, University of Minnesota.
- MARIAN HARVEY .....Social Science  
A.B., Northwestern University; A.M., University of Chicago; Grad-  
uate Study, University of Wisconsin.
- ACHSAH HECKEL .....Chemistry Laboratory  
B.S., Kansas State University.
- HERBERT G. HULLINGER .....Economics, Accounting  
B.S., Northwest Missouri State College; M.S., University of Missouri.
- LOUISE LACY .....English, Speech  
A.B., A.M., University of Missouri.
- EDGAR C. LITTLE .....Chemistry, Dean of Students  
B.S., Cotner College; M.S., University of Iowa; Graduate Study,  
Universities of Nebraska, Colorado.
- MURIEL M. LOMAX .....Health Education  
B.S., New York University; A.M., University of Kansas City.

- GLENN E. MARION .....Engineering  
B.S., Northwest Missouri State College; M.S., Oregon State College;  
Graduate Study, Missouri School of Mines and Metallurgy.
- DOROTHY MOORE .....Spanish, French  
A.B., A.M., Washington University; Graduate Study, University of  
Kansas City and Temple University—Sorbonne.
- ELIZABETH PHELAN .....History  
B.S., St. Mary College; M.S. in Education, Creighton University.
- FRANK S. POPPLEWELL .....History, Political Science  
B.S., M.S., Kansas State College; A.M., University of Missouri.
- RICHARD QUINN .....Counselling  
B.S., Northwest Missouri State College; M.S., Oklahoma State  
University.
- ROSALIE REARDON .....English  
B.S., University of Missouri; A.M., Southern Methodist University.
- ROBERTA S. RIEMER .....Music  
A.B., Park College; M.Mus., Northwestern University; Graduate  
Study, Chicago Musical College, Columbia University.
- LOIS JANE ROPER .....Mathematics  
B.S., Northwest State College; A.M., University of Missouri.
- CELIA F. SUTHERLAND .....Education  
B.S., Northwest Missouri State College; A.M., University of Kansas  
City; Graduate Study, University of Kansas.
- RICHARD TAYLOR .....English  
B.S., Northeast Missouri State College; B.J., A.M., University of  
Missouri.
- RUTH WALLERSTEDT .....Office Manager and Financial Secretary
- LILLIAN R. WATKINS .....Mathematics  
Ph.B., University of Chicago; A.M., University of Missouri; A.M.,  
University of Michigan; Graduate Study, Columbia University,  
Northwestern University.
- JOHN R. YANCEY .....Biology  
B.S., Central Missouri State College; A.M., University of Kansas  
City; Graduate Study, University of Colorado and University of  
Missouri.

## GENERAL INFORMATION

The St. Joseph Junior College was organized by an act of the Board of Education in the summer of 1915. It is an integral part of the city public school system. The administration is under the direction of the Board of Education and the Superintendent of Schools.

Classes were originally conducted in what was known as the Central High School building at Thirteenth and Olive, a location now occupied by the Naval Reserve building, and were under the immediate direction of the principal and staff of Central High School. In 1925 most of the classes were moved to the adjoining building, which at present houses the Everett School. In January 1933, a separate administration was established and all classes were moved to the present building on Tenth Street between Charles and Edmond.

The present building houses a fully equipped library which consists of a reading room, a librarian's office and stack room. The book collection is a growing one, comprising over eleven thousand well-selected volumes. It contains the standard reference works and duplicate copies of the readings assigned for class work. The proximity of the Public Library, which contains more than a hundred thirty-five thousand books, is a great asset to the college. Fully equipped Biology, Chemistry, Physics, and Language laboratories are also available.

## OBJECTIVES

### I. Objectives and purposes in the field of General Education:

1. To promote intellectual growth and creativity. The St. Joseph Junior College was established originally as a liberal arts college. A liberal arts program through the first two years of college has, therefore, remained our constant purpose. To this end, our curriculum offers basic courses in the areas of human knowledge: science, mathematics, the fine arts, humanities, and social studies.
2. To encourage habits of intellectual integrity and objective thought by the posing of questions, by lecture, experimentation, class discussions, student papers, class visitation by community leaders and visual education.
3. To develop skills in communication, in organization, and interpretation of facts.

### II. Occupational objectives:

1. To provide pre-professional work leading to the schools of medicine, law, business administration, education, journalism, engineering, nursing, etc.
2. To provide opportunities for adult education both cultural and vocational.
3. To provide opportunity for terminal education which will include an increased knowledge of the heritage of western civilization, as well as some technical preparation.

### III. Objectives in individual improvement:

1. To encourage self discipline and personal adjustment to the increasing responsibilities of adult life.
2. To encourage development of individual abilities through class work, student clubs, honorary societies, student convocation, and talent productions, and athletic programs.
3. To promote respect for individual merit and human dignity.

## ACCREDITED RELATION

The Junior College of St. Joseph is fully accredited by the North Central Association of Colleges and Secondary Schools and is a member of the American Association of Junior Colleges.

The Junior College meets the conditions of affiliation with the University of Missouri in conformity with the plan of that institution for accrediting Junior Colleges, and graduates of the St. Joseph Junior College are admitted without examination to Junior standing in the University of Missouri and other institutions of like ranking upon presentation of certificates showing completion of sixty hours of work and one hundred and twenty points. Graduates from the St. Joseph Junior College have transferred to many of the large colleges and universities with advanced standing. Students should check their courses carefully against the requirements of the university of their choice.

## ADMISSION

### 1. From High School:

Graduates of accredited high schools in Missouri are eligible for admission without examination. Graduates of accredited high schools in other states must present credits that would be accepted for admission to the College of Arts and Science, University of Missouri.

### 2. By Transfer from other Colleges and Universities:

A student who has been admitted to another collegiate institution of recognized standing will be admitted to the College upon presenting a certificate of honorable dismissal and official transcripts of high school and college work provided his scholastic record has been satisfactory. **NO STUDENT WILL BE ADMITTED WHO IS UNDER SUSPENSION FROM ANOTHER INSTITUTION** or whose record of scholastic achievement is lower than would have been required of him at the St. Joseph Junior College. No transfer student will be considered as enrolled until a transcript of credits has been filed with the registrar.

### 3. Special Students:

- a. A person at least twenty-one years old who is not a graduate of an accredited high school may be admitted on the basis of satisfactory scores on a test of General Education Development and become a candidate for graduation from the Junior College. If such a person hopes eventually to become a candidate for a degree from a college or university, he must be governed by the policy of that institution concerning special students.
- b. Others, of mature age, who are not high school graduates and do not submit G. E. D. test scores may be admitted by special arrangements but may not become candidates for graduation from the Junior College.

## REGISTRATION

A person who plans to enroll in the St. Joseph Junior College will follow the procedures shown below.

1. **SUBMIT AN APPLICATION ON A FORM PROVIDED BY THE COLLEGE OFFICE.**
2. **HAVE AN OFFICIAL TRANSCRIPT OF HIGH SCHOOL RECORD SENT TO THE COLLEGE OFFICE.**

3. TAKE REQUIRED PLACEMENT TESTS.

These may be taken on a designated Saturday in April at the Junior College or at other testing centers in Northwest Missouri on certain Saturdays in May. Dates are announced each spring.

4. VISIT THE JUNIOR COLLEGE OFFICE DURING THE SUMMER TO CONFER WITH AN ADVISER AND SET UP A TENTATIVE SCHEDULE OF CLASSES.

Personnel of the college will be on hand each week day starting shortly after July first. Students who pre-register early have a better opportunity to arrange classes to their advantage.

5. REPORT FOR FINAL REGISTRATION AND ORIENTATION.

Final registration takes place during the week immediately preceding the beginning of classes. FEES MUST BE PAID IN FULL AT THIS TIME. No student can be admitted to classes until all fees are paid. Any exception to this must be approved by the Assistant Superintendent of Schools in Charge of Business, second floor, Public Library Building.

**LATE REGISTRATION**

No student will be permitted to enroll in a course after classes have been in session for one week except in extraordinary cases when he may be permitted to enter during the second week by special arrangement with the Dean and the Instructor involved.

A late registration fee is required of all students who enter after the regular period of registration has ended. Fee: \$5.00.

**FEES**

All Fees Must Be Paid At The Time Of Final Registration

There is no tuition fee for students who are residents of the St. Joseph School District. However, all students, regardless of residence, must pay an incidental fee, activity fee and library fee each semester. Those enrolled in courses where equipment is exposed to depreciation or where materials are consumed, are required to pay a laboratory fee.

Students who cannot be classified as residents of the St. Joseph School District must pay a non-resident tuition fee in addition to the fees required of all students. A student who enrolls for eight semester hours of work, or less than eight hours, will pay only half the incidental fee and in the case of non-resident students only half the non-resident tuition fee. All other fees for those carrying a half-load are the same as those of full-time students.

A schedule of fees is shown below:

|                            |                     |
|----------------------------|---------------------|
| Non-resident tuition ..... | \$131.50 a semester |
| Incidental fee .....       | 50.00 a semester    |
| Activity fee .....         | 6.50 a semester     |
| Library fee .....          | 1.50 a semester     |
| Laboratory fees:           |                     |

|                                  |                  |
|----------------------------------|------------------|
| Art .....                        | 1.00 a semester  |
| Bacteriology .....               | 5.00 a semester  |
| General Botany .....             | 5.00 a semester  |
| General Zoology .....            | 5.00 a semester  |
| Geology .....                    | 5.00 a semester  |
| Physics (all courses) .....      | 5.00 a semester  |
| Chemistry (all courses) .....    | 10.00 a semester |
| Physiology .....                 | 10.00 a semester |
| Surveying .....                  | 10.00 a semester |
| Hillyard Vocational School ..... | 50.00 a semester |

Miscellaneous fees:

|                                                          |      |
|----------------------------------------------------------|------|
| Late registration fee .....                              | 5.00 |
| *Late examination fee (by permission) .....              | 1.00 |
| Transcript fee (after the first request) .....           | 1.00 |
| *This also applies to any test which has been announced. |      |

**REFUND OF FEES**

Students withdrawing from classes after the registration period may receive refunds of fees in accordance with the following schedule:

|                                                                                             |     |
|---------------------------------------------------------------------------------------------|-----|
| From the time of payment of fees until the end of the fifth school day of the semester..... | 80% |
| From the sixth through the tenth school day.....                                            | 60% |
| From the eleventh through the fifteenth school day.....                                     | 40% |
| From the fifteenth through the twentieth school day.....                                    | 20% |
| After the semester has been under way for twenty days no refund of fees is made.            |     |

## GRADUATION

Graduation from the St. Joseph Junior College implies one of two things: that a student intends to transfer to a four-year college as a Junior or that he will terminate his formal education and take full-time employment. At present, most of the courses offered by the College are considered as college-university parallel courses; that is, they are similar to courses offered in colleges and universities during the Freshman and Sophomore years. When transferred from the Junior College they are accepted by four-year institutions as credit toward a Bachelor's Degree. At the same time, many of these courses will be valuable to a person even though he may never complete the requirements for a degree. In this case they may be considered as terminal in nature. In addition, a few courses offered by the College, including those offered in cooperation with the Hillyard Vocational School, are definitely terminal in nature and ordinarily will not be accepted toward a degree by a four-year institution.

Graduation is not absolutely imperative, even for students who wish to transfer to four year institutions with upper-class standing. At the same time, distinct advantages accrue to the student who completes all requirements for graduation from the Junior College:

1. Because he must have at least a "C" average to graduate, acceptance by most colleges and universities is automatic and transfer procedures are simplified.
2. Graduates receive a scholastic rank in the class. This is important in a number of instances, particularly when applying for scholarships.
3. Those who do not go on have the satisfaction of knowing they have completed a significant step in education beyond high school.
4. The activities at commencement time, while not spectacular, include experiences a student may enjoy retaining in his memory.

### REQUIREMENTS FOR GRADUATION

General requirements to be met by all students are:

1. Complete a minimum of sixty semester hours of credit and one hundred and twenty grade point. (See "Grading System," Page 15.)
2. Credit in the following courses:
  - a. English Composition, six hours
  - b. American History or American Government, five hours  
(These courses include a study of the American Constitution and the State of Missouri)
3. In addition to the general requirements, students will fulfill requirements for one of the following certificates:

|                                    |        |
|------------------------------------|--------|
| Associate in Arts                  | (A.A.) |
| Associate in Science               | (A.S.) |
| General Junior College Certificate | (J.C.) |

The granting of three separate types of certificates is more a matter of tradition than of scholastic significance. The certificates indicate areas of concentration—liberal arts, science and engineering, teaching, and a variety of fields not covered by the first two. A more detailed description of each certificate is given in the following section of this catalogue.

## CERTIFICATES GRANTED

### ASSOCIATE IN ARTS:

This certificate is appropriate for those who plan eventually to become a candidate for a Bachelor of Arts Degree with a major in any of the many possible fields and for those who plan to enter such professional schools as Law, Medicine, Dentistry, Social Work, etc.

The requirements are:

1. Six hours of English Composition.
2. Ten to thirteen hours of modern foreign language. Students who present high school credit in a foreign language and continue in the same language may be excused from part of this requirement.
3. Ten hours distributed among the humanistic studies: English Literature, Masterpieces, Music Appreciation, Art Appreciation, Introduction to Theatre, Philosophy, and second year courses in foreign languages.
4. Ten hours distributed among the social sciences: Economics, History, Political Science, Sociology.
5. Three hours of Mathematics.
6. Ten hours in the Natural Sciences: five hours Biological Science and five hours Physical Science.
7. Electives to total sixty to sixty-four hours.

### ASSOCIATE IN SCIENCE:

This certificate is awarded to those students who complete the requirements for an Associate of Arts Certificate with these exceptions: the requirements in humanistic studies and Social Science are reduced and a minimum of twenty hours in science and mathematics must be completed. For those in Engineering the language requirement is also reduced.

### GENERAL JUNIOR COLLEGE CERTIFICATE:

This certificate is appropriate for students in pre-business, pre-journalism, high school and elementary school teaching, mortuary science, technical work combined with general education, and others who have not yet begun to concentrate in any particular field.

The requirements are:

1. Six hours of English Composition.
2. Five hours of American History or American Government.
3. Electives to total sixty to sixty-four hours.



## OTHER PROGRAMS

### COOPERATIVE PROGRAM IN NURSES TRAINING

Working with the Missouri Methodist Hospital, the St. Joseph Junior College provides several academic and laboratory courses for young women who are enrolled in the School of Nursing at the Hospital. These courses are taken in the first year of the three-year program. For specific information concerning this program inquire of the Director of Nursing, Missouri Methodist Hospital.

### COOPERATIVE PROGRAM, HILLYARD VOCATIONAL SCHOOL

For high school graduates who do not wish to become candidates for college degrees yet wish to continue their education beyond high school, several courses are available at the Hillyard Vocational School for which credit is given toward a General Junior College Certificate. Combined with other courses offered by the Junior College, a program can be arranged to help students interested in certain vocational and technical fields. In some instances colleges will accept these courses as credit toward an industrial arts major. There is a heavy demand for trained personnel in these fields and this demand is expected to increase.

The courses offered are:

**Automotive Mechanics:** This course provides for intelligent diagnosis and repair involving the entire automobile. Practice on live equipment is provided after a sound basis of automotive principles has been laid. The latest equipment for testing is available to provide extensive training in auto ignition, tune-up, and repair.

**Electronics:** This is a standardized PHILCO ELECTRONIC CIRCUITRY PROGRAM. It provides complete and effective training for all levels of electronic skills. Fields in which this training can be applied include: accounting, alarm systems, atomic reactor controls, broadcasting, communications, medical research, radar, vacuum tube application, and radio and television.

**Linotype Operation and Printing:** This course covers the principles of printing including type setting, press operation, lay-out, and linotype operation.

**Machine Shop:** This course covers the use of all machine hand tools as well as correct operation of standard machines and equipment including lathes, milling machines, shapers, surface grinders, and power saws. Shop mathematics, design, and blue print reading are included as a fundamental part of the course.

Laboratory fees for these courses are \$50.00 a semester.

### SUMMER SESSION

The St. Joseph Junior College offers courses in a summer session of eight weeks whenever sufficient demand exists. It is useful to those who wish to maintain normal progress and who, because of heavy work schedules, must carry less than a maximum class load during the regular terms, and to those who wish to accelerate their progress toward graduation. In general, only students who have accumulated fewer than sixty semester hours of credit can benefit by courses in the summer session. Currently, fees are charged at the rate of \$9.00 a credit hour plus laboratory and library fees.

## ACADEMIC POLICIES GRADING SYSTEM

Grades used in evaluating the work of students are: A—superior; B—good; C—average; D—inferior; F—failing.

Grade points are earned according to the following schedule:

- A grade of A gives four points for each hour of credit
- A grade of B gives three points for each hour of credit
- A grade of C gives two points for each hour of credit
- A grade of D gives one point for each hour of credit
- A grade of F gives no points for each hour of credit

### COURSE LOAD

The maximum number of hours, exclusive of courses in physical education and music, to be carried by a junior college student is sixteen a semester. Students in engineering may carry loads comparable to those permitted by the institutions to which they wish to transfer. Honor students may in some instances carry more than sixteen hours in conformity with policies of the College of Arts and Science, Missouri University.

Students on probation and those working exceptionally long hours on jobs may be required to reduce the number of hours carried for college credit.

### MINIMUM ATTAINMENT

No policy of the school is intended to discourage the sincere, conscientious student even though his achievement may not place him in the upper rank of students.

At the same time each student is expected to make reasonable progress toward graduation. Grade averages for students are figured at the time mid-semester grades are reported and at the end of each semester. Students whose progress is partially sub-standard are placed on scholastic probation and others who fail to meet prescribed minimum requirements may be withdrawn. The provisions for scholastic probation and suspension are as follow:

#### 1. Scholastic probation:

A first semester student whose grade point average is below 1.5 or any other student whose grade point average is below 1.75 is placed on scholastic probation. While on probation the student's credits cannot be certified to another college or university with the statement that he is in good standing. A student must finish a semester's work with a 1.75 point average to remove the probation status.

#### 2. Scholastic suspension:

Students whose progress is less satisfactory than that of those placed on scholastic probation are required to withdraw. Students cannot be permitted to register for the following semester in the instances described below:

- a. If the student's semester record includes one or more F's and no grades above D.
- b. If the student fails to pass, in any semester, at least 60% of the work for which he is enrolled. This includes courses dropped after the first four weeks.
- c. If the student's record is such that it places him on scholastic probation during two consecutive semesters or any three semesters.

Students placed on scholastic suspension for any of these reasons may be re-admitted after the lapse of one semester, subject to the following conditions:

1. That he fail no course and earn a minimum grade point average of 1.75 in his first semester.

2. That his attendance be regular and punctual.  
Students withdrawn a second time shall be withdrawn permanently.

### REPEATING COURSES

A student who has made "D" or "F" in a course may be permitted to repeat the course, provided the class is not crowded, only once. The same policy applies when the record shows, "withdrawn failing."

### WITHDRAWAL FROM COURSES

During the first four weeks after classes have begun, a student may withdraw from a course without penalty. He must obtain from the instructor his "course card" and turn it over to the Registrar.

After four weeks it is assumed that grades have been established for students in all courses and withdrawal will be shown on the student's permanent record as "withdrawn, passing" or "withdrawn, failing". A student must obtain his "course card" from the instructor who will record on it, "passing" or "failing," and date of withdrawal. A student who withdraws from a laboratory course may have his laboratory fee refunded under the schedule shown on page 11.

### WITHDRAWAL FROM COLLEGE

Students who, for any reason, find it necessary to withdraw from the College completely during the course of a semester are required to notify the Dean, pick up the course cards from their instructors and turn them over to the Registrar. On the course cards the instructors will record the date of withdrawal and mark "passing" or "failing". Since honorable dismissal is ordinarily required for transfer from one college to another, a student should not discontinue his college work without formal withdrawal. Students who withdraw without official permission will have "failing" recorded in all subjects.

### CLASS ATTENDANCE

Regular attendance is required as evidence of a student's active interest in completing the work for which he enrolled. There is no such thing as a permissible number of deliberate cuts. Irregular attendance will be sufficient cause for dropping a student from class. Students with consecutive absences due to illness will be given sympathetic consideration and it is not the policy of the college to deal harshly or unfairly with any student who is absent for legitimate reasons. Close contact with instructors and the college office concerning necessary absences is advisable.

### ABSENCES AND MAKE-UP WORK

Work missed during absence is, to a great extent, lost to the student. Lectures are impossible to make up and reading assignments lose something also. Some of the information missed is likely to be needed later on examinations. When an announced test or examination falls on the day a student is absent, instructors are not required to prepare or give a make-up test. However, no one wishes to work a hardship on any student; and in the case of genuine illness or real emergency it is possible to arrange for a make-up test to be given. A fee of one dollar is charged for this service except in very unusual situations which must be ruled as such by the instructor and dean.

### DEAN'S LIST

An honor list is published at the end of the first nine weeks and

again at the end of each semester. To be included on the Dean's List, a student must be carrying more than eight hours of work with a grade point average not less than 3.0 in all courses in which students are ranked.

A student may graduate as an honor student provided he has completed more than 28 hours at the Junior College with a cumulative grade point average of 3.0 or higher.

### HONOR FRATERNITY

For purposes of figuring eligibility for the national scholastic honor fraternity, Phi Theta Kappa, the following points for each hour of credit are used:

A+ = 11 points  
A = 10 points  
A- = 9 points  
B+ = 8 points  
B = 7 points  
B- = 6 points

C+ = 5 points  
C = 4 points  
C- = 3 points  
I+ = 2 points  
I = 1 point

St. Joseph Junior College Student Union Building



## SCHOLARSHIPS AND STUDENT AID

Several types of scholarships and forms of financial aid are available to those who can qualify when they enter the St. Joseph Junior College. In addition, scholarships to be used in four-year institutions after the student graduates from the Junior College are available from several sources.

### HONOR SCHOLARSHIPS:

The St. Joseph Board of Education offers Honor Scholarships each year to graduates of High Schools in St. Joseph, Northwest Missouri and the adjoining counties in Kansas. For graduates of St. Joseph schools the scholarship covers the cost of the incidental fee which is fifty dollars a semester. For graduates of other schools it covers the cost of non-resident tuition, but does not include the incidental fee or other regular fees. No more than one member of a graduating class of any high school may receive this scholarship during any one year.

To be eligible, the student must:

1. Rank in the upper ten percent of his graduating class.
2. Rank higher than the sixty-fifth percentile on the Ohio State Psychological Test (or a test similar in nature).
3. Be recommended by his High School Principal.

These Scholarships may be renewed through four semesters as long as the recipient maintains an average of "B" at the St. Joseph Junior College. Application for these scholarships is made through the office of the Dean with the assistance of the student's High School Principal.

### WORK SCHOLARSHIPS:

In some instances provision is made to waive part or all of the fees of a student who performs service to the College as a laboratory assistant, stage manager, office assistant, etc. Application is made through the office of the Dean on recommendation of a faculty member.

### MEMORIAL SCHOLARSHIPS:

**Alva F. Lindsay Scholarship:** In memory and honor of Alva F. Lindsay who served as attorney for the St. Joseph Board of Education for many years and who rendered invaluable service to all schools in Missouri as chairman of the committee which drafted the provisions concerning education in the new 1945 Constitution of the State of Missouri, a scholarship for a Junior College student has been established. It is awarded to a resident of the St. Joseph School District and covers all fees, as well as the cost of necessary textbooks for the recipient. Application is made through the office of the Dean. A faculty committee assists in selecting the student who seems best qualified from the standpoint of scholarship and financial need.

**Dr. Wayne Toothaker Scholarship Award:** 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 in Junior College who expects to enter the medical profession and is taking the first two years of the pre-med course at St. Joseph Junior College. Application is made through the office of the Dean.

**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 deserving students in the Junior College through the Junior College Student Loan Fund.

**Hilda Block Bergel Scholarship:** This award was established in 1962 by Paul L. and Leon M. Block as a memorial to their sister, Mrs. Bergel. The scholarship covers costs of resident fees and in some instances, text books. Application is made through the office of the Dean.

### INDIVIDUALS AND ORGANIZATIONS:

**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 to students in Junior College. If used by a student taking a pre-medical course the scholarship is to be known as Emily B. Glaze scholarship; if used by a student taking pre-engineering it will be known as the Clark C. Glaze scholarship. Application is to be made through the office of the Dean.

**First National Bank Merit Scholarships:** 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 for the contribution Junior College is making in this field for the betterment of St. Joseph and the surrounding area. Two scholarships are available each year to resident or non-resident students who can qualify. The scholarships covers tuition, fees, and the cost of necessary text books. Ordinarily the scholarships are for one year only and new recipients are named each year. However, should conditions warrant, a student can be awarded the scholarship for a second year also. Application is made through the office of the Dean. From the applicants, a faculty committee selects the two students who seem best qualified from the standpoint of scholarship and financial need.

**Women's Clubs:** Each year several women's organizations in St. Joseph make scholarships available to girls entering the St. Joseph Junior College. It is the usual practice for each organization to review annually its decision concerning scholarships and, as a result, the list of sponsors may vary from year to year. However, the following groups are frequently included among those who award scholarships:

Jaycee Janes, St. Joseph  
Women's Division, B'nai B'rith, St. Joseph  
American Business Women's Association

These awards are made on the basis of scholastic achievement and financial need. Those interested in one of these scholarships are invited to fill out an application blank, which may be obtained from the office of the Dean, and return it in May or early June. Information concerning applicants will be forwarded to officers of the organizations who will make the final selection, and inform the student well in advance of the time for final registration at Junior College.

**National Association of Power Engineers, Missouri Chapter No. 1, St. Joseph.** This organization has made a scholarship available to a pre-engineering student who was in his Freshman year and who expected to complete his second year at the St. Joseph Junior College. Application blanks are obtained from instructors who teach pre-engineering subjects. A committee made up of members of the Society makes the final selection.

### WAIVER OF TUITION:

The St. Joseph Board of Education has established a policy which makes it possible to waive the tuition for non-resident students who

pursue the Teacher Training Course for elementary teachers at the St. Joseph Junior College. This waiver applies only to non-resident tuition and does not include other regular fees.

The waiver is made possible by the fact that for many years the School District of St. Joseph has received modest financial assistance from state funds for conducting the teacher training program. Any change in the practice will have a corresponding effect on the policy of the School District.

### JUNIOR COLLEGE STUDENT LOAN FUND

Through the generosity of a St. Joseph industrial firm a fund has been established from which students may obtain assistance in the form of loans. This fund can be of real help to a limited number of capable students in need of financial assistance to carry out their plans for education at the St. Joseph Junior College. Applications are made to the dean and are screened by a committee set up for this purpose.

#### SCHOLARSHIPS FOR GRADUATES:

**Well's Weddle Scholarship Award:** This award is made by the St. Joseph Classroom Teacher's Association, who has made available the sum of \$30.00 to a Junior College sophomore or high school senior who is interested in becoming a teacher.

**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 office of the dean of Junior College.

**American Association of University Women, St. Joseph Branch:** The St. Joseph Branch of the A. A. U. W. offers a scholarship to a high ranking girl in the graduating class of the St. Joseph Junior College. Application may be made for this scholarship through the Junior College office.

**Missouri Society of Professional Engineers, Northwest Chapter:** Sophomore pre-engineering students at the St. Joseph Junior College and two other Colleges in Northwest Missouri are invited to apply for this degree. Application is made through the office of the Dean, with final selection being made by a committee made up of members of the Society.

**Northwest Missouri State College Scholarship:** This scholarship is awarded to the highest ranking sophomore who plans to enroll, in his junior year, at the Northwest Missouri State College at Maryville. Application is made through the office of the Dean.

**University of Missouri Curator's Scholarships:** These scholarships are awarded on the basis of scholastic record achieved by the student during his two years at Junior College. Application blanks may be obtained from the office of the Dean. The Scholarship Committee at the University of Missouri makes final selection.

**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 future graduates in accordance with provisions established by the donor. Sophomores may apply in March.

## EMPLOYMENT OPPORTUNITIES

### IN THE COLLEGE ITSELF:

Each year the College has need of students to assist in the library, the office, the science laboratories, etc. An attempt is made to fill these jobs with capable, deserving people. Payment is made either in cash or, as has been mentioned elsewhere, credit is applied toward the student's tuition or fees.

### IN THE COMMUNITY:

The St. Joseph Junior College is located on the immediate edge of the retail business district, thus making it possible for many students to hold part-time jobs. During the course of a year, as many as 65% to 75% of the students will be gainfully employed in after-school hours. Many of the jobs the students hold are located through their own initiative. At the same time, the college receives requests each year from employers who are seeking part-time workers. Students who wish to be contacted when employers call may fill out a printed form and place it on file in the College office.

Many students are able to earn enough money while attending the St. Joseph Junior College to defray their current expenses and, in addition, save something toward their college costs when they transfer elsewhere.

Students must seek a proper balance between their load of college subjects and their part-time employment. If one is heavy, the other should be reduced correspondingly. If it is absolutely essential that a student work unusually long hours on his part-time job, he may wish to consider taking longer than four semesters to complete his work at the Junior College, in order to establish the good scholastic record which will be very important to him later. Summer session courses may help in some instances.

## ACTIVITIES

The St. Joseph Junior College provides a wide range of extra-curricular activities in which students may participate. The number of activities sponsored is determined largely by interest on the part of students and the time they have to devote to participation.

In addition to intercollegiate basketball a program of intramural sports is available to men and women alike.

Several dances, including the traditional "Ice Breaker," the Homecoming Dance and the Spring Formal are a part of the social activities. Clubs and organizations provide opportunities for students to develop special interests in company with others.

Two publications are available to all students: the GRIFFON NEWS, the college newspaper, and the GRIFFON, the yearbook. Staff workers are needed by both publications.

The dramatic program includes the presentation of at least one play each semester and "Footlights." The latter is, for the most part, student directed and produced. Expansion of the program beyond these depends on the number of interested, talented people available who have time to devote to this activity. Students interested in participating in plays are advised to keep their afternoons free for rehearsal.

Included in the convocation programs provided each year are outstanding lecturers and artists who make it possible for a student to enrich his store of knowledge and broaden his cultural and intellectual horizons.

The music department presents several delightful programs during the year. Its outstanding activities include an operetta and a spring tour.

Several activities in which J. C. students may participate are described on the following pages.

## PUBLICATIONS

**Griffon News.** This publication is issued at intervals throughout the year. The exact number of issues depends largely on the initiative of those who compose the staff of volunteer journalists. The work is extra-curricular.

**The Griffon.** The yearbook contains a story of student life throughout the year, and is published by a staff selected by the student body, the Senate and the Administration. This publication is financed by activity ticket funds and each student who completes two semesters receives a copy without additional charge.

## ORGANIZATIONS

### THE JUNIOR COLLEGE SENATE

The Student Senate of the Junior College is a part of the student body. It has for its purpose the following: To secure co-operation between the administration and the student body; to make laws for the Junior College which shall be approved by the administration, to further interest and enthusiasm in all Junior College traditions. The Constitution of the Senate is contained in the student handbook, GRIFFON GUIDELINES.

## STUDENT UNION BOARD OF CONTROL

This board, consisting of five elected students and a faculty advisor, is responsible for much of the operation of the Student Union Building. To be a member of the board is a high honor and a real responsibility. Complete details of this organization are given in the student handbook, "GRIFFON GUIDELINES".

## PHI THETA KAPPA FRATERNITY

**Purpose:** To encourage high scholastic standards.

**Entrance Requirements:** This is the national scholastic honor organization of the school, corresponding to Phi Beta Kappa in senior college. Students who make a "B+" or better average are pledged after the first semester's residence, and upon maintaining this average for an additional nine weeks are initiated. Not more than 10% of the entire student body may be chosen.

## THE MACE

**Purpose:** The Mace was organized in 1926 in order to encourage constructive student activity in the service of the school.

**Entrance Requirements:** Membership in the Mace is based upon activities and services to the school. In the 15th week of the first semester, the three members of the Mace select three Sophomore B's to membership and in the 15th week of the second semester the six members elect three Freshmen A's to membership. There are no officers.

To be elected to the Mace, by his fellow student, is considered one of the highest honors that can come to a student.

## WOMEN'S ATHLETICS

**Purpose:** To encourage participation in intra-mural sports for girls by means of tournaments in those sports for which facilities are available and in which sufficient interest is shown.

**Entrance Requirements:** Participation in one or more sports.

## MEN'S ATHLETICS

Consist of inter-collegiate basketball, track and a fairly well organized program of intra-mural sports. The Junior College is a member of the Missouri Conference of Junior Colleges.

### DELTA PSI OMEGA: NATIONAL DRAMATIC HONOR SOCIETY

**Purpose:** To encourage active and cooperative participation in the dramatic program of the school and to give students a broader outlook and a sense of unity with other college students of similar interests.

**Entrance Requirements:** Entrance is gained by acquiring a certain number of points, representing participation in various dramatic activities.

### FOREIGN LANGUAGE CLUBS

These clubs are organized either by separate languages or in combination, according to the desires of students and instructors.

**Purpose:** To provide additional opportunities for the student to develop his ability to speak and understand the foreign language he is studying, especially in social intercourse. To provide greater understanding of the countries and the culture of the people using the language.

**Entrance Requirements:** Two years of the foreign language in high school or one year in college. Students in the first year classes are eligible the second semester.

### JUNIOR COLLEGE CHOIR

**Purpose:** (1) To study and perform distinguished musical literature. (2) To integrate the musical activities of the College with the cultural interest of the city and surrounding communities by giving a series of concerts.

**Entrance Requirements:** Open to all who sing subject to the approval of the director.

### "J" CLUB

**Purpose:** To further interest in athletics and to cooperate with the coach and the administration in the development of a strong athletic program in Junior College.

**Entrance Requirements:** Open to any student who has earned his "J" for any sport or activity in Junior College.

### PSYCHOLOGY CLUB

**Purpose:** To increase students' interest in psychology and in knowledge of its principles through discussion and experimentation and to extend the friendliness and comradeship of the college to the patients at the state hospital.

**Entrance Requirements:** A sincere interest in psychology and a willingness to devote time to its study.

## STATEMENT OF COURSES

Courses offered by the St. Joseph Junior College are listed on the following pages in alphabetical order. The college reserves the right to cancel without further notice any course listed in this publication or to withdraw any course which does not have an adequate enrollment at the close of registration period.

Each course in the list bears a number, a name, the hours of credit for which it is offered, and letters indicating it is given in the fall, winter or both, as well as a brief description of the course. Thus: "1 Drawing (3)f" indicates a beginning course in art offered for three hours credit in the fall semester.

### ART

Mr. Aasen

**1 Drawing (3)f.** Drawing with charcoal, crayon, ink, and other media. Class meets daily.

**2 Drawing (3)w.** Continuation of Drawing 1 with emphasis on the human figure. Class meets daily.

**3 Oil Painting (3)f.** A beginning course in oil painting with emphasis on color and composition. Class meets daily.

**4 Oil Painting (3)w.** A continuation of Oil Painting 3, still life and landscape. Class meets daily.

**5 Water Color Painting (3)f.** Painting in water color from still life and landscape. Class meets daily.

**6 Water Color Painting (3)w.** Continuation of Water Color Painting 5. Class meets daily.

**7 Design (3)f.** A study of the elements and principles of design using a variety of tools and materials. Class meets daily.

**8 Design (3)w.** Design applied to lettering, posters and methods of graphic reproduction. Pre-requisite Design 7. Class meets daily.

**9 Appreciation of Art (2)w.** A survey course for art and humanities requirements that traces the philosophical as well as historical effect on image in painting.

**10 Introduction to Art. (3)f.** An introduction to the various media of art forms and the possible fields of advanced study. This survey course is directed toward appreciation and the application of techniques to education.

## ACCOUNTING AND STATISTICS

Mr. Hullinger

**1. Elementary Accounting (3)f.** A study of the fundamental principles of accounting and their application. Analysis of the Balance Sheet and Income Statement in their usual and special forms. Text: Accounting Principles (8th Ed.), Noble and Neiswanger.

**2. Elementary Accounting (3)w.** Pre-requisite, Elementary Accounting 1. A continuation of the study of accounting principles and procedures with emphasis on the accounts of partnerships and corporations. Text: Accounting Principles, Noble and Neiswanger.

**3. Business Statistics (4)f.** Tabular and Graphic Methods, Averages, Dispersion, and Skewness. Text: Elementary Statistical Methods, W. A. Neiswanger.

**4. Mathematics of Finance (3)w.** Pre-requisite, Intermediate Algebra. Covers compound interest and annuities with a variety of applications, an introduction to the mathematics of life insurance. Text: Mathematics of Investment, Paul R. Rider & Carl H. Fisher.

## BIOLOGY

Mr. Yancey, Mr. Force, Miss Lomax

**1. General Botany (5)f,w.** An introductory study of plant science in regard to structure, physiology, simple taxonomy and the ecological relationships. This course should be found useful not only for purposes of general education but also in providing basic training for those who will seek a career in some branch of the biological sciences. Three lectures and two double laboratory periods per week. Text: Botany (Third edition) 1962, Wilson and Loomis. Laboratory Manual: To be selected by the Instructor.

**2. General Zoology (5)f,w.** A general course in the study of animal life with special emphasis placed on their morphological and physiological characteristics. Three lectures and two double laboratory periods a week. Text: College Zoology, Hegner and Stiles (7th Ed.). Laboratory Manual: Laboratory Explorations in General Zoology (3rd Ed.), Karl A. Stiles.

**3. Human Physiology (5)w.** An introductory study of the principles of human biology. A course of general cultural interest and a preparation for advanced courses in physiology. Three lectures and two double laboratory periods a week. Text: The Human Organism, De-Coursey. Laboratory Manual: Laboratory Experiments in Physiology—Fifth Edition, Zoethout.

**4. Anatomy and Physiology (5)f,w.** A lecture and laboratory course for the nursing student, planned to give the student an understanding of the normal body structure and function. Three lectures and two double laboratory periods a week. Text: Textbook of Anatomy and Physiology (5th Ed.), Anthony. Laboratory Manual: Anatomy and Physiology Laboratory Manual (5th Ed.) Anthony.

**5. Health Education for Teachers (2)w.** A course designed for teachers and school health personnel in training. It presents the educational aspects of the school health program and the personnel relationship involved. It meets the requirements of the State Department of Education for the course in hygiene. Text: "Health Education (Fifth Edition). Edited by Moss, Southworth and Reichert; Pub. by National Education Association of U. S. 1201 Sixteenth Street, N.W., Washington 6, D. C.

**6. General Bacteriology (5)f.** A general course in the fundamental principles of bacteriology. Included are other forms of microscopic

life, such as fungi, yeast, rickettsiae, and viruses. Three lectures and two double laboratory periods per week. Text: General Microbiology, 1962, by Walter-McBee. Laboratory Manual: Laboratory Outline, University of Missouri.

**7. General Bacteriology (3) w.** (For Nurses only). A study of bacteria and other microscopic forms and their relation to disease. It includes the principles and procedures involved in asepsis, disinfection, sterilization, and immunization as related to nursing. Three lectures a week and one hour laboratory. Text: Microbiology, (6th Ed.), Carter and Smith.

**8. Conservation of Natural Resources (3)f,w.** Major problems of conservation in the United States such as soil, water, forests, minerals, etc., with a solution to conserve them wisely. Text: Conservation of Natural Resources (1958 Ed.), Guy-Harold Smith.

**9. Personal and Community Hygiene (2)f.** A course designed to provide students with factual background for the health decisions they will be called upon to make while in college and after their college careers. Matters of personal health concerns are emphasized, and family and community responsibilities are also covered. Text: Living (Third Edition) Hein, Farnsworth, Rice.

## CHEMISTRY

Mr. Little, Mr. Force, Mrs. Heckel

**1A. Introductory Chemistry (5)f,w.** A course designed for Arts and Science students who wish to meet the physical science requirement. No credit will be allowed students who later register for credit in Chemistry 1. Text to be announced. Four lecture-recitation periods and one two-hour laboratory.

**1. Elementary Inorganic Chemistry (5)f,w.** An introductory course dealing with the fundamental principles of Chemistry, problems, relation of Chemistry to daily life, and to industrial processes. Three recitations a week and two double laboratory periods. Text: Textbook of Chemistry (2nd Ed.), Mack, Garrett, Haskim and Verhock. Laboratory Manual: Chemistry for the Laboratory (2nd Ed.), Garrett, Haskim, Rubin, Verhock.

**2. Inorganic Chemistry (3)f,w.** Pre-requisite, Chemistry 1 with a grade of "C" or better. Continuation of Chemistry 1 includes a study of some important metals and nonmetals with special attention to the reaction problems and theories in Analytical Chemistry. Some time is devoted to radioactive isotopes and Organic Chemistry. Textbook: same as Chemistry 1. Three lecture-recitations per week.

**3. Qualitative Analysis (3)f,w.** Pre-requisite, must be accompanied by Chemistry 2. Separation and identification of some of the more common anions and cations. Application of the theories of chemical equilibrium. Laboratory six hours per week.

**4. Survey Course in Chemistry (4)f.** Developed for students of nursing. Includes eight weeks of inorganic chemistry, with five each of organic and biochemistry. Provides an excellent background in chemistry to aid in the understanding of subsequent courses in nursing. Four hours of lecture and one hour of laboratory per week. Text: Textbook of Chemistry, Goostrag and Schwenck. Laboratory Manual by Goostrag and Schwenck.

**\*5. Quantitative Analysis (5)f.** Pre-requisite, Chemistry 2 and 3. This course deals with the fundamental principles, methods, procedures, and techniques of gravimetric and volumetric analysis. Two lectures and three two-hour laboratory periods a week. Five hours. Text: *Quantitative Analysis*, Sawyers, Pierce, and Haenisch. (4th Ed.)

**\*6. Organic Chemistry (5)w.** A course in the fundamentals and reaction of Organic Compounds of both the aliphatic and aromatic series. Designed primarily for pre-dental, pre-medic, agriculture, home economics, and medical technician students. Pre-requisite Chemistry 2, under some condition, Chemistry 1. Laboratory four hours per week. Text: *A Short Course in Organic Chemistry*, Hart and Schuetz (Revised Ed.) *Laboratory Manual: Laboratory Manual for a Short Course in Organic Chemistry*, Campaigne, Hart, Schuetz (Revised Ed.)

## ECONOMICS

Mr. Hullinger

**1. General Economics (5)f,w.** An introductory course in the study of Economics. The text and other authorities provide the basis for class discussion, lectures and assigned problems. The course covers the economic institutions and problems of American civilization in the middle of the Twentieth Century. Text: *Economics, An Introductory Analysis*, by Paul A. Samuelson (5th Edition).

## EDUCATION

Miss Sutherland, Mrs. Gettys

**1. Educational Psychology (3)w.** Pre-requisite, General Psychology 1f or w. An introductory course in the applications of psychology to educational problems. Emphasis is placed upon the physical, mental, social, and emotional development of the child with reference to individual differences, mental health, and learning. The varied needs of individual children and the aids afforded by community agencies are made vivid by visits to Myrtle E. Miller School for Exceptional Children, the Sheltering Arms Child Guidance Clinic, and Noyes Home for Children. Text: *"Psychology in Education"*—Sidney L. Pressey, Francis P. Robinson, John E. Horocks, Harper and Brothers, N. Y. 1959.

**2. Introduction to Education (2)f.** This course is designed as an introduction to American education, which includes kindergartens, schools, colleges, universities, adult education, and all other forms of education supported in whole or in part by the public with time or money or both. Thus, private and parochial schools and colleges, also called "independent institutions", are included with the public schools as part of the American education system. The course presents the five major aspects of American education, (1) organization and administration, (2) areas of education, (3) personnel in education, (4) provisions for educational materials and environment, and (5) interpretation of education. Lectures, readings, films, reports and discussions. Text: *American Education*, Chris A. DeYoung (4th Ed.) 1960.

\*A brief three hour course designed for laboratory technicians in both Organic Chemistry and Quantitative Analysis which present the necessary material in a short form will be combined with the course listed above.

## ENGINEERING

Mr. Marion

**1. Engineering Drawing (3)f.** This course deals with representation or communication phase, including the fundamentals of projection and training in shape and size description. The problems in the course deal with orthographic projection, auxiliary views, sectional views, detail and assembly drawings. Text: *Graphic Science*, French and Vierck.

**3. Architectural Drawing (3)f,w.** An introductory course to architectural drawing dealing chiefly with domestic architecture. The drawing and planning of floor plans, elevations, pictorial drawings, and the application of carpentry in house construction. Laboratory 2 hours three days a week. Pre-requisite, Engineering Drawing, 1. Text: *Architectural Drafting*, Horning.

**4. Descriptive Geometry (3)w.** Pre-requisite, Engineering Drawing 1. A continuation of Engineering Drawing, dealing with the application of the theory of projection to the solution of space problems. The problems deal with points, lines, planes, intersections and graphical problems of particular interest to the engineer. Texts: *Graphic Science*, French and Vierck; *Graphic Science Problems*, French and Vierck.

**6. Surveying (3)f,w.** An introductory course dealing with the fundamental principles of surveying, use and adjustment of ordinary surveying instruments. Lectures, laboratory, and field trip. Open to sophomores. Texts: *Engineering Surveys, Elementary*, by Rubey, Lommel and Todd, and *Field Manual*.

**7. Slide Rule (1)f,w.** The theory and use of the slide rule as applied to engineering problems such as: multiplication and division, square root, cube root and cubes, logarithms, and trigonometric functions. Sophomore Year. Pre-requisite, trigonometry. No text.

**8. Architectural Drawing (3)w.** A continuation of Architectural Drawing 3 into the field of building construction, dealing with concrete and steel structures, elementary plumbing, heating, and electrical systems of buildings. A terminal course not transferable to Architectural School of Engineering. Pre-requisites: Engineering Drawing 1, Architectural Drawing 3. Class meets 4 days a week.

## ENGLISH

Miss Lacy, Mr. Taylor, Miss Reardon, Miss Doherty, Miss Sutherland

**1. English Composition (3)f.** The course is required of all students, and is pre-requisite to other English courses. The work includes the study of the principles of composition, the writing of themes, conferences, special reading for comprehension and style. The main purpose is to develop the ability to think clearly and to write effectively. Text: *A Complete Course in Freshman English (5th Edition)*, Shaw; a college-level dictionary.

Note: Students are assigned to sections according to aptitude and quality of training, as shown by high school records and college aptitude tests. Those whose records are low may be required to take a special course meeting five days a week for three hours credit.

**2. English Composition (3)w.** Continuation of Course 1.

**3. English and American Masterpieces (2)f.** The general purpose of this course is to develop in students the power of appreciation. The particular purpose is to guide students in interpreting life and ideals through a study of poetry, essay, drama, and novel. Text: *The Types of Literature*, Connolly.



3. **4. English and American Masterpieces (2)w.** Continuation of Course 3.

**5. English Literature (3)f.** A reading and discussion course tracing the outline of English Literature from the Old English period to 1785 and showing the relation of the writers to the life, thought, and literary tendencies of their own and other periods. Pre-requisite, six hours of freshman rhetoric. Text: Century Readings in English Literature, (Fifth Edition), Cunliffe, Young, and Van Doren.

**6. English Literature (3)w.** Continuation of Course 5.

**7. Advanced Composition (Exposition) (3)f.** This is a course for sophomores who desire training in reading and writing beyond that offered in Rhetoric and Masterpieces. The students read and discuss plays, short stories and poems, but the emphasis is on examining and writing expository pieces. Text: Advanced Composition (Exposition)—Text Correction and Edition, Literature for Our Time, Waite and Atkins (Revised Edition) 1953. On Assignment: Reading and Writing, Hackett and Baker, McGraw-Hill, 1960.

**9. The Bible As Literature (2)f.** A two hour course, open to sophomores, emphasizing the various literary types found in the Bible, beauty of literary expression, and significance of the spiritual themes. A study is made of the collection, important translations, and the place of the Bible in world literature. Texts: The King James Version of the English Bible, the Bible and the Common Reader, Chase.

**10. Introduction to Theatre (2)w.** Pre-requisite, six hours of Freshman English. The reading and analyzing of representative modern plays—English, American and continental. Text: To be announced.

**11. Fundamentals of Speech (3)f,w.** The course affords both the study and the practice in public speaking. The aim is to develop speakers who can develop a logically organized plan, who can inject interest into that plan, and who can speak with poise and effectiveness. "Guide to Good Speech," McBurney and Wrage, Second Edition.

**12. Fundamentals of Speech (2)f,w.** A condensed course, similar to 11, adopted to the needs of students with only a two-hour requirement in Speech. Text: Guide to Good Speech, McBurney and Wrage, Second Edition.

**13. Children's Literature (3)f.** A course designed to give a knowledge of the fields of literature available for use in the elementary grades. Content is emphasized rather than methods. Story telling in its relation to teaching will be illustrated and discussed. Readings, projects, reports and discussions. Text: Anthology of Children's Literature (Third Edition) Johnson, Sickels and Sayers.

## FRENCH

Mrs. Moore

**1. Elementary French (5)f.** Oral-aural approach to basic structural pattern of the language and essential grammar. Supplementary reading of textual and periodical material orienting the student to the culture of France and other areas where French is spoken. 5 class hours, 2 laboratory sessions.

**2. Intermediate French (5)w.** Continuation of Course 1.

**3. French Composition and Conversation (3)f.** Pre-requisite Course 2 or equivalent. Review and refinement of structural patterns; practice of idiomatic usage. Cultural and historic background as basic for conversation. Oral and written reports on outside reading of short stories and one-act plays. 3 class hours, 1 laboratory session.

**4. French Reading (3)w.** Pre-requisite Course 2 or equivalent. A more intensive survey of cultural history through excerpts from literary masterworks. Intensive reading of one contemporary work in full. Outside reading of two novels or plays. 3 class hours, 1 laboratory session.

## GEOLOGY

Mr. Little

**1. General Geology (Physical) (5)f.** A course intended to give the students some knowledge of the earth, of the processes that operate at the earth's surface and that have operated in the past to form the earth. The laboratory work consists of a study of topographic maps and of the common rocks and minerals. Several field trips will supplement the work. Three lectures per week and two double laboratory periods. Text: Physical Geology, Monnett and Brown.

## GERMAN

Mrs. Fornary

**1. Elementary German (5)f.** First year's work covers the essentials of German Grammar taught inductively, reading, conversation and composition based on lessons read. 5 class hours, 2 laboratory. Text: To be announced.

**2. Intermediate German (5)w.** Continuation of Course 1. Text: Same as for Course 1, and a supplementary reader.

**3. Advanced German (3)f.** Grammatical review; Pope's Writing and Speaking German. Texts for reading in class selected from modern German writers. Written reports on outside readings. German only is used in the classroom.

**4. Advanced German (3)w.** Continuation of Course 3.

## HISTORY

Mr. Popplewell, Miss Phelan, Miss Harvey

**1. Modern Civilization (3) f,w.** A survey of the history of the modern world from 1500 to 1815. Special attention is given to the dynastic and colonial rivalries of the National States, to the Protestant Revolt and the Catholic Reformation, and to the French Revolution and the era of Napoleon. Text: Europe from the Renaissance to Waterloo, Robert Ergang.

**2. Modern European History (5)f,w.** A survey of European history from 1815 to the Versailles Treaty. This course gives the background for the present political, economic, and social structure of the European national states. Special attention is given to The Restoration 1815-1848, the nationalistic movements in Germany, Italy, and the Balkans, the rise of Socialism-Communism, European colonialism in Africa and Asia, the diplomatic background of World War I, and the peace settlements of 1919. Text: Europe Since 1815, Gordon A. Craig.

**3. Contemporary Europe (2)w.** Open to sophomores and to students who have had History 2 or Political Science 2. This course begins with the Versailles and related treaties, covers the rise of dictatorships, the failures of the League, and the new alignments leading to World War II. The background for present world tensions is analyzed. Text announced.

**4. American History (5)f.w.** A survey course of American history from the period of discovery to the present. The major topics considered include the Colonial period, the American Revolution, sectionalism, the Civil War, industrialization, urbanization, the Spanish American War, World War I, post war problems, the New Deal, and World War II. This course includes a study of Missouri State constitution and government as required by law. Text: T. A. Bailey: The American Pageant.

**5. Recent American History (3)w.** Open to sophomores. A study of American history since 1896. Text announced.

## MATHEMATICS

Miss Watkins, Miss Roper, Miss Sutherland

**1. Basic Algebra (no credit)f.** Offered without credit toward graduation for students who lack the necessary background to carry intermediate algebra. It does not substitute for course 3. Class meets three days a week, or will be available in night school when there are not enough students for a day-time class. Text: L. J. Adams, First Course in Algebra for Colleges, 1956.

**2. Plane Geometry (no credit)f.** Offered without credit toward graduation for students who lack the necessary background for the course in trigonometry. Class meets two days a week, or will be available in night school when there are not enough students for a day-time class. Text: Keniston and Tully, Plane Geometry, Revised Edition, 1953.

**3. Intermediate Algebra (3)f.w.** Open to students who have had only one year of high school algebra, or Mathematics 1, or to students with no algebra whose scores on scholastic aptitude tests are quite high. Class meets five days a week. Text: L. J. Adams, Intermediate Algebra, Alternate Edition, 1960.

**4. Solid Geometry (2)w.** Pre-requisites: one unit in high school algebra, or Mathematics 1, and one unit in plane geometry, or Mathematics 2. Class meets two days a week.

**5. College Algebra (3)f.w.** Pre-requisites: one and one-half units of high school algebra, or Mathematics 3. This course begins with a review of topics in previous courses. The further treatment includes quadratic systems, exponents, radicals, ratio, proportion, variation, the binomial theorem, progressions, inequalities, permutations, and combinations. Text: Rohenbach, Whitman, Meserve, and Whitman, College Algebra, Fourth Edition, 1958.

**6. Trigonometry (3)f.w.** Pre-requisites: one and one-half units of high school algebra, or Mathematics 3, and one unit of plane geometry, or Mathematics 2. This course covers the usual topics in plane trigonometry. Class meets three days a week. Text: Heineman, Plane Trigonometry, Second Edition, 1956.

**6a. Trigonometry (2)f.** Pre-requisites: one and one-half units of high school algebra, one unit of plane geometry, and one-half unit of trigonometry, with a grade of "C" or better. Class meets two days a week. Text: Heineman, Plane Trigonometry, Second Edition, 1956.

**7. Analytics-Calculus I (5)w.** Pre-requisite, plane geometry, college trigonometry, college algebra or the equivalent. An introduction to plane analytic geometry and calculus. Text: Hart, Analytic Geometry and Calculus, 1957.

**8. Analytics-Calculus II (5)f.** A continuation.

**9. Analytics-Calculus III (5)w.** Integration, solid analytic geometry, partial differentiation, multiple integrals, infinite series, and hyperbolic functions.

**10. Arithmetic for Teachers (2)w.** This is a subject matter course designed especially for those persons planning to teach arithmetic in elementary schools. Text: Arithmetic for Teacher-Training Classes (Fourth Edition) Taylor and Mills.

## MUSIC

Mrs. Riemer

**1. Appreciation of Music (2)f.** A general survey of the field of music. An illustrated lecture course, emphasizing the various phases of musical beauty; designed to furnish a rational basis for intelligent listening to music. Text: "Listening to Music Creatively" by Edwin John Stringham, Second Edition, 1959.

**2. Appreciation of Music (2)w.** Continuation of Course 1.

**3. Elementary Theory (4)f.** Fundamentals of Music, simple chord progressions, harmonizing melodies and figured bases, original composition in simple two and three part forms, Ear Training and Sight Singing, Keyboard application of work learned in theory and ear training. Class meets five days a week. Texts: Elementary Theory, Ottman; Music for Sight Singing, Ottman.

**4. Elementary Theory (4)w.** Pre-requisite, Elementary Theory 3. Harmony, simple modulation, accessory tones, original composition, seventh chords, ear training, sight singing and keyboard. Class meets five days a week. Texts: Elementary Theory, Ottman; Music for Sight Singing, Ottman.

**5. Advanced Theory (4)f.** Pre-requisite, Elementary Theory 4. Harmony, extended use of secondary sevenths, accessory tones, harmonic elaboration, tonicization, original works in large forms, ear training, sight singing and keyboard. Class meets five days a week. Texts: Advanced Theory, Ottman; Music for Sight Singing, Ottman.

**6. Advanced Theory (4)w.** Pre-requisite, Advanced Theory 5. Harmony, extended modulations, altered chords, introduction to present day harmonic practice, original work in larger forms, ear training, sight singing, keyboard. Class meets five days a week. Texts: Advanced Theory, Ottman; Music for Sight Singing, Ottman.

**7. Mixed Chorus (1)f.** Open to all students who sing, subject to approval of director. Class meets twice each week.

**8. Mixed Chorus (1)w.** Continuation of Mixed Chorus 7.

**9. Fundamentals of Music (3)f.** A course designed primarily for classroom teachers. It includes music fundamentals and the development of skills necessary for sight singing, writing simple songs, using rudimentary instruments and simple piano chording. Instruments of the orchestra are introduced. Text: Nye and Bergathon, Basic Music for Classroom Teachers, Second Edition.

**10. Applied Music.** Credit toward graduation is given for private lessons with acceptable teachers.

**PHYSICS**

Mr. Agenstein

**1. Introductory Physics (5)f,w.** A one-semester course introducing the general student to the fundamentals of physics and those principles primary to our understanding of the natural world. No prior knowledge of physics or chemistry is assumed. Math 3, or its equivalent is needed. Four lectures and one double laboratory period each week. Text: *The Mainstream of Physics*, Arthur Beiser. A laboratory manual is furnished on a rental basis for 50c.

**11. Elementary Physics (5)f.** A course in elementary physics with emphasis on basic principles and concepts of motion and energy as found in mechanics, heat, waves, and electronics. Required for students in pre-medicine, pre-pharmacy and pre-dentistry. Mathematics 3 or its equivalent is needed. Three lectures and two double laboratory periods each week. Text: *Introduction to College Physics*, Rusk; *Laboratory Experiments in College Physics*, Bernard.

**12. Elementary Physics (3)w.** Pre-requisite course 11. The basic concepts of motion and energy are studied in magnetic fields, electronic currents, optics, and modern physics. Two lectures, and one double laboratory period each week. Text: *Introduction to College Physics*, Rusk; *Laboratory Experiments in College Physics*, Bernard.

**23. General Physics (5)f.** This is the first half of a year's work for engineers and majors in physics, chemistry, or mathematics. Calculus 7 must be taken prior to this course. It covers mechanics, heat and sound. Three lectures and two double laboratory periods each week. Texts: *University Physics (Second Edition)* Sears and Zemansky; *Laboratory Experiments in College Physics*, Bernard.

**24. General Physics (5)w.** Pre-requisite, course 23. Second half of a year's work in general physics. Course covers electricity, light, and modern physics. Three lectures and two double laboratory periods each week. Texts: *University Physics (Second Edition)*, Sears and Zemansky; *Laboratory Experiments in College Physics*, Bernard.

**52. Statics (3)w.** Pre-requisites, Physics 23. Calculus 9 is needed. A course in mechanical engineering where vectors, force systems, friction, centroids, and moments of inertia are studied. Three lecture periods each week. Text: *Engineering Mechanics*, Higdon and Stiles (Second Edition, Volume 1.)

**POLITICAL SCIENCE**

Mr. Popplewell, Miss Harvey

**1. American Government (5)f,w.** A study of the American constitutional system. Emphasis on constitutional development, federal-state relations, citizenship, the congress, president, the courts. Some time is devoted to government and its relations to finance, commerce, agriculture, labor, conservation, and foreign relations. This course includes a study of Missouri State constitution and government. Text: *The American System of Government*, 1956, Ferguson and McHenry (Sixth Ed.)

**2. International Relations (3)f,w.** Intended primarily to awaken the interest of college students in world affairs, this course presents a survey of contemporary international organizations, alignments, and world tensions, but primarily emphasizes the basic factors of the framework within which international affairs are conducted. Among the topics included are: the national state system, objectives of national states, elements of state power, the policy making process, nationalism, etc. Text to be selected.

**PSYCHOLOGY**

Mrs. Gettys

**1. General Psychology (3)f,w.** The basic facts and principles of human behavior are presented in class discussion and illustrated where possible by means of experimentation. Some supplementary reading is required. This course is pre-requisite to all courses in Education as well as to other courses in Psychology. Text: *Introduction to General Psychology*, Norman L. Munn.

**2. Applied Psychology (2)f,w.** The course is made as practical as possible for the individual student. He is required to examine his own study methods and to spend some time in informing himself regarding the vocational fields of special interest to him. More formal topics include individual differences, mental health and its achievement, and finally delinquency and crime as psychological problems. Supplementary reading is required. Text: *Practical Psychology (3rd Ed.)*, F. K. Berrien.

**SOCIAL SCIENCE**

Miss Harvey, Mr. Popplewell

**1. Social Science I (3)f,w.** Examines the subject matter, perspective, and methods of research in the social sciences. Such fundamental concepts as culture, society, institutions, personality, and social change are included. Study is restricted to the social and economic institutions man has evolved to meet his needs. Emphasis is placed upon an understanding of contemporary American society and culture. Text: *Modern Society*, (2nd Ed.) John and Mavis Biesanz.

**2. Social Science II (3)f,w.** American Political Institutions. A survey course in the American constitutional system with emphasis on federalism, the executive, legislative, judicial, and administrative structure of both state and federal government. Other topics include political parties, pressure groups, elections, functions and services of government. Attention is given to the Missouri Constitution of 1945. Text: *Government by the People*, Burns and Peltason. Syllabus, *Social Science II* published by Northwest Missouri State College.

**SOCIOLOGY**

Miss Harvey

**1. Elementary Sociology (5)f,w.** This course is a brief scientific study of human society. As a prerequisite for all further study in the field of sociology, it is concerned with the development of concepts, the practical application of which students are encouraged to observe in their own groups and community. The study includes analysis of groups as to type and behavior, institutional structure, population and human ecology, and the principles of social change. Text: *Sociology (3rd Ed.)*, Ogburn and Nimkoff.

**3. Sociology (3)f.** (For Students Nurses). This course is designed to give the student nurse some insight into the social aspects of human nature and a knowledge of the structure of human society. Communities and institutions are studied. Attention is given to collective behavior and to group and cultural factors in personality formation. The resources of communities in meeting health and allied social problems are analyzed. Text: *Sociology and Social Life (Second Edition)*, Young and Mack.

**SPANISH**

Mrs. Moore

**1. Elementary Spanish (5)f.** Oral-aural approach to the basic structural patterns of the language and essential grammar. Supplementary reading of textual and periodical material. Orientation to the Spanish-speaking cultures and their backgrounds. 5 class hours, 2 laboratory sessions. Text to be announced.

**2. Intermediate Spanish (5)w.** Continuation of Course 1.

**3. Advanced Spanish (3)f.** Review and refinement of structural patterns; the practice of idiomatic usage; reading of modern short stories for oral discussion and written report. 3 class hours, 1 laboratory session.

**4. Advanced Spanish (3)w.** Survey of cultural history of Spanish-speaking countries with anthology readings from outstanding works; intensive study of one contemporary play; outside reading. 3 class hours, 1 laboratory session.

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