



VISALIA
JUNIOR COLLEGE

BULLETIN
1946-1947

§

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BOARD OF TRUSTEES
Visalia Union High School and Junior College District
VISALIA, CALIFORNIA
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CALENDAR

1946-1947

First Semester

September 16, 1946 - January 31, 1947

September 16 Registration
September 16 Placement tests
September 17 Class instruction begins
October 25.....Last day to drop subjects without penalty
November 11 Armistice Day
November 28, 29 Thanksgiving holiday
December 21 - January 6 Christmas holiday
January 27 - January 31 Semester examinations
January 31 End of autumn semester

Second Semester

February 3, 1947 - June 10, 1947

February 3 Registration
February 3 Placement tests
February 4 Class instruction begins
March 14.....Last day to drop subject without penalty
March 29 - April 7 Easter vacation
May 30 Memorial Day
June 2 - June 6 Final examinations
June 8 Commencement
June 10 End of spring semester

BOARD OF TRUSTEES

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L. J. WILLIAMS, M. S., Principal
ETHEL WALLACE BRYANT, A. B.,
Dean of Women
WILLIAM T. HALSTEAD, M. A., Dean of Men

FACULTY

*Alfred J. Boradori, A. B. Aeronautics
A. E. Bryant, M. A. Science
Ethel Wallace Bryant, A. B. English
George Burris, B. M. Music
Kenneth Carpenter, B. S. Physical Education
Maurice V. Corbett, A. B. Speech, Drama
Vera Charpentier, M. A. French
Lyman B. Curtis, M. A. Commerce
R. B. Curtiss, A. B. Engineering Drafting

*Absent on leave.

Philip H. Davidson, M. S.	Science
Harold L. Fischer, M. A.	Social Science
William T. Halstead, M. A.	Social Science
Edward E. Hayden	Mechanics
Harriet E. Hill, B. S.	Nutrition
Irene Carney Hughes, R. N.	Nurse
Bruce F. Jensen, B. S.	Agriculture
Edith Kibbe, A. M.	Spanish, German
Natalie Lapike, A. B.	Library
*Stanley Matheson, M. A.	English
Karl W. Mitchell, A. B.	Commerce
Dorothy Myers, B. B. A.	Commerce
Marion B. Phillips, M. A.	English
William L. Reid, A. B.	Science
Alice G. Rouleau, M. A.	Art
Dorothy J. Smith, B. S.	Physical Education
Violet Elliott Stenson, M. S.	Commerce
P. E. Wilhelmsen, A. B.	Physical Education
C. Wesley York, A. B.	Mathematics, Surveying,
Howard L. Raphael, A. B.	Mathematics, Science

Four additional teachers to be appointed.

*Absent on leave.

General Information



The Visalia Junior College was organized by resolution of the Board of Trustees of the Visalia Union High School District in November, 1925, and regular class instruction began September 20, 1926. This action reflected a popular conviction that higher education is essential to success in the complex situation of modern life and should be made a part of the public school system.

As the college has grown from year to year in enrollment, new courses have been added and new buildings and equipment provided. It was the thought of the trustees at the time of organization that a junior college should not limit its influence to a single community, but should, as rapidly as possible, extend its services to all students who may be able to attend. In pursuance of this policy, transportation facilities have been extended to neighboring high schools in Tulare, Kings, and Fresno counties with the purpose of offering to the graduate of all high schools, within the region that can be served daily, the opportunity of higher education.

In September of 1940, the college entered upon a new phase of its development. The college moved to its own campus consisting of fifty acres of land with newly constructed buildings to accommodate one thousand students, the first unit of a plan which may be developed as required. An immediate result was a marked increase in registration and requests for further extension of transportation.

With the close of the war the college looks forward to a normal registration of high school graduates and an increasingly large enrollment of war veterans. Full course offerings and a full staff of teachers in 1946-1947 will enable the college to achieve the realization of post war plans.

CURRICULA

Junior college students may be classified into two large groups: those students who are planning to continue their education in four-year colleges or universities and those students who expect to enter some occupation either before or after graduation from the junior college. Hence, the curricula are designed to meet the needs of the students in both groups.

To aid the student in selecting a curriculum best suited to his major interests, his needs, and his capacities, the junior college during registration week provides guidance through the offices of the Dean of Women and the Dean of Men.

The degree of Associate in Arts will be granted to the student who completes satisfactorily a prescribed course of study at this school in which he has accomplished the lower division requirements for the college or university to which he plans to transfer. Students eligible to enter such an institution as freshmen should be able to complete a junior college course in two years, which covers lower division requirements and gives them junior standing. In most instances, such students may transfer to a university at the end of any semester provided their scholarship average for all work undertaken has been of "C" grade or higher.

The college will issue to each student a certified transcript of record, and application for junior standing can be made by the student to the university chosen. The student who plans to transfer to another institution should familiarize himself with the lower division and major requirements of the institution of his choice, and choose his course in junior college according to these requirements.

The degree of Associate in Arts will be granted to the student who completes satisfactorily a two-year course in the field of terminal or general education. Terminal courses, numbered 50 to 100, are offered for students who plan to complete only a two-year program

of work. Credit toward a Bachelor in Arts degree is not guaranteed for such courses. The purpose of these courses is two-fold: (1) cultural courses designed for students who wish to complete a general education in the junior college and to assume immediately their place as active citizens of the community, (2) semi-professional or vocational courses designed for students who wish to enter the business and industrial world after finishing their junior college studies.

STUDENT ORGANIZATIONS

The Associated Students of Visalia Junior College is the official student organization. Upon registration each semester, the student receives a student body card which entitles him to participate in the activities of the organization. The Associated Students sponsor all activities which concern the student body as a whole, including athletics, forensics, publications, social affairs, and assembly programs. Students not only may participate in the activities of the college but may attend all home league games and contests and all social affairs given by the Associated Students. All students receive the college newspaper, *The Campus*, throughout the year.

The business of the Associated Students is carried on by the Executive Board, the members of which are elected by the students.

A number of organizations offer opportunity to the students to associate with groups encouraging special interests and organized extra-curricular activity. These are: Associated Women's Activities, Associated Men Students, Sans-Soucis (French Club), German Club, Spanish Club, Art Club, Student Christian Association, Newman Club, Varsity Club, Commerce Club, Radio Club, Photography Club, Red Cross College Unit, Pre-nurses' Club, International Relations Club, Beta Phi Gamma (honorary journalistic fraternity), and Alpha Gamma Sigma (scholarship honor society).

STUDENT ACTIVITIES

Student activities of the Visalia Junior College include student government, organized athletics, forensics, dramatics, publications, music, social affairs, and club meetings.

Every student is urged to affiliate with at least one extra-curricular student group.

Athletics: Visalia Junior College is a member of the Central California Junior College Association and has representatives and teams for each athletic activity sponsored by that association. In addition, a strong intra-mural program is maintained.

Forensics: Membership in the Central California Junior College Association determines the basic schedule for activities in debate, oratory, and extemporaneous speaking.

Dramatics: During the year various programs are presented by students from the speech and drama classes. These programs usually consist of one-act plays, sketches, or dramatic monologues. Often short plays or dramatic characterizations are presented at student body assemblies.

Publications: The college maintains a news bureau and sponsors a weekly newspaper, *The Campus*, and an annual, *The Tartar*. In addition, the Speech Department through the class in radio sponsors a daily campus broadcast of Visalia Junior College news and interesting news from other colleges.

Social Affairs: Student body social affairs, under the direction of the social committee, consists of dances, parties, picnics and luncheon meetings.

Music: Glee Club, Mixed Chorus, Quartettes, Trios, Soloists, Band, and Orchestra furnish music for assemblies and special occasions.

VETERANS' EDUCATION

The Veterans Administration has approved the Visalia Junior College as "an educational training facil-

ity" for veterans. Those veterans who are eligible to obtain free education under the G. I. Bill of Rights (Public Law 346) or under Vocational Rehabilitation (Public Law 16) should consult with the Dean of Men regarding procedures.

Discharged veterans who are not high school graduates may enter the Visalia Junior College and complete the necessary requirements for high school graduation. The high school diploma will ordinarily be awarded by the high school last attended by the veteran. The particular junior college courses that must be completed by any particular veteran for his high school diploma will depend on his previous school credits and the credits he has earned in military service.

The Visalia Junior College will recognize and grant credit to veterans for educational training completed in the armed forces provided such credit is not a duplication of work taken previously. Work completed through the Armed Forces Institute will be accepted. The Visalia Junior College will grant credit in conformity with the credit evaluations recommended by (a) the California Sub-Committee on Degree Credit, (b) the California Junior College Committee on Credit for Military-Educational Experience, and (c) the American Council on Education's "Guide to Evaluation of Educational Experience in the Armed Forces."

Veterans are invited to avail themselves of the guidance service offered by the college. In addition the Dean of Men has been designated as the special Veterans' Adviser. Returned servicemen are helped and encouraged to secure the training necessary to realize their vocational aims. A testing service is available. Full information on educational opportunities for returning veterans is kept up to date.

TRANSPORTATION

The college bus system transports students, free of charge, from practically all outlying sections of Ash Mountain, Corcoran, Delano, Dinuba, Earlimart, Ex-

eter, Hanford, Laton, Lemon Cove, Lemoore, Lindsay, Orosi, Pixley, Riverdale, Strathmore, Tipton, Tulare, Visalia Union High School District, and Woodlake.

EXPENSES

No tuition is charged by Visalia Junior College. An activity fee of five dollars, is payable each semester at the time of registration.

There are no laboratory, gymnasium, library, locker, or shop fees.

Text books and stationery will cost approximately twelve to fifteen dollars a semester depending upon the course for which the student registers. A limited number of used text books are available at the office at the beginning of each semester.

STUDENT HEALTH SERVICE

A public health nurse holds office hours every afternoon in the gymnasium. Students desiring advice on health problems are free to consult her whenever they desire. First aid is available at all times.

The students are urged to make use of this service.

LIVING ACCOMODATIONS

A list of available living quarters for students who are away from home is on file in the Deans' offices. Students are required to have such living accommodations approved by the Dean concerned before they make final arrangements. Living in apartments is not encouraged by the college.

EMPLOYMENT

Part-time employment in the community and work for room and board in private families are available for men and women. Students interested in such opportunities should consult the Dean of Women or Dean of Men.

LIBRARY

The well-lighted library is located in the main building and provides adequate seating space for students and faculty.

A carefully selected and well-rounded book collection meets the present demands of the curricula and recreational reading needs. Adequate financial support insures rapid growth and the maintenance of highest library standards. The library subscribes to the leading current periodicals and important metropolitan newspapers.

Open stacks make all of the book collection and the bound periodicals easily accessible. At the request of instructors, books in demand are placed on reserve for period and overnight use. The book collection is supplemented by loans from the State Library.

LOANS AND SCHOLARSHIPS

Small temporary loans are available for college students. Applications should be made directly to the Dean of Women.

A substantial sum has recently been made available as a loan fund for students who need financial assistance to complete their education at an institution of higher learning. A requirement is that the applicant have completed at least one year's work at Visalia Junior College or two years' work if this college offers a satisfactory two-year curriculum for the student's major.

Application for such a loan should be made through the Dean of Women or the Dean of Men to the Trustees of the Fund.

A faculty committee encourages students of unusual academic ability who desire to apply for scholarships to four-year colleges and universities, and assists them in making such applications.

SCHOLARSHIP HONORS

At the end of each semester, grade point averages are computed to determine the students with thirty or more grade points. This scholastic record entitles the student to temporary membership in Alpha Gamma Sigma, California Junior College Honor Society. If he attains this distinction three out of four semesters, he becomes a permanent member and is presented with a pin, a certificate, and may be graduated with honors.

GENERAL REGULATIONS

Admission

Graduates of any high school may be admitted to Visalia Junior College, and such other persons over eighteen years of age as may be recommended for admission by the Principal.

Applicants for admission are requested to arrange in advance to have transcripts of their high school records sent directly to the junior college for evaluation.

Students from institutions of collegiate rank may be admitted with advanced standing upon the presentation of transcripts from such institutions subject to approval of the administration of Visalia Junior College.

Matriculation Deficiencies

In the case of an applicant not eligible for clear admission to a standard college or university at the time of his entrance to junior college, deficiencies in both subject and grade requirements for such admission may be removed by completing in the junior college with a grade of "A," "B," or "C" a college course in the group or groups of subjects in which the deficiencies lie.

The rate of exchange is one high school unit for each three junior college units. Junior college subjects that may be used to remove deficiencies are:

Group (a) Economics, history, geography, political science.

Group (b) Any English course of three units.

Group (c) Any standard college mathematics.

Group (d) Any laboratory science which has at least two units of laboratory work exclusive of the lectures.

Group (e) Any foreign language.

For this purpose the college offers, in addition to the regular courses, intensive one-semester courses in both first-year algebra and plane geometry which carry no transfer credit.

Repetition of college courses for the purpose of removing grade deficiencies is permissible, and the student will be credited with the grade he receives upon the first repetition of the course.

Registration

One day at the beginning of each semester is set aside for registration. Students are urged to register at this time, for late registration retards the progress not only of the student himself but of every class to which he may be admitted.

Only under extraordinary circumstances will registration be permitted after the end of the second week of class work.

Amount of Work

The normal requirement for a college schedule comprises sixteen units of work. No student will be granted credit in excess of seventeen units a semester, except in the case of a student of proved ability who needs additional units to complete required work for graduation.

Placement Tests

Placement tests are given in May, September and

February of each year in English, Gregg shorthand and typewriting.

For those who wish to take courses in English or Speech, the English test is given to determine the placement of the student in the various English courses. A satisfactory score in the test is required for admission to the basic courses, such as English 1a, English 10a, Speech 1a and Commerce 60b.

Placement tests are provided for those students who have had previous training in either Gregg shorthand or typewriting or both of these subjects, to determine the placement of the students in the various shorthand and typewriting classes.

Physical Education Requirements

All regular students and all special students carrying over eight units of work are required by an act of the state legislature to enroll in the regularly prescribed courses in physical education for four semesters.

Conduct

Students are expected to set and observe among themselves a proper standard of conduct. Failure to show such respect for order, morality, and personal honor as is expected of good citizens may be sufficient cause for removal from the college.

Attendance

Regularity of attendance is fundamental to satisfactory progress in the college. The financial support of the school is based upon the average daily attendance of the students. Every student, therefore, should assume the responsibility of regular attendance, not only because he can work more effectively, but also because his attendance assures the financial support which enable the institution to provide better facilities for all students.

Registration and enrollment in classes in this college pre-suppose that recitations, lectures, and laboratory sessions will be attended regularly. Attendance is a matter between the instructor and the student. If continued absence requires disciplinary action, the matter will be brought to the attention of the Dean of Women or the Dean of Men.

Leave of Absence

Students finding it necessary to be absent for one week or more are instructed to file with the proper dean a leave of absence request stating the reason for the absence. Favorable action upon the request will insure an opportunity to make up the classes missed without loss of credit. No leaves of absence will, however, relieve the student from the necessity of completing all the work of each course to the satisfaction of the instructor.

Absences to represent the school will be officially excused if students present to their instructors, in advance, requests for such absence filled out on the proper forms and signed by the Dean concerned.

Withdrawals from Course or College

Students desiring to withdraw from a course or from college should complete and file the proper request with the Dean. Requests filed before the end of the sixth week of the semester will enable the student to withdraw without prejudice to his standing. During the second six weeks of any semester a student may be permitted to drop a course without prejudice, only under such circumstances as are considered by the Administration to be beyond the student's control. Otherwise, the dropping of the course during this interval shall be regarded as a failure of the course.

In general, during the final six weeks of any semester, the dropping of a course shall result in a record of failure.

Units and Grade Points

All college work is measured in terms of both quantity and quality. The measure of quantity is the unit and the measure of quality is the grade point.

For purposes of graduation or transfer to other collegiate institutions, it is necessary to obtain a certain number of grade points. In general the requirements are one grade point for every unit of college work undertaken.

Grade points will be awarded as follows: Grade A, three points per unit; B, two; C, one; D, none.

Grades

A, B, C, and D are passing grades, corresponding to excellent, good, average, and barely passed; F, failure. An incomplete (inc.) grade will be given only with the special approval of the Dean. This approval will be given only in cases of illness or other circumstances beyond the student's control and will indicate that the student is entitled to all grade points upon satisfactory completion of assignments within the first six weeks of continued attendance.

It is understood that instructors' grades when handed in, are final and not subject to change by reason of a revision of judgment on the part of the instructor.

REQUIREMENTS FOR GRADUATION

Introduction

Students preparing for graduation from Visalia Junior College should follow one of the two plans outlined below. The degree of Associate in Arts is conferred upon graduates of Visalia Junior College who complete either plan. Plan One is designed for students who do not intend to continue formal collegiate instruction beyond the junior college, while Plan Two is designed for students who desire to be transferred later with junior standing to a four-year college or university.

PLAN ONE

The degree of Associate in Arts is conferred under Plan One on all students who shall have completed satisfactorily ("C" average) a two-year junior college course of 64 semester units including:

1. Two units in physical education.
2. Two units in hygiene.
3. Three units in the history of the United States, including the study of American institutions and ideals.
4. Any six units of English or public speaking or any combination. An exception to this is made for students majoring in the Building Trades Course where a special three-unit course in English fulfills the necessary requirements. Students majoring in Commerce are required to complete four courses in English (9 to 12 units).
5. A major consisting of at least 20 units in a specified field of study.

The requirements of "twenty semester units in a specified field of study" may be met by the completion of twenty units of work in any of the following fields:

- GROUP I. Liberal Arts
- GROUP II. Social Science
- GROUP III. Science and Mathematics
- GROUP IV. Art and Music
- GROUP V. Pre-nursing
- GROUP VI. Mechanics
- GROUP VII. Commerce
- GROUP VIII. Drafting and Mathematics or
Drafting and Mechanics
- GROUP IX. Building Trades

PLAN TWO

The degree of Associate in Arts is conferred under Plan Two on all students who expect to continue, or who may continue in upper division work in a standard four-year college or university, who shall have completed satisfactorily ("C" average) a two-year junior college course of 64 semester units, including:

1. Two units in physical education
2. Two units in hygiene
3. Three units in the history of the United States, including a study of American institutions and ideals.
4. Six units in English
5. The completion of the lower division requirements and major requirements of the University of California or of any other college or university where upper division work will be continued.

Courses completed in high school may be accepted as partial or complete fulfillment of certain departmental requirements as to subject matter, provided that such work shall not reduce the amount of work (64 units) required for the diploma, and shall be limited to those subjects accepted by the particular college.

In order to assist the student to plan his course, the lower division requirements for certain colleges have been set down. It is highly desirable that the student decide on his major subject as early as possible, so that the required lower division preparation for the major can be met. Such requirements in each department of the college or university are set forth in the college catalogue, a copy of which is on file in the junior college library or which may be easily obtained by writing to the Registrar of the institution in which the student is interested.

REQUIREMENTS FOR JUNIOR STANDING IN CALIFORNIA COLLEGES AND UNIVERSITIES

Three principal kinds of requirements must be met in order for a student to attain full junior standing at the University of California or other institutions maintaining equivalent standards to which he may expect to transfer. These are:

1. The removal of all matriculation (entrance) deficiencies.
2. The completion of the specific requirements for junior standing in the proposed senior college.
3. The completion of the lower division prerequisites for the upper division majors and minors. These vary according to the majors and minors selected and also according to the institution in which the student expects to enroll. All students expecting to transfer to some other college or university should consult the catalogue of such institution regarding specific requirements for upper division standing. It is highly desirable that every student decide upon a major as early as possible after entering the junior college. The junior standing requirements of some of California's colleges and universities are here presented.

University of California at Berkeley and at Los Angeles

LETTERS AND SCIENCE

The degree of Associate in Arts will be granted on the completion of not less than 60 units of college work with a "C" average, and the fulfillment of the following general and specific requirements:

- A. General University Requirements.
Subject A or its equivalent
Hygiene, two units
Physical Education—Los Angeles
- B. Foreign Languages.
At least 16 units in not more than two lan-

guages, with not less than 4 units in any one language. The first two years of high school work in a foreign language will be counted in satisfaction of 4 units of this requirement and each year thereafter as 4 units.

C. Mathematics.

Elementary algebra and plane geometry. If these subjects have not been completed in high school, or if they were completed with a grade of "D", they must be taken in the junior college without college transfer credit.

D. Natural Science.

At least twelve units chosen from the following list:

High school physics*, 3 units (1 high school credit);

High school chemistry*, 3 units (1 high school credit).

Bacteriology 1*

Chemistry 1a*-1b*

Geology 1a-1b

Geography 1

Physics 1a*-1b*, 1c*-1d*, 2a-2b, 3a*-3b*

Physiology 1b*

Zoology 1a*, 1b*

Botany 1a*-1b*

The student must include among the courses taken in satisfaction of the requirement in natural science at least one course in laboratory science. Such courses are marked with an asterisk.

E. Additional—A sequence (of 5 or 6 units) in subjects of college level, in each of four of the following six groups, one of which may be postponed to the upper division:

1. English, Public Speaking.

2.. Foreign Language (additional to B). This may be satisfied by two years of high school work, provided the language be Latin.

3. Mathematics. Any two of the following courses: C or high school trigonometry, 2, 3a, 3b.
4. Social Sciences: History 4a-4b, History 8a-8b, Economics 1a-1b, Geography 1a-1b, Political Science 1a-1b, Psychology 1a-1b.
5. Philosophy 6a-6b, Philosophy 10a-10b.
6. Fine Arts.

Stanford University Lower Division Requirements

The administration officers of Stanford University have stated that it is Stanford's policy "not to impose restrictive course requirements upon junior colleges." The matter is clarified further in the following statement from the Registrar of the university:

"Students may be admitted to Stanford University with Upper Division standing without fulfilling the exact equivalent of the Stanford Lower Division requirements. The completion of the requirements for the Junior Certificate, or a similar well-rounded program including graduation from Junior College may be accepted, provided the quality of the work is satisfactory. A minimum of 58 semester units of certificate courses, not including Physical Education, is required for Upper Division standing."

Students planning to transfer to Stanford with junior standing are advised to fulfill the requirements previously listed for the degree of Associate in Arts in the College of Letters and Science of the University of California.

University of Southern California Lower Division Requirements

The lower division curriculum as offered in the College of Letters, Arts and Sciences at the University of Southern California includes the following:

- A. English 1a-1b, 6 units.

- B. Foreign Language—12 units in a single language. The first high school unit of work in a foreign language may count as three college semester units toward this requirement, provided the student does not take in college the first semester of the elementary course in the same language.
- C. Natural Sciences.
A minimum of eleven units including at least one laboratory course. Chemistry or physics in the third or fourth year of high school will be accepted in the fulfillment of three units of this requirement.
- D. Social Science.
Six units of history, economics, political science, or sociology.
- E. Philosophy or psychology, 6 units.
- F. Physical Education and Health, 5 units.
- G. Electives to bring total to 64 units.

“The junior college student planning to enter the University of Southern California is advised to include among his electives the lower division courses recommended by the department of his proposed major. The requirements of major departments may be found under department headings in the Bulletin of the College of Letters, Arts, and Sciences. A student planning to enter a professional school at the University of Southern California should be guided by the requirements announced in the bulletin of the school of his choice.”

California State College Lower Division Requirements

There are several variations in the lower division requirements in the state colleges. The student should consult the major department requirements in the catalog of the particular college which he intends to enter.

The curriculum leading to the A.B. Degree and the General Elementary Credential at Fresno State College includes:

- A. English and Speech, 12 units.
English A, English 1a, Speech 21 and 6 units of English and Speech electives.
- B. Foreign Language, 6-8 units.
Two years of one foreign language in high school or one year of a foreign language in college.
- C. Mathematics.
Elementary algebra and plane geometry. If not completed in high school these courses must be taken in college.
Mathematics 10, 3 units.
- D. Science, 12 units. 4 units may be postponed to upper division.
A laboratory science is required. Biology 1a-1b, Biology 101, and a physical science elective.
- E. Social Science, 12 units. 4 units may be postponed to upper division.
History 4a-4b or History 8a-8b, History 1, Geography 1a-1b.
- F. Psychology 1a, 3 units.
- G. Music 9a-9b, 5 units.
- H. Art 6a, 2 units.
- I. Physical Education, 5 units.
Physical Education activities, Hygiene and First Aid.
- J. Electives to make up 64 units.

Training Schools for Nurses

Students may obtain nursing education either in (a)

hospitals operated by universities (University of California or Stanford) or (b) hospital training schools. For admission to the former, the student must obtain regular junior standing in the university to which transfer is desired and also complete certain pre-nursing courses. The Bachelor of Science degree may be obtained by completing an additional year of university study after the student has received the Registered Nurse Certificate. For admission to hospital training schools, the student is advised to complete at least thirty units of a college pre-nursing course with a "C" average.

According to a ruling by the California State Board of Nurse Examiners, the course in schools of nursing is one of thirty-six months. An applicant must be at least eighteen years of age, a high school graduate and have completed satisfactorily a course in general chemistry. In addition, most schools are now requiring at least a year of college work for entrance, while two years are recommended. This preparation should include the sciences basic to nursing as well as work in social science, psychology and English.

For details of hospital school requirements, students are urged to visit schools of nursing and to make their choice before enrolling in college courses. Many hospital schools have specific subject requirements which must be met.

PRE-NURSING CURRICULA UNIVERSITIES and HOSPITAL TRAINING SCHOOLS

This curriculum leads to a Bachelor of Science degree and a Certificate of Nursing.

Suggested Course

First Year

First Semester	Units	Second Semester	Units
Chemistry 1a	5	Chemistry 1b	5

Psychology 1a	3	Psychology 1b	3
English 1a	3	English 1b	3
Foreign language or Electives	5	Foreign language or Electives	5
Physical Education	1/2	Physical Education	1/2
	<hr/>		<hr/>
	16 1/2		16 1/2

Second Year

First Semester	Units	Second Semester	Units
Bacteriology 1	5	Physiology 1b	4
Anatomy 1a	4	History 1	3
Foreign language or Electives	3	Foreign language or Electives	3
Economics 1a	3	Economics 1b	3
First Aid	1	Hygiene	2
Physical Education	1/2	Physical Education	1/2
	<hr/>		<hr/>
	16 1/2		15 1/2

HOSPITAL TRAINING SCHOOLS

Either of these curricula leads to a Certificate of Nursing.

Suggested Two-Year Course

First Year

First Semester	Units	Second Semester	Units
Chemistry 53	4	Bacteriology 60	4
Psychology 1a	3	Psychology 1b	3
English 1a	3	English 1b	3
Electives	4	Electives	4
First Aid	1	Hygiene	2
Physical Education	1/2	Physical Education	1/2
	<hr/>		<hr/>
	15 1/2		16 1/2

Second Year

First Semester	Units	Second Semester	Units
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Anatomy 1a	4	Physiology 1b	4
Nutrition 1a	2	Nutrition 1b	2
Speech 21	3	History 1	3
Economics 1a	3	Economics 1b	3
Electives	4	Electives	3
Physical Education	$\frac{1}{2}$	Physical Education	$\frac{1}{2}$
	<hr/>		<hr/>
	16 $\frac{1}{2}$		16 $\frac{1}{2}$

Suggested One-Year Course

First Semester	Units	Second Semester	Units
Chemistry 53	4	Bacteriology 60	4
Anatomy 1a	4	Physiology 1b	4
Nutrition 1a	2	Nutrition 1b	2
Psychology 1a	3	English 8	2
English 1a	3	Hygiene	2
Physical Education	$\frac{1}{2}$	First Aid	1
	<hr/>	Physical Education	$\frac{1}{2}$
	16 $\frac{1}{2}$		<hr/>
			16 $\frac{1}{2}$

DEPARTMENT OF COMMERCE CURRICULA

Instruction is offered to students in two major divisions of business education: Accounting and Stenography. General background courses are strongly recommended as they provide a better understanding of modern business. It is advisable for students to follow as closely as possible suggested courses in these major fields.

An effort is made to encourage students to work to capacity and to progress as rapidly as is consistent with the high standards which are required. In order to do this effecticely, students who have had previous training in shorthand and typewriting are registered in classes according to their placement test scores. Those who have not had previous training in these subjects are not required to take the tests and must register in elementary classes.

Refresher courses are offered in shorthand, type-writing, office machines, and allied subjects for the purpose of fitting those who have had previous training but have not been employed recently, to accept clerical positions or to prepare for state or federal civil service examinations.

PLACEMENT SERVICE

The college maintains placement services for vocational students who are interested in either full-time or part-time employment.

Miss Dorothy Myers, of the Commerce Department, will assist students in finding business positions suited to their training and abilities. Recommendations for employment are based upon the college and work record of the student, as well as general aptitude for the position.

Suggested Course In Accounting

First Year

First Semester	Units	Second Semester	Units
Commerce 63a—		Commerce 63b—	
Accounting	3	Accounting	3
Commerce 53a or 54a—		Commerce 53b or 54b—	
Typewriting	2	Typewriting	2
Commerce 75 or		Economics 1b	3
Economics 1a	3	English	3-2
English	3-2	Physical Education	1/2
Physical Education	1/2	Electives	5-6
Electives	4-5		
	<hr/>	Total	16 1/2
Total	15 1/2		

Second Year

First Semester	Units	Second Semester	Units
Commerce 64a—		Commerce 64b—	
Accounting	3	Accounting	3

Geography 5a	3	Geography 5b	3
Commerce 60a—		Commerce 60b—	
English for Business	3	Writing for Business	3
Commerce 68a—		Commerce 71—	
Office Machines	2	Filing	1
History 1	3	Hygiene	2
Physical Education	1/2	Physical Education	1/2
Electives	2	Electives	3
<hr/>		<hr/>	
Total	16 1/2	Total	15 1/2

Suggested Two-Year Course in Stenography

First Year

First Semester	Units	Total	16 1/2
*Commerce—		Second Semester	Units
Shorthand	5	*Commerce—	
*Commerce—		Shorthand	5
Typewriting	2	*Commerce—	
Commerce 75 or		Typewriting	2
Economics 1a	3	History 1	3
English	3-2	English	3-2
Physical Education	1/2	Physical Education	1/2
Electives	3-4	Hygiene	2
<hr/>		<hr/>	
Total	16 1/2	Total	15 1/2

Second Year

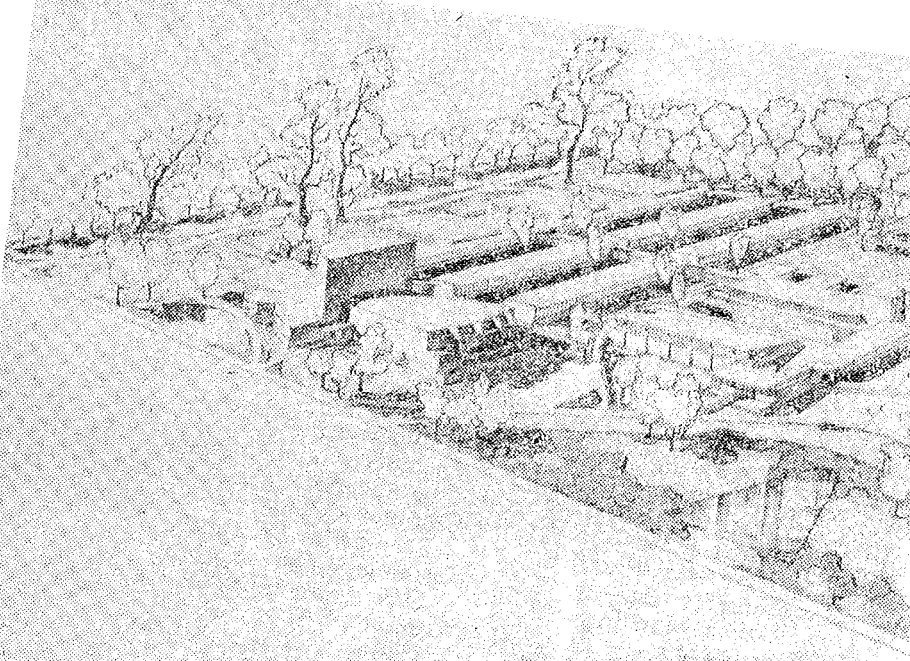
First Semester	Units	Second Semester ...	Units
*Commerce—		*Commerce	
Shorthand	5	Shorthand	5
Commerce 55a—		Commerce 55b—	
Transcription	2	Transcription	2
Commerce 60a—		Commerce 60b—	
English for Business	3	Writing for Business	
Commerce 68a—		or Speech	3
Office Machines	2	Commerce 78b—	
Commerce 78a—		Secretarial Practice ...	3
Secretarial Practice ...	3	Electives	2

Commerce 71—Filing.....	1	Physical Education	$\frac{1}{2}$
Physical Education	$\frac{1}{2}$		
	<hr/>	Total	$15\frac{1}{2}$
Total	$16\frac{1}{2}$		

Suggested One-Year Course In Stenography

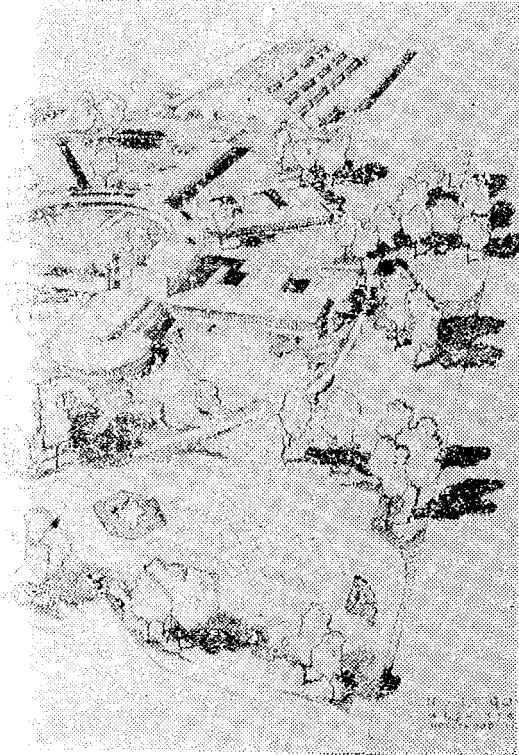
First Semester	Units	Second Semester	Units
*Commerce—		*Commerce—	
Shorthand	5	Shorthand	5
*Commerce—		*Commerce—	
Typewriting	2	Typewriting	2
Commerce 60a, English or Speech	3	Commerce 60b, English, or Speech	3
Commerce 78a—		Commerce 78b—	
Secretarial Practice ...	3	Secretarial Practice ...	3
Commerce 68a—		Commerce 68b—	
Office Machines	2	Office Machines	2
Elective	1	Commerce 71—	
Physical Education	$\frac{1}{2}$	Filing	1
	<hr/>	Physical Education	$\frac{1}{2}$
Total	$16\frac{1}{2}$	Total	$16\frac{1}{2}$

*Specific course to be determined by the score of the student on the shorthand and typewriting placement tests.



VISALIA JUNIOR COLLEGE
VISALIA, CALIFORNIA

The master plan of the Visalia Junior College provides for a period of time to keep pace with the growth of the city. The plan includes class rooms, laboratories, shops, gymnasium, and other facilities sufficient to meet the immediate needs of the community. With the completion of these first units...



College here shown provides for the expansion of the plant over a long
of the college. The units which have been constructed include
un, library stack room, student rooms and administration offices,
the college and to provide for a considerable increase in attendance.
the college maintains an entirely separate organization.

Description of Courses

AGRICULTURE

AGRICULTURE 50a-50b—DAIRY PRODUCTS (12-12 or 5-5).

Selection of dairy animals and feed animals for production; management of the milking herd, herd sire, and heifers. Development of dairy skills, such as de-horning, fitting, and testing.

This course consists of two hours of lecture a week and a minimum of twenty-five hours a week of a supervised farming program to develop the skills necessary to the management of a dairy farm.

The full course covers two twenty-four week periods.

This course may be taken for 5 units a semester if a minimum of six hours a week of supervised farming is accomplished.

ART

ART 6a—ART STRUCTURE (2).

A basic course in art with the primary purpose of familiarizing the student with the elements and principles used in art through the study of historic examples from all countries and periods. Creative imagination and judgment are stimulated through problems involving various media.

ART 6b—COLOR AND DESIGN (2).

Systems of color and their application. Decorative arrangement in line, form, and color.

ART 7a—FREEHAND DRAWING (1 or 2).

Freehand and perspective drawing.

ART 7b—FIGURE DRAWING (2).

Drawing from models—human, animal, etc.

ART 7c—PEN AND BRUSH LETTERING (1).

A study of types of alphabets and poster making.

ART 12a—ELEMENTARY WATER COLOR (2).

A study of the theory and technique of water color painting as applied to still-life studies.

ART 12b—ADVANCED WATER COLOR (2).

Landscape painting in water color.

Prerequisite: Art 12a or equivalent.

ART 19—ART APPRECIATION (2).

A course designed to develop the student's capacity to enjoy his surroundings by making him conscious of the beauty he sees daily in his home, his school, his community, and in the works of master craftsmen and artists.

ART 20—COSTUME DESIGN (2).

An introductory course in the study of art principles, applied to modern dress with particular emphasis on individual problems.

Prerequisite: Art 6a and 7a. Art 6b recommended.

***ART 55—COMMERCIAL ART (2).**

Poster technique, layout, newspaper and book advertising arrangement.

Prerequisite: Art 7c and 7b or equivalent. Art 7a, Art 6a and 6b recommended.

ART 56a-56b—CRAFTS (2-2).

Leather tooling, metal, block printing, silk screen printing, stencilling, weaving, pottery, wood carving, plastics, glass etching, plastic decoration, etc.

COMMERCE

COMMERCE 6a-6b—PRINCIPLES OF ACCOUNTING (3-3).

A course which provides training in the setting up of a set of books, the analysis of work sheets, an inter-

*Not to be given 1946-1947

pretation of accounting terminology, and a study of the theory of accounting technique.

COMMERCE 18a-18b—COMMERCIAL LAW (3-3).

The organization and procedure of courts; the law of contracts and torts; common legal forms; agency, partnership, sales and negotiable instruments, corporations, surety, and insurance.

This course is offered primarily for those students who are preparing for upper division work in the field of business administration and those who are preparing for the state examinations for Certified Public Accountants. The course is given by a member of the Tulare County Bar Association.

Prerequisite: Permission of the instructor.

COMMERCE 50a-50b—ELEMENTARY SHORTHAND (5-5).

A beginning course in the theory and technique of Gregg shorthand. Typewriting must be taken concurrently with Commerce 50a unless the student makes a satisfactory score in the typewriting placement test.

COMMERCE 52a-52b—INTERMEDIATE SHORTHAND (5-5).

Continuation of 50a-50b. Speed and accuracy in reading, writing, and transcribing shorthand notes are emphasized.

Prerequisite: A satisfactory score in the shorthand and typewriting placement tests.

COMMERCE 53a-53b—ELEMENTARY TYPEWRITING (2-2).

An elementary course covering the fundamentals of typewriting. Stress is placed upon technique, accuracy, and posture. Simple business forms, business letters, and social forms are included in the work.

Commerce 53a is open only to those students who have had no previous instruction in typewriting.

COMMERCE 54a-54b—ADVANCED TYPEWRITING (2-2).

A course open to all students who have had previous instruction in typewriting and who make a satisfactory score in the typewriting placement test. The emphasis in this course is upon skill-building with intensive practice upon sentence and paragraph drills to build rapid and accurate stroking.

Typical office materials used in the typewriting problems include business letters, legal documents, and other business forms and papers.

COMMERCE 55a-55b—ADVANCED S H O R T- HAND TRANSCRIPTION (2-2).

A required transcription course for those shorthand students registered in 70a-70b. Emphasis is placed upon the transcription of the vocational dictation given in the shorthand class and upon improvement of typewriting speed. Office standards are maintained.

This course must be taken concurrently with Commerce 70a-70b.

Prerequisite: A satisfactory score in the shorthand and typewriting placement tests.

COMMERCE 56—TYPEWRITING FOR PERSONAL USE (2).

An intensive course planned to cover the application of touch typewriting to the personal needs of non-vocational students.

Special emphasis is placed upon such phases of typewriting as personal and business letters, simple business and social forms, term papers, and manuscripts. Open only to students who have had previous instruction in typewriting.

COMMERCE 60a—ENGLISH FOR BUSINESS (3).

A course designed to give business students a review

of and practice in the basic English skills necessary for office workers. It offers a review of the fundamentals of English grammar, sentence structure, punctuation, and aids in the building of an adequate business vocabulary.

COMMERCE 60b—WRITING FOR BUSINESS (3).

A course in business communications dealing with the central principles underlying the writing of effective business letters and reports and providing liberal practice in applying these principles. Study is made of the basic and associated forms of business communication, sales writing, credit, collection, adjustment letters, and letters of application, etc.

This course is required of all commerce majors.

Prerequisite: Satisfactory score in English placement test, or English 51a or English 60a.

COMMERCE 63a-63b—ELEMENTARY ACCOUNTING (3-3).

A course in fundamental principles of bookkeeping and accounting. The work develops a practical introduction to accounting procedure with a minimum amount of theory. The functions of the work sheet, various statements, journals, adjusting and closing entries are analyzed.

COMMERCE 64a-64b—ADVANCED ACCOUNTING (3-3).

A continuation of Commerce 63a-63b. Theory of accounting technique is further developed and the functions of the accountant and auditor are discussed.

Prerequisite: Commerce 63a-63b or an equivalent.

COMMERCE 66a-66b—SPECIALIZED ACCOUNTING (3-3).

A course in the analysis of corporation, cost and tax accounting. Other specialized procedures in accounting may be included as requested.

Prerequisite: Commerce 63a-63b.

COMMERCE 68a—OFFICE MACHINES (2).

A course of instruction designed to acquaint the students with those machines in most common use in business offices and to build skill in performing the fundamental arithmetic operations upon them. The machines studied are: Comptometer, Burroughs, Marchant and Monroe Calculating Machines, Remington-Rand and Underwood-Sundstrand Adding Machines, Burrough and Underwood-Sundstrand Posting Machines.

COMMERCE 68b—OFFICE MACHINES (2).

An advanced course designed to meet the needs of those students who desire to build professional skill in the use of the calculating and adding machines. This course provides specialized work on practical problems chosen from the various major lines of business, thus enabling the operator to obtain proficiency.

Prerequisite: Commerce 68a.

COMMERCE 70a-70b—ADVANCED SHORTHAND - DICTATION (5-5).

High speed shorthand dictation, with emphasis being placed upon building vocational shorthand vocabularies. The objective of this course is a shorthand dictation speed of 120 words per minute.

Commerce 55a-55b must be taken concurrently.

Prerequisite: A satisfactory score in the shorthand and typewriting placement tests.

COMMERCE 71—PRINCIPLES OF FILING (1).

A course for the study of the basic rules and procedures of filing. Individual practice filing equipment allows actual practice in arranging records according to alphabetic, geographic, numeric, and subject methods of filing.

This course is recommended for accounting students as well as for secretarial majors.

COMMERCE 75—SURVEY OF BUSINESS (3).

A survey of business from consumer standpoints. Problems of marketing and distribution. An analysis of the contract relationship, laws of sales, and passing of title. A study of advertising, buying, finance, insurance, and governmental aids.

COMMERCE 76a-76b—MERCHANDISING (3-3).

A study of retailing from the points of view of retailers and of consumers. Designed to equip the student with the fundamentals of retailing, and with information necessary for intelligent buying. Attention is focused on store operation, advertising, selling of goods and services, textiles, and retail credit.

COMMERCE 78a-78b—SECRETARIAL PRACTICE (3-3).

A required course for advanced commercial majors designed to acquaint the student with those duties, traits, and knowledges required of the secretary on the job. Special emphasis is placed on the status of secretarial work and its relation to office organization; personality development; problems of business etiquette; advice on how to obtain a position and methods of obtaining promotion to higher positions. During the year work will be given involving the operation of the Dictaphone, Ditto, Mimeograph, and Mimeoscope.

COMMERCE 79—SPELLING (1).

A course intended to build the student's interest in words as such; to help him spell words, to pronounce them, to use them in contexts, and to understand them.

COMMERCE 80a-80b—SHORTHAND REPORTING (3-3).

Advanced course in shorthand speed building designed to develop dictation speed to 160 words per minute on tests of lengthy duration.

The Gregg Shorthand Court Reporting materials are used as a basis for the course.

Prerequisite: Commerce 70a-70b or its equivalent.

*SPANISH 53a-53b—SPANISH SHORTHAND AND COMMERCIAL FORMS.

See Spanish.

MATHEMATICS 2—MATHEMATICS OF FINANCE.

See Mathematics.

ENGINEERING DRAFTING

MECHANICAL DRAWING 1a-1b—ELEMENTARY MECHANICAL DRAWING (3-3).

A course covering the fundamentals of mechanical drawing, designed to give a thorough knowledge of theory, to train in accuracy and technique, and to lay a solid foundation for advanced work.

MECHANICAL ENGINEERING 2a-2b—DESCRIPTIVE GEOMETRY (3-3).

A theory and drafting course covering an introduction to engineering graphics, intended to give the student a knowledge of fundamental propositions that will help him to solve engineering problems. A required course in engineering.

Prerequisite: Mechanical Drawing 1a-1b.

MECHANICAL ENGINEERING 6a-6b—MACHINE DRAWING (3-3).

A required course in engineering designed to give the student a knowledge of the fundamental elements of machine construction, practice in conventional representation of machine parts, and training in making accurate drawings of machine details.

Prerequisite: Mechanical Drawing 1a-1b.

MECHANICAL ENGINEERING 10a-10b—ELECTRICAL DRAFTING (3-3).

An advanced course designed for the student with two years of drafting to prepare him to do the work re-

*Not to be given 1946-1947

quired in the office of an engineer, a contractor or a power company.

Prerequisite: Mechanical Engineering 6a and Architecture 1a.

ARCHITECTURE 1a-1b—ARCHITECTURAL DRAWING (3-3).

A course including the making of a complete set of plans for a house, and intended to give the student a knowledge of the different types of architecture, the ability to list materials and figure costs, and an understanding of good design.

Prerequisite: Mechanical Drawing 1a-1b.

ARCHITECTURE 2a-2b—(3-3).

An advanced course covering plans for a two-story house, with emphasis on details, shades and shadows, exterior decoration and mechanical and freehand perspective.

CIVIL ENGINEERING 2a-2b—ENGINEERING DRAWING (3-3).

A required course in engineering covering lettering, orthographic projection, preparation of working drawings, technical sketches, and graphical representation of engineering test data.

Prerequisite: Mechanical Drawing 1a-1b.

CIVIL ENGINEERING 22a-22b—STRUCTURAL DRAFTING AND BUILDING CONSTRUCTION (3-3).

In Structural Drafting, an engineer's design for a steel mill building is used. The framework, including the trusses, is designed and drawn in detail.

Building Construction is a theory course which describes types of construction, materials used, and the methods for estimating and keeping costs.

Prerequisites: Mechanical Engineering 6a and Architecture 1a.

TRADE DRAWING 1a-1b—(3-2).

A course covering the fundamentals of mechanical drawing and an introduction to architectural drawing.

TRADE DRAWING 2a—(2).

A course in architectural drawing in which a complete set of plans is made for a one or two-story house. Special emphasis on types of construction, detail drawings and the perspective.

SHEET METAL DRAFTING 1a—(3).

A course covering the fundamentals of sheet-metal drafting including patterns of general sheet-metal work, heating, ventilating, cornice, skylight, and heavy plate work.

Prerequisite: Mechanical Drawing 1a-1b.

BLUEPRINT READING 1a—(3).

A course designed to prepare the student to understand the language of blueprints. Instruction is given in the fundamentals, and correct drawing procedure is stressed. Various types of blueprints are studied with most of the time given to the aircraft.

BLUEPRINT READING 1b—(3).

An aircraft drafting course covering work similar to that given at the Douglas Plant.

ENGLISH

A. Composition and Literature

ENGLISH 1a—(3).

A course designed to provide training in intelligent interpretation and in correct and effective expression, both oral and written, through analysis and discussion of expository types of literature, especially the essay and biography, and the writing of themes. Organization of material, clarity and directness of style, and idiomatic correctness are stressed.

ENGLISH 1b—(3).

A course designed to improve the student's powers of analysis and expression and to cultivate his appreciation of literary values, through a critical study of selected plays, poems, short stories and a novel. Oral discussion and written composition are continued.

Prerequisite: English 1a.

ENGLISH 5a-5b—(3-3).

A course in the history of English literature from the Anglo-Saxon period to the present, emphasizing the study of social and historical backgrounds and literary movements, with illustrative readings from literary masterpieces, lectures, and discussions, supplemented by appropriate research papers composed by the student.

Prerequisite: English 1a-1b.

*ENGLISH 6—THE SHORT STORY (2).

This course outlines the development of the short story from Washington Irving to the present. Contributions to the growth of the short story by the acknowledged masters of the form are considered, the major objective, however, being the reading and enjoyment of types of stories illustrative of the various periods and schools. The modern short story receives a large measure of attention.

ENGLISH 8—DIRECTED READING (2).

The objective of this course is to encourage recreational reading. It is designed to help students to read more rapidly and with better comprehension, to stimulate the student who has not read much to develop a taste for reading, and to develop in all a discriminating sense in the choice of books.

ENGLISH 10a-10b—ELEMENTARY JOURNALISM (2-2).

A course offering instruction and practice in news

*Not to be given 1946-1947

writing, feature writing, head writing, proof reading, and page make-up. Members of the class write material for the Campus and the Tartar.

Prerequisite: Satisfactory score in English placement test or English 51a.

*ENGLISH 12a-12b—ADVANCED JOURNALISM (3-3).

A course for the student who plans a career in professional journalism. Orientation studies include a survey of modern standards and practices as revealed in metropolitan and rural newspapers, a general understanding of their historical background, and an analysis of opportunities in the field. Practical experience in writing and editing the weekly News Release.

Prerequisite: English 10a and 10b or its equivalent.

ENGLISH 51a—(3).

A constructive, as well as a corrective, course in English expression, both oral and written, primarily intended for those who fall below the median score in the placement test.

ENGLISH 51b—(3).

A constructive and corrective course in reading with a sufficient amount of informal writing and functional grammar to meet the student's need. The improvement of reading skills is stressed.

ENGLISH 55—TRADE ENGLISH (3).

A course designed for students of the Building Trades department. The primary purpose of the course is to fill the essential language needs of the Building Trades student.

COMMERCE 60a-60b—BUSINESS ENGLISH (3-3).

See Commerce.

*Not to be given 1946-1947

B. Speech Arts

SPEECH 1a-1b—(3-3).

A course concerned primarily with training in meeting practical speech situations. The first semester concentrates on the fundamentals such as techniques of finding and organizing speech materials, effective use of the speaking voice in oral communication, and good platform manners. The second semester centers around the study of various types of speech such as speeches to inform, to entertain, and to persuade.

Prerequisite: Satisfactory score in English placement test or English 51a.

*SPEECH 5a-5b—ARGUMENTATION AND DEBATE (3-3).

Squad practice in preparation for intercollegiate debates. Considerable practice in actual debating. Training in research, discussion, logical analysis, forcefulness and fluency of delivery. Especially recommended for pre-legal students.

SPEECH 21—VOICE (3).

A course designed for those students who wish to improve the speaking voice. It includes the theory of voice production, phonetics, and interpretation. The student is required to read various kinds of material in order to improve his enunciation, tone quality, fluency and interpretation. This course satisfies the speech requirement for teacher training candidates at Fresno State College.

SPEECH 33—PLAY PRODUCTION (2).

The technique of acting and directing is studied. As a term project students will do production work on plays.

SPEECH 34—ELEMENTARY DIRECTING (1).

A technical course in play direction. Students study

*Not to be given 1946-1947

theories of casting a play, planning the movement, blocking the action, and organizing rehearsals. Practical experience is acquired through direction of plays in Speech 33.

SPEECH 51a-51b—(3-3).

A practical course in public speaking designed for those who intend to go directly into homemaking or business upon the completion of their junior college work. Poise, self-confidence, voice, and parliamentary procedure are stressed.

SPEECH 40—RADIO SPEECH (2).

A laboratory course in microphone technique in radio speech. Voice control, diction, and radio announcing are studied. Designed primarily for speech majors and for those especially interested in radio announcing.

FOREIGN LANGUAGES

FRENCH 1a—ELEMENTARY FRENCH (4).

The essentials of grammar as a basis for reading, speaking, and writing correctly the French language; reading of simple French stories; practice in conversation.

FRENCH 1b—(4).

Continuation of French 1a.

Prerequisite: French 1a or two years of high school French.

FRENCH 1c—INTERMEDIATE FRENCH (4).

Grammatical review and composition. Reading and interpretation of typical French writers as: Moliere, Maupassant, Daudet, Hugo.

Prerequisite: French 1a-1b or three years of high school French.

FRENCH 1d—(4).

Continuation of French 1c.

Prerequisite: French 1c or four years of high school French.

FRENCH 25a-25b—(3-3).

Advanced grammar, composition, and conversation. Reading and reports conducted entirely in French.

Prerequisite: French 1d or its equivalent.

GERMAN 1a—ELEMENTARY GERMAN (4).

Pronunciation; essentials of grammar; emphasis on reading.

GERMAN 1b—(4).

A continuation of German 1a. Conversation; drill on verbs; more extensive reading; short stories by representative authorities studied.

Prerequisite: German 1a or two years of high school German.

GERMAN 1c—INTERMEDIATE GERMAN (4).

Classic and modern literature. Collateral reading of novels and plays, conversation; written reproduction of material studied.

Prerequisite: German 1b or three years of high school German.

GERMAN 1d—(4).

Continuation of German 1c. More extensive reading.

Prerequisite: German 1c or four years of high school German.

SPANISH 1a—ELEMENTARY SPANISH (4).

The elements of grammar and pronunciation; simple conversation and composition; acquisition of basic reading vocabulary.

SPANISH 1b—(4).

Continuation of Spanish 1a. More extensive read-

ing; review of verb forms; idioms stressed; review of grammar and pronunciation.

Prerequisite: Spanish 1a or two years of high school Spanish.

SPANISH 1c—INTERMEDIATE SPANISH (4).

A thorough review of the principles of elementary Spanish; extensive reading; emphasis on comprehension of both oral and written subject matter.

Prerequisite: Spanish 1b or three years of high school Spanish.

SPANISH 1d—(4).

Continuation of Spanish 1c. Reading of representative Spanish and Spanish-American authors.

Prerequisite: Spanish 1c or four years of high school Spanish.

SPANISH 25a-25b—(3-3).

Advanced grammar, composition, conversation and reading.

Prerequisite: Spanish 1d or its equivalent.

*SPANISH 51a-51b—CONVERSATIONAL SPANISH (3-3).

A course designed to develop a minimum skill in using the Spanish language for practical, everyday conversational purposes. In the second semester the reading of Spanish newspapers and periodicals supplements the conversational work of the classroom.

Prerequisite: No prerequisite for 51a. Spanish 51a or one year of high school Spanish required for 51b.

*SPANISH 53a-53b—SPANISH SHORTHAND AND COMMERCIAL FORMS (3-3).

A course in the writing of Spanish Gregg shorthand and drill on Spanish commercial letter forms and vocabulary.

*Not to be given 1946-1947

Prerequisite: Two years of high school Spanish or one year of college Spanish and ability to take English dictation in Gregg shorthand at a speed of 80 words per minute.

HOME ECONOMICS

HOME ECONOMICS 21—CLOTHING CONSTRUCTION (2).

A course in the making of new garments from old ones which offers the student an opportunity to conserve materials and be well dressed. The color, style, and design best suited to the individual will be carefully studied.

Prerequisite: One year high school sewing or its equivalent.

ART 20—COSTUME DESIGN (2).

See Art.

NUTRITION AND FOODS 1a-1b (2-2).

A course planned to meet the laboratory nutrition course for nurses. Includes a study of the composition and function of foods, and the food requirements of the normal infant and adult, the principles of gaining and reducing diets, and laboratory work in cookery and planning and computing diets.

LIBRARY SCIENCE

LIBRARY SCIENCE 50a-50b—(2-2).

A course of training in the use of books and libraries classifications, cataloging, reference, bibliography, and general library techniques. For students who wish to learn how to use libraries with greater efficiency, and for those who are interested in librarianship as a vocation.

One class period and three practice periods a week.

MATHEMATICS

MATHEMATICS 1—INTERMEDIATE ALGEBRA (3).

Rapid review of elementary algebra; exponents; radicals; progressions; quadratic equations; system of equations; logarithms; the binomial theorem.

Prerequisite: One year of high school algebra. This course is not open to students who have received credit for two years of high school algebra.

MATHEMATICS 2—MATHEMATICS OF FINANCE (3).

A study of graphs, logarithms, statistics, interest, annuities, life insurance, amortization, sinking funds, valuation of bonds, and depreciation.

Prerequisite: Two years of high school algebra or Mathematics 1.

MATHEMATICS 3a—ANALYTIC GEOMETRY (3).

The plotting of curves; loci, geometry of the straight line, circle, parabola, ellipse, hyperbola, transformation of co-ordinates; polar co-ordinates; parametric representation.

Prerequisites: Two years of high school algebra or Mathematics 1; plain geometry; plane trigonometry.

MATHEMATICS 3b—DIFFERENTIAL CALCULUS (3).

Differentiation of algebraic and transcendental functions; maxima and minima problems, radius of curvature; special stress on parametric representation and polar co-ordinates.

Prerequisite: Mathematics 3a.

MATHEMATICS 4a—INTEGRAL CALCULUS (3).

The Integration of algebraic and transcendental functions; the areas and volumes of plane figures in

polar and Cartesian co-ordinates; physical applications of work, pressure, attraction, and center of gravity.

Prerequisites: Mathematics 3a-3b.

MATHEMATICS 4b—THE CALCULUS CONTINUED (3).

A review of space geometry; partial differentiation, multiple integrals and their applications; infinite series.

Prerequisite: Mathematics 4a.

MATHEMATICS 8—COLLEGE ALGEBRA (3).

Mathematical induction; determinants; permutations and combination; probability; partial fraction; higher equations; theory of equations.

Prerequisites: One-and-one-half years of algebra in the high school, or Mathematics 1.

MATHEMATICS 10—(3).

A review in the fundamentals of arithmetic intended primarily for prospective teachers.

MATHEMATICS 20—SLIDE RULE (2).

Adjustment, operation, and the theory of the slide rule; computation rules; graphical methods, interpolation, logarithms.

MATHEMATICS C—TRIGONOMETRY (3).

Trigonometric functions of any angle; logarithms; solution of triangles; trigonometric equations.

Prerequisites: One-and-one-half years of high school algebra and plane geometry.

MATHEMATICS E—SOLID GEOMETRY (2).

A study of points and lines in space and the properties of regular solids.

Prerequisite: Plane geometry.

MATHEMATICS 51—ELEMENTARY ALGEBRA (3).

An intensive one-semester course in elementary al-

gebra covering fundamental operations, linear equations, factoring, graphing, exponents and radicals. This course is given for students who are deficient in high school algebra.

Prerequisite: None.

MATHEMATICS 52—PLANE GEOMETRY (3).

An intensive one-semester course in the elements of plane geometry covering restilinear figures, the circle, similar figures, ratio and proportion, and areas of plain figures. This course is given for students who are deficient in high school geometry.

Prerequisite: Elementary algebra.

MECHANICS

MECHANICS 55a-55b—BUILDING TRADES PROGRAM (16-16).

A pre-apprentice training curriculum set up as an integral unit of the regular two-year junior college program. Manipulative instruction in carpentry, wiring, plastering, painting, plumbing, and concrete under the supervision of local master craftsmen is given to approved students. Manipulative training is given each school year on one major project, such as a residence.

Trade technical class instruction is given in fundamental and advanced construction procedures, in blueprint reading, in estimating and contracting procedure, and in structural stresses and strains including simple truss designs. Trade related subjects including drafting, mathematics, English, accounting, business law, typewriting, job ethics, economics political science, physical education, hygiene, etc. are required as a part of the training.

MECHANICS 60a-60b—ELEMENTARY WELDING (3-3).

Through lecture, demonstration, and practice, the student acquires in this course a knowledge of metals and types of construction essential to metallurgy,

welding, and welding procedures; and develops ability to test welds and recognize defects.

MECHANICS 61a-61b—ADVANCED WELDING (3-3).

Through projects the student develops the ability to recognize different metals and to select the correct welding procedure for each metal; to set up and operate all kinds of welding equipment; to secure perfect fusion and penetration; to test welds and to recognize defects. The study of the theory of metallurgy and welding procedures is continued.

MECHANICS 62a-62b—ELEMENTARY SHEET METAL (3-3).

An introductory course in pattern drawing and layout work. Elementary construction of units required in heating and ventilating.

MECHANICS 63a-63b—ADVANCED SHEET METAL (3-3).

A study of the theory and practice in sheet metal pattern development; forming rectangular, circular, and conical objects; use of all bench and floor machines; raising and stretching metals; fabrication of jobs; methods used in handling alloyed copper, aluminum and stainless steel sheets; planning and estimating.

This work is essential in the two-year vocational course preparing for direct entrance into industry.

Prerequisite: Mechanics 52a-52b.

MECHANICS 64a-64b—ELEMENTARY MECHANICS (3-3).

This course includes the simple operations performed by the general mechanic- bench work, methods of laying out or drawing on metal, simple cylinder turning and screw cutting, drilling, planing, and taper work.

MECHANICS 65a-65b—ADVANCED
MECHANICS (3-3).

This course develops skill in students who have already had basic training in machine tool operation, pattern making layout, molding and casting.

Prerequisite: Mechanics 54a-54b or two years of high school machine shop.

MUSIC

MUSIC 1a-1b—MIXED CHORUS ($\frac{1}{2}$ or 1).

Chorus in a capella as well as accompanied music—solos, trios, sextettes, and quartettes.

MUSIC 1c—MIXED CHORUS ($\frac{1}{2}$).

Chorus for all who like to sing. May be taken concurrently with Music 1a or 1b.

MUSIC 2a-2b—INSTRUMENTAL ENSEMBLE
($\frac{1}{2}$ - $\frac{1}{2}$).

The study and performance of instrumental solos, duets, trios, and quartettes.

Prerequisite: Permission of instructor.

MUSIC 3a-3b-3c—WOOD WIND, BRASS AND
STRINGS (1 or 2).

A course designed for all beginners of band or orchestral instruments.

MUSIC 4a-4b—MUSICIANSHIP (3-3).

A basic course for a major in music. Notation, terminology, dictation and music reading; preparation for harmony; working knowledge of major and minor scales, intervals, inversions, and simple-writing. One, two, and three part dictation.

MUSIC 5a-5b—VOCAL ENSEMBLE ($\frac{1}{2}$ - $\frac{1}{2}$).

The study and performance of vocal solos, duets, trios, and quartettes.

Prerequisite: Permission of instructor.

MUSIC 9a-9b—PUBLIC SCHOOL MUSIC (3-2).

A basic course for Kindergarten-Primary and General Elementary credentials. Development of voice, basic theoretical facts, sight-singing, rhythmic, and tonal dictation.

MUSIC 10a-10b—MUSIC APPRECIATION (2-2).

A course designed to broaden the student's acquaintance with good music and to develop active discriminative listening. Class discussion of music heard over the radio, in recordings, in concert, and in motion pictures. Brief survey of the historical development of music with particular stress upon romantic, modern and contemporary music. Development of the symphony orchestra and the opera are considered.

MUSIC 14a-14b—ELEMENTARY HARMONY (3-3).

A course in the fundamentals of harmony, music notation, theory, ear training, melodic and harmonic dictation, piano, sight reading, and some composition.

Prerequisite: Music 4a-4b or high school harmony.

MUSIC 19a-19b—PIANO ENSEMBLE (1-1).

Study of modern and classic two-piano arrangements designed for advanced piano students.

MUSIC 50a-50b—ELEMENTARY ORCHESTRA (1 or 2).

A course for beginners in all instruments.

MUSIC 51a-51b—ADVANCED ORCHESTRA (1 or 2).

A course for students selected by instructor for advanced instruction with the concert orchestra.

MUSIC 52a-52b—ELEMENTARY BAND (1 or 2).

A course for beginners in all instruments excepting strings.

MUSIC 53a-53b—ADVANCED BAND (1 or 2).

A course for students selected by instructor for advanced instruction with the concert band.

PHILOSOPHY

PHILOSOPHY 6a-6b—INTRODUCTION TO PHILOSOPHY (3-3).

A course in philosophy arranged by types or typical world views. It attacks the fundamental problems of living for their own sakes by acquainting the student with representative thinkers and major philosophical systems and aims to make the subject as practical as possible. It plunges directly into the questions to which every thinking person desires to find the answers, helping him to clarify and classify his own thinking but leaving him free to make his own choice and decisions.

PHILOSOPHY 10a-10b—HISTORY OF PHILOSOPHY (3-3).

A course in the history of philosophy, chronologically considered, placing in the foreground the major philosophers of each period and school, so far to interpret the major philosophic systems and to trace the development of philosophic thought from the early Greek period to the Scientific Era. Evolution and modern tendencies in philosophy receive initial attention and acquaintanceship toward the close of the second semester.

PHYSICAL EDUCATION

A wide range of activities adapted to the various needs, interests, and capacities of the students is offered. Two units of physical education activities are required for graduation, exclusive of Physical Education 40 and Physical Education 49. Not more than one unit in activities may be earned in any one semester. All regular students are required to participate in the physical education class for at least four periods each

week. In general, this shall include three periods per week in a recreational activity class and body mechanics, and one period per week in the intra-mural program. In certain cases this requirement can be satisfied by a special assignment.

Students majoring in Health and Physical Education or Recreation are encouraged to study carefully the course requirements in the college or university to which they expect to transfer in order that they may complete the proper lower division requirements in the junior college.

PHYSICAL EDUCATION 30a, 30b, 30c, 30d— GENERAL ACTIVITY (1).

A two-year sequence course including fundamental skills in recreational activities and body mechanics. Participants in the general program are expected to work toward demonstrating specific skills in at least three of the recreational activities listed below and to pass specific performance tests in the work in body mechanics. The recreational activities offered are:

1. Racquet (Men and Women): tennis, badminton, paddle tennis.
2. Implement (Men and Women): fencing, golf, archery.
3. Dance (Men and Women): ballroom, folk, modern.
4. Mat (Men only): boxing, wrestling, tumbling.
5. Group (Men and Women): basketball, hockey, volleyball, baseball.
6. Swimming (Men and Women): elementary, intermediate, advanced.

The body mechanics offered in conjunction with the recreational activities include a variety of activities which are chosen because of their particular contribution toward the more complete development of physical fitness for all students. The specific activities in this are:

Men: tumbling, decathalon, boxing, exercises, etc.

Women: hockey, body mechanics, exercises, relays, etc.

PHYSICAL EDUCATION 31—COMPETITIVE PROGRAM (1).

Team: For students who excel in athletic ability and wish to participate in the inter-collegiate program competing against other junior colleges within the Central California Conference. These students participating in this program are also expected to work toward demonstrating minimum ability in at least one activity in any one of the six recreational groups which is not a duplicate of their team activities. Students planning to enter this program are advised to plan their regular schedules so as to be available for a minimum of ten hours per week during the season of each competitive sport entered.

Basketball, football, tennis, and track.

PHYSICAL EDUCATION 32—INTRA-MURAL PROGRAM (MEN AND WOMEN).

The intra-mural program is organized for complete student body participation, and will include teams in baseball, hockey, badminton, volleyball, etc.

PHYSICAL EDUCATION 40—HYGIENE (2).

Section I—Women.

Section II—Men.

A consideration of the physical and mental well-being of the individual. A study is made of the major problems of health as they affect the student—colds, fatigue, diet, communicable diseases, emotions, and mental habits.

PHYSICAL EDUCATION 49—First Aid (1).

A course covering the principles of emergency treatment for accidents and illness following the prescribed Red Cross course. Successful completion leads to Red Cross Standard and Advanced First Aid Certificates.

PSYCHOLOGY

PSYCHOLOGY 1a-1b—GENERAL PSYCHOLOGY (3-3).

A study of the behavior of the individual. Special emphasis is placed on individual development, intelligence, learning, habit formation, perception, imagination, thinking, and the factors of personality. The second semester course covers the sensory and nervous structures and emphasizes the different psychological systems.

PSYCHOLOGY 51a-51b—PRACTICAL PSYCHOLOGY (3-3).

A practical course in psychology designed primarily for students taking the two-year completion curriculum. Factors of human behavior, individual differences, intelligence, heredity and environment, and personality traits are considered.

SCIENCE

ANATOMY 1a—(4).

A study of the body first as an integrated whole, followed by a consideration of the organ systems in succession with enough histology to make the study of gross structures more meaningful. Designed to meet the requirements for prenursing courses and as a cultural course in human biology.

Prerequisites: None. High school biology and chemistry are recommended.

BACTERIOLOGY 1—GENERAL BACTERIOLOGY (5).

Lectures and laboratory exercises designed to give the general student the fundamentals of bacterial life, and to develop scientific and bacteriological technique.

The lectures cover: history, morphology, biochemical activities, effects of physical and chemical agents, and an introduction to infection and disease.

The laboratory exercises deal with the morphology and physiology of bacteria.

Prerequisite: Chemistry 1a.

BACTERIOLOGY 60—(4).

A course designed to give the pre-nursing student an understanding of the principles of bacteriology, including, disinfection, immunity, and the specific agents of disease.

Prerequisites: None. High school chemistry and a biological science recommended.

BIOLOGY 1a-1b—GENERAL BIOLOGY (4-4).

A study of biological processes, principles, and laws as observed in plants, animals, and man. Environmental relations and economic importance of specific organism are considered. Genetics, including introductory cytology, variations, heredity, and eugenics is emphasized.

Prerequisites: None. High school chemistry or high school physics recommended.

BOTANY 1a-1b—GENERAL BOTANY (4-4).

An introductory study of the basic principles of plant morphology, taxonomy, ecology, physiology, heredity, and evolution. This course satisfies the botany requirement of agriculture, etc.

Prerequisite: None.

CHEMISTRY 1a-1b—GENERAL CHEMISTRY (5-5).

A study of the fundamental theories and laws of chemistry, the applications of mathematics to chemistry, and an introduction to laboratory qualitative analysis. This is a basic course for those intending to enter the professional fields which require chemistry as a foundation course.

Prerequisites: None. High school chemistry or high school physics recommended.

CHEMISTRY 53—ELEMENTARY CHEMISTRY (4).

An introduction to the theories, laws, and concepts of chemistry, including a study of the more important elements and compounds. This course meets the usual requirements of pre-nursing students.

Prerequisite: None.

GEOLOGY 1a—PHYSICAL GEOLOGY (3).

Study of geological agents and processes, including weathering, glaciers, winds, water, earth movements; geological formations, sedimentary, igneous, and metamorphic rocks; economic aspects of geology.

Prerequisite: None. Chemistry recommended.

GEOLOGY 1b—HISTORICAL GEOLOGY (3).

Study of the origin of the earth and the physical and geological history from the beginning of geologic time to the present. Laboratory study of fossils, geological maps, and supplemental field trips.

Prerequisite: Geology 1a; biology recommended.

METEOROLOGY 1—THE PHYSICAL BASIS OF WEATHER (3).

A study of the atmospheric temperature, pressure, humidity, stability; condensation of moisture, clouds, fog, precipitation; air movements, cyclones; air masses and frontal analysis; weather maps and sequences; meteorological instruments.

Prerequisite: None.

PHYSICS 1a-1b—GENERAL PHYSICS (3-3).

Fundamental treatment of the general principles of physics, including mechanics, heat, hydraulics, hydrostatics, and properties of matter.

Prerequisite: None. High school physics or high school chemistry recommended. Trigonometry recommended but may be taken concurrently.

PHYSICS 1c—GENERAL PHYSICS (3).

A study of the fundamentals of electricity and magnetism.

Prerequisites: Physics 1a-1b.

PHYSICS 1d—GENERAL PHYSICS (3).

A course covering the fundamentals of wave motion, sound, and light.

Prerequisite: Physics 1c.

PHYSICS 2a-2b—GENERAL PHYSICS (3-3).

A survey course in physics covering properties of matter, mechanics, heat, sound, light, electricity, and magnetism. Required for pre-medical students. May be taken by other students as an elective to satisfy science requirements.

PHYSICS 3a-3b—GENERAL PHYSICS LABORATORY (1-1).

One three-hour laboratory a week in which the student works out experiments dealing with the phases of physics covered in Physics 2a-2b. Should be taken concurrently with Physics 2a-2b.

PHYSICS 20—RADIO COMMUNICATION (2).

An elementary course covering the fundamentals of alternating and direct current electricity, vacuum tubes, oscillators, and amplifiers, design of radio broadcast and receiving equipment. Qualified students will be allowed to operate a short wave transmitter.

Prerequisite: None.

PHYSICS 23—ELEMENTARY RADIO LABORATORY (1or 2).

Laboratory time to be devoted to practice in International Telegraph code, construction of radio equipment, or simple radio tests and measurements.

Prerequisite: Physics 20 or permission of instructor.

PHYSICS 53a-53b—ELEMENTARY PHYSICS
(3-3).

A survey of physics with applications to industry and modern life.

Prerequisite: None.

PHYSIOLOGY 1b—(4).

A survey of the body structures with special emphasis on the functioning of these structures. Prominence is given to the neuro-muscular, sensory, metabolic, and excretory functions. Designed to satisfy the requirements for pre-nursing course and as a cultural course in human biology.

Prerequisite: None. Anatomy 1a recommended.

SURVEYING 1a-1b—ELEMENTARY
SURVEYING (3-3).

Fundamental principles and practice in methods of land and route surveying. Primarily for engineering majors.

Prerequisites: Trigonometry and Mechanical Drawing which may be taken concurrently with Surveying 1a.

ZOOLOGY 1a-1b—GENERAL ZOOLOGY (4-4).

An introductory study of the basic principles of animal morphology, taxonomy, ecology, physiology, embryology, heredity, and evolution. This course satisfies the zoology requirement of pre-medicine, dentistry, agriculture, etc.

Prerequisite: None.

ZOOLOGY 10—GENERAL BIOLOGY (3).

An introductory study of the basic principles of biology as illustrated by both plants and animals. Open without prerequisite to all students except those who have had Botany 1a-1b, Zoology 1a-1b, or Biology 1a-1b. This is not a laboratory course.

SOCIAL SCIENCE

*POLITICAL SCIENCE 1a-1b—COMPARATIVE GOVERNMENTS (3-3).

An introduction to the study of the various major governments of the world, elementary principles of political science, and the forces behind political processes.

ECONOMICS 1a-1b—PRINCIPLES OF ECONOMICS (3-3).

Introduction to the fundamental principles of economics; economic theories and historic background; principles of production, distribution, and exchange of wealth; modern social problems.

ECONOMICS 52—TRADE ECONOMICS (2).

This course approaches the study of economics from the view of the needs of the skilled workman in the field. Primary emphasis is given to the principles and problems in economics which most seriously concern craftsman. In addition, an attempt is made to indicate the relations of labor to the other factors in production and the cooperative character of economics.

GEOGRAPHY 1a-1b—GENERAL GEOGRAPHY (3-3).

A study of the interrelation between man and his natural environment with emphasis on discovering the potentialities of various regions for human habitation. The first semester concentrates on the elements of geography such as climate, land forms, soils, map interpretation, etc. The second semester is concerned with the regional distribution of environmental features in patterns on the earth's surface.

GEOGRAPHY 5a-5b—ECONOMIC GEOGRAPHY (3-3).

A study of man's use of the natural resources of the earth. The first semester is concerned specifically

*Not to be given 1946-1947

with man's agricultural, fishing, and hunting occupation. The second semester investigates man's mining, manufacturing, trade and transportation, recreational, and residential occupation.

HISTORY 1—THE UNITED STATES (3).

A survey of the development of American economic, political, and social institutions.

This course fulfills all state requirements in American history and government. The course is not open to students who have completed History 8a-8b.

HISTORY 4a-4b—HISTORY OF WESTERN EUROPE (3-3).

The evolution of western civilization from antiquity to the contemporary scene. The course presents a general perspective through a consideration of the development of religious, political, intellectual, and economic institutions. The aim is to lay a foundation for the understanding of contemporary problems.

History 4a is a prerequisite to 4b for freshmen.

HISTORY 8a-8b—HISTORY OF THE AMERICAS (3-3).

A general survey of the history of North and South America. Background of discovery, exploration and colonization, independence movements, and national development.

Students who receive credit for History 8a-8b should enroll in Political Science 5 in order to complete satisfactorily state requirements in United States history and government.