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1948

Suffolk University Academic Catalog, College Departments, 1948-1949

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SUFFOLK UNIVERSITY

COLLEGE BULLETIN



ANNUAL CATALOGUE

1948 - 1949

BOSTON · MASSACHUSETTS

1948

SUFFOLK UNIVERSITY
BULLETIN

College Departments



Annual Catalogue

1948-1949



BOSTON

MASSACHUSETTS

Volume 42

August 1948

Number 1

CORRESPONDENCE

All correspondence should be addressed to

Registrar, Suffolk University

20 Derne Street, Boston, Massachusetts

OFFICE HOURS

The Executive and Administrative Offices will be open for conferences and registration Mondays through Fridays from 9:00 A.M. to 9:00 P.M.; Saturdays from 9:00 A.M. to 1:00 P.M. During June, July, and August the offices are closed on Saturday.

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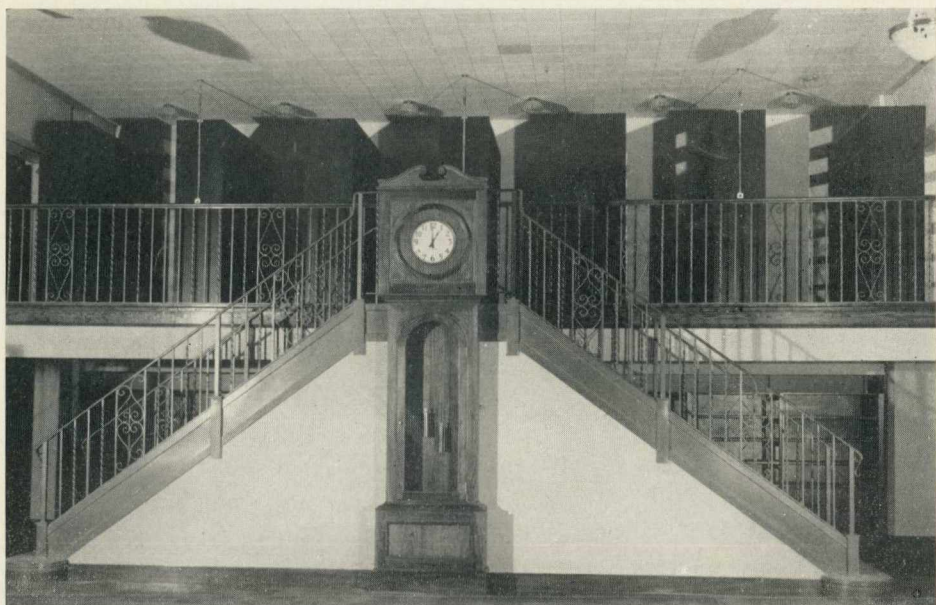


VIEW OF UNIVERSITY BUILDING

FROM STATE HOUSE GROUNDS



VIEWS OF THE UNIVERSITY LIBRARY



CALENDAR FOR THE ACADEMIC YEAR 1948-1949

COLLEGE DEPARTMENTS

FIRST SEMESTER 1948-1949

Educational Advisement Period	September 20, Monday
	September 22, Wednesday
Registration for Freshmen and all new students	September 20, Monday
Registration for Sophomores	September 21, Tuesday
Registration for Juniors and Seniors	September 22, Wednesday
NOTE: Late registrations may be permitted after September 22, if approved by the Registrar and upon payment of \$3.00 late registration fee.	
First Quarter Bills Payable at registration	
Classes Commence	September 23, Thursday
Last Day for registration in new courses	October 2, Saturday
Columbus Day (Classes Suspended)	October 12, Tuesday
Second Quarter Bills Payable	November 8, Monday
Armistice Day (Classes Suspended)	November 11, Thursday
Thanksgiving Recess	November 25, Thursday
	November 28, Sunday
Christmas Recess	December 20, Monday
	January 2, Sunday
Semester Examinations begin	January 12, Wednesday
Recess	January 22, Saturday
	January 30, Sunday

SECOND SEMESTER 1948-1949

Registration Day	January 31, Monday
Third Quarter Bills Payable	January 31, Monday
Classes Commence	February 1, Tuesday
Last Day for Registration in New Courses	February 10, Thursday
Washington's Birthday, (Classes Suspended)	February 22, Tuesday
Evacuation Day (Classes Suspended)	March 17, Thursday
Fourth Quarter Bills Payable	April 4, Monday
Easter Recess	April 9, Saturday
	April 19, Tuesday
Semester Examinations begin	May 18, Wednesday
Recess	May 28, Saturday
	June 5, Sunday
Alumni Day	June 11, Saturday
Graduation Week begins	June 12, Sunday
Commencement	June 15, Wednesday

SUMMER TERM, 1949

Registration	June 6, Monday
Classes Commence	June 7, Tuesday
Bunker Hill Day (Classes Suspended)	June 17, Friday
Independence Day (Classes Suspended)	July 4, Monday
Term Examinations begin	August 4, Thursday

HISTORY OF SUFFOLK

The first unit of Suffolk University was formally opened to students in September, 1906. It was inspired by Gleason L. Archer, founder of the University, who was resolved to establish a law school for ambitious young men and women of moderate means. Because of his enthusiasm for the work and his ability as a teacher and administrator, the school speedily gained recognition, being chartered with degree-granting powers by the Legislature of Massachusetts in 1914.

In the forty-two years since the founding of Suffolk University however, times and students have changed considerably. While most of its early students were residents of the neighboring towns and cities, today they come from almost every state in the nation and from many foreign lands. Educational opportunities have been expanded with the growth of the University to include up-to-date laboratories, libraries, athletic, recreational and dormitory facilities. The principles of the University, however, have never varied: the belief that training in the liberal arts and sciences is an integral part of a balanced education and that opportunities for instruction should be afforded to students irrespective of economic status. To this end, moderate tuition rates are maintained, and scholarships and other aids have been made available so that no worthy student need be denied the experience of a college education because of lack of funds.

Along with the growth and development of Suffolk, and in order to broaden the opportunities for its graduates, the College of Liberal Arts was founded in 1934, the Graduate School of Law in 1935, the College of Journalism in 1936, and the College of Business Administration in 1937. The various departments were incorporated by the Massachusetts Legislature in April of 1937. Suffolk University was the first college east of New York City at which a young man or woman might earn a Bachelor of Arts degree entirely through evening study.

The present University building is a modern fireproof structure located at the corner of Derne and Temple Streets on Beacon Hill. The cornerstone of the first unit of the building was laid in 1920 by Calvin Coolidge, then Governor of Massachusetts. The last unit was added in 1937, and the completed building was formally dedicated in February, 1938.

Excellent accommodations for educational work are provided in this building. Located in it are the Executive and Administrative offices; University Library; classrooms; completely equipped and modern laboratories for biology, chemistry, geology, and physics; University Auditorium; Faculty rooms; Trustees Room; Bookstore and appropriate lounges for students, faculty, and staff.

It is believed, however, that the true measure of the quality of a university's educational program is reflected in the record of its graduates. Early in its history Suffolk University gained national recognition. Self-supporting students in an ever-widening circle found in Suffolk a haven of opportunity. Judges, lawyers, businessmen, educators, and leaders in political and civic life owe their advancement to the training received at Suffolk University.

While Suffolk is proud of its achievements, it prefers to look forward to the future. As a result, it is always alert to the advancement in the arts, sciences, and other fields of endeavor. Its guiding spirit and purpose remains unchanged, however, and it has moulded its curriculum and has expanded its facilities to offer a well-rounded educational program to prepare men and women for intelligent living.

OFFICERS OF THE CORPORATION

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HON. FRANK J. DONAHUE, LL.B., J.D.

WILLIAM F. A. GRAHAM, LL.B.

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LL.D.

JULIUS E. ROSENGARD LL.B.

DAVID STONEMAN, LL.B.

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ARTHUR W. HANSON, A.B., A.M., M.B.A., LL.B., Litt.D.
Vice-President

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Director of Libraries

LEO LIEBERMAN, A.B., Ed.M., Ed.D.Director of Guidance

LAURENCE V. RAND, A.B.Advisor to Veterans

PAUL N. A. ROONEY, A.B., M.D.Director of Student Health

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Cambridge.*
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Mexico; Middlebury.*
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A.B., Amherst; A.M., Ph.D., Harvard.
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A.B., A.M., Bucknell; B.S. in L.S., Ph.D., Columbia.
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*S.B., City College, New York; M. Soc. Sci., New School for Social Research;
A.M., Ph.D., Columbia.*
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A.B., A.M., Ohio State; Ph.D., California. of Modern Languages
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S.B., Colby; Makeup Editor, Boston Traveler
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and Psychology
S.B., Northeastern; S.T.B., Boston University; Graduate Study, Harvard;
Boston University
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and Government
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A.B., City College, New York; A.M., New York University; M.S. in J.,
Columbia
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A.B., Boston College; Staff Reporter, Boston Post
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- PAUL F. KNEELAND*Lecturer in Journalism*
Harvard, Massachusetts; Feature Writer, Boston Globe
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and Social Studies*
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- THOMAS SAVAGE *Instructor in English*
A.B., Colby
- GUSTAVE R. SERINO *Visiting Lecturer in History
and Government*
A.B., A.M., Harvard; Ed.M., Boston University; Graduate Study, Harvard
- LEONARD S. SILK *Lecturer in Economics and Journalism*
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- BRENTON H. SMITH *Instructor in History*
A.B., Yale; A.M., Pennsylvania
- JOSEPH H. STRAIN *Instructor in English*
A.B., Suffolk; Graduate Study, Boston College
- JED H. TAYLOR *Lecturer in Business Administration*
B.S. in B.Ed., Syracuse; B.S. in L.S., Columbia
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S.B., Ph.D., Harvard
- DALE L. VAN METER *Visiting Instructor in English
and Speech*
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- STANLEY M. VOGEL *Instructor in English and German*
A.B., New York University; A.M., Yale; Graduate Study, Yale
- RUTH C. WIDMAYER *Instructor in Economics*
A.B., A.M., University of Washington; Graduate Study, Radcliffe

STAFF MEMBERS

- JOHN F. M. FITZGERALD, A.B., M.B.A. *Business Manager*
- DOROTHY M. MCNAMARA *Bursar*
- JOSEPH H. STRAIN, A. B. *Alumni Secretary*
- JED H. TAYLOR, B.S. in B.Ed., B.S. in L.S. *Associate Librarian*

GENERAL INFORMATION

Facilities of the University

BOSTON — *Center of Superior Educational Advantages*

Students will find in historic Boston unrivaled opportunities for culture and recreation. The Boston Public Library System is justly famous. The State Library and the State Archives are across the street from the University. The Museum of Fine Arts on Huntington Avenue is easily accessible; Boston Common, the Public Gardens and the Charles River Esplanade are nearby. To the student of history Greater Boston is world-famous for its shrines of American Liberty — Faneuil Hall, the Old State House, the Old North Church, King's Chapel, the house of Paul Revere, and the various burying grounds where historic dead are at rest. Beacon Hill and the State House form the very heart of Boston. No city in America could be more inspiring to students and certainly none more conducive to scholarship.

TRANSPORTATION

Situated on Beacon Hill, directly in back of the State House, Suffolk University is in the very center of Boston's unrivaled transportation facilities. Every important transportation point is within easy walking distance, thus eliminating traffic delays. Applications for special student transportation tickets may be secured from the Office of the Registrar.

DORMITORY FACILITIES

Through arrangement with the Boston City Club dormitory facilities have been provided for the men students of Suffolk University. Membership fees are reasonable, amounting to \$12.00 annually for students under 22 years of age payable quarterly. Membership in the club entitles students to attend all functions of the club, use the Library, lounges, dining room, game rooms, etc., and enjoy weekly entertainment programs.

Students will be under the supervision of a proctor chosen from the Faculty of the University. Room rates will average about \$9.00 per man per week. Two men will occupy a room except that some of the exceptionally large rooms will be expected to accommodate more. Though primarily an urban institution the University is subsidizing the dormitory to provide suitable living quarters for its ever increasing out-of-town student body.

OFF CAMPUS ACCOMMODATIONS

Students who do not live at home and do not desire dormitory facilities at the Boston City Club may secure accommodations on Beacon Hill or elsewhere in the vicinity of the University. While the University may assist the student in securing accommodations, the University may in no way be held responsible for such accommodations.

PLACEMENT BUREAU

The University maintains a Placement Bureau to assist worthy students and graduates in securing part-time or full time employment. Students thus placed are recommended by the University and are expected to maintain a high degree of efficiency while in such employment.

UNIVERSITY LIBRARY

The Library occupies the major portion of the third floor of the building, and serves all departments of the University. The reading room has seating accommodations for more than three hundred readers, and is open to faculty, students, members of the staff and alumni.

All books except those on required reading lists, treatises and reference books in great demand, and certain particularly valuable or rare books, are on open shelves and easily accessible. Law books and reference books do not circulate, but all other books may be borrowed for periods ranging from three to fourteen days. Some books on reserve for special courses must be used in the Library.

The Library is open from 8:00 a.m. to 10:00 p.m., Monday through Friday; 8:00 a.m. to 5:00 p.m., Saturday; and 2:00 p.m. to 6:00 p.m. Sunday, during the regular school term. It is closed on all legal holidays.

LABORATORIES

Completely equipped laboratories have been installed so that students may perform the required experiments customary for courses in biology, chemistry, geology, and physics.

UNIVERSITY AUDITORIUM

An auditorium with a seating capacity of one thousand is located between the Main Building and the Annex with entrances on Temple Street. The completely equipped stage of the Auditorium affords excellent facilities for student dramatics. The Auditorium is also used for general assemblies, commencement, concerts, and similar functions.

BOOKSTORE

The Bookstore is located in the basement of the University Building Annex. It has every facility for the rapid handling of textbooks and other college supplies.

GUIDANCE

A Guidance Department under a specially-trained director is maintained by the University. As a result of personal interviews and tests, students are assigned to qualified faculty advisors. These advisors assist students in the proper selection of courses to prepare them for the type of work or profession for which they seem best adapted. Thus the possibility of wrong selection of courses and of failure is reduced to a minimum.

DEPARTMENT OF STUDENT HEALTH AND HYGIENE

The Department of Student Health and Hygiene is concerned with the activities which directly and indirectly deal with student health. All athletes and Freshmen enrolled in the physical education classes are required to take physical examinations at the start of each year. Arrangements are made for periodic chest and lung x-ray examinations.

In addition, the Department has a complete program, covered by player insurance, of treatments, hospitalization, and x-rays for athletes.

The Medical Office is located in Room 49 where the necessary staff and equipment are available at all times for first aid and other minor difficulties. A physician is in attendance at the University at stated hours and is available for emergency call at all hours. The Medical Office may be reached by calling Capitol 7-1041, Extension 15.

VETERANS' ADVISORS

A faculty member has been appointed to act in liaison between veteran students under Public Laws 16 and 346 and the Veterans Administration. This advisor is a veteran of World War II and is, therefore, familiar with the problems that constantly confront veterans.

In addition, a representative of the Veterans Administration, the Training Officer, also maintains regular office hours in the University and is available to veteran students who attend under Public Law 16.

TEACHER TRAINING

In addition to the regular courses of study available for students interested in entering the teaching profession, special arrangements have been made for apprentice teaching with local school systems. Through their cooperation, advanced students are offered the opportunity to engage in practice teaching in regular classes at the local public schools. This enables the student to put into practice those principles of teaching he has learned in the classroom and also better prepares him for a more successful career in education.

DAY AND EVENING DIVISIONS

Although Suffolk University is open to all worthy students, both men and women, it nevertheless makes special provision for those who must

earn a part or all of their expenses while attending school. For this reason, both day and evening classes are maintained in all departments. A degree may be earned in either division.

In addition to regular undergraduate courses in the evening division, Suffolk University is establishing a plan of adult education for men and women who desire further education in a particular field of study, but who do not desire to enroll as regular students. For detailed information concerning these courses for adult education, reference should be made to the appropriate University bulletin.

ALUMNI ASSOCIATION

The Suffolk Alumni Association is an organization whose membership is made up of all degree holders and former students of Suffolk University. The association maintains a permanent office in the University building and has its own Director of Alumni Relations and Alumni Secretary. A complete file is maintained of all former students and it is supplemented as additional information concerning the current activities of the members is received. Through this organization there exists between the University and its alumni a close contact which is beneficial to both. In addition to the parent national organization, several local organizations have also been established throughout the country, and new chapters are added as circumstances permit. In recent years many of our students and graduates have been living in many foreign countries, with the result that appropriate foreign chapters will be established wherever possible.

GIFTS AND BEQUESTS

Gifts and bequests of money, securities, or real estate are gratefully received by Suffolk University. Through this means many additions have been made to the resources of the University.

To serve the University in this way it is not necessary to make a large bequest. There are doubtless many who without injury to family or other interests could bequeath \$500 or \$5000, and others who might bequeath a much larger sum.

Unless other use is specified, it is the general policy of the University to designate funds so given as a part of the general endowment of the University. In this case, the principal is never expended, but is conservatively invested. The income is used annually as directed by the Board of Trustees.

ADMISSION REQUIREMENTS

ADMISSION TO THE FRESHMAN CLASS

Suffolk University is open to all students, both men and women. Applicants for admission to the Freshman Class in any undergraduate department must present evidence of graduation from an approved high school or its equivalent and should have completed fifteen units distributed as follows:

English (four years)	3 units
Foreign Language	2 units
History	1 unit
Algebra	1 unit
Plane Geometry	1 unit
Natural Science	1 unit
Other acceptable units	6 units
Total	15 units

Applicants shall also be required to take a scholastic aptitude test under the direction of the Guidance Department. The results of this test shall be considered in determining the entrance status of each student.

Candidates who have not completed the full requirements may be admitted as special students subject to conditions, the fulfilment of which must be completed before the beginning of the Junior year by the successful passing of prescribed courses in the University or of prescribed examinations. Courses pursued for the purpose of removing conditions shall not count as credit toward any degree. The method by which conditions may be removed in the case of each individual student shall be determined by the Admissions Committee.

Correspondence regarding admission should be addressed to the Director of Admissions, Suffolk University, 20 Derne Street, Boston, Massachusetts. Each applicant must file an application with the Director of Admissions and such application should be accompanied by a check or money order for \$5.00 made payable to Suffolk University. This registration fee will be refunded only if the applicant is rejected.

DEFINITION OF A UNIT

A unit of work in high school is considered as an academic course covering a school year of not less than thirty-six weeks with five periods of at least forty-five minutes each per week. Two periods of manual training, commercial work, domestic science, drawing or laboratory work are considered the equivalent of one period of classroom work.

Each high school graduate is expected to complete four years of high school English, for which only three entrance units are allowed.

ADMISSION TO ADVANCED UNDERGRADUATE STANDING

Applicants who have completed courses in a college, junior college, or other institution of collegiate rank of recognized standing will be permitted to enroll as students with advanced standing subject to the conditions outlined below:

1. The Registrar of the institution previously attended must send a certificate of honorable dismissal direct to the Registrar of Suffolk University.
2. The applicant for advanced standing should also request the Registrar of the college previously attended to send an official transcript of credits. Transcripts should specify courses, semester hours of credit and grade for each course, the semester when taken, a key to grades not expressed in percentages, and a statement of the units accepted for entrance. Transcripts of such work, if possible, should be submitted one month or more in advance of Registration Day. Grade reports, diplomas or lists of credits SUBMITTED BY THE APPLICANT will not be accepted as a basis for granting advanced standing.
3. A catalog of the college during the years in which the applicant was in attendance should be submitted with the application, clearly marked to indicate the courses completed.
4. All requirements for admission to the Freshman Class must have been complied with before advanced standing can be granted.
5. All grants of advanced standing credit are made on a provisional basis. Grants so made are final only after the student has satisfactorily completed thirty semester hours of work at Suffolk University.
6. Whenever a student enters with advanced standing and later proves to be inadequately prepared in any of his prerequisite subjects, the Administrative Committee reserves the right to require him to make up such deficiencies prior to graduation.
7. The grant of advanced standing credit shall not exceed ninety semester hours.

ADMISSION OF SPECIAL STUDENTS

A limited number of special students may be admitted each year upon satisfying the Director of Admissions as to their ability to profit by the courses to which they seek admission. Special students are those who are not candidates for a degree.

Men and women over twenty-one years of age who cannot satisfy the entrance requirements may be admitted as special students upon recommendation of the Director of Admissions. It will be necessary for the

applicant to file a full statement of his qualifications with the Registrar. Candidates are requested to present this statement at least three weeks before the beginning of the college year.

Registration of a special student is for one semester only. Re-registration will be refused if such student does not meet the required scholastic standing.

GENERAL REGULATIONS

REGISTRATION PROCEDURE

All new students are required to file applications, make out registration and Bursar's cards, secure lecture schedules and Handbooks prior to the opening sessions of classes.

Veteran students should file a Certificate of Eligibility and Entitlement with the Veterans' Advisor on registration day. These certificates should be obtained well in advance of registration day from any local New England Office of the Veterans' Administration. Applicants who are unaware of the procedure for obtaining the certificates are urged to see the Suffolk University Veterans' Advisor at their earliest convenience.

REGISTRATION LIMITS

Except in special cases no registration will be accepted after the first week in any semester. Credit will not be given for a course in which a student has not formally registered. A late registration fee will be required from all students who register after the final day of the normal registration period.

LECTURE HOURS

Individual schedules pertaining to courses, hours, and room assignments will be made prior to the semester concerned and will be given to each student at registration.

LABORATORY SESSIONS

A schedule of laboratory sessions will be published at the beginning of each semester for those courses requiring laboratory work. A student taking such a course will be required to attend the laboratory sessions in addition to the other regularly scheduled classes.

ATTENDANCE

All students are expected to attend all lectures in every course for which they are registered.

For other specific rules concerning attendance students are referred to the Students' Handbook.

PHYSICAL EDUCATION

Physical education is required of all students, with the exception of veteran students, during their first year. Special provisions will be made for handicapped students by the Director of Physical Education after consultation with the college and family physicians.

EXAMINATIONS

Final examinations are offered in all regular courses and all students are required to take them. In addition, mid-term examinations, quizzes, special papers, and so forth are given at the discretion of the instructor.

STUDENT DISCIPLINE

Conduct befitting ladies and gentlemen is expected at all times of students of Suffolk University. It is assumed that undergraduates will understand what constitutes acceptable conduct without specific regulations forbidding particular actions. Any breach of conduct will be handled by the Administrative Committee.

THE CATALOGUE AND STUDENT'S HANDBOOK

A "Student's Handbook" is issued by the Student Council of the University at the beginning of each academic year. The annual college catalogue is also available at that time.

All students are held responsible for understanding and complying with all rules and regulations contained in the catalogue and Student's Handbook.

GRADES — MARKING SYSTEM

All grades will be based on the following marking system:

- A 90-100%
- B 80-89%
- C 70-79%
- D 60-69%
- F Below 60%
- I Incomplete

A and B are honor grades; C represents satisfactory work; D is passing without credit in the Honor Point system of computing student standing (see page 22); F indicates failure; I signifies that a student has not completed some requirement of a course, but that under certain circumstances opportunity may be granted to make up the deficiency.

SCHOLASTIC AVERAGES will be computed on an Honor Point system as follows:

- 3 Honor Points will be granted for each semester hour of A grade work;
- 2 Honor Points will be granted for each semester hour of B grade work;
- 1 Honor Point will be granted for each semester hour of C grade work;
- 0 Honor Points will be granted for each semester hour of D grade work;
- 1 Honor Point will be deducted for each semester hour of F grade work;

Thus, a grade of A in a 3 semester hour course will count as 9 Honor Points, a grade of B as 6 points, a grade of C as 3 points, a grade of D as 0 points, and a grade of F will subtract 3 Honor Points from the total number acquired.

In order to remain in good standing in the University, a student must maintain an average of 0.8 Honor Points for each semester of work. This average is computed by dividing the total of honor points by the total of semester hours.

In order to be eligible to receive a degree from the University, a student should have no fewer than 96 honor points for 120 semester hours of work.

PROBATION

Any student who earns a total cumulative average of less than 0.8 honor points for each semester hour of work will be placed on academic probation. A student who has been placed on probation will be given until the following grading period to establish a cumulative average of 0.8 points. Failing to achieve the satisfactory average, the student becomes subject to suspension or dismissal from the University.

No student may participate in extra-curricular activities while on probation.

THE DEAN'S LIST

The Dean's List is composed of students who are deemed worthy of recognition for high scholastic achievement. It is divided into three groups to be designated as follows:

Group A shall include all students who receive a scholastic average of 3 honor points.

Group B shall include all students who obtain a scholastic average between 2.5 and 2.99 honor points.

Group C shall include all students who obtain a scholastic average between 2.00 and 2.49 honor points.

Students who make the Dean's List (A, B, or C) will be permitted twice the number of unexcused absences ordinarily granted.

Reports will be issued to each student at the close of the semester. If

a student is under twenty-one years of age, the report will be sent to his parent or guardian.

CLASSIFICATION OF STUDENTS

Classification of students depends upon the number of semester hours earned prior to the first semester of a given year. Freshman standing is assigned to all those having less than thirty semester hours; Sophomore standing, thirty semester hours; Junior standing, sixty semester hours; Senior standing, ninety semester hours.

TUITION AND FEES

The fees in the various departments have been fixed at the lowest possible figure in order to meet the needs of students of limited means as well as those who must earn their living while attending classes.

REGISTRATION

Applications for admission to any undergraduate department must be accompanied by a registration fee of \$5.00. This fee is payable for the first year only. No application is recorded until the fee has been received. This fee is not a part of the tuition and will not be refunded after the student has been duly admitted to the department to which he has applied. However, upon receipt of written request this fee may be applied to another year should the applicant re-register. Applicants who are veterans must also pay the registration fee which is refundable by the University after the applicant submits proper credentials from the Veterans Administration.

TUITION

The tuition is \$300 for the regular academic year of thirty semester hours. It is payable quarterly as indicated in the academic calendar. Part-time or adult education fees are based upon a charge of \$10.00 a semester hour.

In special cases students may be permitted to pay tuition in other than quarterly payments but only upon application to the Bursar in writing, setting forth satisfactory reasons for the request. There will be no reduction in tuition for late registration.

All payments should be made at the Bursar's Office, second floor, University Building. Checks should be made payable to Suffolk University.

UNIVERSITY FEE

An annual University Fee of \$10.00 is required of all students, due and payable with the first quarterly tuition.

ACTIVITIES FEE

An annual Activities Fee of \$10.00 is required of all students, due and payable with the first quarterly tuition.

HEALTH FEE

An annual Health Fee of \$5.00 is required of all students, due and payable with the first quarterly tuition.

LABORATORY FEE

Students taking regular laboratory courses in Biology will pay a laboratory fee of \$20.00 for each course; in geology, \$15.00; in Physics, \$20.00; and in Chemistry, \$25.00. These figures are for the academic year, one-half being payable at the beginning of each semester.

LABORATORY BREAKAGE

Students will be billed each month for the breakage of any laboratory equipment. Bills must be paid when presented.

SPECIAL EXAMINATIONS

A fee of \$5.00 will be charged for each special examination. Special examinations will be given only to those who for sufficient cause have been absent from semester examinations. A student, within one week after the date on which the examination was scheduled, must make a written request to the Registrar setting forth the reasons why the privilege of a special examination should be granted. Students under twenty-one must submit letters from their parents or guardians.

GRADUATION FEE

The graduation fee, including diploma, is \$15.00. It is due and payable on May 15th prior to graduation.

TRANSCRIPT OF RECORD

A student may receive one certified transcript of his college record without charge. For each transcript after the first, a charge of \$1.00 will be made. Requests for transcripts should be made in writing at least two weeks in advance of the date desired.

WITHDRAWALS AND REFUNDS

Students who are obliged to withdraw before the end of a semester may, on approval of the Registrar and the Treasurer of the University, receive a partial refund of the tuition fee paid. The refunds may be made according to the following schedule.

Withdrawal notice filed and approved within	Tuition Refund
One week of opening of term	80%
Two weeks of opening of term	60%
Three weeks of opening of term	40%
Four weeks of opening of term	20%
After four weeks of opening of term	0%

To receive a refund a student must file a notice of his intention to withdraw in advance with the Registrar, or if that is not possible, a written explanation of his withdrawal within five days thereafter.

STUDENT ACTIVITIES

Suffolk University has a well-formulated undergraduate program of student activities designed to develop and encourage personal qualities of leadership, initiative, cooperation and sportsmanship. The maintenance of a satisfactory scholastic standard, however, is a prerequisite for participation in these activities. In order to discourage excessive participation in such activities, which would be incompatible with high standards of scholarship, the University has certain regulations regarding participation which are printed in the Student's Handbook. A member of the administrative staff has been appointed to serve as Director of Student Activities. The director works closely with student groups in all matters of organization, meetings, public performance, etc. The following activities are open to all qualified students in the University.

AMERICAN VETERANS' COMMITTEE

Suffolk University has its own local chapter of the American Veterans' Committee. This veteran's organization is open for membership to all veterans of World War II.

ATHLETICS

In 1947-48 Suffolk University had representative teams in Baseball, Basketball, Golf, Hockey, Soccer and Tennis. This policy will be expanded in the coming year.

THE BEACON

The official yearbook of Suffolk University is The Beacon. This book, published annually, is designed, written, and edited by a staff chosen from the student body. The purpose of The Beacon is to furnish a permanent record of the activities and personnel of the University, giving special emphasis to the members of the graduating classes.

CAMERA CLUB

Camera enthusiasts who enjoy snapping pictures on the slightest pretext will find that their enthusiasm will be better appreciated by others who share similar interests. The Camera Club is a haven for such enthusiasts.

CREATIVE WRITING CLUB

Any form of writing that a student creates on his own initiative and that appears suitable to a group of student-judges will qualify him for membership in this club. Members meet on appointed days and read and

criticize one another's manuscripts under expert faculty direction. During the past year, several excellent manuscripts have been selected and printed in the Club publication, "20 Derne".

DEBATING SOCIETY

This club is organized for the purpose of developing and mastering the various techniques of argumentation. This opportunity is provided through debates with teams from other colleges as well as round-table discussions, guest speakers, and voice recordings, all designed to emphasize the cogency of argument rather than eloquence of speech.

DRAMATIC WORKSHOP

Participation in the various functions within the Dramatic Workshop, such as make-up, stage setting and acting, will give the student much useful experience. Students will find that through this activity fundamental and practical experience is gained in the field of drama. Only students who are seriously interested in dramatic preparations and presentations are asked to join this activity.

GLEE CLUB

Music has its charms and a choral group is an excellent unit for musical expression. Suffolk University's Glee Club is such a unit and is comprised of students who qualify by individual or group auditions.

Local tours are planned each season and the Glee Club is given the opportunity to offer concerts before groups and audiences during prominent occasions.

INTERNATIONAL RELATIONS CLUB

The IRC is an organization for students interested in the discussion and interpretation of world social and political problems. To stimulate interest in international events, the IRC invites prominent authorities to lecture in the Auditorium. Panel discussions and Forums are the outstanding features of this activity in which guests as well as members are invited to question any issue presented. The IRC also selects and sends representatives to various IRC conventions such as those held in Chicago, Springfield, Worcester and other areas. This club affords many students the opportunity to have direct contact with world problems.

ITALIAN CLUB

The object of the Italian Club, "Il Circolo Italiano", is to cultivate an interest in the Italian language and culture and to encourage the study of Italian literature and history. An interesting program is outlined each year with personal travel talks, supper-meetings, and lectures as some of the outstanding features.

OUTING CLUB

The chief purpose of this organization is to plan and sponsor holiday trips during the various seasons of the school year. During the fall and the winter the Outing Club sponsors ski-trips, sleigh rides, roller skating parties, and other social activities. During the spring and summer the club plans and sponsors bicycle trips, moonlight sails, beach parties and country picnics.

PHILOSOPHY CLUB

Students interested in the life-process and the critical evaluation of all knowledge will find the Philosophy Club meetings stimulating. Prominent philosophers are invited to give lectures on special topics so that students may become acquainted with the various functions and problems of philosophy.

Students majoring in this field will be able to round off their classroom studies, but this activity is not restricted to philosophy majors only. Problems discussed are of universal importance and therefore many meetings are open to all students and guests.

PSYCHOLOGY CLUB

Students majoring in psychology will find the Psychology Club meetings very informative. Guest speakers are invited to lecture on topics of outstanding interest and importance. Occasionally the club goes on field trips to clinics to study psychology in action.

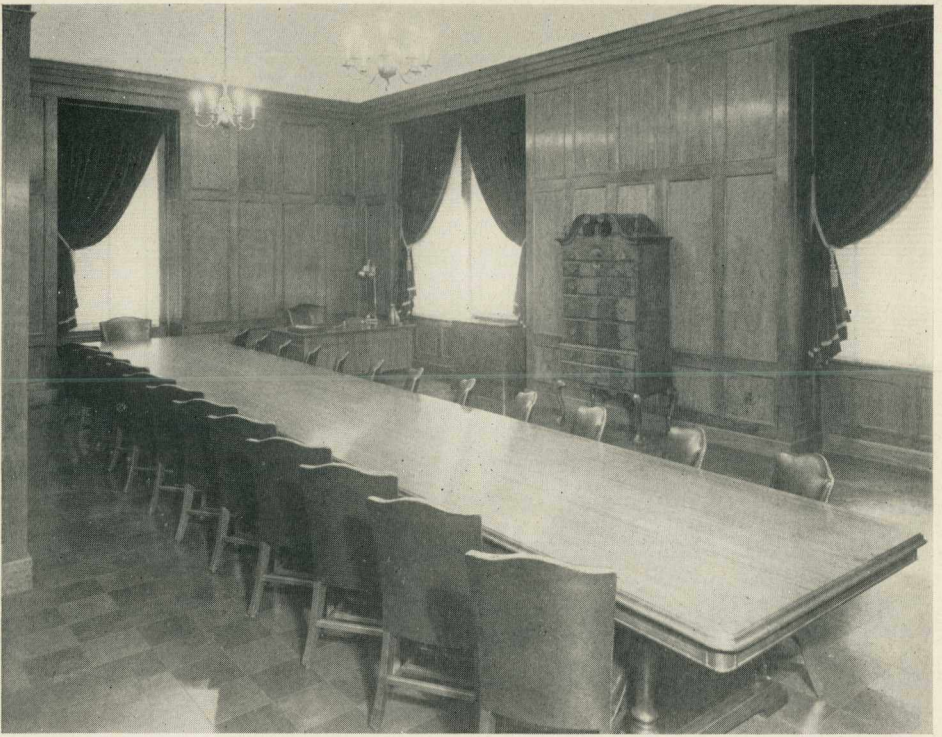
This activity also plans to give various types of personality tests to help each member not only to know his own personality pattern but also to learn the processes of giving and correcting such tests. It is suggested that a student study at least the elementary courses in psychology in order to have a better understanding of the activity's normal function.

RIFLE AND PISTOL CLUB

The purpose of the club is to promote Rifle and Pistol shooting as a sport at Suffolk, and to compete in inter-collegiate matches. The club holds practice shoots at the Police Range in Medford City Hall one night each week. Applicants for membership must be at least eighteen years of age for the rifle team and twenty-one years of age for the pistol team. Previous experience is not a primary requisite since the club has four former U.S. Marine Corps instructors who assist in instructing in the use of the rifle and pistol as well as in safety measures to be observed at all times.

SOCIAL CLUB

The Social Club is an organization in which every member is expected to volunteer his services in sponsoring social activities. Among these



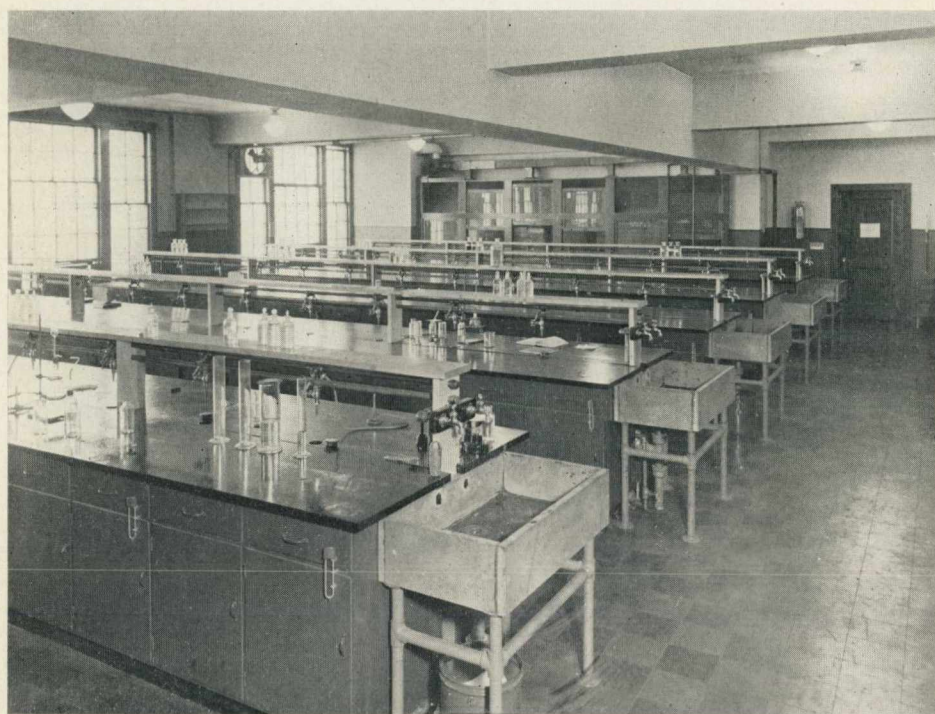
VIEW OF PRESIDENT'S OFFICE



VIEW OF DEAN'S OFFICE



VIEW OF THE PHYSICS LABORATORY



VIEW OF THE CHEMISTRY LABORATORY

activities are three dances each year: a Thanksgiving Day Dance, a Spring Dance, and a formal. Students are thus given the opportunity to meet many prominent people of the business and social fields through auditioning orchestras, interviewing hotel managers, and contacting theatrical and advertising agents.

SPANISH CLUB

The Spanish Club was organized to give the student a social approach in the cultivation of the Spanish language and culture. This activity invites personalities familiar with the Spanish language and culture to direct informal discussions. The use of Spanish is encouraged in order to give the student an opportunity to develop his use and understanding of the language. Students who are language majors or those who have a knowledge of Spanish will find the program of this activity interesting and helpful.

SPEAKERS BUREAU

The Suffolk University Speakers' Bureau has been established to permit closer contacts between Suffolk University and the public by providing qualified speakers to lecture before civic, educational, social, and business organizations.

A mimeographed list of these speakers and their subjects is always available to Boston newspapers, radio stations and so forth, but no commitments are made until the person concerned has been consulted. Undergraduates are eligible to participate in this activity.

STUDENT COUNCIL

The Student Council is an organization of representatives chosen by the students according to the terms of a constitution duly drawn up and adopted by the student body. They serve with an appointed faculty committee in the consideration and the solution of problems presented to them by the administration and by the students. The Student Council has been most successful in its work of serving both the students and the administration in establishing and maintaining cooperation and good spirit.

SUFFOLK JOURNAL

The Journal, a semi-monthly paper, is the official publication of the students of Suffolk University, and has its own office in the building. Its policy is to promote and publicize all student activities and to record all school events. It is a medium for democratic expression by the students and serves as a practical laboratory for those in the department of Journalism. Those who work on the staff gain invaluable practical experience in newspaper writing and administration. News reporting, feature stories,

re-writing, makeup and layout, are some of the functions of this activity which help the student from a scholastic as well as a practical point of view.

WOMEN'S ASSOCIATION OF SUFFOLK UNIVERSITY

The purpose of the WASU is to further the general interests of women students of the University and to foster friendship among the members of the society. The activities of this organization include a swimming club, the sponsoring of the annual contest in which Miss Suffolk University is chosen, and numerous parties and teas for co-eds during the year.

THE "YOWLER"

The "Yowler" is a weekly mimeographed news sheet published by students to inform the student body of special dates and any information of an immediate nature.

SCHOLARSHIPS, ASSISTANTSHIPS, PRIZES AND AWARDS

Throughout the history of Suffolk University it has been the general policy to encourage and foster education for students of limited means. This has been made possible through bequests, grants, gifts, etc. from members of the Faculty, Trustees, Alumni and friends of the college. From time to time grants are made which are limited in nature, but in general scholarships are available for all worthy and needy students. The chairman of the scholarship committee is in charge of the administration of scholarships and other aids and all inquiries should be directed to him.

A summary of scholarships and other aids currently available is listed below.

Trustee Scholarships: Approximately fifty Trustee scholarships are available annually for incoming students. Recipients of these scholarships are recommended by the Headmasters or Principals of the schools selected each year from among the local school systems. Information concerning these awards may be obtained from local school Headmasters or Principals.

University Scholarships: In order to encourage and reward excellence in scholarship the University will annually award tuition scholarships to the students in the Freshman, Sophomore, and Junior classes who have maintained the highest general average throughout the academic year.

Faculty Scholarships: Based on the recommendations of members of the faculty, scholarships are awarded annually to students of outstanding merit. Both male and female students are eligible, but preference is given to Sophomores and Juniors.

Alumni Scholarships: A limited number of scholarships are awarded annually to members of the entering class who have distinguished themselves in competitive scholarship examinations. Both male and female students are eligible to compete for these scholarships.

Suffolk National Scholarships: These scholarships are available for entering students who both resided and attended secondary schools in the states wherein Suffolk alumni chapters are located. Recommendations are made by the local chapters.

Special Scholarships: From time to time special scholarships are awarded by various fraternal, religious, educational, or other organizations. Details on these scholarships may be obtained from the chairman of the Scholarship Committee.

BENEFICIARY FUND

The Beneficiary Fund, made up of contributions from the members of the graduating classes and friends of the University, is distributed in the form of gifts to deserving students. These gifts are awarded at the discretion of the scholarship committee in amounts ranging up to fifty dollars. Unless otherwise specifically limited, preference is given to third and fourth year students.

STUDENT ASSISTANTSHIPS

A number of student assistantships have been established to permit worthy students to further their education in cases where they would not otherwise be able to do so. The annual stipend of these assistantships ranges in amounts up to \$1,000. Criteria for selection include need, ability, scholarship, personality, and promise of success. Assistantships are normally available in the following departments: Administrative, Athletic, Business Administration, Guidance, Health, Humanities, Journalism, Library, Science and Social Studies. Others will be made available as circumstances permit or require.

PRIZES AND AWARDS

Short Story Prize. Twenty-five dollars is awarded annually to the student who submits the best short story for the year. (Details for the academic year 1948-49 will be announced at a later date.)

Poetry Prize. A poetry prize of twenty-five dollars is awarded annually to the student who submits the best poem for the year. (Details for the academic year 1948-49 will be announced at a later date.)

Public Speaking Prize. A public speaking prize of twenty-five dollars is awarded annually to the student who produces the best oration for the year. Both composition and delivery are considered in making the award. (Details for the academic year 1948-49 will be announced at a later date.)

University Awards. These awards are made annually by the University to the members of the graduating class who have maintained the highest scholastic standing throughout their college careers in the following departments: Business Administration, Journalism, Liberal Arts, Science.

Athletic Association Award. The Athletic Association of the University presents one medal annually to the student of the graduating class who has made the most outstanding contribution in the field of athletics. Sportsmanship, athletic ability, and popularity are used as the basis for this award.

Alumni Awards. 1. One medal or other appropriate award is presented annually by the Alumni Association to a member of the graduating class who has distinguished himself in scholarship and non-academic activities.

2. One medal or other appropriate award is presented annually by the Alumni Association to an Alumnus of the college who has distinguished himself in the field of Business, Arts and Sciences, Letters, or other appropriate field.

DEGREES AND REQUIREMENTS

DEGREES OF BACHELOR OF ARTS OR BACHELOR OF SCIENCE¹

A student will normally be recommended for a degree upon completion of 120 semester hours or its equivalent.

Each student should present a major which consists of thirty semester hours pursued under the direction of a department or special group. The major may begin by special permission in the freshman year (see below) and cannot begin later than the junior year; it ordinarily is chosen at the beginning of the sophomore year and it must be completed in the senior year. Each department decides whether a freshman course in the department shall count toward the major. Each student is required to complete a minor of eighteen semester hours in a second field of concentration.

Summary of A.B. or S.B. Degree Requirements

		A.B.	S.B.
Required Freshman Courses ²		30	30
Major Courses (Minimum)		30	30
Minor Courses (Minimum)		18	18
Foreign Languages		12	
Mathematics			6
Electives		30	36
Total		120	120

Freshman Year			
Courses ³	Semester Hours	Courses	Semester Hours
English 1.1-1.2	6		
History 1.1-1.2	6		
Humanities 0.1-0.2	6	or	
		Fine Arts 1.1-1.2	4
		French 1.1-1.2	6
		French 2.1-2.2	6
		German 1.1-1.2	6
		German 2.1-2.2	6
		Italian 1.1-1.2	6
		Italian 2.1-2.2	6
		Latin 1.1-1.2	6
		Latin 2.1-2.2	6
		Spanish 1.1-1.2	6
		Spanish 2.1-2.2	6

(Continued on next page)

¹Special requirements for S.B. in J. and S.B. in B.A. listed on pages 36-38.

²Freshman candidates for the degrees of A.B. or S.B. are normally expected to include the Humanities, Science, and Social Studies survey courses in their programs. In exceptional circumstances, a freshman who is certain of his major field may request permission of his faculty advisor to substitute one of the alternate courses in his major listed above for one of the required survey courses.

³The numbering of the courses is to be interpreted as follows:

The whole number indicates the year of the subject.

An odd decimal indicates first semester.

An even decimal indicates second semester.

Example: Hist. 2.7 is a second year subject during the first semester.

Hist. 2.8 is a second year subject during the second semester.

Science 0.1-0.2	6	or	Biology 1.1-1.2	8
			Chemistry 1.1-1.2	8
			Geology 1.1-1.2	6
			Mathematics 1.1-1.2	4
			Mathematics 1.3-1.4	6
			Physics 1.1-1.2	8
Social Studies 0.1-0.2	6	or	Economics 1.1-1.2	6
			Government 1.1-1.2	6
			Government 2.1-2.2	6
			Sociology 1.1-1.2	6
Physical Education				
	30			

Sophomore Year

	<i>Semester Hours</i>
One Major Course	6 (8) ⁴
One Minor Course	6 (8) ⁴
English 2.7-2.8	6
Language (A.B. Candidates)	} 6
or	
Mathematics (S.B. Candidates)	
Elective Course	6
	30

Junior Year

Language (A.B. Candidates)	} 6
or	
Electives (S.B. Candidates)	
Choose courses in major and minor fields so as to complete at least 18 semester hours in major and 12 semester hours in minor by end of junior year. Complete program with electives.	24
	30

Senior Year

Choose courses in major and minor fields so as to complete 30 semester hours in major and 18 semester hours in minor by end of senior year. Choose electives for balance of 30 hours.	30
	30

NOTE: It is recommended that entrance conditions be removed by attendance during the Summer Term; or during the regular academic year by taking extra courses. In any case conditions should be removed before the beginning of the junior year.

⁴If S.B. degree is chosen, student will have eight semester hours for a laboratory science.

Students who plan to pursue law study at the end of their second year will normally be recommended to the Law School upon completion of the prescribed first year A.B. or S.B. requirements as well as the following courses:⁵

	<i>Semester Hours</i>
Business Administration 1.1-1.2	6
Speech 1.1-1.2	6
Government 2.1-2.2 ⁶	6
History 2.7-2.8	6
Philosophy 1.1-1.2	} 6
or	
Psychology 1.1-1.2	
	<hr/> 30

With special consent of the faculty advisor, a student may elect to substitute for one of the above recommended courses one of the following:

	<i>Semester Hours</i>
Economics 1.1-1.2	6
English 2.1-2.2	6
History 2.3-2.4	6

DEGREE OF BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

A student will normally be recommended for the degree upon completion of 120 semester hours or its equivalent.

Students who are interested in offering a combined major consisting of one of the fields below and some similar field, i.e., Finance, may do so if approval is first obtained from the appropriate faculty advisor.

Accounting Majors

1st 2nd Sem.
Sem. Sem. Hrs.

Management Majors

1st 2nd Sem.
Sem. Sem. Hrs.

Marketing Majors

1st 2nd Sem.
Sem. Sem. Hrs.

Freshman Year

Accounting	1.1	1.2	6	Accounting	1.1	1.2	6	Accounting	1.1	1.2	6
Bus. Adm.	1.1	1.2	6	Bus. Adm.	1.1	1.2	6	Bus. Adm.	1.1	1.2	6
English	1.1	1.2	6	English	1.1	1.2	6	English	1.1	1.2	6
History	1.1	1.2	6	History	1.1	1.2	6	History	1.1	1.2	6
Physical Ed.				Physical Ed.				Physical Ed.			
Choice of One:			6	Choice of One:			6	Choice of One:			6
Humanities	0.1	0.2		Humanities	0.1	0.2		Humanities	0.1	0.2	
Science	0.1	0.2		Science	0.1	0.2		Science	0.1	0.2	
Social Studies	0.1	0.2		Social Studies	0.1	0.2		Social Studies	0.1	0.2	
			<hr/> 30				<hr/> 30				<hr/> 30

⁵The Associate of Arts Certificate may be awarded to students who successfully complete sixty hours of credit in appropriate courses and who have petitioned and received approval from the Office of the Registrar.

⁶If not taken during the freshman year.

Accounting Majors

1st 2nd Sem.
Sem. Sem. Hrs.

Management Majors

1st 2nd Sem.
Sem. Sem. Hrs.

Marketing Majors

1st 2nd Sem.
Sem. Sem. Hrs.

Sophomore Year

Accounting	2.1	2.2	6	Accounting	2.6	3	Bus. Adm.	2.1	2.2 ⁷	6	
Bus. Adm.	2.1	2.2 ⁷	6	Bus. Adm.	2.1	2.2 ⁷	6	Economics	1.1	1.2	6
Economics	1.1	1.2	6	Bus. Adm.	2.5	3	English	2.1	2.4	6	
English	2.1	2.4	6	Economics	1.1	1.2	6	Management	2.1	2.2	6
Choice of One:			6	English	2.1	2.4	6	Marketing	2.1	2.2	6
Management	2.1	2.2		Management	2.1	2.2	6				—
Marketing	2.1	2.2					—				30
			—			30					
			30								

Junior Year

Accounting	3.1	3.2	6	Bus. Adm.	3.1	3	Bus. Adm.	3.1	3		
Accounting	3.3	3.4	6	Economics	2.2	3	Economics	2.2	3		
Bus. Adm.	3.1		3	Government	4.1	3	Government	4.1	3		
Economics		2.2	3	Management	3.1	3	Management	3.2	3		
Electives:				Marketing	2.1	2.2	6	Marketing	3.1	3	
Bus. Adm. Course(s)			6	Psychology	1.1	2.6	6	Marketing	3.3	3.4	4
Non-Bus. Adm.				Electives:				Psychology	1.1	2.6	6
Course(s)			6	Bus. Adm. Course		3		Electives:			
			—	Non-Bus. Adm. Course		3		Bus. Adm. Course			3
			30			—		Non-Bus. Adm. Course			2
						30					—
											30

Senior Year

Accounting	4.1	4.2	6	Management	4.1	3	Marketing	4.1	4.2	4
Accounting	4.3		3	Electives:			Marketing		4.4	3
Bus. Adm.	4.1	4.2	6	Bus. Adm. Courses		9	Electives:			
Electives:				Non-Bus. Adm. Courses		18	Bus. Adm. Course(s)			6
Bus. Adm. Course(s)			6			—	Non-Bus. Adm. Courses			17
Non-Bus. Adm. Courses			9			30				—
			—							30
			30							

⁷During the academic year 1948-49, all sophomores will take Business Administration 1.1-1.2 in place of Business Administration 2.1-2.2.

DEGREE OF BACHELOR OF SCIENCE IN JOURNALISM

A student will normally be recommended for the degree upon completion of 120 semester hours or its equivalent.

Each student majoring in Journalism will be required to select English as his minor.

Freshman Year

	<i>1st Sem.</i>	<i>2nd Sem.</i>	<i>Sem. Hrs.</i>
Journalism	1.1	1.2	6
English	1.1	1.2	6
History	1.1	1.2	6
Physical Education			
Choice of Two:			12
Humanities	0.1	0.2	
Science	0.1	0.2	
Social Studies	0.1	0.2	
			<hr/>
			30

Sophomore Year

	<i>1st Sem.</i>	<i>2nd Sem.</i>	<i>Sem. Hrs.</i>
Journalism	2.1	2.2	6
English	2.1	2.2	6
English	2.7 ⁸	2.8 ⁸	6
Psychology	1.1 ⁸		3
Electives:	3 s.h.	6 s.h.	9
			<hr/>
			30

Junior Year

	<i>1st Sem.</i>	<i>2nd Sem.</i>	<i>Sem. Hrs.</i>
Journalism	3.1	3.2	6
Journalism	3.3	3.4	6
English	3.1	3.2	4
Electives:			14
			<hr/>
			30

Senior Year

	<i>1st Sem.</i>	<i>2nd Sem.</i>	<i>Sem. Hrs.</i>
Journalism	4.1	4.2	6
Journalism	5	5	6
Electives:	9 s.h. ⁹	9 s.h. ⁹	18
			<hr/>
			30

⁸These courses are strongly recommended.

⁹At least 3 s.h. of electives each semester must be from Journalism courses.

MASTER OF ARTS OR MASTER OF SCIENCE¹⁰

The degree Master of Arts or Master of Science will generally be recommended only for those candidates who possess a Bachelor's degree or its equivalent from a recognized college and who have otherwise satisfied the requirements of the particular department in which they are pursuing their major work. At least one year in residence is normally required for the degree. An application form and a more detailed statement of requirements may be secured from the Dean.

SIX YEAR COMBINED COLLEGE-LAW DEGREES

Professional Option

A student who has completed the first three years of full-time study in the college departments and has also satisfied his major and minor requirements for a degree may petition the Administrative Committee of the College for permission to enter the Law School and to count the first year of full-time study thereof toward completion of the requirements of his Bachelor's degree in college.

Upon satisfactory completion of one year of full-time study in the Law School, the appropriate college degree will be awarded, and upon satisfactory completion of the Law School curriculum, the Bachelor of Laws degree will be awarded.

Permission to take advantage of this professional option will only be granted in exceptional cases, and the college and/or law degree will be recommended only for those students who have evidenced superior ability in the pursuit of their studies.

COURSES OF INSTRUCTION

ACCOUNTING

Accounting 1.1-1.2 — Elementary Accounting

2 terms — 6 semester hours

(Formerly Bus. Ad. 1.1-1.2)

The basic fundamentals of accounting are defined, explained and illustrated. Subjects covered include: basic accounting statements, development and operation of accounts, books of original entry, controlling accounts, work-sheets, and introduction to partnerships and corporations. No previous knowledge of bookkeeping required.

¹⁰Master of Science degree to be offered in Education or Business Administration.

Accounting 2.1-2.2 — Intermediate Accounting

2 terms — 6 semester hours

(Formerly Bus. Ad. 2.1-2.2)

An intensive study is made of the accounting statements, including problems of form, content, and valuation. Advanced problems with respect to corporations are covered in detail. Analysis of the Balance Sheet and Profit Statement are made. *Prerequisite: Acct. 1.2*

Accounting 2.6 — Administrative Accounting

1 term — 3 semester hours

For Management Majors. Principles and methods of budgeting, estimating income, and operating budgetary control systems. Analysis of financial statements and determination of ratios. *Prerequisite: Acct. 1.2*

Accounting 3.1-3.2 — Cost Accounting

2 terms — 6 semester hours

(Formerly Bus. Ad. 3.1-3.2)

Accounting in a manufacturing business for materials, labor, and manufacturing expenses. Job order, process and standard cost systems are studied. *Prerequisite: Acct. 1.2*

Accounting 3.3-3.4 — Advanced Accounting

2 terms — 6 semester hours

Advanced problems having to do with partnerships, consignments, installment sales, insurance, statement of affairs, receiver's affairs, realization and liquidation report, branch accounting, parent and subsidiary accounting, consolidated balance sheet, surplus statement, profit and loss statement, estates and trusts, and public accounts. *Prerequisite: Acct. 2.2*

Accounting 4.1-4.2 — Auditing

2 terms — 6 semester hours

(Formerly Bus. Ad. 4.1-4.2)

A study is made of auditing procedures from the inception of an audit to its completion. The preparation of working papers, financial statements and accompanying comments are studied in the light of modern practice. *Prerequisite: Acct. 3.2*

Accounting 4.3 — Analysis of Financial Statements

1 term — 3 semester hours

Analysis, interpretation, and form of financial statements. Comparative financial statements, trend percentages, standard ratios, working capital, profit and loss statement ratios, and balance sheet ratios are dealt with in detail. *Prerequisite: Acct. 3.2*. Not given in 1948-49.

Accounting 4.4 — Certified Public Accounting Problems

1 term — 2 semester hours

Intensive review of Certified Public Accounting examination questions and problems. *Prerequisite: Acct. 3.4*

BIOLOGY

Biology 1.1 — General Botany 1 term — 4 semester hours

The general principles of biology. The morphology, physiology, reproductive behaviour, and evolutionary relations of the main types of plants. Lectures and laboratory.

Biology 1.2 — General Zoology 1 term — 4 semester hours

A comprehensive survey of the animal kingdom. The morphology, physiology, reproductive behaviour and evolution of the main types of animals. Emphasis is placed on the physical nature and functions of man. Lectures and laboratory. *Prerequisite: Biology 1.1*

Biology 2.1 — Comparative Anatomy of Vertebrates

1 term — 4 semester hours

(Formerly Biol. 2.2)

The morphology and phylogeny of vertebrates showing the relations between the organs and systems of the different classes of animals with backbones. Lectures and laboratory. *Prerequisite: Biology 1.2*

Biology 2.2 — Histology

1 term — 4 semester hours

(Formerly Biol. 3.2)

The microscopic anatomy of the fundamental tissues and organs of the animal body. Theory and practice in preparing material for histological analysis. Lectures and laboratory. *Prerequisite: Biology 1.2*

Biology 2.3 — Embryology

1 term — 4 semester hours

(Formerly Biol. 3.3)

The development of the organs and systems of vertebrates. The contribution of experimental embryology toward the explanation of developmental physiology. Lectures and laboratory.

*Prerequisite: Biology 1.2.***Biology 2.4 — Invertebrate Zoology**

1 term — 4 semester hours

(Formerly Biol. 2.1)

A comparative survey of the structure, function, and development of the lower animals. Lectures and laboratory. *Prerequisite: Biology 1.2*

Biology 2.6 — The Non-Vascular Plants

1 term — 4 semester hours

(Formerly Biol. 2.3)

The structure, function, life-history and economic importance of the algae, fungi and mosses. Lectures and laboratory. *Prerequisite: Biology 1.1*

Biology 2.7 — Plant Physiology 1 term — 4 semester hours
(Formerly Biol. 3.5)

The physical and chemical aspects of the life processes of plants. The biochemistry of the lower plants with reference to the basic properties of protoplasm. Lectures and laboratory. *Prerequisites: Biology 1.1, Chemistry 2.1*

Biology 3.1 — Mammalian Anatomy 1 term — 4 semester hours

A detailed study of the gross structure of the organs and systems of a typical mammal with particular reference to the relation of structure to function. Lectures and laboratory. *Prerequisite: Biology 2.1* Not given in 1948-49.

Biology 3.2 — Endocrinology 1 term — 3 semester hours
(Formerly Biol. 4.2)

The structure, function and interrelations of the ductless glands. *Prerequisites: Biology 1.2, Chemistry 2.1.* Not given in 1948-49.

Biology 3.6 — The Vascular Plants 1 term — 4 semester hours
(Formerly Biol. 2.4)

The structure, function, life-history and economic importance of the ferns, gymnosperms and angiosperms. The development of conducting tissue and the seed habit from the primitive tracheophytes through the flowering plants. Lectures and laboratory. *Prerequisite: Biology 1.1.* Not given in 1948-49.

Biology 4.1 — Physiology 1 term — 4 semester hours
(Formerly Biol. 3.4)

The physical and chemical phenomena of cells, tissues and organs. Specific references to the general and special physiology of the various vertebrates, including Man. Lectures and laboratory. *Prerequisites: Biology 1.2, Chemistry 2.1.* Not given in 1948-49.

Biology 4.2 — Genetics 1 term — 3 semester hours
(Formerly Biol. 4.1)

The theories and principles of heredity and variation. *Prerequisite: Biology 1.2.* Not given in 1948-49.

Biology 5 — Studies in Biology

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of biological research which may be of special interest to them.

BUSINESS ADMINISTRATION

Business Administration 1.1 — Business Organization

1 term — 3 semester hours

(Formerly Bus. Ad. 1.5)

An introduction to business to acquaint the student with the organization of modern business and to act as a source of guidance in choosing a major in the field of Business Administration. Some of the topics studied are the nature of business, ownership, physical factors, personnel, marketing, finance, managerial controls, and government and business.

Business Administration 1.2 — Contracts and Agency

1 term — 3 semester hours

(Formerly Bus. Ad. 1.3)

Business law for students in Business Administration. A detailed study of the law of contracts and agency.

Business Administration 2.1 — Sales and Business Associations

1 term — 3 semester hours

(Formerly Bus. Ad. 1.3)

A study of the law of sales and business associations; the single proprietorship, partnership, and corporation. Not given in 1948-49.

Business Administration 2.2 — Negotiable instruments

1 term — 3 semester hours

(Formerly Bus. Ad. 1.4)

The law of negotiable instruments, bills of exchange, and notes. Not given in 1948-49.

Business Administration 2.5 — Production 1 term — 3 semester hours

For Management Majors. Principles of cost control; cost classification; controlling accounts; and records. Emphasis upon principles and objectives of job order, process, and standard cost systems rather than techniques in the control of manufacturing, distribution and administrative costs. *Prerequisite: Acct. 1.2*

Business Administration 3.1 — Finance 1 term — 3 semester hours

(Formerly Bus. Ad. 2.5)

The management of income, surplus, dividend policies, retirement of debt, financial reorganizations, intercorporate relations dealing with holding companies and mergers of financial structures.

Business Administration 4.1-4.2 — Federal and State Taxation

2 terms — 6 semester hours

(Formerly Bus. Ad. 3.3-3.4)

The main emphasis of the course is upon the Federal and Massachusetts income tax laws and procedures. Practical situations and the preparation of tax returns are discussed and illustrated. The problems of individuals, partnerships, corporations, estates and trusts are considered in detail. *Prerequisite: Acct. 2.2*

Business Administration 3.6 — Principles of Investments

1 term — 3 semester hours

(Formerly Bus. Ad. 2.6)

The proper investment of funds by individuals, institutions, and investment bankers. Subjects covered include the analysis of types of investments, the mechanics of investing as well as the means by which future security market trends are forecast. *Prerequisite: Bus. Ad. 3.1*

Business Administration 4.4 — Legal Aspects of Business

1 term — 2 semester hours

Review course designed primarily for students contemplating taking the Certified Public Accounting examinations. Open to others with the permission of the instructor.

Business Administration 5 — Studies in Business Administration

The purpose of this course is to provide an opportunity for the students to apply the principles derived from their respective courses in the study of individual business situations they may choose. Permission of faculty advisor is required.

CHEMISTRY**Chemistry 1.1-1.2 — General Inorganic Chemistry**

2 terms — 8 semester hours

The fundamental principles of chemical science. The nature and behaviour of the major elements and their more important compounds. Lectures and laboratory.

Chemistry 2.1 — Organic Chemistry

1 term — 4 semester hours

The structure, properties, preparation and uses of the organic compounds of carbon, both aliphatic and aromatic. Lectures and laboratory. *Prerequisite: Chemistry 1.2* (The above course satisfies the requirements for most dental and some medical schools. Chemistry majors will be required to take an additional 3 hours of laboratory work each week, and credit for the course will be 5 semester hours.)

Chemistry 2.2 — Organic Chemistry 1 term — 4 semester hours

The electronic and structural theory, functional characteristics, synthesis and analysis of important classes of organic compounds. Lectures and laboratory. *Prerequisite Chemistry 2.1.*

Chemistry 3.1 — Qualitative Analysis 1 term — 4 semester hours

Principles and practice of the separation and identification of the common inorganic anions and cations. 2 hours of lecture and 6 hours of laboratory each week. *Prerequisite: Chemistry 1.2*

Chemistry 3.2 — Quantitative Analysis 1 term — 4 semester hours

Principles and practice of the volumetric and gravimetric methods of quantitative determination. 2 hours of lecture and 6 hours of laboratory each week. *Prerequisite: Chemistry 1.2*

Chemistry 4.1-4.2 — Physical Chemistry 2 terms — 8 semester hours

The properties of crystals, liquids, gases, and solutions; thermochemistry; elementary thermodynamics; homogeneous and heterogeneous equilibrium; phases equilibrium; electro-chemistry. Lectures and laboratory. *Prerequisites: Chemistry 2.4, Mathematics 1.1-1.2, or Mathematics 3.2.* Not given in 1948-49.

Chemistry 5 — Studies in Chemistry

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their readings in areas of chemical research which may be of special interest to them.

ECONOMICS**Economics 1.1-1.2 — Principles of Economics**

2 terms — 6 semester hours

This course is designed to provide the basic tools of economic analysis and to acquaint the student with the structure of contemporary economic society and the processes of production, distribution, and consumption. The basic principles are applied to simple problems in the fields of business management, money and banking, public finance, labor and international trade.

Economics 2.2 — Introduction to Statistics 1 term — 3 semester hours

(Formerly Econ. 2.5 — 2.6)

The purpose of this course is to provide training in statistical methods as applied to economic and business data.

Economics 2.3 — Economic History of Europe since 1750

1 term — 3 semester hours

This course traces the evolution of the major economic and political institutions of Europe as related to population, technology, and resources. Particular attention is given to the historical development of modern business organization and policy, financial institutions, techniques of production, transport, expansion of commerce, the labor movement, and the role of the state in national and international economic affairs.

Economics 2.4 — Economic History of the United States

1 term — 3 semester hours

Treatments of economic history of the United States as outlined under Economics 2.3.

Economics 3.1-3.2 — History of Economic Thought

2 terms — 4 semester hours

Development of economic thought with particular emphasis on the contributions of classical and neo-classical economists to modern economic theory; contemporary economic ideology. Not given in 1948-49.

Economics 3.3 — Money and Banking

1 term — 3 semester hours

The nature and functions of money and credit, the structure of commercial banking, consumer finance, functions and policies of the Federal Reserve System, and monetary theories of the business cycle. Not given in 1948-49.

Economics 3.4 — International Trade

1 term — 3 semester hours

The relationship of international trade to the domestic economy of the United States; balance of payments, the gold standard, and exchange equalization funds; maritime policy, reciprocal trade agreements, and tariffs; international economic relations.

Economics 3.6 — Comparative Economic Systems

1 term — 3 semester hours

Study of the main types of competing social-economic orders, such as capitalism, socialism, Bolshevism, fascism, with special emphasis on economic problems such as competition, monopoly, planning, income distribution.

Economics 4.1-4.2 — Labor Economics

2 terms — 4 semester hours

The development of trade unionism in the United States; changing relationships between labor and management, labor legislation and its consequences for workers, employers, and consumers; and economics of wage determination, employment, and social security.

Economics 4.3 — Business Cycles 1 term — 3 semester hours

Economic fluctuations considered theoretically, historically, and statistically. The consequences of extreme variations in economic activity and proposals for reducing instability.

Economics 4.4 — Social Reform Movements

1 term — 3 semester hours

Programs of social reform or reconstruction which have been proposed or adopted in recent decades with emphasis on social security and related issues. Not given in 1948-49.

Economics 5 — Studies in Economics

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of economic research which may be of special interest to them.

ENGLISH

English 1.1-1.2 — Rhetoric and Composition

2 terms — 6 semester hours

The fundamental, indispensable course. It begins with a review of grammatical technique, including diagramming, and proceeds through a presentation of the basic principles of thought organization and outlining and the disciplines of good narrative, description, and expository writing. Frequent short themes are required and model prose is studied. Required of all freshmen first and second semesters.

English 2.1-2.2 — Advanced Composition

2 terms — 6 semester hours

This course is planned to furnish thorough training not merely in correct writing but in the mastery of the more difficult problems of controlling material in the larger units of sustained discourse, and in the development of attractive individual style. Stress is laid upon originality and distinction in the preparation of book reviews, editorials, feature articles, essays, stories, and other types of prose. Extensive writing is required according to the pattern of contemporary models.
Prerequisite: English 1.2

English 2.3 — Vocabulary Building 1 term — 3 semester hours

A practical basic course of universal advantage. Description of the helps available for word study precedes an indication of the kind of words to study and the disciplines to adopt to appropriate these words. A sketch of the history of the English language includes the contributions from Celtic, Roman, Anglo-Saxon, Danish, Norman, and French cultures. The major concentration is upon prefixes and suffixes, word origins, word analysis, synonyms, antonyms, figures of speech, good usage, general vocabulary, and the vocabularies of various activities and professions.

English 2.4 — Business English

1 term — 3 semester hours

A specialized course for students preparing for business administration. The course is so planned as to provide discipline in essential techniques of correct, dignified English, and to acquaint the student with the types of correspondence and the psychology employed in business relations. Required of students in Business Administration. *Prerequisite: English 1.2*

English 2.7-2.8 — History of English Literature

2 terms — 6 semester hours

A survey of the English literary product of the British Isles from the beginning to the present and its development in relation to English life and history. While chronology, language, versification, and prose styles receive attention, the major and the secondary literary products are examined in detail, with descriptions of the periods in which they were produced. Representative selections are studied throughout the course as an introduction to appreciation of literature. Basic for all special courses in English literature. *Prerequisite: English 1.2.*

English 3.1-3.2 — Creative Writing

2 terms — 4 semester hours

(Formerly part of Eng. 2.1-2.2)

An intensive course dealing with background, characterization, imagery, and action, intended only for students who have shown unusual creative ability. Short stories and sketches are planned and written. Creative work extending to at least 500 words each week required. *Prerequisite: English 2.2.*

English 3.3-3.4 — Shakespeare

2 terms — 4 semester hours

A consideration of Shakespeare's heritage, followed by an intensive critical study of six important plays, considered separately, and chosen to represent the range, resourcefulness, and power of Shakespeare's dramaturgy. *Prerequisite: English 2.7*

English 3.5-3.6 — History of American Literature

2 terms — 4 semester hours

A survey of the literary product of America from Colonial Times to the present, together with a detailed study of the more important writers who have stood the test of time. Advantage is taken of this locality to stress the inspiring historical background and the literary memorials in which this vicinity abounds. Extensive reading assignments accompany class lectures. *Prerequisite: English. 1.2.*

English 4.1-4.2 — History of Drama

2 terms — 6 semester hours

The course begins with a study of the Greek and Roman drama and theatres. Detailed investigation of the medieval religious drama and the work of the Tudor Period follow. The plays of Shakespeare

are surveyed in their entirety, together with representative works of his contemporaries. Subsequently Jacobean, Restoration, Eighteenth, Nineteenth, and Twentieth Century dramatic history in England and on the Continent are examined in detail. The reading of numerous representative plays is required throughout the course. *Prerequisites: English 1.1-1.2 and English 2.7-2.8.*

English 4.3 — History of the English Novel

1 term — 2 semester hours

The development of the English novel throughout its whole course from the early fictional products of the Elizabethan Period and the birth of the novel in the Eighteenth Century to the beginning of the Twentieth Century. Study of the various types, psychological, picaresque, sentimental, romantic, historical, and reform, reflecting English life and thought, is accompanied by extensive reading of representative examples. *Prerequisite: English 2.8.* Not given in 1948-49.

English 4.5 — English Romantic Poetry (Formerly Eng. 4.4)

1 term — 3 semester hours

A specialized course studying in detail the transition from late Eighteenth Century neo-classicism and the rise of modern English romantic poetry, together with the personalities and poetry of Wordsworth, Coleridge, Byron, Shelley, Keats, and Scott. Extensive studies of representative work of these poets accompanies interpretive lectures. *Prerequisite: English 2.8.* Not given in 1948-49.

English 4.6 — Victorian Poetry

1 term — 3 semester hours

An intensive course, logically pursuant to the course in English Romantic Poetry, designed to acquaint the student with the personalities and the work of Tennyson, the Brownings, Arnold, the Rossettis, Swinburne, Meredith, and Hardy. Representative poems are studied in detail and extensive readings are required. *Prerequisite: English 2.8.* Not given in 1948-49.

English 5 — Studies in English

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of research in English which may be of special interest to them.

FINE ARTS

Fine Arts 1.1-1.2 — History of Art in Western Civilization

2 terms — 4 semester hours

A course offering the beginning student an approach to the aesthetic heritage of the ancient world, both East and West, down to modern times. Architecture, painting, sculpture, and related arts are examined for their historical significance as well as for their functional value.

Fine Arts 2.1-2.2 — History of Music in Western Civilization

2 terms — 4 semester hours

A general survey of the development of music from the time of Palestrina through the Twentieth Century, with emphasis placed on the creative personalities of each era. Not given in 1948-49.

Fine Arts 5 — Studies in the History of the Fine Arts

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of research in Fine Arts which may be of special interest to them.

FRENCH**French 1.1-1.2 — Elementary French** 2 terms — 6 semester hours

Essentials of grammar, practice in oral use of the language, and reading of simple French texts.

French 2.1-2.2 — Intermediate French 2 terms — 6 semester hours

Reading of stories and plays; review of grammar and composition.

Prerequisite: French 1.2 or its equivalent.

French 3.1-3.2 — General Survey of French Literature

2 terms — 6 semester hours

A general survey of the most important movements in French literature. Selected readings from representative authors such as Machault, Deschamps, Cûrel, Lemaître, La Fontaine, Fénelon, Lesage, Molière, Diderot, Voltaire, Rousseau, Chateaubriand, Madame de Staël, and others. *Prerequisite: French 2.2 or its equivalent.*

French 4.1 — French Drama

1 term — 3 semester hours

A history of the French Drama from the Seventeenth Century. Particular emphasis is placed on the plays of such authors as Molière, Racine, and Corneille, with short studies on the social and political history of the period in relation to its influence on the author and the theatre; selected readings from Hugo, de Vigny, de Musset, Brieux, Dumas, Rostand. *Prerequisite: French 2.2.* Not given in 1948-49.

French 4.2 — Seventeenth Century Prose 1 term — 3 semester hours

The works of Pascal, La Rochefaucauld, La Bruyère, Bossuet, Madame de Seigné, and others; further practice in composition and conversation. In alternate years, Eighteenth Century prose will be given treating the period of the Enlightenment, including such authors as Voltaire, Rousseau, and Montesquieu. *Prerequisite: French 2.2.* Not given in 1948-49.

French 4.3-4.4 — Advanced Composition and Conversation

2 terms — 4 semester hours

Rapid survey of the essentials of French grammar, conversation, and oral composition. *Prerequisite: French 2.2.*

French 5 — Studies in French

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of research in French which may be of special interest to them.

GEOLOGY**Geology 1.1 — Physical Geology** 1 term — 4 semester hours

The nature and composition of the earth, and the physical and chemical factors operating within and upon it. Lectures and laboratory. Not given in 1948-49.

Geology 1.2 — Historical Geology 1 term — 4 semester hours

The history of the earth and the changes which it has undergone as determined from physics, chemistry, and a study of fossils. Lectures and laboratory. *Prerequisite: Geology 1.1.* Not given in 1948-49.

Geology 2.1 — Economic Geology 1 term — 3 semester hours
(Formerly Geo. 2.2)

The nature and occurrence of commercially important geological structures with emphasis on oil, coal, and metallic ores. Lectures. *Prerequisite: Geology 1.1.* Not given in 1948-49.

GERMAN**German 1.1-1.2 — Elementary German**

2 terms — 6 semester hours

(Formerly Germ. 1.3-1.4)

A study of the elements of grammar, drill in pronunciation, practice in conversation, and reading of simple prose and poetry.

German 2.1-2.2 — Intermediate German

2 terms — 6 semester hours

(Formerly Germ. 2.3-2.4)

A review of grammar, composition, and conversation. A study of the more common German idioms. Reading of modern German stories and plays. *Prerequisite: German 1.2 or its equivalent.*

German 3.1-3.2 — General Survey of German Literature

2 terms — 6 semester hours

(Formerly Germ. 3.3-3.4)

A critical survey of German literature, its chief movements, writers from the earliest times to the present. This course presupposes a good reading knowledge of German. *Prerequisite: German 2.2 or its equivalent.*

German 4.1 — German Drama 1 term — 3 semester hours
(Formerly Germ. 4.3)

The important German dramas with particular emphasis on the works of the Nineteenth Century. *Prerequisite: German 2.2 or its equivalent.* Not given in 1948-49.

German 4.2 — German Poetry 1 term — 3 semester hours
(Formerly Germ. 4.4)

A study of the more important German poets: Goethe, Schiller, Heine, Uhland, etc. *Prerequisite: German 2.2 or its equivalent.* Not given in 1948-49.

German 4.3-4.4 — Advanced Composition and Conversation

2 terms — 4 semester hours

Rapid survey of the essentials of German grammar, conversation, and oral composition. *Prerequisite: German 2.2 or its equivalent.* Not given in 1948-49.

German 5 — Studies in German

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of Germanic research which may be of special interest to them.

GOVERNMENT

Government 1.1 — American Government 1 term — 3 semester hours

The aim of this course is to acquaint the student with the development and operation of the U.S. Government, stressing an understanding of the Federal Constitution, legislation procedure, powers and duties of the executive, the importance of the judiciary, and the structure and functioning of political parties.

Government 1.2 — Comparative Government

1 term — 3 semester hours

The governmental forms of important nations are studied and are compared, especially in the light of contemporary developments. Sufficient historical material is included in the course to provide a basis for understanding democratic methods and the differences between democracy and other political philosophies.

Government 2.1-2.2 — American Constitutional Government

2 terms — 6 semester hours

This course provides a comprehensive study of the history and growth of American constitutional government. It will consider the constitutional problems faced by succeeding administrations and the solutions found to such problems.

Government 2.4 — Contemporary Foreign Policy

1 term — 3 semester hours

This course provides an interesting and thorough study of the contemporary foreign policy of the United States, the historical development of our foreign policy, and the effect of our domestic policies and of the foreign policies of other great world powers upon U.S. foreign policy.

Government 3.1 — International Relations

1 term — 3 semester hours

This course deals with principal forces in international politics and institutions of international cooperation. Problems of security, imperialism, and nationalism as well as recent trends in international organization are treated. Not given in 1948-49.

Government 3.2 — Public Administration 1 term — 3 semester hours

Introduction to the place of administration in American political system, including theory and formulation of policy, problems of organization.

Government 3.3-3.4 — Political Theory 2 terms — 4 semester hours

A study of outstanding political thought with emphasis upon the major problems such as the state, freedom, revolution, law, constitution and property. Selected writings will be studied and criticised in terms of philosophical and historical contributions to the permanent body of political theory.

Government 3.6 — State and Local Government

1 term — 3 semester hours

Development, structure, and functions of state and municipal government in the United States. Not given in 1948-49.

Government 4.1 — Government Regulation of Industry

1 term — 3 semester hours

This course surveys the causes for and development of government regulation of industry in the United States.

Government 5 — Studies in Government

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of governmental research which may be of special interest to them.

HISTORY

History 1.1-1.2 — History of Western Europe from Ancient Times to the Present 2 terms — 6 semester hours

A survey of European history from ancient times to the present. Lectures will emphasize the political, social, and economic aspects of European development.

History 2.1 — Greek History 1 term — 3 semester hours

A survey of Greek history and culture from Cretan-Mycenaean times, through the Dark Ages, the full bloom of Greek civilization in the city-state, the rise of Macedon, the Hellenistic empires, to the dominance of Rome in the Mediterranean world. Not given in 1948-49.

History 2.2 — Roman History 1 term — 3 semester hours

The growth and decline of the Roman Republic and Empire, with their institutions, methods of government, concepts of law and religion. Not given in 1948-49.

History 2.3-2.4 — American History 2 terms — 6 semester hours

A broad survey of United States history beginning with the Century of Exploration down to the present. Topics to be considered will include the founding of the colonies; struggle for the continent; process of western expansion; Civil War and Reconstruction; economic development; growth of internationalism and its effect through two world wars.

History 2.5 — Diplomatic History of the United States

1 term — 3 semester hours

(Formerly Hist. 2.9)

A comprehensive study of foreign policy from the American Revolution to the present. Stress will be placed on the origin and development of the Monroe Doctrine and on the problems of international arbitration from the latter part of the Nineteenth Century through World War II. Not given in 1948-49.

History 2.6 — American Colonial History 1 term — 3 semester hours

An intensive course dealing with the origins of the American Revolution, the Declaration of Independence, the Revolution, the "Critical Period" following the Peace of 1783, the drawing up of the Federal Constitution, and the struggle for ratification of the Constitution. Not given in 1948-49.

History 2.7-2.8 — English History 2 terms — 6 semester hours

A general survey of the political, social, economic, constitutional, and intellectual development of England from Celtic times to the present. Stress is placed upon the evolution of the Empire, the transition from aristocracy to democracy, the cultural contribution of the English people, and their position in world affairs today.

History 3.1-3.2 — Latin-American History 2 terms — 4 semester hours

An overall view of the peoples of the Latin American nations from their struggle for independence to the present, with attention to their contributions to world affairs.

History 3.3 — Cultural History of the Middle Ages 1 term — 3 semester hours

Lectures will deal with medieval culture; Carolingian Renaissance; rise of the universities; development of Catholic theology; monastic learning; mystery and miracle plays; Gothic architecture; medieval epic, romance, and ballad; evolution of vernacular tongues.

History 3.4 — Intellectual History of Modern Europe 1 term — 3 semester hours

This course considers the chief factors that have contributed to the making of the intellectual, artistic, and spiritual life in the intellectual classes of the Western World in the modern era. Reading for the course will be allowed in the field of the student's own interest by arrangement with the instructor.

History 3.5 — The Renaissance and the Reformation 1 term — 2 semester hours

The Renaissance in Italy; political, social, economic, religious, and general cultural aspects; the Renaissance in the North; Humanism and Pietism. The Reformation; Luther, Zwingli, Calvin; Anglican Church, Presbyterian Church, minor sects. Not given in 1948-49.

History 3.6 — The French Revolution and Napoleon I 1 term — 2 semester hours

An intensive course treating the Revolutionary and Napoleonic Period in Europe between 1789 and 1815. The broad lines of study describe the decadence of the Eighteenth Century; the eruption of revolution, 1789; the establishment of the constitution and monarchy in France; the First French Republic; the Reign of Terror; the rise of the Napoleonic Empire and its subsequent fall. Not given in 1948-49.

History 3.7 — Europe in the Nineteenth Century

1 term — 3 semester hours

This course will deal with the political, economic, and cultural development of the principal European states from 1815 to 1900. It will trace the origin and development of national movements, the rise of socialistic organization, imperialistic expansion, and principal intellectual currents.

History 3.8 — Europe in the Twentieth Century

1 term — 3 semester hours

After some consideration of the more immediate background of the World War of 1914-1918, the lectures will follow the main outlines of the conflict, examine the terms of the peace settlement, and then proceed to a somewhat more extended study of the post-war period, with stress on both the domestic development of the leading states and major problems of the international relations which culminated in World War II. A sketch of the decade since 1939 will conclude the course.

History 3.9 — The Far East

1 term — 3 semester hours

(Formerly Hist. 3.2)

A general introduction to the history of Eastern and Southern Asia, with special emphasis upon the cultural and political development of China, India, and Japan. After a survey of the development of this area prior to the permanent establishment of contact with the West, the student follows in greater detail the growth, during the last four centuries, of Asia's importance in the modern world. Not given in 1948-49.

History 3.10 — History of the Near East 1 term — 3 semester hours

This is a survey of the Near East from the founding of Constantinople to modern times, tracing the course of the Byzantine and Ottoman Empires and the rise of the Balkan nationalities. Emphasis will be placed on the Near Eastern Question, the break-up of the Ottoman Empire, and its influence on contemporary events. Not given in 1948-49.

History 4.1-4.2 — History of France

2 terms — 4 semester hours

This course is designed as an introduction to French history, and through France, to some of the most important general topics of continental Europe. The medieval period will include feudal institutions, the rise of monarchy in the later Middle Ages, the relations of church and state. The modern period will stress the Religious Wars, the Age of Absolutism, the struggle for empire, the Enlightenment, the collapse of the French monarchy with the ensuing series of revolu-

tions and civil wars. The course concludes with a survey of the structure and development of France from the mid-Nineteenth Century to the present day.

History 4.3-4.4 — History of Russia 2 terms — 4 semester hours

A survey of the history of Russia from the earliest times to the present. Emphasis is placed on the internal development, and the political, economic and social problems leading up to the Revolution of 1917. This course concludes with an analysis of the present-day regime. Not given in 1948-49.

History 5 — Studies in History

Members of the Department will hold conference hours with students who are candidates for Honors and will direct their reading in areas of historical research which may be of special interest to them.

HUMANITIES

Humanities 0.1-0.2 — Introduction to the Humanities

2 terms — 6 semester hours

The course is intended to serve as a contribution to the student's general education. The lectures are arranged to illustrate certain important stages in the development of western culture. Through these lectures and an extensive reading list, the student gains an acquaintance with the basic contents of various facets of the Humanities including literature, fine arts, religious and philosophic thought.

ITALIAN

Italian 1.1-1.2 — Elementary Italian 2 terms — 6 semester hours
(Formerly Ital. 1.5-1.6)

Drill in pronunciation and in the elements of the language with graded readings from modern authors.

Italian 2.1-2.2 — Intermediate Italian 2 terms — 6 semester hours
(Formerly Ital. 2.5-2.6)

Composition and review of grammar. Selected readings from such authors as Alvare, Bontempelli, Borgese, Lipparini, Moscardelli, Papini, Puccini, Tomberi, Niccodemi, and others. *Prerequisite: Italian 1.2 or its equivalent.*

Italian 3.1-3.2 — General Survey of Italian Literature
(Formerly Ital. 3.5-3.6)

2 terms — 6 semester hours

A survey of the principal movements in Italian literature. Selected readings in Dante, Petrarch, Boccaccio, Ariosto, Tasso, Machiavelli, Castiglione, Goldoni, Leopardi, Manzoni, Carducci, Fogazzaro, D'Annunzio, Benelli, Pirandello, and others. *Prerequisite: Italian 2.2.* Not given in 1948-49.

Italian 4.1-4.2 — Dante

2 terms — 4 semester hours

(Formerly Ital. 4.5-4.6)

A study of Dante's life and works. The *Vita Nova* and *Divina Comedia* are read and commented upon. *Prerequisite: Italian 2.2.* Not given in 1948-49.

Italian 5 — Studies in Italian

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of research in Italian which may be of special interest to them.

JOURNALISM¹¹

Journalism 1.1 — Introduction to Journalism

1 term — 3 semester hours

An introductory survey of journalism, designed to acquaint students with what the profession offers those entering it. Studies are made of the posts of publisher, advertising manager, managing editor, news editor, telegraph editor, slot man and copy editor.

Journalism 1.2 — News Reporting

1 term — 3 semester hours

What the reporter does and how he does it. An elementary, introductory course in reporting which is prerequisite to all other courses in writing and editing. Elements of news, the lead, style and structure of the news story as compared with other forms of writing will be stressed. The course is based upon the theory that news writing is an art to be mastered through practice.

Journalism 2.1 — Advanced News Reporting

1 term — 3 semester hours

Practical work in gathering news and preparing it for publication. This course will acquaint the student with the usual news sources and the work of the press associations. Stories appearing in the metropolitan newspapers will be analyzed and evaluated. The Suffolk graduate entering journalism as a profession will undoubtedly start out as a reporter. This course will equip him with the ability to write a news story, the most fundamental task on a newspaper.

¹¹All Journalism courses were formerly listed as Editorial courses.

Journalism 2.2 — Newspaper Organization 1 term — 3 semester hours

A continuation of Journalism 1.1. Leaving the editorial and advertising departments behind, the student will make a classroom tour through the composition, stereotype and press departments. The duties of the make-up editor will be studied. Field trips will be made through several metropolitan and suburban newspapers in order that the student may see the newspaper in actual operation.

Journalism 3.1 — Feature Writing 1 term — 3 semester hours

An intensive study of the various types of feature story. Who the magazine, or Sunday editor is, and what he does. Actual practice in the writing of articles suitable for feature sections. Explanation of what the feature article attempts to do and wherein it differs from ordinary news reporting. Consideration of the important part played by pictures in newspaper magazine production.

Journalism 3.2 — Publicity 1 term — 3 semester hours

Consideration of the wide and varied field of public relations from the approach to the prospective client to the clipping of the story from the papers. Study of the various fields which find publicity desirable. Appreciation of what the individual or organization seeking publicity expects from the agent. Explanation of the form the publicity must take to satisfy the exacting requirements of the metropolitan city editor.

Journalism 3.3 — Copy Editing 1 term — 3 semester hours

Every newspaperman and woman needs to know the fundamentals of the editing of copy. The Copy Desk is the clearing house for all news. This course will consider the scope and the responsibility of the copy desk. The student will learn the technique of handling copy and writing headlines. The duties of the "slot man" will be explained.

Journalism 3.4 — Advertising 1 term — 3 semester hours

History and philosophy of advertising. Place of advertising in modern business. Typography and compositions, engravings and other processes of reproduction. The advertising agency and its functions.

Journalism 4.1 — Editorial Policy and Public Opinion

1 term — 3 semester hours

The editorial as a statement of the newspaper's beliefs. Practice in writing the various types. Inspection of various forms of newspaper crusades, most of which are led through the expression of opinion. Examination of "the battle ground" set up for nationally syndicated columnists. Study of the column and the columnist and consideration of the methods of such nationally known writers as Dorothy Thompson, Drew Pearson, Bill Cunningham, and Walter Winchell.

Journalism 4.2 — Law of the Press

1 term — 3 semester hours

Freedom of the press and struggles to secure it. Study of libel and other laws affecting the press. Court decisions.

Journalism 4.3 — Radio News

1 term — 3 semester hours

Study of the fields of radio reporting and commentating. Wherein radio news differs from that published by the newspaper. The differences in technique examined thoroughly during class discussions. The news interview rehearsed or spontaneous. Spot news coverage of all sorts of highly dramatic news stories. The special event and how radio prepares to cover it. The advantages and disadvantages of radio news dissemination.

Journalism 4.4 — The Smaller Newspaper

1 term — 3 semester hours

The difference between the small and the metropolitan newspaper, as viewed from the editorial, business and mechanical departments. Study of the differences in reporting and editing on a smaller paper. The job shop and what it means financially to the rural or small-city newspaperman. Syndicate opportunities. Consideration of the ways and means by which a relatively small paper can exercise a tremendous influence in the community which it serves.

Journalism 4.5 — Sports Writing

1 term — 3 semester hours

Technical instruction in the coverage of all the major sports. How to keep a baseball box score. The football chart and what it shows. Study of various leading sports columns. Critical and analytical inspection of the sports writers' duties, all the way from the press box in the baseball park or college stadium to the composing room where the sport pages of the paper are made up.

Journalism 4.6 — Publishing

1 term — 3 semester hours

A comprehensive study of the publishing business in all of its phases. The business end of book production. How it is decided what books to publish. The Book Fair and special book supplements. What makes a best seller. The problems and tribulations of the publishing house. A general view of the entire operation of publishing.

Journalism 4.7 — The Women's Departments

1 term — 3 semester hours

Consideration of the increasing importance of the women's page in the modern metropolitan newspaper. Scrutiny of the underlying theory behind the women's page, from the advertising as well as from the editorial point of view. Actual practice in the writing of cooking, beauty, fashion and solve-your-problem columns and departments. Typographical problems and makeup of the women's pages. Not given in 1948-49.

Journalism 4.8 — Magazine Article Writing

1 term — 3 semester hours

Market analysis; slanting; editorial contacts; business of writing. Production of two full-length articles required. Not given in 1948-49.

Journalism 4.9 — Newspaper Administration

1 term — 3 semester hours

Co-ordination of departments; sources of income; publication costs; relative expenses for management, advertising, circulation, and the mechanical and editorial departments; salary and wage schedules; labor relations. Not given in 1948-49.

Journalism 4.10 — Newspaper Photography

1 term — 3 semester hours

Study of the technique of taking and making news pictures. What makes a picture good news? Consideration of the relative merits of news-pictures and news stories. The art of the photographer. Appreciation of the effect on newspaper photography of the success of the nationally circulated picture magazines. The importance of the photographer and his product in the journalistic scene. Not given in 1948-49.

Journalism 5 — Practice Work

2 terms — 6 semester hours

The purpose of this course is to provide an opportunity for the students to apply the principles derived from their previous instruction. Actual work on a local newspaper is undertaken.

LATIN**Latin 1.1-1.2 — Introduction to Latin**

2 terms — 6 semester hours

(Formerly Lat. 1.7-1.8)

Study of forms and syntax, development of vocabulary, reading of selections from Latin authors. *Prerequisite for major in Romance Languages.* Not given in 1948-49.

Latin 2.1-2.2 — Selected Latin Authors

2 terms — 6 semester hours

(Formerly Lat. 2.7-2.8)

A review of Latin grammar, translation of selections from Caesar, Cicero, Pliny, Virgil, and others. *Prerequisite: Latin 1.2 or its equivalent.* Not given in 1948-49.

Latin 5 — Studies in Latin

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of research in Latin which may be of special interest to them.

MANAGEMENT

Management 2.1-2.2 — Principles of Management

2 terms — 6 semester hours

(Formerly Bus. Ad. 2.7-2.8)

The principles and techniques underlying the successful organization and management of business activities. Management problems; planning and developing the organization; departmental functions; the operation of merchandise, sales, financial, and production departments; selection and training of personnel; incentives; methods of securing better results; expense problems; control methods.

Management 3.1 — Personnel Administration

1 term — 3 semester hours

(Formerly Bus. Ad. 3.5)

Special emphasis is placed upon the methods of securing the utmost in employer-employee loyalty and cooperation. The organization and operation of personnel relations in business are considered in the light of modern labor and management problems. *Prerequisite: Management 2.2.*

Management 3.2 — Sales Management 1 term — 3 semester hours

The appraisal of both new and established trends in measuring the sales manager's job, reducing cost of distribution, line and functional types of organization, budgets based on research in market potentials, selective selling, selecting and training salesmen, and incentive methods. *Prerequisites: Management 2.2 and Marketing 2.2.*

Management 4.1 — Industrial Management

1 term — 3 semester hours

(Formerly Bus. Ad. 4.5)

Various techniques and methods used in administration of industrial organizations. Problems of relations between employer and employee and methods of adjusting grievances. *Prerequisite: Management 2.2.* Not given in 1948-49.

Management 4.2 — Transportation

1 term — 3 semester hours

The course is planned to meet the needs of persons who supervise the shipment and receipt of merchandise by the various types of domestic carriers. It includes a study of rates, rate-making, adjustments, freight classification, routing, demurrage, and storage. *Prerequisite: Management 2.2.*

MARKETING

Marketing 2.1-2.2 — Marketing 2 terms — 6 semester hours
(Formerly Bus. Ad. 2.3-2.4)

The policies involved in marketing based on fundamental principles with specialized and technical subjects in market analysis, industrial marketing and relations of marketing to other fields of business.

Marketing 3.1 — Principles of Salesmanship 1 term — 3 semester hours
(Formerly Bus. Ad. 3.6)

Methods of successful selling based on fundamentals applied to the various fields of salesmanship. *Prerequisite: Marketing 2.2.*

Marketing 3.3-3.4 — Principles of Advertising 2 terms — 4 semester hours
(Formerly Bus. Ad. 3.7)

The function of this course is to provide the necessary background to meet most of the advertising situations of the present day. Detailed consideration is given to such topics as customer appeal via radio, newspapers and magazines, and other means of advertising. *Prerequisite: Marketing 2.2.*

Marketing 3.5 — Wholesaling 1 term — 3 semester hours
Analytical study and evaluation of current trends and opportunities in wholesaling; administrative policies and methods; merchandising; warehousing; stock control; order handling; dealer relations. *Prerequisite: Marketing 2.2.* Not given in 1948-49.**Marketing 3.6 — Retailing** 1 term — 3 semester hours
The fundamental principles underlying the successful operation of retail stores. Topics covered: recent developments and current trends in retailing; general merchandising policies; merchandise departmentalization and classification; sources of merchandise; buying policies and procedure; determination of retail price and price line. *Prerequisite: Marketing 2.2.***Marketing 4.1-4.2 — Retail Store Organization and Management** 2 terms — 4 semester hours

The organization and management of small as well as department, chain, and mail order stores with special emphasis upon specialty and individual unit stores. Store location and layout, personnel training and management, store operation, customer services, store system, and maintenance are considered. *Prerequisite: Marketing 2.2.*

Marketing 4.4 — Sales and Market Research

1 term — 3 semester hours

Methods of planning and carrying out market research surveys including the determination of market potentials, selection of territories, establishment of quotas; new product studies; methods of testing sales campaigns, dealer reactions and consumer preferences; determination of effective channels of distribution; evaluation of competitive strength. *Prerequisite: Marketing 2.2.* Not given in 1948-49.

MATHEMATICS**Mathematics 0.1 — Algebra**

1 term

(Formerly Math. 1.1A)

Includes factoring, linear equations, pairs of linear equations, graphs, radicals and exponents, quadratic equations, functions, progressions and worded equation. (For the student who lacks the entrance requirement in Algebra.)

Mathematics 0.2 — Plane Geometry

1 term

(Formerly Math. 1.1G)

The theorems of Euclidean Geometry pertaining to triangles, rectangles, polygons and circles; problems on the area of surfaces; introduction to Trigonometry. (For the student who lacks the entrance requirement in Geometry.)

Mathematics 1.1-1.2 — Mathematics for Science

2 terms — 4 semester hours

A course designed primarily for students who are majoring in the Sciences. Includes the main topics of College Algebra, Trigonometry, Analytical Geometry, and an introduction to Differential and Integral Calculus. Stress is placed on general principles, and the practical application of those principles to the various aspects of Science.

Mathematics 1.3 — College Algebra

1 term — 3 semester hours

A rapid review of High School Algebra on through quadratics; functions; systems of linear equations; mathematical induction; binomial theorem; elementary theory of equations; determinants; infinite series; permutations; combinations; probability. *Prerequisite: Mathematics 0.1 or its equivalent.*

Mathematics 1.4 — Trigonometry and Introduction to Analytical Geometry

1 term — 3 semester hours

Angles; trigonometric functions; linear interpolations; right angles; identities; logarithms; multiple angles; inverse trigonometric functions;

reduction formulas; laws of sines, cosines and tangents; oblique triangles; slope of a line; intersection of lines; and ratio and locus problems. *Prerequisite: 2 years of High School Algebra and Plane Geometry.*

Mathematics 2.1 — Analytical Geometry and Introduction to Calculus 1 term — 3 semester hours
(Formerly Math. 1.5)

The non-Euclidean geometry of the straight line, circle, parabola, ellipse and hyperbola; polar and parametric equations; introduction to calculus. *Prerequisite: Mathematics 1.4.*

Mathematics 2.2 — Theory of Equations 1 term — 3 semester hours
(Formerly Math. 1.4)

Cubic and quadratic equations; theorems on roots; systems of equations; determinates; symmetric functions. *Prerequisite: Mathematics 1.2 or 1.3.*

Mathematics 3.1 — Differential Calculus 1 term — 3 semester hours
(Formerly Math. 2.1)

Principles of differential calculus with reference to its applications in Geometry and Physics. *Prerequisite: Mathematics 1.2 or 2.1.*

Mathematics 3.2 — Integral Calculus 1 term — 3 semester hours
(Formerly Math. 2.2)

The elements and applications of integral calculus. *Prerequisite: Mathematics 3.1.*

Mathematics 4.1 — Differential Equations 1 term — 3 semester hours
(Formerly Math. 3.1)

Ordinary differential equations; of the first and second order; simultaneous equations; linear equations with constant coefficients; method of the Laplace transformation. Application to problems in Chemistry and Physics. *Prerequisite: Mathematics 3.2.* Not given in 1948-49.

Mathematics 4.2 — Advanced Calculus 1 term — 3 semester hours
(Formerly Math. 3.2)

Includes real and complex number systems; limits; continuity; convergence; series; integration; theory of functions of real and complex variables. *Prerequisite: Mathematics 3.2.* Not given in 1948-49.

Mathematics 5 — Studies in Mathematics

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of mathematical research which may be of special interest to them.

PHILOSOPHY

Philosophy 1.1 — Elementary Logic 1 term — 3 semester hours

A study of the forms and laws of thought, syllogistic argument and fallacies encountered in reasoning.

Philosophy 1.2 — Advanced Logic 1 term — 3 semester hours

Methods of scientific investigation, diagrammatic, and philosophical logic.

Philosophy 1.3 — Introduction to Philosophy

1 term — 3 semester hours

(Formerly Phil. 3.1)

An introductory study intended to orient the student in philosophical thought.

Philosophy 2.1 — History of Ancient and Medieval Philosophy

1 term — 3 semester hours

The study of the development of philosophical thought from the period of the ancient Greek philosophers to the period of the Scholastics. Not given in 1948-49.

Philosophy 2.2 — History of Modern Philosophy

1 term — 3 semester hours

The period of the transition to modern philosophy and the more recent tendencies in philosophy. Not given in 1948-49.

Philosophy 3.3 — Contemporary Philosophy

1 term — 3 semester hours

The aim of this course is to present and to discuss, type by type, Pragmatism, Idealism, Empiricism, Personalism, and Neo-Realism, together with the respective American, British, and Continental philosophers of the Twentieth Century.

Philosophy 3.4 — Philosophy of Education 1 term — 3 semester hours

A philosophical evaluation of methods of education.

Philosophy 4.1 — Ethics

1 term — 3 semester hours

A critical introduction to ethical theories. Not given in 1948-49.

Philosophy 4.2 — Metaphysics

1 term — 3 semester hours

The study of theories of knowledge and of ultimate reality.

Philosophy 5 — Studies in Philosophy

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of philosophical research which may be of special interest to them.

PHYSICAL EDUCATION

Physical Education M.1-M.2

Freshmen Men — 2 terms

All first year men students, except veterans and those with medical excuses, are required to take regular classes in physical education. The course includes a complete physical examination, physical fitness tests, special exercises, and a program of instruction and participation in team games and sports.

Physical Education W.1-W.2

Freshmen Woman — 2 terms

All first year women students, save veterans and those excused for medical reasons, are required to pursue regular classes in physical education. The course includes a thorough physical examination, and a program of instruction in fundamental techniques and skills in gymnastics, rhythmic, and skill in dual and team sports.

PHYSICS

Physics 1.1 — General Physics (Mechanics and Heat)

1 term — 4 semester hours

An intensive study of the principles of mechanics and heat. For students who major in Physics. Lectures and laboratory.

Physics 1.2 — General Physics (Light and Sound)

1 term — 4 semester hours

An intensive study of the phenomena of wave motion, light, and sound. For students who major in Physics. Lectures and laboratory. *Prerequisite: Physics 1.1.*

Physics 2.1-2.2 — Electricity and Magnetism

2 terms — 8 semester hours

Direct and alternating currents; thermionic emission; transient phenomena; Maxwell's Equations. Lectures and laboratory. *Prerequisites: Physics 1.2 and Mathematics 1.2 or Instructor's permission.*

Physics 3.1 — Electronics

1 term — 4 semester hours

Thermionic emission; photoelectric emission; gas discharge tubes; rectifiers; filters; amplifiers; modulation; demodulation. Lectures and laboratory. *Prerequisite: Physics 2.2.* Not given in 1948-49.

Physics 3.2 — Optics

1 term — 4 semester hours

(Formerly Physics 2.2)

The fundamental principles of geometrical, physical, and physiological optics. Lectures and laboratory. *Prerequisite: Physics 1.2.* Not given in 1948-49.

Physics 4.1 — Thermodynamics 1 term — 4 semester hours
(Formerly Physics 3.1)

The first and second laws of thermodynamics, with applications to the properties of gases, change of state, and physical equilibrium. Lectures and laboratory. *Prerequisite: Physics 1.1.* Not given in 1948-49.

Physics 4.2 — Modern Physics 1 term — 3 semester hours
(Formerly Physics 3.2)

An introduction to recent advances in atomic physics, nuclear physics, quantum theory, radiation, cosmic rays, etc. *Prerequisite: Physics 2.2.* Not given in 1948-49.

Physics 5 — Studies in Physics

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of physical research which may be of special interest to them.

PSYCHOLOGY

Psychology 1.1 — Introduction to Psychology 1 term — 3 semester hours

An introductory course which develops an understanding of the various methods, principles, and fields in the science of human behavior, and offers to those who are interested in psychological work a chance to take tests relevant to their suitability for the various professional fields in psychology. Covers motivation, emotion, conflict, the senses, learning, thinking, personality, intelligence, vocational psychology, social psychology, and physiological psychology. References will be made in the lectures to specific occupational opportunities in psychology.

Psychology 1.2 — Introduction to Psychology 1 term — 3 semester hours

A continuation of the introductory course with emphasis on experimental work in applying scientific techniques to the solution of psychological problems. Included are experiments in learning, the measurement of aptitude, the measurement of personality, the techniques of vocational diagnosis, the effectiveness of advertising, and the organization and analysis of group data. Useful to potential teachers, counselors, psychometrists, industrial psychologists, clinical psychologists, etc. *Prerequisite: Psychology 1.1.*

Psychology 1.4 — Psychology of Adjustment 1 term — 3 semester hours

Develops understanding of man's adjustment internally and to his environment. Covers the origins and modification of behavior, motivation,

adjustment mechanism, psychoneuroses, organic factors in personality, and applications of mental hygiene. Useful to those who wish to understand human behavior; to lawyers, physicians, teachers, or supervisors; and to those who will engage directly in psychological work. *Recommended prerequisite: Psychology 1.1.*

Psychology 2.1 — Introduction to Education

1 term — 3 semester hours

Surveys contemporary education in the United States and provides by tests an opportunity to evaluate one's suitability for teaching and for specific fields in education. Covers the origins and aims of U. S. education, organization, types, administration, curricula, types of teaching methods, measuring the products of learning, and special services such as guidance and physical education.

Psychology 2.3 — Child Psychology

1 term — 3 semester hours

Designed to enable the student to relate the infantile and childhood experiences to personality development. Study of the development of the child's mental and other behavior; the growth of intelligence, social behavior, emotional patterns, and personality; the training of children, and applications to the teaching process. *Prerequisites: Psychology 1.1-1.2.* Not given in 1948-49.

Psychology 2.4 — Educational Psychology

1 term — 3 semester hours

Designed to provide the student with a general introduction to contemporary scientific knowledge concerning human personality and its development. Begins with an analysis of the educative process, and proceeds to a summary examination of the origins and significance of human culture and the principles of learning. Designed to enable the student to relate the basic scientific materials of the course to the specific problems of teaching, testing, and treatment as they are encountered in educational practice. *Prerequisite: Psychology 1.1.*

Psychology 2.6 — Industrial Psychology

1 term — 3 semester hours

Develops an understanding of the psychological techniques that are practical for industry and business. Covers employee testing and interviewing, training of employees, merit rating, wages and job evaluation, fatigue, safety, attitudes and morale, and elementary statistics. Useful to executives, foremen, industrial psychologists, employment interviewers, and personnel managers. *Prerequisite: Psychology 1.1.*

Psychology 3.1-3.2 — Measurement and Testing

2 terms — 4 semester hours

Various theories of the nature of intelligence are examined in detail and an analysis is made of various types of verbal and performance test items. Familiarity with current group tests is achieved, and detailed train-

ing in the administration and interpretation of the Stanford-Binet and Wechsler-Bellevue Scales is given. Interpretation of the tests is emphasized. *Recommended prerequisites: Psychology 1.1-1.2 and Economics 2.2.*

Psychology 3.3-3.4 — Principles and Practices in Teaching

2 terms — 6 semester hours

Develops an understanding of the psychology of learning, the aims of education, the construction of courses of study, the various instructional methods and materials, the making of lessons, plans, and the evaluation of the results of instruction. Provides opportunities for observation and practice teaching and testing, and critiques of each student's work. Useful to teachers, group leaders, and personnel managers. *Prerequisites: Psychology 1.1-2.1-2.4.*

Psychology 4.1 — Abnormal Psychology 1 term — 3 semester hours

The dynamics of abnormal behavior are studied, particularly as exemplified in the neuroses and in the organic functional psychoses. Case material is presented to illustrate the various types of behavior and to familiarize the student with clinical procedure. Various speculative, clinical, and experimental approaches to the understanding of abnormal behavior are evaluated and applied to case material. *Prerequisites: Psychology 1.1-1.2 or 1.4.*

Psychology 4.2 — Social Psychology

1 term — 3 semester hours

Study of the art and science of living together. To give the student adequate understanding of the individual in social situations; the relation of social psychology to other social sciences. Investigating social behavior; educating people to use their intelligence constructively; techniques for influencing and controlling others; conventions, custom, fashion, superstition, prejudice; institutional patterns of behavior in industry, family, church, and nation. *Recommended prerequisites: Psychology 1.1-1.2 and Sociology 1.1-1.2.* Not given in 1948-49.

Psychology 5 — Studies in Psychology

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of psychological research which may be of special interest to them.

SCIENCE

Science 0.1 — Introduction to Science

1 term — 3 semester hours

A brief survey of the nature of the universe and its contents, with reference to the laws regulating the behavior and inter-relations of astronomical bodies; the composition of the earth and the history of the changes which it has undergone; the nature of the atmosphere and its relation to winds and the weather; the basic principles of mechanics, wave motion, sound, heat, light, magnetism, and electricity.

Science 0.2 — Introduction to Science 1 term — 3 semester hours

The nature of atoms, elements, and compounds, and the principles of chemical reactions; the key types of organic compounds and their relation to living systems; a brief survey of the plant and animal kingdoms; and a description of the structure and function of the organs and systems of the higher plants and animals.

SOCIAL STUDIES**Social Studies 0.1-0.2 — Introduction to Social Studies**

2 terms — 6 semester hours

This course is designed to introduce the student to the whole field of social science. It presents to the student the problems of contemporary society, and shows in what way economics, sociology, and political science contribute to an understanding and possible solution of these problems.

SOCIOLOGY**Sociology 1.1-1.2 — Introductory Sociology**

2 terms — 6 semester hours

A study of the basic realities of culture. Folkways, mores, laws and institutions. The social nature of invention, diffusion and integration. Culture patterns and culture areas. The nature of the group. Caste and class. Race and race conscious groups. Social organization and disorganization. Population problems. The community as an ecological and as a cultural unit. Basic and service institutions within the framework of community life. The adaptive social processes. The processes of social conflict. The question of social progress in long-term perspective.

Sociology 2.1 — Rural-Urban Sociology 1 term — 3 semester hours

Typical historic community types, such as the Russian mir, the Norman manor and the Medieval city. The rise of the modern metropolis. The rural heritage of American life. The breakdown of the primary group, leading to the rise of the impersonal, non-family apartment-house living of the modern city. "Rurbanism" as a mutual interpenetration of the city and the rural community. *Prerequisite: Sociology 1.1-1.2.* Not given in 1948-49.

Sociology 2.2 — Introduction to the Field of Social Work

1 term — 3 semester hours

A basic course in social welfare and case work, group work and community organization procedures, designed especially to serve the needs of those students intending to pursue graduate instruction in social work. *Prerequisites: Sociology 1.1-1.2 and Psychology 1.1-1.2.*

Sociology 3.1 — The Family

1 term — 3 semester hours

The authoritarian and institutional family structures of early societies. The dynamic nature of present family life. Childhood roles of the individual in relation to his chances of marital success. Courtship and mate selection. The husband-wife relationship. Factors conducive to family tension, desertion and divorce. Marriage and family counselling services. *Prerequisite: Sociology 1.1-1.2.*

Sociology 3.2 — Criminology

1 term — 3 semester hours

The punishment of crime in early societies. The Classical school of criminology. The Lombrosian school. Culture conflict in relation to crime. The detection of crime. The trial and sentencing of criminals. Penal institutions — the Pennsylvania system; the Auburn system; the reformatory movement. A series of field trips, from three to six in number, to various penal and correctional institutions will be conducted during this course. *No prerequisites.*

Sociology 3.3-3.4 — Social and Cultural Anthropology

2 terms — 4 semester hours

A study of the customs, practices, beliefs, institutions, and social organization of primitive peoples with special reference to the role of culture in shaping personality. *Prerequisite: Sociology 1.1-1.2.*

Sociology 3.5 — Population and Race Problems

1 term — 3 semester hours

A study of population trends. The cause and spread of racial prejudices, with consideration of these in light of current cultural data. *Prerequisite: Sociology 1.1-1.2.*

Sociology 3.6 — Educational Sociology

1 term — 3 semester hours

A brief study of social problems and the basic principles of social organization considered in relation to the special interests and problems of educators.

Sociology 4.1 — Social Problems

(Formerly Sociology 2.1)

1 term — 3 semester hours

The dynamic nature of modern western society. The interrelationship of individual and social disorganization. Individual problems, such as juvenile delinquency, prostitution, feeble-mindedness, mental defect, unemployment, and suicide, will be studied in some detail. A series of field trips, from three to six in number, to social settlements, community centers, hospitals for the mentally ill, and kindred institutions will be conducted in connection with this course. *Prerequisite: 6 semester hours of Sociology and at least Junior Standing.*

Sociology 4.2 — Social Problems 1 term — 3 semester hours
(Formerly Sociology 2.2)

Problems of family and community life will be considered in their institutional, and ecological setting. Problems involving cultural lag and culture conflict, differing definitions of the mores, the question of civil liberty, and the broader aspects of national and world disorganization will form the substance of this course. A series of field trips, from three to six in number will be conducted. *Prerequisites: 6 semester hours of Sociology and at least Junior Standing.*

Sociology 4.3 — Seminar in Group Work

Students in this seminar will be required to complete a project and conduct group work activities. They will hold frequent conferences with the instructor regarding the objectives and progress of their work. *Prerequisites: Sociology 1.1-1.2 and Psychology 1.1-1.2.*

Sociology 4.4 — Case Work and Social Welfare Procedures

A limited number of qualified students will be given an opportunity to conduct research projects in connection with the work of city departments of public welfare or of private welfare agencies in the area of metropolitan Boston. *Prerequisite: Senior standing with major work in Sociology or an allied field.*

Sociology 5 — Studies in Sociology

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of sociological research which may be of special interest to them.

SPANISH

Spanish 1.1-1.2 — Elementary Spanish 2 terms — 6 semester hours
(Formerly Spanish 1.9-1.10)

Designed to acquaint the student with the basic grammar and introduce him to conversation and reading.

Spanish 2.1-2.2 — Intermediate Spanish 2 terms — 6 semester hours
(Formerly Spanish 2.9-2.10)

Designed to give the student proficiency in grammar, in basic conversation and a fluency in reading of Spanish literature. *Prerequisite: Spanish 1.2 or its equivalent.*

Spanish 3.1 — General Survey of Spanish Literature

1 term — 3 semester hours

After an introductory consideration of the beginning of Castilian literature in the Twelfth Century as represented by the poem of the *Cid*, and

a glance at the Arthurian romance, the Italian influence, and the work of the Spanish humanist and early writers of drama and fiction in the following three centuries, the course lays special stress upon the Golden Age of the Sixteenth and Seventeenth Centuries, and then follows the survey down to the Twentieth Century. *Prerequisite: Spanish 2.2 or its equivalent.*

Spanish 3.2 — Hispano-American Literature

1 term — 3 semester hours

(Formerly Spanish 4.10)

Readings in the literature of the Spanish speaking Latin American nations, with emphasis upon the literatures of Argentina, Chile, Ecuador, and Mexico. *Prerequisite: Spanish 2.2 or its equivalent.*

Spanish 4.1-4.2 — Advanced Composition and Conversation

2 terms — 4 semester hours

Rapid survey of the essentials of Spanish grammar, conversation, and oral composition. *Prerequisite: Spanish 2.2 or its equivalent.* Not given in 1948-49.

Spanish 5 — Studies in Spanish

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of Spanish research which may be of special interest to them.

SPEECH

Speech 1.1 — Public Speaking

1 term — 3 semester hours

(Formerly English 2.5)

The theory and practice of informal and formal public address. The course includes a study of the physical, the vocal, and the mental aspects of the speaker, overt and covert gesticulation, fundamental speech types, structure, and style, platform deportment, diagnosis of the audience, and the psychology of appeal. Numerous short speeches are prepared and criticized in class.

Speech 1.2 — Argumentation and Debate

1 term — 3 semester hours

(Formerly English 2.6)

The aim of this course is to provide training in the fundamentals of logical reasoning, the principles of argumentation and debate, and in parliamentary procedure. Special emphasis is placed upon the preparation and delivery of well-reasoned speeches and debates and upon the conduct of meetings.

Speech 2.1 — Speech Problems

1 term — 3 semester hours

The study and application of the basic principles underlying speech problems in their relationship to the individual student. It deals with the development of acceptable habits of speech; voice, diction, and practice in speaking.

Speech 2.2 — Persuasion

1 term — 3 semester hours

This course deals with various techniques employed to secure agreement. It includes the principles and methods of persuasive speaking; discovery and use of evidence; proof; refutation; appeals; organization; delivery; practice in preparation and delivery of persuasive speeches upon topics of current interest.

Speech 3.1-3.2 — Drama

2 terms — 4 semester hours

This is a course which begins with the fundamentals of the dramatic techniques (for the actor) and proceeds to the problems of presenting a play on the stage (for the director). It is designed to introduce the novice to the practice of dramatic art as well as to give the amateur the practice and theory of theatrical production. Sets are designed and model stages are built; one-act plays are produced under student direction; practical experience in scene design and construction is offered through participation in the dramatic activities of the University.

Speech 3.4 — Oral Interpretation

1 term — 2 semester hours

The principles of oral interpretation and the practice in analysis and reading aloud of various literary selections.

Speech 5 — Studies in Speech

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their work in areas of Speech research which may be of special interest to them.

