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Suffolk University Academic Catalog, College Departments, 1962-1963

Suffolk University

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Suffolk University

COLLEGE BULLETIN



CATALOGUE

1962-1963

DAY

EVENING

GRADUATE

BOSTON • MASSACHUSETTS

February 1962

ADMISSION PROCEDURES

ENTRANCE OF NEW STUDENTS TO THE FIRST YEAR

1. Secure admission application, and send it properly completed with the \$10 application fee to the Director of Admissions, Suffolk University, 20 Derne Street, Boston 14, Massachusetts.
2. Upon receipt of the application, the Director of Admissions will acknowledge it and send to you the Secondary School Record Form which you should bring or mail to your High School Records Office for completion. The High School will mail it directly to us along with other pertinent data. (See page 19-21)
3. Have the Scholastic Aptitude Test scores of the College Entrance Examination Board sent to the Director of Admissions either directly from Princeton, New Jersey or by asking your High School Records Office to include them on your transcript.
4. Upon receipt of the high school transcript and the Scholastic Aptitude Test Scores, we will ask you to arrange for your personal interview and, if necessary, to take our admissions tests.
5. Upon completion of the admission procedure, you will receive a letter concerning the decision of the Admissions Committee. If the decision is favorable, you will be expected to (1) return the acceptance slip promptly, (2) submit a passport size ($2\frac{1}{2}$ " x $2\frac{1}{2}$ ") photograph with your name and address on the back, (3) report for registration as scheduled (you will be notified of the dates), (4) take placement tests during registration, and (5) pay tuition and fees when due. (See page 24-25)

ENTRANCE OF NEW STUDENTS WITH ADVANCED STANDING

1. Follow procedure as outlined above #1-5.
2. Request each college attended to send official transcripts to the Director of Admissions, Suffolk University.
3. Request the Dean of the college you have attended to write a letter of recommendation and explanation of your desire to transfer to Suffolk.

ADMISSION OF FORMER STUDENTS

1. Submit a letter giving pertinent information regarding additional education experiences and reasons for requesting re-admission.
2. Your request for re-admission will be acknowledged and you will be advised if further information is needed.
3. See step 5 above.

SUFFOLK UNIVERSITY

College Departments

Liberal Arts

Education

Journalism

Business Administration



ANNUAL CATALOGUE

1962 - 1963

DAY

EVENING

GRADUATE

Suffolk University is a member of the New England Association of Colleges and Secondary Schools, the Association of American Colleges, and the Association of University Evening Colleges.

BOSTON, MASSACHUSETTS

CORRESPONDENCE

All correspondence concerning admission to any of the
College Departments, Day or Evening, should be addressed to
Director of Admissions, Suffolk University

All other correspondence should be addressed to
Registrar, Suffolk University
20 Derne Street, Boston 14, Massachusetts

OFFICE HOURS

The University Office is open to receive admission inquiries Mondays
through Fridays from 9:00 A.M. to 9:00 P.M. and Saturdays from
9:00 A.M. to 1:00 P.M.

Telephone
CApitol 7-1040

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1962

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CALENDAR FOR THE YEAR 1962-1963

COLLEGE DEPARTMENTS

SUMMER SESSIONS 1962

Registration for Day and Evening 8-Week Sessions; classes convene
June 11, Monday
Registration for 6-Week Day Session; classes convene June 25, Monday
Independence Day (Holiday) July 4, Wednesday
Final Examination (all sessions) August 2 and 3, Thursday and Friday

FALL AND SPRING SEMESTERS 1962-1963

Registration: Fall Semester September 17 through 21, Monday through Friday
Orientation and Registration of Day Freshmen
Advising and Registration of Day Upperclassmen and Evening Students
Saturday classes convene September 22, Saturday
Last day for registration without payment of late registration fee
September 22, Saturday
Regular classes convene (Day and Evening) September 24, Monday
Last day for course changes October 1, Monday
Columbus Day (Holiday) October 12, Friday
Veterans Day (Holiday) November 12, Monday
Thanksgiving Recess November 22 through 25, Thursday through Sunday
Christmas Recess December 17 through January 1, Monday through Tuesday
Classes resume January 2, Wednesday
Fall Semester Examinations begin January 21, Monday
Registration: Spring Semester — Day and Evening
January 21 through February 2, Monday through Saturday
Fall Semester ends February 2, Saturday
Last day for Spring registration without payment of late registration fee
February 2, Saturday
Classes convene for the Spring Semester February 4, Monday
Last day for course changes February 11, Monday
Washington's Birthday (Holiday) February 22, Friday
Evacuation Day (Holiday) March 17, Sunday
Spring Recess April 8 through 13, Monday through Saturday
Patriot's Day (Holiday) April 19, Friday
Spring Semester Examinations begin May 27, Monday
Memorial Day (Holiday) May 30, Thursday
Spring Semester ends June 8, Saturday
Alumni Day June 15, Saturday
Commencement June 16, Sunday

SUMMER SESSIONS 1963

Registration for Day and Evening 8-Week Sessions; classes convene
June 17, Monday
Registration for 6-Week Day Session; classes convene July 1, Monday
Independence Day (Holiday) July 4, Thursday
Final Examinations (all sessions) August 8 and 9, Thursday and Friday

FALL SEMESTER 1963-1964

Registration: Fall Semester September 16 through 20, Monday through Friday
Saturday classes convene September 21, Saturday
Regular classes convene (Day and Evening) September 23, Monday

NOTE: All legal holidays are observed by the University.

HISTORY OF SUFFOLK

The Suffolk University School of Law, the first unit of the University, was established in September, 1906, to provide professional training for ambitious young men and women who desire a professional career. In 1914 the school was chartered with degree-granting powers by the Legislature of Massachusetts.

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, 1937, as Suffolk University.

Suffolk University, although primarily a day-time institution, was the first college in New England at which a student might earn a Bachelor of Arts degree entirely through evening study.

Physical growth of the University was accompanied by professional recognition: Suffolk is a member of the New England Association of Colleges and Secondary Schools. The College Departments are approved by the Board of College Authority, Department of Education, Commonwealth of Massachusetts. The Law School is approved by the American Bar Association. The Veterans Administration approves all courses for GI benefits.

Located on historic Beacon Hill, by the State House, Suffolk University provides excellent accommodations for undergraduate and graduate study. In the University building are the Executive and Administrative offices; University Library; classrooms; well equipped and modern laboratories for biology, chemistry, physics and psychology; University Auditorium; Bookstore; and appropriate lounges for students.

Although the physical equipment of a university is important, the quality of its educational program is even more significant. The true measure of a university is reflected in the record of its graduates. Early in its history, Suffolk University gained recognition for the quality of its faculty and the success of its graduates. Judges, lawyers, businessmen, educators, and leaders in political and civic life reflect the quality of the training they received at Suffolk University.

BOARD OF TRUSTEES

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 Honorable EUGENE A. HUDSON, *Vice Chairman*
 Honorable FRANK J. DONAHUE, *Treasurer*
 JOHN GRIFFIN, *Clerk*

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 HONORABLE FRANK J. DONAHUE, Justice, Massachusetts Superior Court
 HONORABLE JOHN E. FENTON, Judge, Massachusetts Land Court
 ARTHUR W. HANSON, Professor of Accounting, Emeritus, Harvard Graduate School of Business Administration; Executive Manager, Insured Accounts Fund, Inc.
 GEORGE H. SPILLANE, Esquire, formerly District Manager, Boston No. 1 District, John Hancock Mutual Life Insurance Company of Boston, Massachusetts

TERM EXPIRES JUNE 1962

JOSEPH E. SULLIVAN, Treasurer, Sullivan Brothers Printers
 JOHN GRIFFIN, President, Joseph P. Manning Company
 HONORABLE EUGENE A. HUDSON, Justice, Massachusetts Superior Court

TERM EXPIRES JUNE 1963

ERNEST R. BLAISDELL, New England District Manager, The Structural Slate and National Slate Blackboard Companies
 JOSEPH SCHNEIDER, Esquire, Attorney-at-Law
 DANIEL BLOOMFIELD, Esquire, Former Executive Vice-President, Retail Trade Board of Boston, and Visiting Consultant on Distribution, Harvard University

TERM EXPIRES JUNE 1964

JOSEPH P. GRAHAM, Esquire, Senior Member, Lee and Graham, Attorneys-at-Law
 DENNIS C. HALEY, President, Suffolk University

TERM EXPIRES JUNE 1965

HONORABLE WILLIAM H. HENCHEY, Judge, Woburn District Court
 GEORGE B. ROWELL, Esquire, Member, Warner, Stackpole, Stetson and Bradlee, Attorneys-at-Law

TERM EXPIRES JUNE 1966

REXFORD A. BRISTOL, Treasurer, The Foxboro Company
 THOMAS A. FULHAM, Chairman of Board, Fulham Brothers, Inc.

ADVISORY COUNCIL
COLLEGE OF BUSINESS ADMINISTRATION

- GEORGE C. SEYBOLT, President, William Underwood Company, Cambridge, *Chairman*
HAROLD B. BLISS, Treasurer, Shreve, Crump & Low, Boston
GORDON BRYANT, President, Charles E. Lauriat Company, Boston
FRANK J. CAREY, Chief Executive, Employers' Group Associates, Boston
JOHN P. CHASE, Chairman & President, John P. Chase, Inc., Boston
FRANK CHRISTIAN, Vice President & General Manager, Kenyon & Eckhardt, Boston
DWIGHT P. COLBURN, President, Sharon Cooperative Bank, Sharon
DEAN C. CUSHING, Executive Vice President, Retail Trade Board, Boston
WALLACE DICKSON, Assistant Vice President, Federal Reserve Bank of Boston, Boston
JOHN H. EATON, JR., Vice President, Boston Safe Deposit & Trust Co., Boston
JOHN B. FISHER, Management Consultant, Washington, D. C.
THOMAS A. FULHAM, Chairman of the Board, Fulham Brothers, Inc., Boston
LEWIS GRUBER, Chairman of Board, P. Lorillard Company, New York
ARTHUR W. KOELBEL, Senior Partner, Haskins & Sells, Boston
EVERETT H. LANE, President, Boston Mutual Life Insurance Company, Boston
ROY LAWSON, Senior Vice President, Rockland Atlas National Bank, Boston
EDWARD J. MARTIN, Vice-President, The Phoenix Insurance Company, Hartford, Connecticut
GEORGE K. MCKENZIE, Executive Vice President, The Flintkote Co., Inc., New York, N. Y.
RAYMOND W. MILLER, Washington, D. C., Visiting Lecturer, Harvard Graduate School of Business Administration
STEPHEN P. MUGAR, President, Star Market Company, Newtonville
JAMES R. SAWERS, General Manager, Mail Order Division, Sears Roebuck & Company, Brookline Avenue, Boston
S. ABBOT SMITH, President, Thomas Strahan Company, Chelsea
JOSEPH E. SULLIVAN, Treasurer, Sullivan Brothers, Lowell
RUPERT C. THOMPSON, JR., Chairman, and Chief Executive Officer, Tectron, Inc., Providence, Rhode Island
RALPH A. WILKINS, President, Bird & Son, Inc., East Walpole

SUFFOLK UNIVERSITY

SUFFOLK UNIVERSITY

DENNIS C. HALEY, A.B., A.M., Ed.M., Ed.D., LL.D..... *President*
JOHN E. FENTON, A.B., LL.B., S.J.D., LL.D..... *Vice President*

ROBERT J. MUNCE, A.B., A.M., LL.D..... *Chancellor*

ADMINISTRATIVE OFFICERS
SUFFOLK COLLEGE DEPARTMENTS

DONALD WELLS GOODRICH, A.B., A.M., Litt.D. *Dean and Registrar*
JOSEPH H. STRAIN, A.B., A.M., C.A.S., Ed.D. *Assistant Dean in*
charge of Evening Division; Director of Summer Sessions
DOROTHY M. McNAMARA, M.A. *Bursar*

RICHARD J. SULLIVAN, A.B., M.S.	Director of Libraries
LEO LIEBERMAN, A.B., Ed.M., Ed.D.	Director of Guidance
JOHN V. COLBURN, B.S. in Ed., A.M., LL.B.	Director of Student Activities
FLORENCE PETHERICK, A.B., A.M., Ph.D.	Advisor to Women
JOAN R. FORWARD, B.B.A.	Recorder
D. BRADLEY SULLIVAN, B.S., M.B.A.	Director of Admissions
GEORGE HIGLEY, B.S., M.A. in Ed.	Director of Placement;
	Alumni Secretary
MARTIN H. SPELLMAN, M.D.	University Physician

FACULTY OF COLLEGE DEPARTMENTS

1961 - 1962

*NELSON J. ANDERSON

Professor of Chemistry and Mathematics
A.B., Kansas; M.S., Illinois; Ph.D., Chicago.

DION J. ARCHON

*A.B., A.M., Ph.D., Harvard.**Professor of Government*

THOMAS ATHANIS

*A.B., Boston University.**Lecturer in Physics*

XENIA AUGEROS

Assistant Professor of Guidance
A.B., Suffolk; M.Ed., Harvard; Graduate Study: Hebrew Teachers' College;
University of Athens; Academy of Fine Arts, Athens.

ANGELO V. BOY

*A.B., Notre Dame; Ed.M., Ed.D., Boston University.**Lecturer in Education*

JAMES E. BURKE

A.B., Boston College; A.M., Harvard; Graduate Study: Boston College and
*Boston University.**Lecturer in Government*

JOHN R. BURTON

Associate Professor of Education
B.S., Boston University; M.Ed., Northeastern; Graduate Study: Boston Uni-
versity.

H. EDWARD CLARK

Associate Professor of English
A.B., Miami; Ph.D., Indiana; Graduate Study: Biarritz American Univer-
sity; University of Cambridge (England) at St. John's College; University
of Paris (Sorbonne); Heidelberg (Germany).

JOHN V. COLBURN

Associate Professor of English
B.S. in Ed., A.M., Boston University; LL.B., Suffolk; Graduate Study: Boston
University.

* On leave of absence in 1961-62.

THOMAS E. CONNORS

Assistant Professor of English

A.B., Brandeis; M.A., Boston University

PAUL CROMIDAS

Instructor in Sociology

A.B., Clark; M.S., Boston University.

HELENE R. DAY

Instructor in French

*Certificat d'Etudes Littéraires, University of Aix-en-Provence (France);
M.A., Western Reserve.*

PAUL C. DEANE

Assistant Professor of English

B.S. in B.A., M.A., Boston University; Graduate Study: Harvard.

WILLIAM F. DEGIACOMO

Assistant Professor of Accounting

*B.S. in B.A., Boston College; C.P.A., Massachusetts; Graduate Study: Boston
University.*

CHARLES P. DENINGER..

Lecturer in Fine Arts

B.S., Suffolk; M.S., Boston University.

BENSON DIAMOND

Assistant Professor of Business Administration

B.S. in B.A., Suffolk; M.B.A., Northeastern

NICHOLAS J. DINCECCO

Lecturer in Mathematics

B.S., Ed.M., Boston University; Graduate Study: Columbia; Rutgers.

MARTIN W. DONAHUE

Assistant Professor of Business Administration

B.S. in B.A., M.A. in Ed., Suffolk; Graduate Study: Boston College.

CHARLES E. FARLEY, JR.

Assistant Professor of History

A.B., Bowdoin; A.M., Harvard; Graduate Study: Harvard.

*CATHERINE FEHRER

Professor of Romance Languages

*A.B., Vassar; A.M., Ph.D., Bryn Mawr; Graduate Study: Sorbonne; Florence;
Mexico; Middlebury.*

* On leave of absence in 1961-62.

D. DONALD FIORILLO

Professor of Sociology

A.B., Clark; M.A., Boston College; Graduate Study: Boston University.

NORMAN B. FLOYD

Professor of History

A.B., Amherst; A.M., Ph.D., Harvard.

ROBERT F. FRIEDMAN

Professor of Biology

B.S. in Ed., A.M., Boston University; A.M., Ph.D., Harvard.

DONALD W. GOODRICH

Professor of Humanities

A.B., Williams; A.M., Harvard; Litt.D., Emerson; Graduate Study: Columbia; Harvard.

MARTIN GROSSACK

Assistant Professor of Psychology

A.B., Northeastern; M.A., Ph.D., Boston University.

*NEILSON C. HANNAY

Professor of English

A.B., A.M., Union; B.D., Auburn; A.M., Ph.D., Harvard; Graduate Study: Glasgow; Halle; Chicago.

FRANCIS E. HANNON

Lecturer in Business Administration

B.B.A., Boston University; LL.B., Boston College.

EDWARD G. HARTMANN

Professor of History

A.B., A.M., Bucknell; B.S. in L.S., Ph.D., Columbia; Graduate Study: Sorbonne; University of Wales.

GEORGE HEIGHO

Assistant Professor of Mathematics

A.B., M.A., Harvard; Graduate Study: Boston University.

JAMES M. HENCHEY

Lecturer in Business Administration

A.B., St. Anselm's; LL.B., Boston University.

WILLIAM F. HOMER

Lecturer in Journalism

A.B., Harvard; Graduate Study: Harvard.

* On leave of absence in 1961-62.

IRWIN L. HOOGHEEM

*Lecturer in Psychology**A.B., Monmouth; Graduate Study: Harvard.*

RUSSELL HOWLAND

*Assistant Professor of Biology**A.B., St. Anselm's; Graduate Study: Fordham, Harvard.*

MARSHALL J. JEANNERO

*Assistant Professor of Economics**A.B., Antioch; London School of Economics; M.A., Fletcher School of Law and Diplomacy (Tufts); Graduate Study: Fletcher School of Law and Diplomacy.*

EMANUEL KAY

*Lecturer in Psychology**B.S., M.A., College of the City of New York; Ph.D., Carnegie Institute of Technology.*

CHASE KIMBALL

*Lecturer in Economics**B.A., LL.B., M.A., Yale; Ph.D., Fletcher School of Law and Diplomacy.*

JOEL LARUS

*Lecturer in Government**A.B., Harvard; M.A., Virginia; LL.B., Michigan; Ph.D., Columbia.*

CHARLES LAW

*Associate Professor of Physical Education**S.B., Springfield; Ed.M., Boston University.*

VERA LEE

*Assistant Professor of Romance Languages**A.B., Russell Sage; M.A., Yale; Graduate Study: Radcliffe; Boston University; Harvard.*

J. HUDSON LEFTIN

*Assistant Professor of Chemistry**A.B., A.M., Boston University.*

LEO LIEBERMAN

*Professor of Psychology**A.B., Ed.M., Ed.D., Harvard; Graduate Study: Harvard; Claremont.*

MARY H. LUCY

*Lecturer in Education**B.S. in Ed., Ed.M., Boston University.*

PETER MACLEAN

*Instructor in Speech**B.S., Emerson.*

RICHARD D. MAEHL

Associate Professor of Chemistry
B.S., Ph.D., Massachusetts Institute of Technology.

JOHN J. MAHONEY

Professor of Business Administration
B.S. in Ed., Ed.M., Boston University; Graduate Study: New York University; Boston College.

PAULA MARKUS

Lecturer in German
A.B., Suffolk.

HORACE F. MARTIN

Lecturer in Chemistry
B.S., Providence; M.S., Rhode Island; Ph.D., Boston University.

JOHN R. MARTUCELLI

Lecturer in Mathematics
B.S., M.S., Massachusetts Institute of Technology.

JOHN J. McCAFFREY

Assistant Professor of English
A.B., Suffolk; M.A., Tufts; Graduate Study: Harvard.

GEORGE H. McKEE

Professor of Languages
A.B., Washington and Lee; A.M., Pittsburgh; Docteur es Lettres, Grenoble; Graduate Study: Paris; Havana; Guatemala; Nancy; Toulouse; Mexico; Besancon; Rennes.

MINOR H. McLAIN

Lecturer in Social Studies
A.B., New Jersey State Teachers College (Montclair); M.A., Ph.D., Boston University.

PHILIP F. MULVEY, JR.

Lecturer in Radiobiology
A.B., Clark; M.A., Bowling Green State University; Ph.D., Buffalo.

ELLA MURPHY

Professor of English
A.B., Smith; A.M., Wisconsin; Ph.D., Iowa State; Graduate Study: Cambridge; Columbia; Middlebury; New York University; Harvard.

WILLIAM E. O'CONNOR

Associate Professor of Business Administration
A.B., Boston College; M.B.A., M.Ed., Harvard; Graduate Study: Harvard; Boston College.

EUGENE J. O'NEIL

*A.B., M.Ed., Ph.D., Boston College.**Associate Professor of English*

FLORENCE R. PETHERICK

*A.B., Calvin Coolidge; A.M., Ph.D., Boston University.**Assistant Professor of Humanities*

ALDEN W. POOLE

*B.S., Boston University.**Lecturer in Journalism*

RICHARD J. RAFFERTY

*B.S., M.S., Boston College; Graduate Study: Boston University.**Instructor in Physics and Mathematics*

LAURENCE V. RAND

*A.B., Suffolk; M.A., Boston University.**Associate Professor of Government*

HARALD A. T. REICHE

*A.B., A.M., Ph.D., Harvard.**Lecturer in Humanities*

LAURENCE M. RING

*A.B., Leland Stanford; LL.B., Boston University.**Lecturer in Government*

EDWARD ROLFE

*B.Sc., London (England) University; M.S., Massachusetts Institute of Technology.**Lecturer in Physics*

STANLEY P. ROSENZWEIG

*B.S., M.A., City College, New York; Ph.D., Michigan State.**Lecturer in Psychology*

WILLIAM S. SAHAKIAN

*S.B., Northeastern; S.T.B., Ph.D., Boston University; D.Sc., Curry College; Graduate Study: Harvard.**Professor of Philosophy and Psychology*

VAHE A. SARAFIAN

*A.B., Harvard; A.M., Ph.D., Boston University; Graduate and Post-Doctoral Studies: University of California at Los Angeles; Chicago.**Assistant Professor of History*

CARMEN A. SARNO

*B.S., Suffolk; Graduate Study: Boston College.**Lecturer in Science*

JOHN C. SHANNON

*B.S., M.A., Boston College.**Instructor in Economics*

CARL D. SMITH

*A.B., A.M., Denver; Graduate Study: Harvard.**Instructor in Psychology*

LOUIS F. SOLANO

*A.B., A.M., Ph.D., Harvard; Graduate Study: University of Paris.**Lecturer in French*

ISRAEL STOLPER

*Adj.A., Harvard; LL.B., Northeastern; A.M., Boston University; Graduate Study: Harvard.**Professor of Government and Economics*

HAROLD M. STONE

*B.S. in Ed., Ed.M., Boston University; Graduate Study: Boston College.**Professor of Accounting*

JOSEPH H. STRAIN

*A.B., Suffolk; A.M., Boston College; Ed.D., Harvard; Graduate Study: Tufts; Boston University.**Professor of Educational Administration and Speech*

FRED L. SULLIVAN

*B.S. in B.A., Suffolk.**Associate Professor of Accounting*

JOHN L. SULLIVAN

*A.B., M.A., Boston College.**Lecturer in Sociology*

DONALD M. UNGER

*A.B., Dartmouth; A.M.T., Ed.D., Harvard.**Professor of Education*

STANLEY M. VOGEL

*A.B., New York University; A.M., Yale; Ph.D., Yale; Graduate Study: Oxford; Harvard.**Professor of English*

*ARTHUR J. WEST II

*B.S., M.A. in Ed., Suffolk; Graduate Study: Boston College; Boston University; Arizona State University; New Hampshire.**Assistant Professor of Biology*

* On leave of absence in 1961-62.

CHARLES W. WHITE

Lecturer in English

B.S., Boston University; M.A., Tufts; Graduate Study: Harvard.

JOHN M. WHITE

Lecturer in Education

A.B., Colby; M.A., Maine; Ed.M., Harvard; Graduate Study: Harvard.

JAMES H. WILSON

Lecturer in Sociology and Psychology

A.B., Notre Dame; M.S., Chicago; Ph.D., Ottawa.

FACULTY STANDING COMMITTEES FOR 1961-1962

COMMITTEE ON EXCESS COURSES:

Chairman: Dr. Vogel. *Members:* Dr. Archon Mr. Donahue, Mr. Jeannero.

COMMITTEE ON ACADEMIC STANDING:

Chairman: Dr. Hartmann. *Members:* Mr. Jeannero, Dr. Lieberman, Mr. Mahoney, Dr. Murphy, Dr. Sahakian.

GRADUATE COMMITTEE:

Chairman: Dr. Unger. *Members:* Dr. Maehl, Dr. Floyd, Mr. Mahoney, Dr. Vogel.

LIBRARY COMMITTEE:

Chairman: Dr. Hartmann. *Members:* Mr. Heigho, Mr. Howland, Mr. Stone, Dr. Vogel.

DISCIPLINE COMMITTEE:

Chairman: Dr. Floyd. *Members:* Dr. Archon, Mr. C. Smith, Mr. Rand.

CURRICULUM COMMITTEE:

Chairman: Dr. Floyd. *Members:* Mr. Burton, Mr. Connors, Mr. Donahue, Dr. Fehrer, Mr. Fiorillo, Mr. Howland, Mr. Stolper.

COMMITTEE ON THE EVENING DIVISION:

Chairman: Dr. Strain. *Members:* Dr. Archon, Mr. Deane, Mr. Howland, Mr. Rand, Dr. Sarafian.

COMMITTEE ON ADMISSIONS POLICY:

Chairman: Dr. Lieberman. *Members:* Mr. Burton, Dr. Hartmann, Mr. Stone, Dr. Vogel.

NEWTON-WELLESLEY HOSPITAL SCHOOL OF
MEDICAL TECHNOLOGY

Faculty 1961-1962

DAVID SKINNER

Director; Lecturer in Pathology
B.A., Carleton College; M.D., Harvard Medical School; Diplomate of
American Board of Pathology in Clinical Pathology and Anatomical Path-
ology.

ARTHUR E. O'DEA

Associate Director; Lecturer in Pathology
University of Notre Dame; M.D., University of Buffalo; Diplomate of
American Board of Pathology in Anatomical Pathology and Forensic Path-
ology.

JOHN H. MEEKER

Assistant Director; Lecturer in Pathology
B.A., Drew University; M.D., George Washington University; Diplomate
of American Board of Pathology in Anatomical Pathology.

JANET C. SARGENT

Technical Director; Instructor in Hematology and Clinical Microscopy
B.S., University of Massachusetts; M.T. (ASCP), Simmons College.

CONCETTA L. MARTINO

Registrar; Instructor in Office Management
A.A., Mount Ida College.

JOHN CIACCHELLA

Instructor in Microbiology
B.S., Boston University; M.T. (ASCP).

MARGARET E. HILL

Instructor in Blood Bank and Bacteriology
A.A., Lasell Junior College; Boston Dispensary.

ROBERT B. BARTON

Instructor in Blood Bank
B.S., Northeastern University.

LOUISE B. TALBOT

Instructor in Chemistry
B.A., Boston University; Newton-Wellesley Hospital.

JENNIE P. ANDREASSEN

Instructor in Histologic Technique
Massachusetts Memorial Hospitals.

ADMISSION

ADMISSION TO THE FRESHMAN CLASS

Suffolk University invites all high school graduates, both men and women, who believe they can qualify for college study, to apply for admission to the Freshman Class. In each case the Admission Committee will consider every type of evidence that bears on the applicant's fitness to do college work. The Committee gives much weight to the recommendation of the applicant's high school principal. The Committee desires to determine each candidate's ability to be successful in his college studies rather than to insist upon a rigid pattern of college preparatory units.

Applicants for admission to the Freshman Class in all undergraduate departments are expected to provide satisfactory evidence of college preparation and high school graduation or its equivalent. In addition, all Freshman applicants are required to take the Scholastic Aptitude Test offered by the College Entrance Examination Board, and they must request that their scores on this test be sent to the Director of Admissions, Suffolk University. Other aptitude tests may be administered at Suffolk University for admissions, placement, or counseling purposes.

While no specific distribution of college preparatory units is prescribed, it is recommended that applicants complete four units of English and at least eight units by a combination of ancient or modern languages, mathematics, biological or physical sciences, and history or other social studies. An additional three units to make a total of fifteen units may be earned in standard college preparatory subjects or through major courses in the arts and in commerce. Each applicant's admission is treated on its merits and in relation to the course of study he or she expects to undertake in college.

CONDITIONAL ADMISSION

Applicants may be admitted also subject to conditions. If admitted on a conditional basis, a student may usually qualify as a degree candidate after one year. To qualify, such a student is expected to complete the amount and quality of work stipulated in his letter of acceptance. Courses taken by a conditioned student may be credited toward degree requirements, provided the student later qualifies as a degree candidate.

APPLICATION

Correspondence regarding admission should be addressed to the Director of Admissions, Suffolk University, 20 Derne St., Boston, Massachusetts. Each applicant must file an application with the Director of Admissions. The application must be accompanied by a check or money order for \$10.00 made payable to Suffolk University. *This application fee is not refunded regardless of the disposition of the student's request for admission.*

ADMISSION TO ADVANCED UNDERGRADUATE STANDING.

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

1. The Registrar of the institution previously attended must send a certificate of honorable dismissal direct to the Director of Admissions 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, and a statement of the units accepted for entrance. Transcripts of such work are desired at the time of application or very soon afterwards. Grade reports, diplomas, or lists of credits SUBMITTED BY THE APPLICANT will not be accepted as a basis for granting advanced standing.

3. If the transcript does not show descriptive course titles, a catalog of the college for 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 be satisfied 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 Academic Standing Committee reserves the right to require him to make up such deficiencies prior to graduation and may cancel or reduce his advanced standing.

7. The last thirty semester hours in any degree program must be earned at this institution.

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 may be refused if such student does not meet the required scholastic standing.

RULES FOR REGISTRATION AND ATTENDANCE

REGISTRATION PROCEDURE

All new students are required to file applications as much in advance of Registration Day as possible. From November to April are the desirable months to request admission to the Fall Semester, although some students may be admitted in September. On Registration Day students whose applications for admission have been accepted will make out registration and Bursar's cards, and secure lecture schedules prior to the opening of classes.

Veteran students should file a Certificate of Eligibility and Entitlement with the Bursar on or before 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 Bursar at their earliest convenience.

REGISTRATION LIMITS

Except in special cases, no registration will be accepted after the first full week in any semester. Credit will not be given for a course in which a student has not formally registered. A late registration fee of five dollars will be required of all students who register after the first day on which classes are held in any semester or summer session.

LECTURE HOURS

Individual schedules of courses, showing hours and room assignments, will be made prior to each semester 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 AND EXCESSIVE ABSENCE

All students are expected to attend all lectures in every course for which they are registered. An instructor may request the Registrar to drop from a course any student who absents himself excessively and without acceptable explanation.

PHYSICAL EDUCATION

Physical education is required of all students during their first year, with the exception of those who have had active military service. 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.

ABSENCE FROM FINAL EXAMINATIONS

Only when incapacitating illness or other emergency makes attendance at a final examination impossible may a make-up examination be requested. The request should be made promptly (within one week) by writing the Registrar. Medical certificate or other verification should accompany the request. Authorized make-up examinations must be taken no later than the next succeeding semester. For fee, see p. 25. A student who has completed a course with a grade of "F" is not eligible for a make-up examination.

STUDENT DISCIPLINE

Thoughtful behavior and good manners are 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. Breaches of good conduct will be the concern of the appropriate officers or committees of the College.

NORMAL FULL PROGRAM

A program of five courses is considered a full load for a student in any semester of his college career. With the time recommended to be spent in preparation (a minimum of two hours of preparation for each class meeting), this normal program should keep the full-time student busy forty-five hours per week if he is to do acceptable college work. Permission to take a sixth course may be given only by the Committee on Excess Courses.

EXCESS COURSES AND CREDITS

Any course, in addition to the normal five courses, is an excess course. For compelling reasons, such as the need to make up a condition or a failed course, a student may be given special permission to register for a sixth course under the following conditions:

All students during their first two full semesters in college, exclusive of summer sessions, are limited to five courses. These five courses shall include any courses taken to make up deficiencies.

A student who has been in attendance at Suffolk two full semesters or more may, with the permission of the Committee on Excess Courses, take one additional course, provided that his honor point average during his previous semester was 1.50 or better.

In all cases permission to taken an additional course must be obtained in advance from the Committee on Excess Courses.

Application for the additional course should be made at the Registrar's Office at the time the student is planning his program in advance of Registration Day.

Summer Session students at Suffolk will ordinarily be limited to a program of three courses.

Excess credits in regular courses are not permitted except in the case of seniors who must meet an emergency involving graduation credits. In such circumstances the student must petition the Committee on Excess Courses.

WITHDRAWAL FROM COLLEGE

If it becomes necessary for a student to withdraw from college, he is expected to give notice by coming in person to the Dean's Office. When circumstances prevent this, he or his parents are asked to write to the Dean of College concerning the reason that requires him to leave college.

CREDITS EARNED AT OTHER SUMMER SESSIONS

Suffolk students who attend summer sessions in other colleges and universities must obtain permission to do so in advance in order to insure acceptance of their credits. The number of transfer credits will be limited to one credit for each week of summer session attendance. Credit will be withheld unless the course work is completed with a grade of "C" or better, where "D" is the lowest passing grade. Credits earned at summer sessions in other institutions may not be counted a part of the work of the Senior Year (last 30 semester hours) in any Suffolk degree program.

TUITION AND FEES

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

APPLICATION

Applications for admission to any undergraduate or graduate department must be accompanied by an application fee of \$10. 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 regardless of the disposition of the student's request for admission. 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 application fee.

TUITION

Students attending classes at the University are charged at the rate of \$28 per semester hour. The tuition charge is \$800 for a full program of 30-32 semester hours for the academic year, when enrolled for at the rate of 14, 15, or 16 semester hours per semester. While the tuition and

fees for each semester are due at the time of registration, students who find it necessary may arrange for a deferred tuition payment plan as follows: one-half of the total tuition and fee charges for the semester should be paid at the time of registration; one-fourth of the total charges should be paid within one month after the opening date of the semester; and the final one-fourth of the total charges should be paid within two months after the opening date of the semester. The students who take advantage of the deferred tuition payment plan will be required to pay \$5 per semester in addition to the regular tuition and fees. An appropriate plan similar to this will be worked out for students enrolled in the Summer Session.

A student, who is given permission to take an extra course leading to a total of more than 16 semester hours of credit in one semester, will be charged \$28 for each extra hour. Part-time Evening or Adult Education tuition is based on the same charge of \$28 a semester hour. The tuition for each semester or session is due at the time of registration.

Tuition for students enrolled in extension courses will be charged at the rate of \$28 per semester hour credit in those courses.

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

NON-CREDIT COURSE FEE

A fee at the rate of \$28 for each equivalent semester hour is charged for courses which carry no credit toward graduation. These courses may be the various remedial courses and courses to make up secondary school deficiencies.

LABORATORY FEE

Students taking regular laboratory courses in Biology will pay a laboratory fee of \$25 per year for each course; in Physics, \$20; and in Chemistry, \$30. These figures are for the academic year, one-half of the fee being payable at the beginning of each semester. The laboratory fees in Science 1.1-1.2 and in Experimental Psychology are \$5 per 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 will be charged for each special examination. Special make-up examinations will be given to those who, for sufficient cause,

have been absent from semester examinations. *A student must make a written request to the Registrar setting forth the reasons why the privilege of a special examination should be granted, within one week after the date on which the examination was scheduled.* Students under twenty-one must submit letters from their parents or guardians. See "Absence from Final Examinations," p. 22.

The grade "F" is a grade given for the work of a course and, therefore, cannot be removed by special examination.

GRADUATION FEE

The graduation fee, including diploma, is \$25. It is due and payable one month prior to graduation.

CERTIFICATE FEE

A fee of \$5 is charged all students to whom an Associate certificate is awarded.

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 will be made. *Requests for transcripts should be made in writing at least one week in advance of the date on which a transcript is desired.*

LATE REGISTRATION FEE

A fee of \$5 is charged to any student who registers after the first day on which classes are held in any semester or summer session.

CHANGE OF COURSE FEE

A fee of \$2 is charged to any student who requests a change of course after classes have commenced in any semester or summer session.

WITHDRAWALS AND REFUNDS

Students who are obliged to withdraw before the end of the Fall or the Spring semester may, on approval of the Registrar and the Bursar of the University, receive a partial refund of the tuition fee paid. (See "Withdrawal from College," p. 24). The refunds may be made according to the following schedule:

Withdrawal notice filed and approved within

	Tuition Refunded
One week of opening of semester	80%
Two weeks of opening of semester	60%
Three weeks of opening of semester	40%
Four weeks of opening of semester	20%
After four weeks of opening of semester	0%

The Summer session schedule of refunds is proportional to the length of the session.

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

ACADEMIC STANDING

THE GRADING SYSTEM

All grades will be based on the following marking system:

A 90-100%	F Below 60%
B 80-89%	IP, IF Incomplete passing or failing
C 70-79%	W, WP, WF Withdrawn, withdrawn
D 60-69%	passing or failing

A and B are honor grades; C represents satisfactory work; D is passing without honor points in the Honor Point system of computing student standing; F indicates failure; IP signifies incomplete but passing; IF signifies incomplete and failing; IF may signify that incomplete work has not been made up by a student during his next semester following that in which the course was taken; W signifies withdrawal from a course without prejudice during the first eight weeks of a semester or before the mid-point of a summer session; WP indicates withdrawal during the latter half of a semester or summer session for emergency reasons by a student whose attendance and work have been satisfactory; WF indicates withdrawal during the latter half of a semester or summer session by a student whose attendance and work have been unsatisfactory and carries the same honor point penalty as a grade of F. (See below).

With the exception of "I" grades, all grades are final as reported by instructors at the close of each semester. After the lapse of one semester, a grade of "IF" automatically becomes an "F" and is so marked on the student's record; a grade of "IP," after the same lapse of time, becomes permanent.

HONOR POINT SYSTEM

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, in a 3 semester hour course a grade of A 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 or WF will subtract 3 Honor Points.

SCHOLARSHIP STANDING

In order to be in good standing in the University, a student must maintain an average of 1.00 honor points per semester hour in course work completed at the University. This average is computed by dividing the total of honor points by the total of semester hours. There is a limit to the number of semesters a student can have an honor point average of less than 1.00.

ELIGIBILITY FOR DEGREE

In order to be eligible to receive a degree from the University, a student must have at least one honor point for each semester hour of credit earned in course at the University. Four years is the normal period for earning a bachelor's degree. A maximum of eight years is the limit for completion of part-time or interrupted degree programs.

Transfer students should earn a number of honor points which equals their total hours of credit earned in course at Suffolk University.

Candidates for an Associate certificate will be required to earn a proportion of honor points comparable to the number required for degree candidates.

GRADUATION WITH HONORS

To be eligible for a bachelor's degree with honors, a student is expected to have completed at least the last two years of his bachelor's degree program or its equivalent (60 semester hours) in courses taken in residence at Suffolk University. His standing is determined by the cumulative honor point average of all course work taken at Suffolk University. His degree is awarded with highest honors if his cumulative average is between 2.80 and 3.00 honor points per semester hour, with high honors if his average is between 2.50 and 2.79, and with honors if his average is between 2.00 and 2.49. (See Honor Point System, p. 28, and Dean's List, p. 29).

PROBATION

Any student who, during a semester, earns an average of less than 1.00 honor points per semester hour of work will be placed on academic probation. A student who has been placed on probation will be given until the following semester's final grading period to establish an acceptable honor point average. Failing to achieve the satisfactory average, the student becomes subject to suspension or dismissal from the University.

No student may represent the University 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 because of high scholastic achievement. It is divided into three groups to be designated as follows:

Highest honors will be awarded to all students who receive a scholastic average of between 2.80 and 3.00 honor points per semester hour.

High honors will be awarded to all students who obtain a scholastic average between 2.50 and 2.79 honor points per semester hour.

Honors will be awarded to all students who obtain a scholastic average between 2.00 and 2.49 honor points per semester hour.

Dean's List honors are awarded on a semester basis and are announced as soon as possible after the close of the semester.

In order to be considered for the Dean's List, a student must be in regular attendance during the appropriate semester, and shall have completed a minimum of four courses as a day-time student or at least three courses as an evening student.

REPORTS

Grade reports will be issued to each student soon after the close of each semester. In addition, Freshmen receive tentative reports of their standing after the middle of the Fall and Spring semesters.

CLASSIFICATION OF STUDENTS

Classification of students depends upon the number of semester hours earned prior to the first semester of the current year. Freshman standing is assigned to all those having less than twenty-four semester hours; Sophomore standing, at least twenty-four semester hours; Junior standing, at least fifty-four semester hours; Senior standing, at least eighty-four semester hours.

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 Bank 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, facing 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

Since the University is primarily an urban institution, it does not have regular dormitory facilities. Nevertheless, for its ever increasing out-of-town student body the University is prepared to assist students who do not live at home to find suitable accommodations on Beacon Hill or elsewhere in the vicinity. The University, however, assumes no responsibility for such accommodations.

PLACEMENT BUREAU

The University maintains a Placement Bureau to assist students and graduates in securing part-time or full-time employment. Students who are employed while attending classes are expected to maintain the quality of their classroom work. They should limit their part-time employment each week to hours that will not interfere with their chief objective — success in their college studies.

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. It is open to faculty, students, members of the staff, and alumni.

All books, except those on required reading lists, treatises, 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 overnight to fourteen days. Some books on reserve for special courses must be used in the Library.

The Library is open from 9:00 a.m. to 10:00 p.m., Monday through Friday; and 9:00 a.m. to 5:00 p.m., Saturday 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, physics, and psychology.

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 well-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.

SUFFOLK CANTEEN

The Canteen, in the Recreation Hall, is for the purpose of providing the students and the faculty with a variety of sandwiches, hot coffee, cold milk and other beverages and snacks at reasonable prices.

GUIDANCE

The function of the Guidance Department is to foster the development of the academic and personal potentialities of Suffolk students, with full regard for the special problems of those who must work to support themselves in college. Each student is guided toward vocational and educational objectives which are realistic and appropriate in terms of being personally satisfying and socially useful. They are helped to discover reading or other handicaps to the attainment of their educational, vocational, and personal goals and to plan suitable remedial measures. Remedial programs often include use of community resources such as clinics and family service associations. The Guidance Department uses a wide range of psychological tests of intelligence, aptitudes, achievement, interests, values, and adjustment; libraries of educational and occupational information; and research data gathered from studies of

the counseling problems of the Suffolk students as a whole and of the predictive efficiency of the various psychological tests.

An important feature of the Guidance service at Suffolk is the provision of a Student Development Program which is designed to improve the capacities of the student for self-development in college by an integrated program of Reading Development classes, individual counseling and group discussions. The counseling and group discussions are offered by experienced psychologists.

VETERANS COORDINATOR

The Bursar has been appointed to act in liaison between veteran students under Public Laws 550, 634, and 894 and the Veterans' Administration. Years of experience since World War II have made her familiar with the problems that constantly confront veterans. In addition, a representative of the Veterans' Administration, the Training Officer, is available to veteran students who attend under Public Law 894.

DAY AND EVENING DIVISIONS

Although Suffolk University is open to all qualified 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 the day or the evening division.

In addition to regular undergraduate courses in the evening division, Suffolk University has established 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 Evening Division section of this bulletin.

SATURDAY CLASSES

In 1955 a limited program of courses was first offered on Saturday mornings. The number of such courses offered on Saturdays has steadily increased since that time. These courses are open to day or evening students who are registered in any bachelor's or master's degree program, or who attend as special students.

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. 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 organiza-

tion, meetings, public performance, etc. The following activities are open to all qualified students in the University:

ATHLETICS

Suffolk University has representative teams in Baseball, Basketball, Golf, and Tennis. Suffolk is a member of the National Collegiate Athletic Association and of the New England College Conference for Athletics.

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.

DEBATING SOCIETY

This club is organized for the purpose of developing and mastering the various techniques of argumentation. Members may participate in 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.

DELTA SIGMA PI

Delta Sigma Pi is an international professional fraternity organized to foster the study of business in universities and formulated to encourage scholarship and association of students for their mutual advancement by research and practice; to promote a closer affiliation between the commercial world and students of commerce in order to further a higher standard of commercial ethics as well as the civic and commercial welfare of the community.

EDUCATION ASSOCIATION

Membership in the Education Association is open to all students and members of the Faculty and Administration at Suffolk University. The Association endeavors to stimulate and widen the study of education and to promote social life and more complete acquaintanceship among students and faculty through such activities as teas, panels, speakers, and discussion groups.

UNIVERSITY THEATER AND DRAMATIC WORK SHOP

Participation in the various functions within the University Theater and Dramatic Work Shop, 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.

FRENCH CLUB

The French Club seeks to promote an interest in the study of the French language. The program of the year includes meetings to encourage the speaking of French and the singing of French songs. French speakers are invited to address the Club. Groups of students attend French musicals and other outside activities.

GAMMA SIGMA UPSILON

Gamma Sigma Upsilon is an organization to further the general interests of the women students of the University and to foster friendship among the members of the society. Among the various activities this organization sponsors are an Annual Mother and Daughter Tea, the provision of Big Sisters for the incoming Freshmen girls, and an Athletic Program held at the Boston YWCA. This program provides instruction in tennis, swimming, and other sports.

GERMAN CLUB

The German Club promotes an interest in German culture, particularly in literature and language. Group activities include singing of folk songs, short talks on German-speaking lands, German writers, composers, and artists. Slides, photographs, and film strips supplement the discussions. German meals, films, and plays are occasionally attended by the group.

HUMANITIES CLUB

The Humanities Club has been organized to stimulate and encourage a better appreciation of the arts. The club attempts to provide a well-rounded program to meet the interests of all. Programs include talks, museum visits, and discussions concerned with ancient cultures, modern foreign cultures, and our own American culture.

This club serves as a fine supplement to Humanities courses. Students have an opportunity to see some of the famous examples of art and architecture and to participate in discussions of ideas which they are studying in their courses. Although the primary objective of the club is cultural, it affords social activities which are equally enjoyable.

MARKETING CLUB (AMA)

The Marketing Club (formerly known as Business Club) has been affiliated with the American Marketing Association since 1951.

Activities of the club customarily include: lectures by prominent personalities on contemporary topics; field trips to business establishments

in Eastern Massachusetts; one or two annual banquets featuring a prominent speaker; annual field trip to New York; participation in an annual Regional Student Marketing Conference sponsored by AMA student chapters in New England universities; appropriate awards to deserving students.

NEWMAN CLUB

The Newman Club is an organization open to all Catholic students at Suffolk. The club has a threefold purpose: spiritual, social, and intellectual. Spiritually, its efforts are directed toward increasing the religious activity of the individual member. Socially, the club endeavors to give the student an opportunity to experience Christian social living. This includes not only dances or "boy-girl" socials, but any gathering of the members. Intellectually, the club sponsors various talks and discussions by prominent clergy and lay leaders in an effort to assist the student in learning to apply his religious training to his daily life, his professional activity, and to the important issues of the day.

One of the major activities is the sponsoring of a Mass at the University on all Holydays that fall on a school day. The club also publishes a monthly newsletter for the members.

THE ORTHODOX CLUB

The Orthodox Club is an organization open to all Christian Orthodox students at Suffolk University. Its main purpose is to enlighten Orthodox students about their religious and cultural background. The club's activities include lectures, social functions, and visits to religious institutions.

PHI BETA CHI FRATERNITY

The Phi Beta Chi Fraternity is a national honorary fraternity organized to give recognition to high honor students in natural science; to stimulate the members to the attainment of high standards of excellence in their regular course work; and to acquaint its members with the unsolved problems of science and to cultivate an interest in investigation.

POLITICAL SCIENCE CLUB

The Political Science Club has been organized for the purpose of promoting a more active and inquiring attitude toward political affairs. Club programs include guest speakers, group discussions, debates, and special field trips. Membership is open to all students and is especially recommended for those having a Government major or minor.

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 course in psychology in order to have a better understanding of the activity's normal function.

SCIENCE CLUB

The Science Club at Suffolk University was formed to give the student who is interested in all aspects of science a chance to develop his interests. Prominent speakers are invited to give lectures on special topics so that students may become acquainted with various aspects and problems of science. Field trips are planned and affiliation with the Boston Museum of Science has given the students a chance to work on exhibits. Students majoring in a science are able to round off their classroom studies. This activity, however, is not restricted to science majors, but is open to all students interested in things scientific.

SOCIETY FOR ADVANCEMENT OF MANAGEMENT

Students of economics and business administration and others with a sincere interest in the art and science of management may apply for membership in the S. U. Chapter of S. A. M. The Society for Advancement of Management is the recognized national professional organization of management in industry, commerce, government, and education, and is the pioneer in management policy.

Through chapters in leading colleges, the University Division endeavors to strengthen management education and further the growth of all students. The basic objectives of the University program are to bring together executives in business and students preparing for business, and to provide students with the opportunity to participate in the functions and activities of management. The objectives are accomplished through meetings, conferences, news bulletins, magazines, seminars, round tables, and plant visits.

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.

STUDENT GOVERNMENT

The Student Government 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. It serves with an appointed faculty committee in the consideration and solution of problems presented by the administration and by the students. The Student Government has been most successful in its work of serving both the students and the administration in establishing and maintaining cooperation and good spirit.

SUFFOLK ISRAELITES

The Suffolk Israelites is a club open to all Jewish students attending classes at Suffolk University. The organization encourages the advancement of the cultural, religious, and educational aspects of Judaism. It also promotes social functions and engages guest lecturers on a wide range of religious and secular subjects. The object of the club is threefold in that it attempts to acquaint the student with his cultural heritage; promote a better understanding of social values; help the student adapt himself to college life in order that he may get the most out of it.

SUFFOLK JOURNAL

The Suffolk Journal 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.

Varsity Club

Anyone who has earned his letter in a University-recognized sport such as Baseball, Basketball, Golf, and Tennis is eligible for membership in the Varsity Club. Social activities are included with all sports programs.

VETERANS ORGANIZATION

The Veterans Organization is open to all students who have served on active duty for a minimum of six months. The organization's primary purpose is to aid and guide the student in matters dealing with Veteran's rights and benefits. A secondary purpose is that of a social organization; the club holds parties and dances throughout the academic year, attempts to work closely with the school administration and the student government in setting student policies.

SCHOLARSHIPS, ASSISTANTSHIPS AND LOANS

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 worthy and needy students. The Registrar, the chairman of the Scholarship committee, is in charge of the administration of scholarships and other aids. Inquiries should be directed to him.

Trustee Scholarship: Approximately thirty-five 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 New England school systems. Information concerning these awards may be obtained from school Headmasters or Principals.

Assistantships: Each year a few Senior students are appointed as laboratory assistants in Accounting, Biology, Chemistry, Physics, Psychology and Science. The stipends for this type of service vary with the amount of time such laboratory assistants are asked to give.

Trustee Graduate Fellowship: To encourage graduate work among Suffolk students, the trustees of Suffolk University established in 1960 a graduate fellowship to be granted annually to an exceptionally able member of the graduating class. The fellowship will cover graduate tuition at a well-recognized graduate school plus an allowance for living expenses. The student must be specially recommended by his major professors, he must be accepted for full-time graduate work by a well-recognized graduate school, and he must be someone who would not be able to go to graduate school without this financial assistance. If there is no suitable candidate in the graduating class in any one year, the fellowship may be cumulative or be given to a graduate of a previous year. The student will be selected by the Dean and a representative faculty committee upon recommendations made by the faculty as a whole.

Albert K. Sheldon Loan Fund: The members of the family of the late Mr. Albert K. Sheldon in 1955 established a loan fund. Students who have attended classes at the University for one or more semesters may apply either to the Dean or to the Bursar for limited amounts of aid from this fund.

Elizabeth Young Munce Loan Fund: In January, 1957, the Elizabeth Young Munce Loan Fund was established through gifts of students, faculty, staff, and others who desired to honor the wife of the President of the University, Robert J. Munce. Students may request assistance from this loan fund by applying to the Bursar. Loans from this fund are usually small and granted for short periods of time.

National Defense Student Loan Fund: During the Spring Semester 1959 a loan fund was established at Suffolk University under Title II of the National Defense Education Act of 1958. Full-time students, either undergraduate or graduate, are eligible for substantial annual loans from this fund to be used to help defray tuition or other costs associated with college attendance. The rules under which National Defense Loans are granted stipulate that the applicant must prove financial need and must be capable of maintaining good academic standing in college. Special consideration is given to superior students who are planning to be teachers in elementary or secondary schools and to students with superior capacity in foreign languages, mathematics, or science. Application blanks for these loans may be obtained at the Bursar's Office.

SUMMER SESSIONS

Two Summer Sessions, one of eight weeks and the other of six weeks for Teachers in Service, are planned to provide instruction at undergraduate and at graduate level for:

Students regularly enrolled in the University who wish to shorten the period of study for a degree.

Teachers in Service who want to strengthen their professional background.

Students who are entering the University for the first time and who do not want to wait until the beginning of the Fall Semester.

Students who need to reduce entrance conditions and those who desire to repeat courses failed during the regular sessions or to take substitute courses.

A student who attends Summer Session may earn a maximum of nine semester hours credit — or the equivalent of three-fifths of a semester's work in the Day Division, or six semester hours credit in the Evening Division.

The courses are taught by the regular members of the University Faculty, who repeat in the summer the courses they teach during the Fall and Spring semesters.

SUFFOLK UNIVERSITY

OFFICE OF ALUMNI RELATIONS

HIRAM J. ARCHER, Esquire,
Director

GEORGE A. HIGLEY, B.S. 1954;
M.A. in Ed. 1955, *Alumni Secretary*

GENERAL ALUMNI ASSOCIATION
OF SUFFOLK UNIVERSITY

OFFICERS

ALBERT L. HUTTON, JR., LL.B., 1955	<i>President</i>
JOHN MCCARTHY, B.S. in B.A., 1949	<i>Vice-President</i>
JOHN NORTON, B.S. in G.S., 1955	<i>Treasurer</i>
LYDIA CORSO, B.A., 1950	<i>Secretary</i>

BOARD OF TRUSTEES

	TERM EXPIRES
ALBERT L. HUTTON, JR., LL.B., 1955	1962
JOHN J. MCCARTHY, B.S. in B.A., 1949	1962
JOHN NORTON, B.S. in G.S., 1955	1962
JOHN CLEMENTS, B.S., 1951	1963
GERALD S. COHEN, B.A., 1959	1963
MILTON WOLK, B.S. in B.A., 1958	1963
PAUL G. BUCHANAN, B.S., 1950; M.A. in Ed., 1951	1964
LYDIA CORSO, B.A., 1950	1964
ARTHUR A. WALKER, B.S., 1957	1964

MEMBERSHIP

The General Alumni Association of Suffolk University is an organization whose membership is made up of all degree holders and former students of Suffolk University. A complete file is maintained of all former students. This 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.

SECTION A

DAYTIME COURSES OF STUDY

Degrees and Requirements

LIBERAL ARTS AND SCIENCES

The degrees of Bachelor of Arts and Bachelor of Science are offered in the College of Liberal Arts. Major and minor requirements for these degrees may be completed in the following fields of study:

Biology	Medical Technology
Chemistry	Philosophy
Economics	Pre-Legal*
Education	Pre-Medical and Pre-Dental
English	Psychology
French	Romance Languages
Government	Science
History	Sociology
Mathematics	Spanish

* See *Six-year Combined College-Law Degree* (p. 60)

Every student in the College of Liberal Arts must select a field for concentrated study. He is expected to make his selection of a major interest prior to the beginning of his junior year, so that he will have sufficient time to meet all of the requirements without delaying his graduation. The student will find it decidedly to his advantage if he can make the choice of his major at the beginning of his Sophomore year.

At the same time a field of minor interest, contributory to the major, should be determined. The advisor for the major will assist the student in making his choice.

In general the requirements for a major are satisfied by the completion of thirty semester hours of course work in one department. Some departmental advisors may prescribe specific courses to be included in the thirty semester hour group.

Credits in a closely allied department may be counted as part of the major with the written consent of the head of the department. Not more than 16 semester courses may be taken in any one department. Certain introductory courses are not to be counted as a major requirement. The student should consult the course statement in the departmental description of the courses.

The requirements for a minor in a department are satisfied by the completion of eighteen semester hours of course work in the department. Normally the advisor on major study acts also as the advisor on minor study, since he is aware of the appropriateness of courses in other departments.

The specific requirements for the major and for the minor in each department are listed under the department heading in the section of the catalogue on courses of instruction.

To qualify in foreign language for the A.B. degree the student should fulfill one of three alternatives:

1. Earn 12 semester hours of college credit in one foreign language.
2. Complete 6 semester hours in a foreign language course numbered 2.1 or higher, after having been enrolled at that level because of the results of a placement test.
3. Pass a special advanced reading examination.

All candidates for the B.S. degree are required to complete at least six semester hours of college mathematics.

All candidates for either the A.B. or the B.S. degree are required to complete six semester hours of History of English Literature — usually taken during the Sophomore year.

SUMMARY OF A.B. OR B.S. DEGREE REQUIREMENTS

	A.B.	B.S.
Required Freshman Courses	24	24
Science	8	8
English 2.7-2.8	6	6
Major Courses (Minimum)	30	30
Minor Courses (Minimum)	18	18
*Foreign Language	12	—
Mathematics	—	6
Electives	22	28
Total	120	120

* The faculty of the modern language departments may be called on to administer achievement tests in French, German, or Spanish to determine the appropriate level at which the student should begin language study at the University. These achievement tests are designed to benefit the student and are in no way to be interpreted as a penalty.

Freshman Year¹

Freshman candidates for the degree of A.B. or B.S. are normally expected to include the Humanities, Freshman Composition, the History of Western Europe, and Social Studies in their programs. Freshman candidates for the degree of A.B. must also include one of the foreign language courses in their schedules. Freshman candidates for the B.S. degree must include Mathematics.

<i>Courses²</i>	<i>Semester Hours</i>
English 1.1-1.2	6
History 1.1-1.2	6
Humanities 1.1-1.2	6
Foreign Language (A.B. Candidates)	6
Mathematics (B.S. Candidates; Mathematics and Science Majors)	
Biol. or Chem. 1.1-1.2 (Science Majors)	8-6
Social Studies 1.1-1.2 (All other Majors)	
Physical Education	—

Sophomore Year

<i>Courses</i>	<i>Semester Hours</i>
One Major Course	6
One Minor Course	6
English 2.7-2.8	6
Language (A.B. Candidates) ³	6-10
Science (B.S. Candidates) ⁴	
Elective Course	6

¹ All students in their Freshman year are required to take 2 semesters of Physical Education, unless they are veterans or unless they are excused by the Director of Student Health.

² The 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.

³ The student must complete 12 semester hours in the same language or establish equivalent reading knowledge by examination. See also page 42.

⁴ If B.S. degree is chosen, the student must complete eight or ten semester hours of a laboratory science in the Sophomore year if his major is in a department other than science.

SUFFOLK UNIVERSITY

Junior Year

<i>Courses²</i>	<i>Semester Hours</i>
Science 1.1-1.2 (A.B. Candidates)	6-10
Electives (B.S. Candidates)	
Choose courses in major and minor fields so as to complete 18 semes- ter hours in major and 12 semester hours in minor by end of junior year.	
Complete program with electives.	24

Senior Year

<i>Courses</i>	<i>Semester Hours</i>
Choose courses in major and minor fields so as to complete 30 semes- ter hours and other department require- ments in major and 18 semester hours in minor by end of senior year.	
Choose electives for bal- ance of 30 hours.	30

CURRICULA IN EDUCATION

The curricula for teacher training are planned to enable students in this program to meet the requirements for certification for teaching in the Commonwealth of Massachusetts. They are constructed in accord with what is considered desirable preparation for teaching positions. They go beyond the minimum requirements of the State Department of Education.

Those wishing to teach in states other than Massachusetts should write directly to the Education Department of that state for a list of the requirements. The Education Department of the College will assist the student in interpreting the requirements.

Elementary School Teaching (Grades 1-6)

This plan is a special variation of the regular liberal arts college course. It may lead to either a B.S. or an A.B. degree, both degrees with the major in elementary education and with a special background minor in the social sciences. The best way to follow this program is to complete, year by year, the requirements as indicated in this table. (*A student who wishes to obtain an A.B. degree instead of a B.S. degree will begin a foreign language in the Freshman year in place of Science or Social Studies 1.1-1.2 which can then be taken in the Junior year*).

<i>Freshman</i>	<i>Sem. Hrs.</i>	<i>Sophomore</i>	<i>Sem. Hrs.</i>
English 1.1-1.2	6	English 2.7-2.8	6
History 1.1-1.2	6	History 2.3-2.4	6
Humanities 1.1-1.2	6	Education 2.1-2.2	6
Social Studies 1.1-1.2	6	Psych. 1.1-1.2	6
Biology 1.1-1.2 or		Speech***	3
Science 1.1-1.2	8	Elective (non-education)***	3
<i>Junior</i>	<i>Sem. Hrs.</i>	<i>Senior</i>	<i>Sem. Hrs.</i>
Psychology 2.5	3	Education 4.20	6
Special Elementary Methods	9	Special Elementary Methods	9
Minor courses**	6	Minor courses**	6*
English 2.5-2.6	6	Electives (non-education)	6*
Electives (non-education)	6	Electives (free)	6

* To be taken in the semester during which student teaching (Education 4.20) is not in progress.

**Minor courses from which the special minor for elementary teachers may be chosen:

Psych. 1.1-1.2	6 Sem. Hrs.
Sociology	3 Sem. Hrs.
Government	3 Sem. Hrs.
Economics	3 Sem. Hrs.

plus 3 additional hours in any one of these areas.

} Advisor
approval
required

*** Foreign language should be elected here by candidates for the A.B. degree.

Secondary School (Junior-Senior High) Teaching
(except in business education)

This plan will lead either to an A.B. or to a B.S. degree with the major in a teaching field and with two minors—one in professional education and one in a second teaching field. The A.B. degree is recommended for most high school teachers. The best way to follow this program is to complete, year by year, the requirements as indicated in this table. (To be a teacher of high school science, a student will take a special selection of Freshman courses and will act on advice given by the science department in upper class years).

All liberal art majors
except science:

Science or Mathematics* majors:

<i>Freshman</i>	<i>Sem. Hrs.</i>	<i>Freshman</i>	<i>Sem. Hrs.</i>
English 1.1-1.2	6	English 1.1-1.2	6
History 1.1-1.2	6	History 1.1-1.2	6
Humanities 1.1-1.2	6	Chemistry 1.1-1.2	8
Social Studies 1.1-1.2	6	Mathematics 1.3-1.4	6
Foreign Language 1.1-1.2	6	[Biology 1.1-1.2 (Biol. majors)	8
		[Social Studies 1.1-1.2	or
		(Chem. or Math. majors)	6
 <i>Sophomore</i>	 <i>Sem. Hrs.</i>	 <i>Sophomore</i>	 <i>Sem. Hrs.</i>
English 2.7-2.8	6	English 2.7-2.8	6
Foreign Language 2.1-2.2	6	Humanities 1.1-1.2	6
Major (Teaching subject)	12	Chemistry 2.1	4
Psychology 1.1-1.2	6	Biology teachers only:	
		Biology 2.1	4
		Social Studies 1.1-1.2	6
		Psych. 1.1	3
		Chemistry teachers only:	
		Chemistry 2.2	4
		Electives	3
		Psych. 1.1-1.2	6
 <i>Junior</i>	 <i>Sem. Hrs.</i>	 <i>Junior</i>	 <i>Sem. Hrs.</i>
Biology 1.1-1.2 or Science 1.1-1.2	8	Major courses (Biol. or Chem.)	16
Major (teaching subject)	12	Physics 1.1-1.2	8
Minor (teaching subject)	6	Education 2.1-2.2	6
Education 2.1-2.2	6		

* A student who plans to major in Mathematics must include Mathematics 1.3-1.4 in Freshman year and is advised to consult both Mathematics and Education advisors about the rest of his program.

DAYTIME COURSES

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<i>Senior</i>	<i>Sem. Hrs.</i>	<i>Senior</i>	<i>Sem. Hrs.</i>
Major (teaching subject)*	6	Major or elective course*	4-3
Minor (teaching subject)*	6	Education 4.16-4.17	6
Education 4.16-4.17	6	Education 4.21	6
Education 4.21	6	Psychology 2.6	3
Psychology 2.6	3	Electives (science, humanities, or social studies) to make final total of 120 sem. hrs.)**	
Speech	3		

* Senior year to be so planned that one semester will be devoted to 12 semester hours in "Teaching Subjects," (or "Teaching Subject") and electives in case of a science major plus one other education course; the other semester should be devoted to student teaching, other professional training in education, and any electives needed or desired for graduation credit.

** At least one of these electives to be in Speech.

Secondary School (Junior-Senior High) Teaching in Social Studies

This is a plan for those students who wish to prepare themselves to teach the social studies on the secondary level. The student should select the courses listed in this table. The plan leads to an A.B. with a specialized major in Social Studies and a minor in Education.*

<i>Freshman</i>	<i>Sem. Hrs.</i>	<i>Sophomore</i>	<i>Sem. Hrs.</i>
English 1.1-1.2	6	English 2.7-2.8	6
History 1.1-1.2	6	Foreign Language 2.1-2.2	6
Humanities 1.1-1.2	6	History 2.3-2.4	6
Social Studies 1.1-1.2	6	Psychology 1.1-1.2	6
Foreign Language 1.1-1.2	6	Government 1.1-1.2	6
<i>Junior</i>	<i>Sem. Hrs.</i>	<i>Senior</i>	<i>Sem. Hrs.</i>
Biology 1.1-1.2 or		History Elective**	6
Science 1.1-1.2	8	Economics 1.1-1.2	6
Education 2.1-2.2	6	Education 4.16-4.17	6
History 2.6-4.9	6	Education 4.21	6
History 2.7-2.8	6	Psychology 2.6	3
Sociology 1.1-1.2	6	Speech	3

* The specialized major in Social Studies is open only to students planning a career in secondary school teaching.

** The History Department recommends History 3.7-3.8. The student may, however, select other courses in the Department to fulfill these electives.

Secondary (High) School Teaching in General Business subjects

The best way to prepare to teach general business subjects in high school is to complete, year by year, the requirements as indicated in this table. The degree is B.S. in B.A., the major is Business Administration, and the minor is Education. In addition, students are strongly advised to take courses (non-transferable as credit toward a Suffolk degree) in typing and shorthand at one of the several secretarial schools in the Boston area. The Chairman of the Business Department and the

Business Education advisor will be available to make suggestions as to a choice of school.

<i>Freshman</i>	<i>Sem. Hrs.</i>	<i>Sophomore</i>	<i>Sem. Hrs.</i>
Accounting 1.1-1.2	8	Business Admin. 2.1-2.2	6
Economics 1.1-1.2	6	Business Admin. 3.1	3
English 1.1-1.2	6	Economics 2.2	3
Management 2.1	3	English 2.1-2.2	6
Marketing 2.1	3	Marketing 3.1-3.2	6
Psychology 1.1-1.2	6	Restricted Elective	
		Group "A":	
		Biology 1.1-1.2	8
		Mathematics 1.3-1.4	6
		Science 1.1-1.2	8
<i>Junior</i>	<i>Sem. Hrs.</i>	<i>Senior</i>	<i>Sem. Hrs.</i>
History 1.1-1.2	6	Government 4.1-4.2	6
Education 2.1-2.2	6	Business Electives	6
Accounting 4.3	3	Education 4.18-4.19	6
Psychology 2.6	3	Education 4.22	6
Speech	3	Electives to complete	
Free Elective	3	120 Semester Hours	
Restricted Elective			
Group "C":			
Humanities 1.1-1.2	6		
Philosophy 2.1-2.2	6		
Philosophy 1.3-1.4	6		

Combined Degree (A.B. and A.M.T.) Liberal Arts Program in Secondary Education

Beginning with the class of 1963 Suffolk has offered a new combined (undergraduate-graduate) degree program in the liberal arts as preparation for secondary school teaching. Students interested in pursuing this program should confer with the Education Department at their earliest convenience, but in no case later than their sophomore year in college. Below are the curricula plans for the new program.

<i>Freshman</i>	<i>Sem. Hrs.</i>	<i>Sophomore</i>	<i>Sem. Hrs.</i>
English, History, Foreign Language and Mathematics Majors:		English, History and Foreign Language Majors:	
English 1.1-1.2	6	English 2.7-2.8	6
History 1.1-1.2	6	History 2.3-2.4	6
Social Studies 1.1-1.2	6	Foreign Language 2.1-2.2	6
Foreign Language 1.1-1.2	6	Humanities 1.1-1.2	6
Science:	6-8	Electives**	6-8
Science 1.1-1.2		Mathematics Major:	
Mathematics 1.3-1.4*		English 2.7-2.8	6
Biology 1.1-1.2		History 2.3-2.4	6
Chemistry 1.1-1.2		Foreign Language 2.1-2.2	6
Physics 1.1-1.2		Humanities 1.1-1.2	6
		Major	6

DAYTIME COURSES

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<i>Junior</i>	<i>Sem. Hrs.</i>	<i>Senior</i>	<i>Sem. Hrs.</i>
English Major:		English Major:	
English 2.5-2.6	6	Major	6
Psychology 1.1-1.2	6	Major	6
Education 2.1-2.2	6	Education 4.16-4.17	6
Major	6	Second Teaching Subject***	6
Second Teaching Subject	6-8	Second Teaching Subject	3
		Speech	3
History Major:		History Major:	
English 2.5-2.6	6	History 2.7-2.8	6
Psychology 1.1-1.2	6	History Electives	6
Education 2.1-2.2	6	Education 4.16-4.17	6
History 3.7-3.8	6	Second Teaching Subject***	6-8
History 2.6-4.9	6	Second Teaching Subject	3-4
		Speech	3
Foreign Language Major:		Foreign Language Major:	
Psychology 1.1-1.2	6	Major	6
Education 2.1-2.2	6	Second Language	6
Major	6	Education 4.16-4.17	6
Major	6	Speech	3
Second Language	6	English 2.5	3
		English 2.6***	3-4
		Elective***	
Mathematics Major:		Mathematics Major:	
Psychology 1.1-1.2	6	English 2.5-2.6	6
Education 2.1-2.2	6	Education 4.16-4.17	6
Major	6	Major	6
Major	6	Second Teaching Subject***	6-8
Electives**	6-8	Speech	3
		Second Teaching Subject	3

<i>Graduate</i>	<i>Sem. Hrs.</i>
All Majors:	
Education (Psychology and Tests and Measurements)	6
Education (Sociology and Administration)	6
Education (Philosophy and Student Teaching)	6
Teaching Subject	6
Teaching Subject	6

*Mathematics 1.3-1.4 should be elected by students planning to major in Mathematics.

**English and Foreign Language majors would normally be urged to elect further course work in science or social studies.

History majors would normally be urged to elect further course work in science or humanities.

Mathematics majors would normally be urged to elect further course work in social studies or humanities.

***Adolescent Psychology and Student Teaching should be elected here by students who are unable to complete fifth year.

Biology Major, Chemistry Major, Biology-Chemistry Major:

<i>Freshman</i>	<i>Sem. Hrs.</i>	<i>Sophomore</i>	<i>Sem. Hrs.</i>
English 1.1-1.2	6	Social Studies 1.1-1.2	6
Foreign Language 1.1-1.2	6	Foreign Language 2.1-2.2	6
Mathematics 1.3-1.4	6	Major*	6
Biology Majors:		Major*	6
Biology 1.1-1.2	8	History 1.1-1.2	6
Chemistry 1.1-1.2	8		
Chemistry Majors:			
Biology 1.1-1.2 or			
Physics 1.1-1.2	8		
Chemistry 1.1-1.2	8		
<i>Junior</i>	<i>Sem. Hrs.</i>	<i>Senior</i>	<i>Sem. Hrs.</i>
English 2.7-2.8	6	Major*	6
Education 2.1-2.2	6	Education 4.16-4.17	6
History 2.3-2.4	6	English 2.5	3
Major*	6	Psychology 1.1	3
Humanities 1.1-1.2	6	Speech	3
		Major*	3
		English 2.6**	3
		Psychology 1.2**	3

<i>Graduate</i>	<i>Sem. Hrs.</i>
Education (Psychology and Tests and Measurements)	6
Education (Sociology and Administration)	6
Education (Student Teaching or Elective)	6
Teaching Subject	6
Teaching Subject	6

*All majors should be selected from additional associated Departmental Requirements at the discretion of the Major Department concerned.

**Adolescent Psychology and Student Teaching should be selected here by students who are unable to complete fifth year.

Teacher Certification in Massachusetts

GENERAL REQUIREMENTS

To be eligible for a certificate an applicant should present:

1. Evidence of American citizenship.
2. Evidence of good health.
3. Evidence of sound moral character.
4. Evidence that the applicant possesses a bachelor's degree.

SPECIAL REQUIREMENTS

Elementary School Certificate.

Eighteen semester hours are required in education courses which include not less than 2 semester hours (120 clock hours) in supervised student teaching in elementary grades. The remaining semester hours shall include courses from two or more of the following areas:

- Educational Psychology, including Child Growth and Development
- Philosophy of Education
- Methods and Materials in Elementary Education
- Curriculum Development in Elementary Education

Secondary School Certificate

Twelve semester hours are required in education courses which include not less than two semester hours (120 clock hours) in supervised student teaching in secondary schools. The remaining semester hours shall include courses in two or more of the following areas:

- Educational Psychology, including Adolescent Growth and Development
- Philosophy of Education
- Methods and Materials in Secondary Education
- Curriculum Development in Secondary Education

At least eighteen semester hours of course work in the major subject field and nine semester hours in a minor subject field are also required. These majors and minors may be obtained in science, English, social studies, foreign languages, history, government, mathematics, and business administration.

Those working for certification in principalships, supervisory positions, guidance and special subjects teaching should arrange for an interview with the Education Department and the Dean of the College.

PRE-MEDICAL EDUCATION

The admission requirements for medical schools throughout the country are being liberalized, but the changes are not uniform, and the rates of change are not the same. The trend is toward less emphasis on science courses and more upon the humanities and social science subjects. Students are being encouraged to attain in college a broad cultural background as well as basic education in the sciences.

Nevertheless, nearly all medical colleges still require the inclusion of one year of general chemistry and one year of organic chemistry, one year of physics, one year of biology, one year of English composition, and

one year of English literature in pre-medical preparation. Some medical schools also require a reading knowledge of French or German.

In the catalogues of some medical schools it is indicated that an applicant will be approved for admission after three years of college work. Since, however, the number of applicants far exceeds the number of students to be admitted, the pre-medical students with a bachelor's degree and promise of success as a doctor are selected. The personality appraisal is frequently made through the interview method.

PRE-DENTAL EDUCATION

Most dental schools set as a minimum requirement for admission the inclusion of one year of general chemistry and one year of organic chemistry, one year of biology, one year of physics, and one year of English composition. It is recommended that the student also attain proficiency in those courses that give a broad cultural background.

While dental schools set sixty semester hours as the minimum quantity requirement, the crowded condition of the professional schools allows them to be more selective in their admissions; consequently, students with three complete years of college work or with bachelor's degrees are generally given preference. The applicant may be required to present himself for an interview before his admission status is determined.

SCIENCE CURRICULA

Chemistry

Students whose interest and aptitudes lead them to specialize in Chemistry may choose their courses according to this plan recommended by the Chemistry Department (Chemistry major with Mathematics-Physics minor).

<i>Freshman Year</i>	<i>Sem. Hrs.</i>	<i>Sophomore Year</i>	<i>Sem. Hrs.</i>
English 1.1-1.2	6	Chemistry 2.1-2.2	10
Chemistry 1.1-1.2	10	German 1.1-1.2	6
Mathematics 1.3-1.4	6	Physics 1.1-1.2	8
History 1.1-1.2	6	Mathematics 2.1-2.2	6
	<hr/> 28		<hr/> 30
<i>Junior Year</i>	<i>Sem. Hrs.</i>	<i>Senior Year</i>	<i>Sem. Hrs.</i>
Chemistry 3.1-3.2	8	Chemistry 4.1-4.2	8-10
German 2.1-2.2	6	Chemistry 3.3	3
Mathematics 2.3-2.4	6	Chemistry Elective	2-4
Humanities 1.1-1.2	6	English 2.7-2.8	6
Free Electives	4-8	Social Studies 1.1-1.2	6
	<hr/> 30-34	Free Electives	<hr/> 4-8
			29-37

Biology

Such plans as those below are recommended to students who desire a Biology major as well as to students who desire pre-medical, pre-dental, or pre-veterinary education. Consult the statement of major and minor requirements at the head of each department's list of courses of instruction and plan your course with a faculty advisor.

<i>Freshman Year</i>	<i>Sem. Hrs.</i>	<i>Sophomore Year</i>	<i>Sem. Hrs.</i>
Biology 1.1-1.2	8	Biology 2.1 and 3.1	8
English 1.1-1.2	6	English 2.7-2.8	6
History 1.1-1.2	6	Foreign Language 1.1-1.2	6
Chemistry 1.1-1.2	8	Chemistry 2.1	4
Mathematics 1.3-1.4	6	*Social Studies 1.1-1.2	6
		Elective or minor	0-3
<i>Junior Year</i>	<i>Sem. Hrs.</i>	<i>Senior Year</i>	<i>Sem. Hrs.</i>
Biology 3.2-3.3	8	Biology majors	8
Foreign Language 2.1-2.2	6	*Physics 1.1-1.2	8
Minor course	6	Minor courses and	
*Humanities 1.1-1.2	6	electives to complete	
Elective or minor	0-3	degree requirements	

* Physics, Humanities or Social Studies may be taken in any year after Freshman Year as may seem desirable or convenient.

MEDICAL TECHNOLOGY

Suffolk University and the Newton-Wellesley Hospital have affiliated to offer a program leading to the Bachelor of Science degree with a major in Medical Technology. The program consists of three years' study (90 semester hours) in liberal arts and science at Suffolk University and a final year of technology at the Newton-Wellesley Hospital School of Medical Technology. The final year is of fifty-two weeks duration and starts in September. Instruction will be given in the laboratories of the Hospital by its staff members. *No tuition is charged for the fourth year of study by either the University or the Hospital.* Students should apply to the Newton-Wellesley Hospital School of Medical Technology upon registering for their sixth semester of college work.

The program is approved by the Council on Medical Education and Hospitals of the American Medical Association and by the Registry of Medical Technologists of the American Society of Clinical Pathologists.

Upon satisfactory completion of the prescribed curriculum, students are eligible to receive a certificate in Medical Technology from the Newton-Wellesley Hospital, and the degree of Bachelor of Science with a major in Medical Technology from Suffolk University. Gradu-

ates are eligible for examination for certification by the Registry of Medical Technologists of the American Society of Clinical Pathologists.

The program is under the joint direction of Dr. Robert S. Friedman, Chairman of the Suffolk University Department of Biology, and Dr. David Skinner, Director of the Newton-Wellesley Hospital School of Medical Technology.

Curriculum in Medical Technology

<i>Freshman Year</i>	<i>Sem. Hrs.</i>	<i>Sophomore Year</i>	<i>Sem. Hrs.</i>
English 1.1-1.2	6	Humanities 1.1-1.2	6
Social Studies 1.1-1.2	6	History 1.1-1.2	6
Biology 1.1-1.2	8	Chemistry 2.1-2.2	8
Chemistry 1.1-1.2	8	Biology 2.1-2.2	8
Mathematics 1.3	3	*Elective	6
*Elective	3		
<i>Junior Year</i>	<i>Sem. Hrs.</i>	<i>**Senior Year</i>	<i>Sem. Hrs.</i>
English 2.7-2.8	6	Clinical Chemistry	10
Physics 1.1-1.2	8	Bacteriology	5
Chemistry 3.1	4	Serology	2
Biology 4.5	4	Blood Bank	3
*Electives to complete		Hematology	5
minimum of 90 sem. hrs.		Histologic Technique	2
		Clinical Microscopy	3

* Recommended electives: Mathematics 1.4, Economics 2.2, Physiology, Biochemistry, Microtechnique, Parasitology, Psychology 1.1-1.2, foreign language.

** Senior courses will be taken at the Newton-Wellesley Hospital School of Medical Technology.

PRE-LEGAL EDUCATION

Students who have a satisfactory academic record are eligible for admission to Law School when they have received the bachelor's degree from an accredited college or university.

Suffolk University Law School will accept students from any of the College Departments when they have completed three academic years of satisfactory work, including those studies which are listed in the prescribed curricula for freshmen, sophomores, and juniors.

The faculty of the University's Law School stresses the importance of a thorough mastery of English—both written and spoken. Proficiency in economics, government, philosophy, and sociology is desirable. Specifically a good background in English History as well as American History is essential. If possible, a year course in elementary accounting would prove to be helpful to a prospective lawyer. The Suffolk University School of Law requires a course in Accounting of all law students

who have not successfully completed an Elementary Accounting course in college. The liberal arts course, outlined on pages 43-44, offers the pre-legal student the most flexible plan through which he may attain skill and understanding of the fields recommended for admission to Law School.

While specific fields of study have been recommended, actually law school faculties carefully consider the quality of the work done in the classroom and are little concerned about the specific courses the student has completed. The faculties know that the study of law requires a close, critical, and sustained effort on the part of the student, and it is these qualities in an applicant which they hope to find. See also p. 60.

PRE-OPTOMETRY

Colleges of optometry, like other professional schools, base their admission standards on the academic records of their applicants. Preference of course is given to applicants who present college records showing a high degree of achievement in their classroom work.

The requirements for admission to the schools and colleges of optometry are not identical. Typically, the requirements include courses in English, mathematics, physics, chemistry, and biology or zoology. Some schools and colleges have varied requirements in psychology, the social sciences, literature, philosophy, and foreign languages.

The pre-optometry requirements for almost all accredited colleges of optometry represent a minimum of two academic years of study. It is recommended that Suffolk students who plan to study optometry pursue a commonly required Freshman Year in which they include in their programs Freshman English, College Algebra and Plane Trigonometry or the equivalent, General Biology, Inorganic Chemistry plus one course from the following group: History of Western Europe, Social Studies, or American Government. In the second (Sophomore) year pre-optometry students should study General Physics and a variety of other courses such as Calculus, English Literature, and others in Economics, Psychology, Sociology, Philosophy, Speech, or Modern Foreign Languages. The student should be acquainted with the requirements of the optometry college he expects to attend.

OTHER PRE-PROFESSIONAL CURRICULA

There are professional schools other than Law, Medicine, Dentistry, and Veterinary Medicine. Some of these are for Nursing Supervision, Laboratory Direction, and Social Work.

Persons interested in preparing for admission to any professional school should consult with the Registrar of this University and learn of any specific requirements imposed by the professional school of their choice.

JOURNALISM

The degree of Bachelor of Science in Journalism will be recommended for a student upon the completion of 120 semester hours of college credit, or its equivalent, in courses listed in the curriculum below.

So that the student will be capable of judging values soundly and will be equipped to give substance to his journalistic work, he is required to devote his student efforts mainly to the Liberal Arts subjects of economics, government, history, philosophy, psychology, science, sociology, and speech. Proficiency in written English will be gained from courses in composition and vocabulary building. The student is made aware of various writing styles by a thorough study of literature.

A sufficient number of professional journalism courses is included in this degree program to hasten the development of the basic skills and techniques of those who go directly into any of the fields of journalism.

CURRICULUM IN JOURNALISM

<i>Freshman Year</i>	<i>Sem. Hrs.</i>	<i>Sophomore Year</i>	<i>Sem. Hrs.</i>
English 1.1-1.2	6	Journalism	6
History 1.1-1.2	6	English 2.7-2.8	6
Humanities 1.1-1.2	6	History 2.3-2.4	6
Science 1.1-1.2	8	Philosophy	6
Government 1.1-1.2	6	Psychology 1.1-1.2	6
	<hr/> 32		<hr/> 30
<i>Junior Year</i>	<i>Sem. Hrs.</i>	<i>Senior Year</i>	<i>Sem. Hrs.</i>
Journalism	6	Journalism	6
English 2.5-2.6	6	English (writing)	3
Sociology	6	English (Poetry or Drama)	3
Government	3	Economics	6
Electives*	6	English elective	3
Speech	3	Electives*	9
	<hr/> 30		<hr/> 30

*Electives for Juniors and Seniors should be selected from courses in the departments of English, Economics, Government, Education, Psychology, Philosophy or Sociology.

BUSINESS ADMINISTRATION

A student will normally be recommended for the degree of Bachelor of Science in Business Administration upon completion of 120 semester hours of course work in accordance with one of the plans for a major outlined below.

The Department of Business Administration offers to the student the choice of three Majors:

ACCOUNTING

MANAGEMENT

MARKETING

Accounting Major: Students who wish to major in Accounting may do so by the completion of twenty-four semester hours of course work from the list of courses below. Accounting Majors will not be permitted to count Elementary Accounting toward the completion of the major requirement. Courses offered for Accounting Major credit are:

		<i>Sem. Hrs.</i>
Intermediate Accounting Problems (Required)	Acct. 2.1-2.2	6
Administrative Accounting	Acct. 2.6	3
Cost Accounting (Required)	Acct. 3.1-3.2	6
Advanced Accounting Problems (Required)	Acct. 3.3-3.4	6
Auditing (Required)	Acct. 4.1-4.2	6
Analysis of Financial Statements	Acct. 4.3	3
Certified Public Accounting Problems	Acct. 4.4	3
Federal and State Taxation	Acct. 4.5-4.6	6
Municipal and Governmental Accounting	Acct. 4.7	3
System Building	Acct. 4.8	3

Management Major: The major in Management may be attained by the completion of twenty-four semester hours of course work from the following:

		<i>Sem. Hrs.</i>
Cost Accounting (Required)	Acct. 3.1-3.2	6
Administrative Accounting (Required)	Acct. 2.6	3
Personnel Administration	Mgt. 3.1	3
Sales Management	Mgt. 3.2	3
Industrial Management	Mgt. 4.1	3
Transportation	Mgt. 4.2	3
Retail Store Organization and Management	Mkt. 4.1	3
Motion and Time Study	Mgt. 4.3	3
Credits and Collections	Mkt. 4.3	3
General Insurance	Bus. Adm. 3.5	3
Principles of Investments	Bus. Adm. 3.6	3
Organization and Operation of Small Business	Mgt. 4.4	3
Real Estate	Bus. Adm. 3.7	3

Marketing Major: The major in Marketing may be attained by the completion of twenty-four semester hours of course work from the following:

		<i>Sem. Hrs.</i>
Analysis of Financial Statements (Required)	Acct. 4.3	3
Principles of Salesmanship	Mkt. 3.1	3
Principles of Advertising	Mkt. 3.2	3
Wholesaling	Mkt. 3.5	3
Retail Store Organization and Management	Mkt. 4.1	3
Credits and Collections	Mkt. 4.3	3
Sales and Market Research	Mkt. 4.4	3
Personnel Administration	Mgt. 3.1	3
Sales Management	Mgt. 3.2	3
General Insurance	Bus. Adm. 3.5	3
Principles of Investments	Bus. Adm. 3.6	3
Organization and Operation of Small Business	Mgt. 4.4	3
Real Estate	Bus. Adm. 3.7	3
Transportation	Mgt. 4.2	3

Business Administration Background Requirements: All candidates for the degree of Bachelor of Science in Business Administration will have a broad general background in Business Administration composed of the following:

		<i>Sem. Hrs.</i>
Elementary Accounting	Acct. 1.1-1.2	8
Law of Business	Bus. Adm. 2.1-2.2	6
Principles of Economics	Econ. 1.1-1.2	6
Introduction to Statistics	Econ. 2.2	3
Finance	Bus. Adm. 3.1	3
Business English	Eng. 2.2	3
Government Regulation of Industry	Govt. 4.1-4.2	6
Orientation to Psychology	Psych. 1.1	3
Industrial and Business Psychology	Psych. 3.5 or 3.6	3
Principles of Management	Mgt. 2.1	3
Principles of Marketing	Mkt. 2.1	3

Minor Courses: While a formal minor is not required for a degree, any candidate for the degree of Bachelor of Science in Business Administration may also complete a minor of eighteen semester hours of course work by concentrating his free elective credits in one of the following fields: Accounting, Management, Marketing, Government, Psychology, Economics, or Education. Courses included under *Major* or *Business Administration Background Requirements* may not be counted toward a Minor.

It is recommended that the *Major* and *Business Administration Background Requirements* be met through the following sequences.

DAYTIME COURSES

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Bachelor of Science in Business Administration

Freshman Year

		<i>Sem. Hrs.</i>
Acct. 1.1-1.2	Elementary Accounting	8
Econ. 1.1-1.2	Principles of Economics	6
Eng. 1.1-1.2	Freshman English	6
Mgmt. 2.1	Prin. of Management (<i>Either Semester</i>)	3
Mkt. 2.1	Prin. of Marketing (<i>Alternate Semester</i>)	3
Restricted Elective from Group "A" (<i>see below</i>)		6

Sophomore Year

		<i>Sem. Hrs.</i>
B. Ad. 2.1-2.2	Business Law	6
B. Ad. 3.1	Business Finance (<i>Fall Semester</i>)	3
Econ. 2.2	Intro. to Statistics (<i>Spring Semester</i>)	3
Eng. 2.1	Advanced English Comp. (<i>Either Semester</i>)	3
Eng. 2.2	Business English (<i>Alternate Semester</i>)	3
Major Course		6
Restricted Elective from Group "B" (<i>see below</i>)		6 or 8

Junior Year

		<i>Sem. Hrs.</i>
Hist. 1.1-1.2	History of Western Europe	6
Major Course		6
Major Course		6
Free Elective		6
Restricted Elective from Group "C" (<i>see below</i>)		6

Senior Year

		<i>Sem. Hrs.</i>
Govt. 4.1-4.2	Government Regulation of Industry	6
Major Course		6
Psych. 1.1	Introduction to Psychology (<i>Fall Semester</i>)	3
Psych. 3.5 or		
Psych. 3.6	Indus. & Bus. Psychology (<i>Spring Semester</i>)	3
Free Elective		6
Free Elective		4 or 6

Group "A" Social Studies

		<i>Sem. Hrs.</i>
Govt. 1.1-1.2	American Govt. & Comparative Govt.	6
Hist. 2.3-2.4	American History	6
S. St. 1.1-1.2	Introduction to Social Studies	6
Soc. 1.1-1.2	Introductory Sociology	6

Group "B" Science

		<i>Sem. Hrs.</i>
Biol. 1.1-1.2	General Biology	8
Chem. 1.1-1.2	General Inorganic Chemistry	8
Math. 1.3-1.4	College Algebra & Trigonometry	6
Sci. 1.1-1.2	Introduction to Science	8

Group "C" Humanities

		<i>Sem. Hrs.</i>
Hum. 1.1-1.2	Introduction to Humanities	6
Phil. 2.1-2.2	History of Philosophy	6
Phil. 1.3-1.4	Ethics and Intro. to Philosophy	6

SIX YEAR COMBINED COLLEGE-LAW DEGREES

Professional Option

A student who has maintained a resident enrollment for three years, or its equivalent, at Suffolk University and has satisfied his major and minor requirements commensurate with the third year of study may, upon completion of the first year of full-time study in the Suffolk Law School, be granted the Bachelor's degree in the College. The quality of the course work in the College Departments and in the Law School must be satisfactory in accordance with the prevailing standards of each school.

Upon satisfactory completion of the Law School curriculum, the Bachelor of Laws degree will be awarded by the Law School. See also p. 54-55.

ASSOCIATE CERTIFICATES

The Associate in Arts or the Associate in Business Administration certificate will be granted to those students who have satisfactorily completed the first two years of the A.B. or B.S. curricula in the College departments as set forth in the catalogue *and who do not intend to continue their work toward the completion of their bachelor's degree in the College Departments of Suffolk University*. The candidate for this certificate must present his request in writing to the Registrar at the beginning of the semester during which he expects to qualify for it. At least one half of the credits toward the certificate must be earned at Suffolk University.

COURSES OF INSTRUCTION

ACCOUNTING

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

For major and minor refer to statement covering all requirements for a degree in Business Administration, pages 57-59.

Accounting 1.1-1.2 — Elementary Accounting

2 terms — 8 semester hours

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. A two hour period each week is spent in the accounting laboratory. No previous knowledge of bookkeeping required.

Accounting 2.1-2.2 — Intermediate Accounting Problems

2 terms — 6 semester hours

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

Accounting 2.6 — Administrative Accounting

1 term — 3 semester hours

Principles and methods of budgeting, estimating income, and operating budgetary control systems. Analysis of financial statements and determination of ratios. *Prerequisite: Acct. 1.2. To be offered in Fall 1962-63 and Spring 1963-64.*

Accounting 3.1-3.2 — Cost Accounting

2 terms — 6 semester hours

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 Problems

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

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. 2.2*

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. 1.2. To be offered in Spring 1962-63 and Fall 1963-64.*

Accounting 4.41 — Certified Public Accounting Problems

1 term — 3 semester hours

Intensive review of Certified Public Accounting examination questions and problems. *Prerequisite: Acct. 3.4. To be offered Fall and Spring 1962-63.*

Accounting 4.5-4.6 — Federal and State Taxation

2 terms — 6 semester hours

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. 1.2*

Accounting 4.7 — Municipal and Governmental Accounting

1 term — 3 semester hours

A presentation of the elementary principles of government accounting; classification of revenue and expenditure accounts, budgeting procedures, various types of funds and financial reports. *Prerequisite: Acct. 1.2. To be offered in Fall 1963-64.*

Accounting 4.8 — System Building 1 term — 3 semester hours

A study of the steps necessary in the preparation of an adequate accounting system for a business enterprise. *Prerequisite: Acct. 2.2. To be offered in Spring 1963-64.*

BIOLOGY

DEPARTMENT OF BIOLOGY — *Professor:* Friedman (Chairman); *Assistant Professors:* Howland and West; *Lecturers:* Mulvey and Sarno.

The major requirements in the Department of Biology are satisfied on the completion of thirty semester hours of course work in the department.

In addition to the thirty semester hours of biological subjects, the major must also complete two semesters of College Physics, two semesters of Inorganic Chemistry and one semester of Organic Chemistry.

It is strongly recommended that the student acquire a reading knowledge of modern foreign languages, preferably French and German.

The minor requirements in the Department of Biology are satisfied on the completion of eighteen semester hours of course work in the department.

Biology 1.1 — General Biology (Botany)

1 term — 4 semester hours

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

Biology 1.2 — General Biology (Zoology)

1 term — 4 semester hours

A comprehensive survey of the animal kingdom. The morphology, physiology, reproductive behavior, and evolution of the main types of

animals. Emphasis is placed on the physical nature and function of man. Lectures and laboratory. *Prerequisite: Biology 1.1*

Biology 2.1 — Comparative Anatomy of Vertebrates

1 term — 4 semester hours

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 — Comparative Histology

1 term — 4 semester hours

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 — 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*

Biology 2.5 — The Non-Vascular Plants

1 term — 4 semester hours

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

Biology 2.6 — The Vascular Plants

1 term — 4 semester hours

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*

Biology 3.1 — Embryology

1 term — 4 semester hours

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 3.2 — Comparative Physiology

1 term — 4 semester hours

The chemistry and physics of protoplasm. General metabolism and energy exchanges. Muscle and nerve function. Lectures and demonstrations. *Prerequisite: Biology 1.2 and Chemistry 2.1.* Given in alternate years with Biology 2.1

Biology 3.3 — Comparative Physiology (cont.)

1 term — 4 semester hours

The physiology of digestion, excretion, circulation, endocrine secretion, and sense organs of the vertebrates. Lectures and demonstrations. *Prerequisite: Biology 3.2.* Given in alternate years with Biology 3.1

Biology 3.5 — History of Biology 1 term — 3 semester hours

The course will deal with the origin and development of the philosophical and scientific thought that have given rise to the various fields of biology. The emphasis is placed upon the biologists that have advanced the field of biology.

Biology 3.6 — Plant Physiology 1 term — 4 semester hours

The physical and chemical aspects of the life process of plants. The biochemistry of the lower plants with reference to the basic properties of protoplasm. Lectures and laboratory. *Prerequisites: Biology 2.5 and Chemistry 2.1*

Biology 3.8 — Microscopic Technique 1 term — 2 semester hours

The course will cover the theory and applied essentials of microtechnique. Included will be the preservation and sectioning of tissues, and the preparation and staining of microscopic slides by the traditional methods. Treatment will be given to special techniques.

Biology 4.1 — Endocrinology 1 term — 3 semester hours

The structure, function, and interrelations of the ductless glands. *Prerequisite: Biology 1.2 recommended.* Given in alternate years with Biology 4.3

Biology 4.2 — Readings in Biology 1 term — 3 semester hours

A seminar type course in which students will be assigned reading in the current and classical literature of Biology. A report of the reading will be delivered before the class, and followed by a general discussion period. The course may be repeated for additional credit. *Prerequisite: 12 semester hours in Biology.*

Biology 4.3 — Genetics 1 term — 3 semester hours

The theories and principles of heredity and variation. *Prerequisite: Biology 1.2.* Given in alternate years with Biology 4.1

Biology 4.4 — Introduction to Marine Biology

1 term — 4 semester hours

A comprehensive survey of ocean life. Consideration of the marine environment and its inhabitants from the ecological and systematic points of view, with attention to the economic importance of marine products. *Prerequisite: Biology 1.2*

Biology 4.5 — General Bacteriology 1 term — 4 semester hours

A study of microorganisms including non-pathogenic bacteria, yeasts and molds. The preparation of various media, methods of sterilization, staining and the preparing of pure cultures are handled in detail. The metabolism of microorganisms and the immunological resistance the body creates to invasion are considerations of the course. Techniques of

handling, observing and working with non-pathogenic bacteria are covered in the laboratory. The course introduces some microbiology of foods.

Biology 4.6 — Pathogenic Bacteriology

This course constitutes an advanced study of microorganisms that exist in water, sewage, air and milk. It includes a consideration of standards, plate counts and physiological tests for water and milk. The emphasis is placed on the pathogens. Laboratory instruction is designed to teach the necessary precautions to be observed in the handling of the pathogens.

Biology 4.7-4.8 — Introduction to Radiobiology

2 terms — 8 semester hours

The preparation, properties, structure and uses of isotopes as they apply to biology. The course will cover the theory and applied essentials for detecting the interaction of isotopes and biological systems.
Prerequisite: Biology 1.1-1.2 and Chemistry 1.1-1.2

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

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Business Administration 2.1 — Business Law

1 term — 3 semester hours

Introduction to Business Law: Nature and sources of law, courts and court procedure, crimes and torts; Contracts; Agency; Labor relations; Insurance; and Bankruptcy. *Offered each Fall.*

Business Administration 2.2 — Business Law

1 term — 3 semester hours

Partnership; Corporations; Property; Sales; and Negotiable Instruments. *Prerequisite: Bus. Adm. 2.1. Offered each Spring.*

Business Administration 3.1 — Finance

1 term — 3 semester hours

A study of the functions of business finance. Representative topics include: forms of business organization; acquiring and administering funds of business firms; types of instruments of corporate finance; stock

exchanges, investment bankers and their regulation; problems of expansion, reorganization and liquidation of business enterprises. *Offered each Fall.*

Business Administration 3.5 — General Insurance

1 term — 3 semester hours

Discusses the theory, practice, and problems of risk-bearing in business. Life, property, and casualty insurance, and corporate suretyship are considered. Designed for those who wish a general knowledge of insurance for practical assistance in their business problems. *To be offered in Fall 1962-63 and 1964-65.*

Business Administration 3.6 — Principles of Investments

1 term — 3 semester hours

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. Adm. 3.1. To be offered each Spring.*

Business Administration 3.7 — Real Estate

1 term — 3 semester hours

An examination of principles and practices of land economics involved in ownership, property management, and transfer of real estate, together with appropriate legal processes and instruments peculiar to real estate business. Also, methods of appraisal of property will be studied. *To be offered Spring 1962-63 and 1964-65.*

CHEMISTRY

DEPARTMENT OF CHEMISTRY — *Associate Professor: Machl (Chairman); Assistant Professor: Leftin; Lecturer: Martin.*

The requirements for a major program in the Department of Chemistry may be fulfilled by successfully completing the following courses: General Inorganic Chemistry, Organic Chemistry, three terms of Analytical Chemistry, Physical Chemistry, and one other course offered by the Department of Chemistry. Other requirements are: Mathematics through Integral Calculus and General College Physics.

A minor in chemistry may be satisfied by completing courses in General Inorganic Chemistry, two terms of Analytical Chemistry, and Organic Chemistry or Physical Chemistry.

Chemistry 1.1-1.2 — General Inorganic Chemistry

2 terms — 8-10 semester hours

(For students majoring in Science or Mathematics)

Fundamental principles of chemistry; atomic structure; periodic table;

nature of chemical bonds; stoichiometry; gas laws; solutions; acid-base systems; quantitative use of equilibrium conditions through the mass-action law; electrochemistry and introduction to nuclear chemistry. Laboratory experiments to illustrate principles and reactions of certain elements. Development of scheme of qualitative analysis. Three hours of lecture and three hours of laboratory per week. For chemistry majors, additional three hours of laboratory per week are recommended giving a total of ten semester hours of credit.

Chemistry 2.1-2.2 — Organic Chemistry

2 terms — 8-10 semester hours

The essential chemistry of functional groups and basic theories as applied to the study of organic compounds. Nucleophilic displacements, base catalysed condensations, additions, eliminations, aromatic substitution and rearrangements. The experimental evidence for mechanism is presented. Brief discussions of the structure and fundamental reactions of the natural products, dyes, and heterocyclic compounds. The laboratory exercises consist of the synthesis of representative compounds of the types discussed in the lectures, and stress technique and characterization of the compounds used and prepared. Three hours of lecture and six hours of laboratory for chemistry majors for a total of ten semester hours credit and three hours of lecture and three hours of laboratory per week for others. *Prerequisite: Chemistry 1.2*

Chemistry 2.3 — Advanced Organic Chemistry

1 term — 3 semester hours

Special topics in advanced Organic Chemistry including optical activity, resonance, optical and geometrical isomerism, keto-enol tautomerism, detailed studies on the mechanism of substitution and elimination reactions, Walden inversion, etc. *Prerequisite: Chemistry 2.2. Physical chemistry is desirable but not required. Approval of the instructor is required.*

Chemistry 2.4 — Biochemistry

1 term — 4 semester hours

The chemistry of amino acids, proteins, fats and lipids, carbohydrates, and nucleic acids with emphasis on metabolism. *Prerequisites: Chemistry 2.2 and 3.2. Physical chemistry and instrumental analysis are useful but not required.* Three hours of lecture and three hours of laboratory per week.

Chemistry 2.5 — Synthetic Organic Chemistry

1 term — 2 semester hours

Application of the principles of synthetic organic chemistry to the preparation of some of the more difficult synthesized compounds. Prac-

tice in report writing and acquaintance with the chemical literature is stressed. *Prerequisite: Chemistry 2.2.* One hour of lecture and three hours of laboratory per week.

Chemistry 2.6 — Qualitative Organic Analysis

1 term — 4 semester hours

The systematic identification of organic compounds via functional groups. *Prerequisite: Chemistry 2.2.* Two hours of lecture and six hours of laboratory per week. *Offered in alternate years.*

Chemistry 3.1 — Analytical Chemistry (Quantitative Analysis)

1 term — 4 semester hours

Principles of quantitative separations and determinations. Quantitative analyses by volumetric procedures. Two hours of lecture and six hours of laboratory per week. *Prerequisite: Chemistry 1.2*

Chemistry 3.2 — Analytical Chemistry (Quantitative Analysis)

1 term — 4 semester hours

Continuation of principles of quantitative separations and determinations. Quantitative analyses by gravimetric procedures, electrolysis, and separations. Two hours of lecture and six hours of laboratory per week. *Prerequisite: Chemistry 3.1*

Chemistry 3.3 — Analytical Chemistry (Instrumental Analysis)

1 term — 3 semester hours

Theory and application of analytical instruments; colorimetry, spectrophotometry, nephelometry, turbidimetry, fluorimetry, flame photometry, fundamentals of spectroscopy and x-ray diffraction and fluorescence, conductivity, potentiometry, polarography, differential thermal analysis, refractometry; description of automatic and recording instruments. Two hours of lecture and three hours of laboratory per week. *Prerequisite: Chemistry 3.2*

Chemistry 4.1-4.2 — Physical Chemistry

2 terms — 8-10 semester hours

Ideal and real gases; development of first and second laws of thermodynamics; phase equilibria; ideal and real solutions; third law of thermodynamics; intermediate electrochemistry; introduction to surface and colloid chemistry; chemical kinetics and introduction to statistical mechanics. Three hours of lecture and three hours of laboratory per week. *Prerequisite: Chemistry 1.2; Physics 1.2; Mathematics 2.3. Chemistry 2.2 and 3.2 and Mathematics 2.4 are recommended.*

Chemistry 4.3 — Chemistry of the Solid State

1 term — 3 semester hours

Fundamentals of crystal symmetry. Introduction to crystal chemistry and theory of structure of crystals. Relation of structure to chemical, mechanical, electrical, and magnetic properties. Growth of crystals. *Prerequisite: Chemistry 1.2. Physics 1.2 and Mathematics 2.2 are recommended. Given in alternate years with Chemistry 4.5.*

Chemistry 4.5 — Advanced Inorganic Chemistry

1 term — 3 semester hours

Principles of chemical bonding and atomic and molecular structure; systematic review of the periodic table and the chemistry of certain elements. *Prerequisite: Chemistry 1.2. Given in alternate years with Chemistry 4.3.*

Chemistry 4.6 — Nuclear Chemistry 1 term — 3 semester hours

Nuclear particles; properties and relative abundance of radioactive and stable nuclides; radioactive decay laws; applications to analytical chemistry and radioactive age dating; chemical aspects of nuclear energy. *Prerequisite: Chemistry 1.2. Mathematics 2.2 and Physics 1.2 are recommended. Given in alternate years with Chemistry 4.4.*

Chemistry 5 — Advanced Studies in Chemistry

Directed readings, lectures, seminars, and original research in areas of special interest to the student.

ECONOMICS

DEPARTMENT OF GOVERNMENT AND ECONOMICS — *Professors: Archon and Stolper (Chairman); Associate Professor: Rand; Assistant Professor: Jeannero; Instructor: Shannon; Lecturers: Burke, Kimball, Larus, and Ring.*

Major requirements in the Department of Economics are satisfied by the completion of thirty semester hours of course work in the department, which must be distributed throughout the six groups which follow: Economic Theory, Economic Institutions, Monetary Theory, Labor Economics, Government and Industry, and International Economics.

Minor requirements in the department are satisfied by the completion of eighteen semester hours of course work in the department.

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. *Econ. 1.1 prerequisite to Econ. 1.2*

Economics 2.2 — Introduction to Statistics

1 term — 3 semester hours

A survey of statistical material and techniques, with special reference to economic and business data. Attention is given to methods of collecting, tabulating, charting, and analyzing statistical data; frequency distribution, elementary probability, and simple correlation are covered. *Required of all Majors and Minors in Economics.*

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

Treatment of economic history of the United States as outlined under Economics 2.3

Economics 3.1-3.2 — History of Economic Thought

2 terms — 6 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. *Econ. 3.1 is a prerequisite for Econ. 3.2*

Economics 3.3 — Money and Banking 1 term — 3 semester hours

The nature and functions of money and credit; structure of the commercial banking and Federal Reserve banking systems; modern theoretical devices of monetary analysis and monetary theories.

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. *Econ. 2.3-2.4 recommended as preparatory courses for Econ. 3.4*

Economics 3.7 — Intermediate Economic Theory

1 term — 3 semester hours

Analysis of consumer demand and production; functioning of the price system in the markets for commodities and factors of production; equilibrium of the firm and industry under conditions of perfect and imperfect competition. *Prerequisite: Econ. 1.1-1.2. This course suggested for students who plan to obtain a graduate degree in Economics.*

Economics 4.1-4.2 — Labor Economics

2 terms — 6 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 briefly in their historical aspect. Theories of the Business Cycle; discussion of proposed policies for dealing with business cycle problems. *Prerequisite: Economics 3.3*

Economics 4.5 — Public Utilities 1 term — 3 semester hours

A survey of the objectives, development, and content of the public control of industries "Affected with a public interest." The economics of public service corporations; the economic problems of regulation; state versus federal control; public ownership and competition as an alternative to regulation.

Economics 4.6 — Public Finance 1 term — 3 semester hours

Sources of federal, state, and local tax revenue; public expenditures and the fiscal principles which govern them; public debt and methods of financing; shifting and incidence of taxation; the concept of taxable capacity.

Economics 5 — Studies in Economics

Hours and credits arranged to suit the needs of students for directed study and research in Economics. Admission to this course only with the consent of Chairman of the Department of Economics.

EDUCATION

DEPARTMENT OF EDUCATION — *Professor*: Unger (Chairman); *Associate Professor*: Burton; *Lecturers*: Boy, Lucy, and J. M. White.

The major requirement in the Department of Education recommended for elementary school teacher preparation is satisfied on the completion of thirty semester hours of course work in the department. Courses in the following areas must be included: Cultural Foundations of Education, Psychology of Education, Methods of Teaching, Curriculum Development, and Observation of Teaching and Student Teaching.

The minor requirement in the Department of Education recommended for secondary school teacher preparation is satisfied on the completion of eighteen semester hours of course work in the department. The following courses must be included: Cultural Foundations of Education, Curriculum and Methods, and Observation of Teaching and Student Teaching.

A student must be careful to develop adequate course background in one or more teaching fields. Students minoring in Education may major in these fields: English, History, Social Studies, Foreign Languages, Science, Mathematics and Business Administration.

Changes of any sort in student programming must be approved in writing by a member of the Department. Failure to comply with this regulation may result in a loss of credit toward graduation.

The Department wishes to emphasize that it reserves the right to require the withdrawal of a student from teacher education if in its estimation the probability of his success in teaching is doubtful. While the academic average of a student is not the sole factor in the determination of such success (others are interest, effort, personality, and proficiency in skill subjects), it is especially important that a student do his utmost to maintain a high academic average.

Special Regulations Concerning Student Teaching:

1. Student Teaching may be taken only by collegiate seniors and graduate students. Undergraduates must be either majoring or minoring in Education to enroll in the course.
2. A student who wishes to elect student teaching must see his advisor concerning this matter by the middle of the previous semester (by the end of November during the Fall semester; by the end of April during the Spring semester; or, by the end of July if student attends summer session). Student Teaching cannot be elected by transfer students before their second semester of residence.
3. Student teachers must be available for school assignments every day. No doubt this will mean each undergraduate in Education should plan to attend at least one summer session, if he has not

already done so, in order to lighten his academic schedule for the semester in which he undertakes student teaching.

4. Student teaching involves a minimum of forty days of observation and teaching in the cooperating school.

Education 2.1-2.2 — Cultural Foundations of Education

2 terms — 6 semester hours

A course designed to introduce the prospective teacher to education in the United States. Studies the historical, philosophical, and social foundations of education with special reference to the American public school system.

Education 3.1 — Educational Psychology

1 term — 3 semester hours

A survey of the facts and principles of educational psychology. Human development, and nature and measurement of intelligence, the general nature of learning and the mental health of the school child will be considered. Required of all students majoring in elementary education. *May be substituted for Psychology 2.6 by students minoring in secondary education.*

Education 3.5 — 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. Required of all students majoring in elementary education. *(Psychology 2.5 is an acceptable substitute for this course.)*

Education 3.6 — Psychology of Adolescence

1 term — 3 semester hours

Gives a systematic knowledge of the facts and generalizations concerning the growth of children through adolescence. Discussion of the physiological, social, cultural and emotional changes associated with the adolescent years and with individual's development in home, school and community. Discussion of special problems, such as delinquency and vocational selections, as well as a short introduction to scientific methods and elementary statistics emphasizing logical relevance will be included. Required of all students minoring in secondary education. *(Psychology 2.6 is an acceptable substitute for this course.)*

Education 3.7 — Theory and Practice of Athletics

1 term — 3 semester hours

Theory and practice of football, soccer, hockey and intramurals. Rules and officiating.

Education 3.8 — Theory and Practice of Athletics

1 term — 3 semester hours

Theory and practice of basketball, track, baseball and minor sports. Rules and officiating.

Education 4.11 — Elementary Methods: Language Arts

(emphasis on Reading)

1 term — 3 semester hours

Emphasis will be placed on the principles, procedures, and materials of reading instruction for the first six grades. The methods of teaching spelling, handwriting, oral and written composition will also be considered. Required of all students who major in elementary education.

Education 4.13 — Elementary Methods: Arithmetic and its Teaching

1 term — 3 semester hours

Emphasis will be placed on developing an understanding of the idea of number, our system of notation, number concepts, the operations of arithmetic, common fractions, decimal fractions, and percentage. The methods of teaching the above and their sequential development will be presented. Required of all students majoring in elementary education.

Education 4.14 — Elementary Methods: The Arts

1 term — 3 semester hours

This is a course in the teaching of music and the various art activities — crafts, drawing and painting — in the elementary grades. Special attention is given to recent practices; appropriate materials and their adaptations to the problems of teaching are discussed. Required of all students majoring in elementary education.

Education 4.16-4.17 — Curriculum and Methods

(Liberal Arts Majors)

2 terms — 6 semester hours

This course is designed for undergraduate liberal arts majors who are planning to teach on the secondary level. Current curricular practices in the United States will be studied and their implications for methods considered. The relationship between curriculum and methods will be examined and students will be expected to devote special attention to curricula and methods in teaching fields of their choice. Careful attention will be given to trends in curriculum change, and therefore in teaching methods, and the relation of these changes to changing educational philosophy, recent developments in learning theory, and psychological testing.

A contribution to the strengthening of the liberal arts base of professional training for future teachers will be provided by broad faculty participation in the work of the course. The participation of members of the liberal arts faculty in resource and advisory capacities is designed to give each student a better view of his own academic specialization through directed analysis of trends within his own academic discipline,

guidance in interpreting and preparing research studies, and supervised reading of scholarly literature in the field. Required of all liberal arts students minoring in Education.

Education 4.18-4.19 — Curriculum and Methods
(Business Education Majors) 2 terms — 6 semester hours

The organization of this course is similar to Education 4.16-4.17. Its design, however, is concerned with methodology and curriculum considerations in the field of Business Education. Required of all business students minoring in Education.

Education 4.20 — Observation and Student Teaching
(Elementary) 1 term — 3-6 semester hours

Observation and apprentice teaching in selected elementary schools. Conferences with the supervising teacher and cooperating school teacher. The course is to be taken in either semester of the senior year. Education 4.20 is required of all students majoring in elementary education. (See Special Regulations concerning Student Teaching, p. 72.)

Education 4.21 — Observation and Student Teaching
(Secondary) 1 term — 3-6 semester hours

Observation and apprentice teaching in selected secondary schools. Conferences with the supervising teacher and the cooperating school teacher. The course may be taken either semester of the senior year. (See Special Regulations concerning Student Teaching, p. 72.)

Education 4.22 — Observation and Student Teaching
(Secondary — Business Education) 1 term — 3-6 semester hours

Observation and apprentice teaching in selected secondary schools. Conferences with the supervising teacher and the cooperating school teacher. Offered only during the spring semester. (See Special Regulations concerning Student Teaching, p. 72.)

Education 4.24-4.25 — Curriculum and Methods (Elementary)
2 terms — 6 semester hours

An overview of elementary education in the United States. Emphasizes the interrelationship of methods, materials, and the learner. Considers the rationale for teaching the subject matter of the elementary curriculum — language arts, social studies, science, arithmetic, arts and crafts, music and rhythms. Gives attention to the fundamentals of curriculum organization and construction. The characteristics of the educative experience and the organization of the learning situation are analyzed. Required of all students majoring in elementary education.

Education 4.3 — Methods of Teaching (Secondary)

1 term — 3 semester hours

This course is designed for those now teaching or planning to teach at the secondary level. Through discussion, case studies and readings the best and currently accepted new methods are explored in their application to the learning process. Traditional methods are also re-examined and evaluated. Required of all evening students minoring in secondary education.

Education 4.4 — Curriculum Development (Secondary)

1 term — 3 semester hours

A critical appraisal of the varied types of secondary curricula represented in current American practice. Current problems in developing a sound secondary educational program will be studied and students will be expected to devote attention to curriculum development in the teaching fields of special interest to them. There will be individual and group analysis of materials, methods of organization and teaching practices in terms of psychological and sociological concepts. Required of all evening students minoring in secondary education.

Education 5 — Studies in Education

Members of the Department will hold conference hours with students and will direct their readings in areas of educational research which may be of special interest to them. Projects of this sort will be authorized only in unusual circumstances upon the recommendation of the departmental chairman and with the approval of the Dean.

ENGLISH

DEPARTMENT OF ENGLISH — *Professors*: Hannay, Murphy, and Vogel (Chairman); *Associate Professors*: Clark, Colburn, and O'Neil; *Assistant Professors*: Connors, Deane and McCaffrey; *Lecturer*: C. W. White.

A major in the Department of English is established by successfully completing thirty semester hours of selected course work in English, including both History of English Literature *and* History of American Literature.

A minor in the Department of English is satisfied by successfully completing eighteen semester hours of selected course work in English including History of English Literature.

A.B. and B.S. candidates in liberal arts are required to take History of English Literature. This requirement is normally fulfilled in the Sophomore year.

Students who are preparing for elementary school teaching are required to take History of American Literature.

Freshman Composition, Advanced Composition, Business English, and Creative Writing cannot be credited toward a major or a minor in English.

Advanced Composition, Business English, and Creative Writing cannot be taken for graduate credit.

Majors and Minors in English are urged to enroll in courses in English History, American History, French, and German.

All students majoring or minoring in English must have their programs in this major or minor approved by an advisor from the English Department and thereafter keep in close touch with the Department in respect to their progress.

English 0.1 — Remedial English

1 term — no credit

A course designed to aid the student in acquiring accuracy and facility in writing by providing extensive practice. Special stress laid on grammar, spelling, and techniques of composition. Required of students at the discretion of the English Department. *Not credited toward any degree.*

English 1.1 — Freshman English

1 term — 3 semester hours

The fundamental indispensable course. A review of grammatical usage, vocabulary building, basic principles of thought organization, and discipline of expository writing. Frequent themes and reading of prose selections.

English 1.2 — Freshman English

1 term — 3 semester hours

A continuation of English 1.1. Analysis of effective sentences and levels of diction; techniques of description; the mechanics of research and the writing of a term paper; introduction to literature through the short story and poetry. Themes based on required readings.

English 1.5 — Creative Writing

1 term — 3 semester hours

A course open to upperclassmen who wish to improve their command of composition, and who wish to write for publication whether in prose or verse. Exceptional stress to be placed on independent work. *Admission to this course requires the permission of the instructor.*

English 2.1 — Advanced Composition

1 term — 3 semester hours

A course designed to increase the student's capacity to write. An attempt through the study of literary techniques to teach the student to read and appreciate prose fiction, poetry, and drama. A variety of written assignments such as book reviews, essays, and critical evaluations. *Prerequisite: English 1.2*

English 2.2 — Business English 1 term — 3 semester hours

A required course for students in Business Administration. Discipline in essential techniques of correct, dignified English; the writing of business correspondence and business reports. *Prerequisite: English 1.2*

English 2.4 — The American Novel 1 term — 3 semester hours

Development of the American novel from the Revolution to the twentieth century. Special stress on the writings of Cooper, Hawthorne, Melville, James, Howells, Twain, Crane, Norris and Dreiser.

English 2.5 — History of American Literature

1 term — 3 semester hours

A survey of American literature from the Colonial period to the Transcendental Movement, with a detailed study of national origins and literary trends.

English 2.6 — History of American Literature

1 term — 3 semester hours

A continuation of English 2.5. A survey of American literature from the Transcendental Movement to the First World War. Stress on major figures and emerging patterns of thought.

English 2.7 — History of English Literature

1 term — 3 semester hours

A survey of the literature of the British Isles from the beginning to the eighteenth century. Reading of representative selections with special attention given to chronological development, prose style, and poetic techniques. Basic for all special courses in English literature.

English 2.8 — History of English Literature

1 term — 3 semester hours

A continuation of English 2.7. A survey of the literature of the British Isles from the eighteenth century to the twentieth century. Readings of representative selections from the Neoclassic, Romantic, and Victorian periods. *Prerequisite: English 2.7*

English 3.1 — The Age of Pope

1 term — 3 semester hours

An examination of the Augustan Age: its ironic prose, satiric poetry, and social criticism as exemplified in the writings of Swift, Pope, Addison, Steele, and others. *Prerequisite: English 2.7. To be offered in the Fall 1962-1963.*

English 3.2 — The Age of Johnson

1 term — 3 semester hours

A study of the later Neoclassical period and pre-Romantic period. The conversation and criticism of Samuel Johnson; James Boswell's *Life of Johnson* and his journals; skepticism, irony, and humor in Gibbon, Burke,

and Goldsmith; the beginnings of romanticism in Burns, Blake, and others. *Prerequisite: English 2.7. To be offered in Spring 1963.*

English 3.3 — Great Books of World Literature

1 term — 3 semester hours

A study of selected literary masterpieces from ancient times to the eighteenth century: *The Odyssey, The Aeneid, The Inferno, the King James Bible, Don Quixote, Gargantua and Pantagruel*, and Moliere's plays. This list to be varied at the discretion of the instructor. *To be offered in the Fall 1963-1964.*

English 3.4 — Great Books of World Literature

1 term — 3 semester hours

A study of literary masterpieces from the eighteenth century to the twentieth century: *Candide, Faust, The Red and the Black, Madam Bovary, Moby Dick, Crime and Punishment*, Ibsen's plays. This list to be varied at the discretion of the instructor. *To be offered in Spring 1964.*

English 3.5 — Shakespeare's Comedies and Histories

1 term — 3 semester hours

An analysis of Shakespeare's background and development as a dramatist through an examination of selected comedies and histories. Collateral reading of the minor plays and Shakespeare criticism. *Prerequisite: English 2.7. To be offered in Fall 1962-1963.*

English 3.6 — Shakespeare's Tragedies

1 term — 3 semester hours

An intensive study of Shakespeare's major tragedies to represent the range, resourcefulness, and power of his dramaturgy. Collateral reading in Shakespeare criticism. *Prerequisite: English 2.7. To be offered in Spring 1963.*

English 3.7 — Chaucer

1 term — 3 semester hours

An introduction to fourteenth-century England in respect of language, patterns of life, ideas, and ideals. The poetry of Chaucer studied as literary art and as a reflection of his time. Detailed examination of the *House of Fame, Troilus and Criseyde*, and *Canterbury Tales*. *Prerequisite: English 2.7. To be offered in Fall 1963-1964.*

English 3.8 — Milton

1 term — 3 semester hours

A survey of seventeenth-century political and literary background, together with a detailed study of Milton's English poems and chief prose works. Supplementary readings in the Bible. *Prerequisite: English 2.7. To be offered in Spring 1964.*

English 4.1 — Classical Drama

1 term — 3 semester hours

A study of Greek and Roman drama from its origins; characteristics of the theatre; development of tragedy and comedy. Readings in the works of Aeschylus, Sophocles, Euripides, Aristophanes, Plautus, Terence, and Seneca. *To be offered in Fall 1962-1963.*

English 4.2 — English Drama

1 term — 3 semester hours

An examination of English drama from religious origins in the Middle Ages. A record of its growth and development through the Elizabethan, Jacobean, Restoration, and Neoclassic periods. Reading of representative dramatists exclusive of Shakespeare. *Prerequisite: English 2.7. To be offered in Spring 1962.*

English 4.3 — The English Novel: Defoe to Scott

1 term — 3 semester hours

Forms of the English novel from the early fictional products of the Elizabethan period through the picaresque novel of Defoe. Study of the major eighteenth-century novelists: Richardson, Fielding, Smollett, Sterne, and Austen. *Prerequisite: English 2.7. To be offered in Fall 1963-1964.*

English 4.4 — The English Novel: Scott to Hardy

1 term — 3 semester hours

Development of the Romantic and Victorian novel. Readings in major works of Scott, the Brontës, Dickens, Thackeray, Trollope, Eliot, Meredith, and Hardy. *Prerequisite: English 2.7. To be offered in Spring 1964.*

English 4.5 — Romantic Poetry

1 term — 3 semester hours

A study of English poetry from late eighteenth-century Neoclassicism through the rise and development of Romanticism. Special attention given to the works of Wordsworth, Coleridge, Scott, Byron, Shelley, Keats. *Prerequisite: English 2.7. To be offered in the Fall 1962-1963.*

English 4.6 — Victorian Poetry

1 term — 3 semester hours

A study of English poetry during the Victorian era concentrating upon the writings of Tennyson, the Brownings, Arnold, the Pre-Raphaelites, and Swinburne. *Prerequisite: English 2.7. To be offered in Spring 1963.*

English 4.7 — Modern English Poetry

1 term — 3 semester hours

A survey of modern English poetry from the early twentieth century to the present. A study of the transition from old patterns and themes to the impact of new ideas and techniques in the writings of Hopkins, Houseman, Hardy, Yeats, World War I poets, Auden, Spender, and Thomas. *To be offered in Fall 1962-1963.*

English 4.8 — Modern American Poetry

1 term — 3 semester hours

A survey of modern American poetry from the early twentieth century to the present. Emergence of new forms and ideas in the writings of Robinson, Frost, the Imagists, Sandburg, Lindsay, Stevens, Williams, Moore, Jaarrell, and Lowell. *To be offered in Spring 1963.*

English 4.9 — Modern European Drama

1 term — 3 semester hours

A study of modern experimentation in the theater as exemplified in the works of leading dramatists. Representative selections from the plays of Shaw, Pirandello, O'Casey, Brecht, Giradoux, Sartre, Lorca, Anouilh, Ionesco, Genet, or others at the discretion of the instructor. *To be offered in Fall 1963-1964.*

English 4.10 — Modern American Drama

1 term — 3 semester hours

The emergence of the modern American theater from the turn of the century to the present day. Readings chosen from the works of O'Neill, Anderson, Wilder, Hellman, Williams, Miller, Inge, or others at the discretion of the instructor. *To be offered in Spring 1964.*

English 4.11 — Modern English Fiction

1 term — 3 semester hours

An examination of the ideas and techniques of twentieth-century English fiction as represented in the works of Forster, Joyce, Lawrence, Snow, Cary, Waugh, Greene, Osborne, Durrell, or others at the discretion of the instructor. *To be offered in Fall 1964-1965.*

English 4.12 — Modern American Fiction

1 term — 3 semester hours

An examination of the ideas and techniques of twentieth-century American fiction as represented in the works of Faulkner, Hemingway, Wolfe, Steinbeck, Cozzens, Warren, McCullers, Salinger, or others at the discretion of the instructor. *To be offered in Spring 1965.*

English 4.15 — Irish Literature

1 term — 3 semester hours

A study of the writers of the Irish Literary Revival, from the 1890's to the present. Selected readings from the works of George Moore, Yeats, Joyce, Synge, O'Casey, Frank O'Connor, Sean O'Faolain, Padraic Colum, and others who dramatized the contemporary aspirations of Ireland. Emphasis on the plays and history of the famous Abbey Theater. *To be offered in Spring 1962.*

FRENCH

DEPARTMENT OF MODERN LANGUAGES — *Professors:* Fehrer and McKee (Chairman); *Assistant Professor:* Lee; *Instructor:* Day; *Lecturers:* Markus and Solano.

Major requirements in the Department of French are satisfied by the completion of 24 semester hours of course work in the department which must include the General Survey of French Literature and Advanced Composition and Conversation.

Minor requirements in the department are satisfied by the completion of 18 semester hours of course work in the department, including the General Survey of French Literature.

The course in Elementary French may not be counted toward a major or minor in French.

Majors in French, especially those who plan to teach, are urged to complete at least twelve semester hours in another foreign language. Majors and minors in French are urged to enroll in courses in English Literature, History, Philosophy or Psychology.

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 survey of the most important movements in French literature from the Middle Ages to the present. Selected works of representative authors will be read and discussed in relation to the cultural history of each period. *Prerequisite:* French 2.2 or its equivalent.

French 4.1 — French Drama

1 term — 3 semester hours

(to be offered in alternate years)

The development of French drama from the 17th century to the present. Particular emphasis will be placed on the study of classical tragedy and comedy, with Corneille, Racine and Molière, and the development of romantic drama with Hugo, Musset and Vigny. Representative plays from each period will be read and discussed. *Prerequisite:* French 2.2

French 4.2 — Seventeenth Century Prose and Poetry

1 term — 3 semester hours

(to be offered in alternate years)

A survey of the social and political background of the 17th century together with a detailed study of the great prose writers and poets who formed the classical ideal. Reading of works by such authors as Descartes, Pascal, Bossuet, Madame de Lafayette, and others.

French 4.3-4.4 — Advanced Composition and Conversation

2 terms — 6 semester hours

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

French 4.5 — The Nineteenth Century French Novel

1 term — 3 semester hours

(to be offered in alternate years)

A study of the great novelists of the Nineteenth Century, including Hugo, Stendhal, Balzac and Flaubert.

French 4.6 — Eighteenth Century Prose and Poetry

1 term — 3 semester hours

(to be offered in alternate years)

A study of the period of the Enlightenment with emphasis on the works of Montesquieu, Voltaire and Rousseau.

French 5 — Studies in French

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

GERMAN

DEPARTMENT OF MODERN LANGUAGES — *Professors:* Fehrer and Mc. Kee (Chairman); *Assistant Professor:* Lee; *Instructor:* Day; *Lecturers:* Markus and Solano.

German 1.1-1.2 — Elementary German

2 terms — 6 semester hours

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

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.*

GOVERNMENT

DEPARTMENT OF GOVERNMENT AND ECONOMICS — *Professors*: Archon and Stolper (Chairman); *Associate Professor*: Rand; *Assistant Professor*: Jeannero; *Instructor*: Shannon; *Lecturers*: Burke, Kimball, Larus, and Ring.

The requirement for a major in the Department of Government is satisfied on the completion of thirty semester hours of course work distributed among the following seven groups: American Government, Political Theory, International Relations, Politics, Comparative Government, Public Law, and Public Administration and Local Government.

The requirement for a minor in the Department of Government is satisfied on completion of eighteen semester hours of course work.

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.

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. *Prerequisite: Govt. 1.1 or with the approval of the instructor.*

Government 2.3-2.4 — Contemporary Foreign Policy of U. S.

2 terms — 6 semester hours

Part I — A study of the formation and implementation of the United States foreign policy: the organization of the State Department; its relations with Congress and the President; the effects of our foreign policy on domestic issues and on other nations.

Part II — A study of the contemporary foreign policy of the United States and the effect of our domestic policies and of the foreign policies of other great world powers upon U. S. foreign policy. A study of

diplomatic procedure and the processes of international settlement of disputes through negotiations, mediations, arbitration and adjudication will be included. *Prerequisite: Govt. 1.1*

Government 2.8 — American Political Thought

1 term — 3 semester hours

A study of the development of American political thought; the Colonial period; the Revolution; the evolution of the Constitution; Jeffersonian democracy; Jacksonian democracy; the slavery controversy; the nature of the Union; political currents since the Civil War.

Government 2.9 — Global Politics

1 term — 3 semester hours

A study of the social, political, economic, strategic, and geographic elements of a state including the methods used in formulating and achieving its foreign policy objectives with reference to the American strategic position.

Government 3.0-3.1 — International Relations

2 terms — 6 semester hours

The Rise of the Western State System and the "Balance of Power." A consideration of the nature and problems of the State in the modern world: the origin of its power; the formulation of procedures, diplomacy and the pacific settlement of international disputes.

Government 3.2 — Public Administration:

Theory and Institutions

1 term — 3 semester hours

The science and standards of public administration; formal organization of administrative units; types of organizations; problems of reorganization, decentralization, and integration; responsibilities in administration and the role of the individual; informal organization and group behavior.

Government 3.21 — Public Administration:

Problems and Application

1 term — 3 semester hours

The environment of administration; relationships with legislature, with special interests, and with public; inter-level relationships, federal, state and local; formulation and co-ordination of program and policy and adaptation of organization to formulated aims.

Government 3.3-3.4 — Political Theory

2 terms — 6 semester hours

A study of ancient and medieval political thought: Plato, Aristotle, the Scholastics, Machiavelli. A study of modern political thought: Locke, Rousseau, Hobbes, Marx and contemporary philosophers. Emphasis throughout on the state, freedom, revolution, law, constitution and property.

Government 3.5 — American Parties and Politics

1 term — 3 semester hours

The development of the American party system; the organization of political parties; the political machine; bosses and the spoils system; pressure groups; the nomination of candidates; the conduct of campaigns in the elective process. *Prerequisite: Govt. 1.1 or with instructor's approval.*

Government 3.6 — State Government 1 term — 3 semester hours

The development, structure and functions of state governments: The details of Massachusetts government will be fully considered and compared with other state governments of the United States and their inter-state relations.

Government 3.61 — Local Government

1 term — 3 semester hours

The development, structure and functions of county, municipal, town and other local political subdivisions entities. Relation between state and local political subdivisions will be considered as will also the various systems of regulation including mayor-council, council-manager and commission forms.

Government 3.7 — British Commonwealth of Nations

1 term — 3 semester hours

A concentrated study of the interrelations among the United Kingdom and its colonies, protectorates and dominions: governmental organization; economic agreement; formulation of imperial strategy; relations with the United States; participation in the United Nations. *Prerequisite: Govt. 1.2 or with approval of instructor.*

Government 3.8 — Imperialism

1 term — 3 semester hours

A discussion of the underlying philosophy of imperialism; followed by a tracing of the imperialistic endeavors of the major world powers in modern times. *Prerequisite: Any course in modern European History.*

Government 4.1-4.2 — Government Regulation of Industry

2 terms — 6 semester hours

A consideration of the economic genesis of regulation in the United States: Colonial and constitutional periods: early government controls; Industrial Revolution; regulatory devices; Homestead Act; Sherman Anti-Trust Act; Federal Trade Commission; other influences on regulation. Congressional powers in regulation and control: commerce clause; agencies of regulation; controls over railroads, industry, labor; New Deal regulation; current trends and needs in regulation. *Prerequisite: Govt. 2.1-2.2 or Econ. 2.4; exception: business administration students.*

Government 4.3-4.4 — Government and Labor

2 terms — 6 semester hours

First semester: Background of the labor-management conflict; theories of wages, the labor market and employee benefits; free enterprise and the growth of unionism; role of the federal and state governments.

Second semester: Collective bargaining and the union contract; grievance procedure; arbitration and mediation; background and trends in government regulation and in labor-management relations.

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.
Prerequisite: Approval of Chairman of the Department.

GUIDANCE

DEPARTMENT OF PSYCHOLOGY AND GUIDANCE — *Professor: Lieberman (Chairman and Director); Assistant Professors: Augeros and Grossack; Assistant Director and Instructor: C. D. Smith; Lecturers: Hoogheem, Kay, Rosenzweig (Counselor), and Wilson.*

Guidance 0.1 — Reading Development

1 term — no credit

The course is designed for entering Freshmen to help them set individual goals for development in college and improvement in the mastery of reading and other academic skills. Emphasis is placed on building vocabulary, improving verbal comprehension and memory, increasing speed of reading, improving the ability to listen to lectures, taking and organizing notes, organizing and expressing ideas, and improving study habits. Instruction in the course is integrated with testing and counseling to help each student clarify his vocational, educational, and personal goals and, if there are any significant handicaps, to discover their nature and formulate a remedial program. A tutorial program for individual students with need for remedial help is offered.

Guidance 0.2 — Reading Development

1 term — no credit

This course is designed for those students who made promising, but not adequate progress in Guidance 0.1. At first, the various techniques of speed and comprehension of reading are reviewed; then the reading skills will be transferred to actual study situations. Note taking on reading and lectures will continue to be emphasized. Systematic training is given in the ability to listen constructively and to make a close analysis of problems in textbooks. Vocabulary development and enrichment will be integrated in the course.

Guidance 0.4 — Reading and Study Skills 1 term — no credit

The course is designed to help the student in upper classes, who is having academic difficulties, to set individual goals towards a program of self-development and self-improvement in the mastery of reading, study, and other academic skills. Individual analysis of problems in reading and study skills and habits is made in the beginning of the term. Orientation to the student development program is part of the course. A weekly tutorial program for individual students with need for remedial help is offered.

HISTORY

DEPARTMENT OF HISTORY — *Professors:* Floyd (Chairman) and Hartmann; *Assistant Professors:* Farley and Sarafian.

The requirement for a major in the Department of History is satisfied on completion of thirty semester hours of course work in History. History majors will not be permitted to count History of Western Europe from the Fall of Rome to the Present toward the completion of the major requirements in the field.

The requirement for a minor in the Department of History is satisfied on completion of eighteen semester hours of course work in the Department, in addition to History 1.1-1.2.

Whenever possible, students electing a continuing course, such as History 2.3-2.4, should take both parts, and in the same year. Those electing History 3.7-3.8 are urgently advised to follow this procedure.

Some of the courses listed are offered every year, others in alternate years, and some only in every third year. By consulting with members of the Department, students wishing to major in the field may ascertain what course will be presented during their Sophomore, Junior, and Senior years. History majors are urged to follow this procedure and to pay particular attention to the listings of course offerings distributed at the beginning of each semester.

History 1.1-1.2 — History of Western Europe from the Fall of Rome 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. *This course cannot be used to satisfy requirements for a major or a minor in history.*

History 2.1-2.2 — The Ancient World

2 terms — 6 semester hours

A survey of Mediterranean civilization from earliest times to the fall of the Roman Empire. The political, social and cultural development

of Egypt, the Near East, Greece, the Hellenistic World, the Roman Republic and the Roman Empire. Students will read selections from the ancient authors.

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

A broad survey of United States history from the Peace of Paris in 1763 to the present. Topics to be considered will include the American Revolution; founding of the federal government; process of westward expansion; Civil War and Reconstruction; economic development; growth of internationalism and its effect through two world wars.

History 2.5 — American Diplomatic History until 1900

1 term — 3 semester hours

A comprehensive study of the foreign policy of the United States from the American Revolution until the end of the nineteenth century. Emphasis will be placed upon such topics as the diplomacy of the Revolution, the struggle to maintain neutrality in the face of British and French threats, the purchase of Louisiana, the War of 1812, the origin and development of the Monroe Doctrine, the Texas Question and the Mexican War, liquidating the boundary disputes with Britain, the diplomacy of the Civil War, post Civil War diplomatic problems, the Cuban question, and the Spanish-American War.

History 2.51 — American Diplomatic History During the Twentieth Century

1 term — 3 semester hours

An intensive study of American diplomatic policy and problems from the Spanish-American War until the present. Emphasis will be placed on such topics as: Dollar Diplomacy, drifting into World War I, the fight over the League of Nations, the quest for disarmament, the Good Neighbor Policy, reaction to the menace of imperialist Japan and the rise of Hitler, the quest for international security of the moment.

History 2.6 — American Colonial History

1 term — 3 semester hours

An intensive course dealing with the following topics: the Age of Discovery; the settlement of the colonies; Anglo-American relations; the struggle with France for control of the continent; and the Peace of Paris which helped set the stage for the Revolution. The causes of the Revolution are examined in detail.

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 the world affairs today.

History 2.9-2.10 — History of the Western Movement

2 terms — 6 semester hours

This course deals with the physical occupation of America from the early sixteenth century to the disappearance of the frontier in the 1890's. Particular emphasis is placed on the economic and sociological factors involved in the nation's territorial growth. *Prerequisite: History 2.3-2.4*

History 3.1-3.2 — Intellectual and Cultural History of Modern Europe

2 terms — 6 semester hours

A study of European thought and culture from the seventeenth century to the present in relation to the political, social, and economic background of the period. Readings in literature, philosophy, and social theory.

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 3.5 — The Renaissance and the Reformation

1 term — 3 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.

History 3.6 — The French Revolution and Napoleon I

1 term — 3 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.

History 3.7-3.8 — Europe since 1815 2 terms — 6 semester hours

This course will deal with the political, economic, and cultural development of the principal European states from 1815 to 1914. It will trace the origin and development of national movements, the rise of socialistic organization, the growth of imperialism, and the major causes of World War I. The lectures will then follow the main outlines of the conflict, examine the terms of the peace settlement, and 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.

History 3.91-3.92 — The Far East and South East Asia

2 terms — 6 semester hours

A general introduction to the history of Eastern Asia. Particular emphasis is placed on the diplomatic, political, social, and economic developments within the past two centuries. History 3.91 will deal with the Sino-Japanese regions, while History 3.92 will deal with India and Southeast Asia.

History 3.10-3.11 — The Middle East

2 terms — 6 semester hours

A survey of the peoples and lands from the North African coast to Afghanistan, with especial emphasis on the development of nationalistic movements during the nineteenth and twentieth centuries. History 3.10 will include a survey of the Middle Eastern backgrounds, the ancient periods, Christianity, Islam, Byzantine and Ottoman contributions, and a case study of the transfer of nationalism to the Middle East from the Balkan Christian revolutionary movement by the Armenian Revolution. History 3.11 will include the Arab independence movement, the Arab states, Iran, Palestine and Israel, and Colonialism, Imperialism, and the Diplomatic Struggle over the Middle East.

History 4.3-4.4 — Russia

2 terms — 6 semester hours

A survey of the history of Russia from the earliest times to the present. Internal developments and economic, political, and social problems leading to the Revolutions of 1917 are emphasized. The second semester includes a detailed study of the soviet regime in practice.

History 4.5-4.6 — Eastern Europe

2 terms — 6 semester hours

A rapid survey of the history of the Byzantine Empire and the Ottoman Empire in the Balkans, the rise of the Slavic states in Eastern Europe, the growth of modern nationalism, and the "imperialist" struggle between Prussia, Austria, and Russia for control of the area. The course will conclude with a study of Russian "satellite" rule in the area.

History 4.7-4.8 — American Social and Cultural History

2 terms — 6 semester hours

A study of the development of American society and culture from the settlement of the colonies until the twentieth century. Stress is placed on the life of the people during the various eras, and the growth of American intellectual thought in all areas of activity.

History 4.9 — The United States in the Twentieth Century

1 term — 3 semester hours

An intensive course covering the emergence of the United States as a world power, the economic and social reforms of the period before World War I, our involvement in that war, and its many consequences to us. The prosperity of the nineteen-twenties and the depression of the thirties are considered in detail, as are the New Deal and our part in World War II. The course ends with a rapid summary of the major developments since 1945.

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

DEPARTMENT OF HUMANITIES — *Professor*: Goodrich (Chairman); *Assistant Professor*: Petherick; *Lecturers*: Deninger and Reiche.

Humanities 1.1-1.2 — Introduction to the Humanities

2 terms — 6 semester hours

The course deals with the development of western ideas as observed in literature, religion, philosophy, and art. Lectures and extensive readings are planned to help students gain an understanding of the dominant characteristics of great periods in western cultural growth: Ancient Times, the Middle Ages, the Renaissance and Reformation, and the Seventeenth, Eighteenth, and Nineteenth Centuries. Another purpose of the course is to help students appreciate the accomplishments of writers, artists and thinkers of genius, whose works are part of the western tradition. Finally, the course should lead the student to develop a set of values on the basis of which he can interpret contemporary theories and practices in literature, philosophy, and art.

JOURNALISM

DEPARTMENT OF JOURNALISM — *Lecturers*: Homer (Chairman) and Poole.

The requirement for a major in the Department of Journalism is satisfied on the completion of eighteen hours of course work in the department plus twelve semester hours in advanced English writing and literature. The required courses for the major are: Introduction to Journalism, News Writing, Reporting I, and Copy Editing.

The requirements for a minor in the department is satisfied on the completion of eighteen semester hours of course work in the department.

Journalism 2.1 — Introduction to Journalism

1 term — 3 semester hours

A survey of the journalistic field designed to acquaint the student with what the profession of journalism has to offer. It gives a survey of the newspaper in modern American society, its social obligation and its operation as a business unit; also, it presents a brief history of the American newspaper. *English 1.2 is a prerequisite for Journalism 2.1.*

Journalism 2.2 — News Writing

1 term — 3 semester hours

A study of news, news values and news sources, the lead, style and structure of news stories. Practice in writing and rewriting leads for newspapers and in processing local and leased-wire copy for the radio.

Journalism 3.1 — Reporting I

1 term — 3 semester hours

Continuation of the preceding course, with further practice in gathering and writing various types of news stories.

Journalism 3.4 — The Weekly and Small Daily

1 term — 3 semester hours

A study of the problems and practices in editorial, advertising, circulation and commercial printing departments of a community newspaper.

Journalism 3.5 — Copy Editing

1 term — 3 semester hours

A study of the fundamentals of copy editing, newspaper typography and make-up, with training in the principles and practice of all three.

Journalism 3.6 — News Analysis

1 term — 3 semester hours

A course designed to teach the student to read the newspaper intelligently, to analyze current news affairs, to anticipate news, to develop news and to follow the arteries of news as it affects society.

Journalism 4.1 — Feature and Special Articles

1 term — 3 semester hours

Writing and submitting for publication articles for newspapers, magazines and syndicates.

Journalism 4.3 — Reporting II

1 term — 3 semester hours

Experience in the more difficult reporting and writing assignments, with emphasis on the composite and running or fast-breaking story; also discussions of and practice in writing investigatory stories against which there is active competition requiring private investigation and verification.

Journalism 4.4 — Publicity

1 term — 3 semester hours

A study of current methods of dissemination of public information as practiced by business, industrial, educational and social organizations.

Journalism 4.6 — Business Journalism

1 term — 3 semester hours

A study of employee papers and magazines, house organs and trade and technical publications.

MANAGEMENT

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Management 2.1 — Principles of Management

1 term — 3 semester hours

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. *Offered each semester.*

Management 3.1 — Personnel Administration

1 term — 3 semester hours

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 2.1. To be offered in Fall 1962-63 and 1964-65.*

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. *Prerequisite: Management 2.1 and Marketing 2.1. To be offered in Spring 1962-63 and 1964-65.*

Management 4.1 — Industrial Management

1 term — 3 semester hours

Various techniques and methods used in administration of industrial organizations. Problems of relations between employer and employee and methods of adjusting grievances. *Prerequisite: Management 2.1. To be offered Fall 1962-63 and 1964-65.*

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 2.1. To be offered in Spring 1962-63 and 1964-65.*

Management 4.3 — Motion and Time Study

1 term — 3 semester hours

The course is designed to present in a scientific manner motion and time study as a basic tool in industrial management. Included in the subjects considered are the following: The scope of motion and time study, process chart analysis; micromotion study and therbligs; memomotion study, time study rating. The course covers the approach to problems ranging from office systems to routine jobs. *Prerequisite: Management 2.1. To be offered in Fall 1963-64 and 1965-66.*

Management 4.4 — Organization and Operation of Small Business

1 term — 3 semester hours

A study of business opportunities in small business, organizing, financing, and operating your own business. *To be offered in Spring 1963-64 and 1965-66.*

MARKETING

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Marketing 2.1 — Marketing 1 term — 3 semester hours

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. *Offered each semester.*

Marketing 3.1 — Principles of Salesmanship

1 term — 3 semester hours

Methods of successful selling based on fundamentals applied to the various fields of salesmanship. *Prerequisite: Marketing 2.1. To be offered in Fall 1962-63 and 1964-65.*

Marketing 3.2 — Principles of Advertising

1 term — 3 semester hours

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, news-

papers and magazines, and other means of advertising. *Prerequisite: Marketing 2.1. To be offered in Spring 1962-63 and 1964-65.*

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 2.1. To be offered in Fall 1963-64 and 1965-66.*

Marketing 4.1 — Retail Store Organization and Management 1 term — 3 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 2.1. To be offered in Spring 1963-64 and 1965-66.*

Marketing 4.3 — Credits and Collections 1 term — 3 semester hours
Principles and practices observed in wholesale and retail credit granting. Organization and operation of the credit department. *Prerequisite: Marketing 2.1. To be offered in Fall 1963-64 and 1965-66.*

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 2.1. To be offered in Spring 1963-64 and 1965-66.*

MATHEMATICS

DEPARTMENT OF MATHEMATICS AND PHYSICS — *Assistant Professor: Heigho (Chairman); Instructor: Rafferty; Lecturers: Athanis, Din-
cecco, Martuccelli, and Rolfe.*

The requirements for a major in the Department of Mathematics may be met by successfully completing thirty semester hours of course work in the department. The requirements for a minor in the department are satisfied on the completion of eighteen semester hours of course work in the department. Both major and minor should include Mathematics 1.3, Mathematics 1.4, Analytic Geometry and Calculus I and II, and Integral Calculus.

Mathematics 0.1 — Fundamentals of Algebra

1 term — no credit

The course is designed to review certain topics normally included in intermediate high-school algebra, including the techniques of algebra through quadratic equations and systems of simultaneous equations. *Not credited toward any degree.*

Mathematics 1.2 — Fundamentals of General Mathematics

1 term — 3 semester hours

This course is intended to give a brief survey of the advances in modern mathematics to students who will terminate their work in mathematics after one college year. It will not meet the requirements for majors in the physical sciences or in mathematics. Topics covered will include the logical foundations of mathematics, and an introduction to the theory of algebra, modern geometry, and analysis. *Prerequisites: Mathematics 0.1 or 1.3, or the equivalent.*

Mathematics 1.3 — Introduction to Advanced Mathematics I

1 term — 3 semester hours

Open to qualified students at the discretion of the department. Topics covered will include linear, quadratic, and systems of equations, logic and an introduction to modern algebraic theory. No specific prerequisites except an adequate background in high-school algebra.

Mathematics 1.4 — Introduction to Advanced Mathematics II

1 term — 3 semester hours

This course is a continuation of Mathematics 1.3, and is required of all students wishing to take Mathematics 2.1 or Physics 1.1. Topics covered will include an introduction to the study of mathematical functions and an intensive study of the trigonometric and exponential functions. *Prerequisites: Mathematics 1.3, or the equivalent.*

Mathematics 2.1 — Analytic Geometry and Calculus I

1 term — 3 semester hours

Topics covered will include the analysis of lines and circles and the differentiation of algebraic functions. *Prerequisite: Mathematics 1.4*

Mathematics 2.2 — Analytic Geometry and Calculus II

1 term — 3 semester hours

This course is a continuation of Mathematics 2.1, and will include the analysis of conic sections, differentiation of transcendental functions, and an introduction to integral calculus. *Prerequisite: Mathematics 2.1*

Mathematics 2.3 — Integral Calculus I

I term — 3 semester hours

Topics covered will include formal techniques of integration and the application of integrals to problems of geometry and physics. *Prerequisite: Mathematics 2.1 and 2.2*

Mathematics 2.4 — Integral Calculus II

I term — 3 semester hours

This course is a continuation of Mathematics 2.3, and will include partial differentiation, multiple integration, and differential equations. *Prerequisite: Mathematics 2.3*

Mathematics 3.2 — Mathematical Probability

I term — 3 semester hours

Topics considered include random variables, binomial and normal distributions, mathematical expectation, and some applications to statistics. *Prerequisite: Mathematics 2.2. Given in alternate years.*

Mathematics 4.1 — Modern Theoretical Algebra I

I term — 3 semester hours

Topics considered include the algebraic structure of the integers, rationals, real and complex numbers. This course and/or its continuation will discuss groups, vector spaces, matrices, and introductions to other algebraic systems. Text: Birkhoff and MacLane. *Prerequisite: Mathematics 2.2 or consent of the instructor. Given in alternate years.*

Mathematics 4.2 — Modern Theoretical Algebra II

I term — 3 semester hours

Continuation of Mathematics 4.1 *Given in alternate years.*

Mathematics 4.3 — Introduction to Non-Euclidean Geometries

I term — 3 semester hours

Advanced geometry or topology from a set-theoretic point of view. *Prerequisite: Mathematics 2.2 or consent of the instructor. Given in alternate years.*

Mathematics 4.4 — Advanced Calculus

I term — 3 semester hours

An advanced treatment of theorems in calculus. *Prerequisite: Mathematics 2.3. Given in alternate years.*

Mathematics 5 — Studies in Mathematics

Members of the Department will hold conference hours with students and will direct their reading and study in areas of mathematics which may be of interest to them.

PHILOSOPHY

DEPARTMENT OF PHILOSOPHY — *Professor: Sahakian (Chairman).*

A major in the Department of Philosophy is satisfied by successfully completing thirty semester hours of course work in philosophy. The following courses must be included: Logic, Ethics, Introduction to Philosophy, History of Philosophy and Philosophy of Religion.

A minor in philosophy is satisfied by successfully completing eighteen semester hours of work in philosophy.

The following courses, described under the offerings of other departments, may be credited toward the major in Philosophy:

Government 3.3-3.4 — Political Theory

2 terms — 6 semester hours

Education 6.8 — Philosophy of Education

1 term — 3 semester hours

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. Methods of scientific investigation. A course in logic not only teaches the student to think correctly and to avoid errors in his own thinking, but it also trains him to detect fallacies in the reasoning of others. *This course is open to beginners in philosophy.*

Philosophy 1.3 — Ethics

1 term — 3 semester hours

A critical introduction to ethical theories — an historical approach. A study of the persistent problems of ethical philosophy together with solutions offered by various schools of thought. Ethical schools of thought such as the following are treated: Socratic, Aristotelian, Epicurean, Hedonism of Aristippus, Stoicism of Epictetus, Scholasticism of Aquinas, Subjectivism of Hume, Utilitarianism of Bentham and Mill, Kantian, Evolutionary Naturalism of Spencer, Intuitionism of Martineau, Logical Positivism of Ayer, Idealism and Personalism. *This course is open to beginners in philosophy.*

Philosophy 1.4 — Introduction to Philosophy

1 term — 3 semester hours

An introductory study intended to orient the student in philosophical thought. The various fields of philosophy are studied and a variety of schools of philosophical thought treated. The student is equipped with technical terms used in philosophy. *This is the standard first course in philosophy.*

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. This course includes such philosophers as: Socrates, Plato, Aristotle, Epicurus, Augustine, and Aquinas. History of Philosophy is the best of the introductory courses in philosophy and is designed to equip the student with a well-grounded understanding and appreciation of philosophy.

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. The following philosophers are treated: Descartes, Spinoza, Leibniz, Locke, Berkeley, Hume, Kant, Hegel, Schopenhauer. History of Modern Philosophy may be elected without previously taking History of Ancient Philosophy.

Philosophy 3.1 — Problems of Philosophy

1 term — 3 semester hours

A study of the persistent problems of philosophy together with solutions offered by various schools of thought. Problems of philosophy may be selected as a first course in philosophy.

Philosophy 3.2 — Contemporary Philosophy

1 term — 3 semester hours

The aim of this course is to present and to discuss type by type, Pragmatism, Idealism, Naturalism, Logical Positivism, Phenomenology, Dialectical Materialism, Neo-Scholasticism, Personalism, and Neo-Realism together with the respective American, British, and Continental philosophers of the Twentieth Century.

Philosophy 3.3 — Philosophy in Literature

1 term — 3 semester hours

The philosophical topics touched upon by the masters of literature, both in prose and poetry, are recognized and discussed. This course is useful in giving one a philosophical background for the interpretation of literature.

Philosophy 4.1 — Philosophy in Religion

1 term — 3 semester hours

The object of this course is to attempt to arrive at a coherent understanding of God, the soul, and immortality. It considers such subjects as religious values, conceptions of God, arguments for God, ways of knowing God, the problem of good and evil, human purpose, the soul, and immortality. No previous courses in philosophy required.

Philosophy 4.2 — Metaphysics

1 term — 3 semester hours

The study of theories of knowledge and of ultimate reality, together with moral, aesthetic, and religious values. Students who elect Metaphysics should have completed at least one previous course in philosophy.

Philosophy 4.3 — Seminar in Philosophy of Science

1 term — 3 semester hours

The philosophy of Science. Will treat such men as Copernicus, Comte, Mach, Poincare, Darwin, Bergson, Freud, Whitehead, Jeans, Eddington, Einstein, Compton and Planck. *Previous work in philosophy or science is desirable.*

Philosophy 4.4 — Seminar in American Philosophy

1 term — 3 semester hours

An historical development of the major schools of American philosophy. Emphasis will be upon the more outstanding figures in American Philosophy as Emerson, Bowne, Royce, James, Perry, Santayana, Pierce, Dewey, and Brightman.

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 DEPARTMENT — *Associate Professor: Law.*

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

Freshman Women — 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 sport.

PHYSICS

DEPARTMENT OF MATHEMATICS AND PHYSICS — *Assistant Professor: Heigho (Chairman); Instructor: Rafferty; Lecturers: Athanis, Dinuccio, Martucelli, and Rolfe.*

The requirements for a minor program in Physics may be fulfilled by completing six terms of course work in Physics or by completing four terms of course work in Physics and two terms of Physical Chemistry.

Physics 1.1-1.2 — General Physics 2 terms — 8 semester hours

An introduction to the fundamental principles of physics. Basic concepts of mechanics, heat, sound, light, electricity, and magnetism. Lectures and laboratory. *Prerequisite: Mathematics 1.3-1.4 or Instructor's permission.*

Physics 3.1 — Modern Physics

1 term — 3 semester hours

Introduction to the mathematical foundations of theories of atomic structure, wave mechanics, quantum mechanics, and relativity. *Prerequisite: Physics 1.2, Mathematics 2.2. Mathematics 2.3 should be taken concurrently. Given in alternate years.*

Physics 3.2 — Mechanics

1 term — 3 semester hours

Elements of Newtonian mechanics; including statics, linear motion, rotational motion, harmonic motion, and gravitational potential. *Prerequisite: Physics 1.2, Mathematics 2.2. Mathematics 2.4 should be taken concurrently. Given in alternate years.*

Physics 3.3 — Electricity and Magnetism

1 term — 3 semester hours

Mathematical development of the laws of electromagnetism. *Prerequisite: Physics 1.2, Mathematics 2.2. Mathematics 2.3 should be taken concurrently. Given in alternate years.*

Physics 3.4 — Thermodynamics

1 term — 3 semester hours

Mathematical development of the laws of thermodynamics. *Prerequisite: Physics 1.2, Mathematics 2.2. Mathematics 2.4 should be taken concurrently. Given in alternate years.*

PSYCHOLOGY

DEPARTMENT OF PSYCHOLOGY AND GUIDANCE — *Professor: Lieberman* (Chairman and Director); *Assistant Professors: Augeros and Grossack*; *Assistant Director and Instructor: C. D. Smith*; *Lecturers: Hoogheem, Kay, Rosenzweig* (Counselor), and Wilson.

The requirements for a major in the Department of Psychology are satisfied on the completion of 30 semester hours of course work in Psychology. The course work must include: Orientation to Psychology, Social Psychology, Psychological Statistics, Psychological Tests and Measurements, Abnormal Psychology, History of Psychology, Systematic Psychology, and Experimental Psychology. It is recommended for Psychology majors planning to do graduate work that courses be taken in College Algebra, Sociology, Anthropology, and Biology (particularly Physiology).

The requirement for a minor in the Department of Psychology is satisfied on completion of 18 semester hours of course work which must include Orientation to Psychology.

Psychology 1.1-1.2 — Orientation to Psychology

2 terms — 6 semester hours

A survey of principal psychological concepts and of representative findings in the fields of perception, thinking, emotions, learning, motivations, adjustment, social behavior, development, personality and human capacities. The concepts and findings will be developed by systematic lectures and by informal discussions designed to help the students grasp the psychological principles as personal experiences. The major aims of the course are (1) to provide a meaningful acquaintance with psychology and to serve as the basis for advanced courses in the Department. (2) To develop the student's understanding of his values, attitudes, and perceptions as they affect human relation, and to improve his awareness in interpersonal situations such as in business, education, social service, etc.

Psychology 2.1 — Psychology of Adjustment

1 term — 3 semester hours

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

Prerequisite: Psychology 1.2

Psychology 2.3 — Social Psychology 1 term — 3 semester hours

Studies the major concepts presently used to explain and predict social interaction, motivation, attitudes, small group behavior and leadership. Develops an understanding of the individual in social situations and of basic processes such as communication, conformity and deviation. *Prerequisite: Psychology 1.1-1.2*

Psychology 2.4 — Abnormal Psychology

1 term — 3 semester hours

The dynamics of abnormal behavior are studied, particularly as exemplified in the neuroses and in the organic and 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. *Prerequisite: Psychology 2.1, or permission of instructor.*

Psychology 2.5 — Child Psychology 1 term — 3 semester hours

An introductory course demonstrating the continuity of the principles of General Psychology with those of Child Psychology. Course covers the topics of Physical and Behavioral Maturation; Learning and Personality; Intellectual, Social and Emotional Development. Surveys systematic viewpoints including Freudians, Piaget and S-R Psychologists and discusses problematic areas in child development. *Prerequisite: Psychology 1.2*

Psychology 2.6 — Psychology of Adolescence

1 term — 3 semester hours

Treats the adolescent years in terms of growth in maturity as influenced by cultural factors. Includes relationships to family and friendship groups. Covers personality changes and conflicts common in this stage of development. *Prerequisite: Psychology 1.1-1.2*

Psychology 3.1 — Psychological Statistics

1 term — 3 semester hours

An introductory course in Statistics with emphasis upon understanding its application to Psychology — both in psychological experimentation and psychological testing. Prepares the student adequately for advanced courses in Parametric and Non-Parametric techniques. *Prerequisite: Psychology 1.2*

Psychology 3.2 — Psychological Tests and Measurements

1 term — 3 semester hours

Covers principles of test construction and validation; administration and interpretation of non-projective group and individual tests in the measurement of intelligence, aptitude, interest and personality; techniques of interviewing, behavioral observation, and communicating test results. *Prerequisites: Psychology 1.1-1.2*

Psychology 3.4 — Psychology of Learning

1 term — 3 semester hours

Considers the principles of learning in the behaviors of animal and man. Discusses the difficulties of definition and methodology. Studies the variables affecting learned behavior and investigates the contemporary theoretical viewpoints related to the empirical evidence. *Prerequisite: Psychology 1.2*

Psychology 3.5-3.6 — Industrial and Business Psychology

2 terms — 6 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 ratings, wages and job evaluation, fatigue, safety, attitudes and morale, and the psychology of advertising,

selling, market research, and public relations. Useful to executives, foremen, industrial psychologists, employment interviewers, sales managers, advertising men, and personnel managers. *Recommended prerequisite: Psychology 1.1*

Psychology 4.2 — Experimental Psychology

1 term — 4 semester hours

Throughout the course, each student conducts, analyzes and reports on individual and group experiments in fields such as learning, emotions, perception, and social behavior. Lecture sessions cover experimental methodology and the design of research in contemporary psychology. *Prerequisites: Psychology 1.1, 1.2, 3.1*

Psychology 4.3 — History of Psychology

1 term — 3 semester hours

An analysis of the development of psychological theories, as represented in the writing of such thinkers as Kant, Descartes, Locke, Mill, Comte, Freud, Jung, Wundt, James, Titchener, Watson, Pavlov, Wertheimer, Koffka, Lewin, Binet, Thorndike plus such contemporaries as Skinner, Piaget, Allport, Murray, Fromm, Hebb, Goldstein, Murphy, Bruner, Steven and Meehl. The emphasis of the course will be in the development of critical and creative thinking; the aim being not only to acquaint the students with diverse psychological views, but also to evaluate these views critically, and to assess their significance in the process of constructing psychological theories. *Prerequisite: Psychology 1.1-1.2*

Psychology 4.4 — Systematic Psychology

1 term — 3 semester hours

An intensive review and analysis of the basic assumptions of psychology from the viewpoint of the various schools of psychology including functionalism, associationism, behaviorism, structuralism, gestalt, field theory, phenomenology, the biosocial, psychoanalytic and existential schools. The origin, major theories and concepts of each movement will be examined and an attempt will be made to show the relationship and the importance of these movements to the growth and applications of modern psychology. Within the framework of the general language of science, the nature of scientific terms such as laws, descriptions, explanations, predictions and confirmation will be discussed. *Prerequisite: Psychology 1.1-1.2, and 4.3*

Psychology 4.8 — Comparative and Physiological Psychology

1 term — 3 semester hours

Investigates the experimental method and results in General Psychology as generated in animal research, where humans are inapplicable. Treats nerve and brain function, instincts, emotion, drives, and sensory systems. Theories relevant to the organic basis of behavior, including

those of Kohler, Lashley, Selye, and others will be included. Laboratory demonstrations. *Prerequisite: 18 semester hours of Psychology.*

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 1.1 — Introduction to Science

1 term — 4 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. Demonstrations and laboratory techniques supplement the course.

Science 1.2 — Introduction to Science

1 term — 4 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. Demonstrations and laboratory techniques supplement the course.

SOCIAL STUDIES

Social Studies 1.1-1.2 — 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. *May not be credited toward any major or minor.*

SOCIOLOGY

DEPARTMENT OF SOCIOLOGY — *Professor:* Fiorillo (Chairman); *Instructor:* Cromidas; *Lecturers:* McLain, J. L. Sullivan, and Wilson.

The major requirement in the Department of Sociology is satisfied on the completion of thirty semester hours of course work in the depart-

ment, which must include Introductory Sociology, Research Methods in Sociology, Social Theory, and Field Work. The minor requirement in the Department of Sociology is satisfied on the completion of eighteen hours of course work in the department. Sociology 1.1-1.2 is required of all students who choose to minor in Sociology. It is a prerequisite to all other courses in Sociology, unless waived by written consent of the Department Chairman.

All prospective majors should consult departmental advisors before planning their course work for the junior and senior years.

Social Studies 1.1-1.2 cannot be counted toward a major or minor in Sociology. Majors and minors in Sociology are urged to select courses in at least three of the following fields: History, Government, Economics, Psychology, and Philosophy.

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 — Community Organization

1 term — 3 semester hours

The contemporary American urban and rural community in action. Nature and types of community; its place in history. Organization of communities in rural and urban life. Community studies and surveys. Community social agencies. Sociology and community organization.

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.

Sociology 2.3 — Introduction to Cultural Anthropology

1 term — 3 semester hours

The evaluation and development of man and his culture: Basic concepts, historic and modern culture complexes compared; transmission and function of culture; contemporary pre-literate peoples; relationship of anthropology to the other social sciences.

Sociology 2.4 — Race and Nationality

1 term — 3 semester hours

The meaning of race; ethnic group characteristics — biological and environmental theories. The meaning of nationality; early types of immigrants in America; the cultural backgrounds of earlier Americans. American minority groups and problems.

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.

Sociology 3.2 — Crime and Delinquency

1 term — 3 semester hours

A study of the explanations for crime and delinquency; history of punishment; other methods of control; development of penal and correctional methods including probation, parole, release procedures; the juvenile court. Proposals for youth courts and youth correction authorities. Emphasis on crime as a system of behavior. A series of field trips to various penal and correctional institutions will be conducted during this course.

Sociology 3.3 — Research Methods in Sociology

1 term — 3 semester hours

A discussion of the nature and use of tools commonly used in sociological research; surveys, case histories, the interview, questionnaires. Contact with actual research problems will demonstrate the use of these tools in practice. *Limited to Sociology majors and minors.*

Sociology 3.4 — Social Theory

1 term — 3 semester hours

An analytical and theoretical approach to sociological material, with emphasis on the development of sociological ideas and empirical research. Advanced readings will be used and emphasis will be placed on social structure and change. *Limited to Sociology majors and minors.*

Sociology 3.5 — Social Stratification

1 term — 3 semester hours

A study of the nature and function of the social stratification system. Indicators of social class; symbols, ranking and rating. Class interests, consciousness, and organization. An analysis of the processes of social mobility, socialization and social change.

Sociology 4.1 — Social Problems

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 with this course. *Prerequisite: 6 semester hours of Sociology and at least Junior standing.*

Sociology 4.3 — Social Institutions 1 term — 3 semester hours

Institutional theory: the history and development of major social institutions. Social control and social institutions. The base of institutions in primitive experience; family and kinship systems as points of departure for institutional differentiation.

Sociology 4.40-4.41 — Field Work

Actual work in institutions arranged for student majors or minors wishing to specialize in applied sociology. Supervised by the department. Limited to Sociology majors and minors. Credits to be arranged.

Sociology 4.5 — Culture and Personality

1 term — 3 semester hours

A study of the social and cultural aspects of personality structure and development with special emphasis on empirical studies and cross-cultural comparisons.

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

DEPARTMENT OF MODERN LANGUAGES — *Professors: Fehrer and McKee (Chairman); Assistant Professor: Lee; Instructor: Day; Lecturers: Markus and Solano.*

Major requirements in the Department of Spanish are satisfied on completion of twenty-four semester hours of course work in the department, which must include the General Survey of Spanish Literature, Advanced Composition and Conversation, and one of the following plans:

- a. Twelve semester hours in another foreign language.
- b. Six semester hours in European History courses numbered above 2.4 and six semester hours in English Literature in courses numbered above 3.2.
- c. Twelve semester hours in English Literature in courses numbered above 3.2.

- d. Twelve semester hours in English Literature (in courses numbered above 3.2), European History (in courses numbered above 1.2), Philosophy or Psychology. The twelve semester hours may be in combination from the departments listed.

Courses taken to fulfill the above requirements must be approved, in advance, by the Department of Foreign Languages.

Minor requirements in the department are satisfied by the completion of eighteen semester hours of course work in the department.

Spanish 1.1-1.2 — Elementary Spanish

2 terms — 6 semester hours

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

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 humanists 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

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 — 6 semester hours

Rapid survey of the essentials of Spanish grammar, conversation, and oral composition. *Prerequisite: Spanish 2.2 or its equivalent.*

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

DEPARTMENT OF SPEECH — *Instructor:* MacLean (Chairman).

The requirement for a minor in the Department of Speech is satisfied on completion of eighteen semester hours of course work in the Department.

Speech 1.1 — Public Speaking 1 term — 3 semester hours

Practical course for beginning students, designed to develop skill in the preparation and delivery of public speeches. Speech materials, organization, composition, and delivery; expository and persuasive talks on selected topics.

Speech 1.2 — Public Speaking 1 term — 3 semester hours

Basic principles of discussion, debate, and parliamentary procedure. Selection and analysis of the proposition, evidence, fallacies, and briefing. Short argumentative talks and debates; panel discussions of contemporary problems.

Speech 1.3 — Voice and Diction 1 term — 3 semester hours

Physiology and hygiene of the voice; breath control phonation, resonance, articulation; English vowels, consonants and diphthongs. A theory and drill course for the improvement of the normal speaking voice. *Recommended for students majoring in Education.*

Speech 1.5 — Speech Personality 1 term — 3 semester hours

A basic speech course using the newest methods of speech instruction. The student studies attitudes that hinder good speech adjustment. The class is a laboratory wherein each student works on improving personality traits simultaneously with speech training. The following areas are covered: Speech Attitudes, Vocal Control, Physical Bearing, Refinements in Diction, Speech Purpose, Choice of Materials, Organization of Talk, and Adaptation to Speech Situation.

Speech 2.2 — Oral Interpretation of Literature

1 term — 3 semester hours

Principles of interpretation; analysis and oral reading of prose literature and verse. Development of adequate mental and emotional responsiveness to literature and the ability to communicate this appreciation to others by oral reading.

Speech 2.4 — Business and Professional Speaking

1 term — 3 semester hours

The business conference; interviews; preparation and delivery of oral reports; persuasion; sales and promotional speeches; the good will speech. Preparation and delivery of the common types of business and semi-public speeches.

Speech 2.6 — Persuasion

1 term — 3 semester hours

A study of the non-logical basis of human motivation; basic principles involved in influencing the belief and action of audiences. Analysis and class demonstrations of methods of audience adaptation, establishing and holding attention and interest, motivation, suggestions, public opinion, and propaganda.

Speech 4.3 — Principles of Speech Correction

1 term — 3 semester hours

Study of the causes, diagnoses, and treatment of speech defects; disorders of articulation, delayed speech, foreignism, cerebral palsy, and cleft palate. Observations of remedial treatment.

Speech 4.6 — Group Discussion

1 term — 3 semester hours

The aim of the course is to develop leadership characteristics in group discussions through speech. Characteristics of speaking and of speech of leaders are analyzed. Attention is given to each student to make his speaking effective so that he will be proficient in group activities when it comes to directing work toward expedient completion — through oral instruction and conveyance of ideas — in business or in social groups.

SECTION B

EVENING AND SATURDAY COURSES OF STUDY

PHILOSOPHY

The Evening Division of Suffolk University is an administrative unit charged with responsibility for undergraduate and graduate courses which meet at 4:00 P. M. or later, or on Saturday. Historically, the Evening Division has provided an opportunity for qualified men and women to obtain a college education while working days to support themselves and their families. This role is in keeping with the philosophy that, in a democracy, each person should have the right to develop his intellect and personality to the fullest extent consistent with his ability to benefit from such education, i.e., his ability to maintain acceptable academic standards. This right should not be denied or abridged because of social or economic status. While it is important for the individual to have an opportunity to achieve his personal goals, it is likewise important for society to have an adequate supply of intelligent citizens. In this respect, the University serves civic and social functions by training students to be more effective members of a democratic society. Inasmuch as our society is also a complex technological one, the University serves the function of training students to participate more effectively in the economic life of the nation.

In addition to furthering the ideal of "equal opportunity," the evening program helps to provide a reservoir of college trained individuals necessary for an efficient and productive economy. The urgency and magnitude of our political and social problems is such that they merit the utilization of our entire intellectual resources. This means that it is necessary to educate adults as well as young people. Moreover, if education is viewed as a life-long process, it should not necessarily end with the acquisition of a high school diploma.

Inasmuch as day and evening programs lead to the same degrees (with the exception of the evening General Studies program), academic standards are the same and students may transfer from evening to day classes, and *vice versa*. Day and evening students are considered as a single student body with respect to both standards and status.

ADMISSION

Applicants for admission to evening degree programs are expected to meet the same admission standards as day students with the exception that submission of CEEB Scholastic Aptitude Test scores may be waived for applicants who have not taken the test. Applicants for degree programs are expected to provide satisfactory evidence of high school grad-

uation or have a high school equivalency certificate. Aptitude tests may also be administered at Suffolk University for admission, placement, or counselling purposes.

In addition to degree candidates, a number of mature students who wish to take courses for cultural purposes or to improve professional skills may be admitted as special students to attend appropriate courses. Special students are not degree candidates and must satisfy the admissions office as to their ability to profit by the courses to which they seek admission. See pp. 19-21.

LENGTH OF EVENING PROGRAMS

Evening students will normally require from five to eight years of study to complete degree requirements, depending on the number of courses carried each semester, and on attendance during summer sessions. A student in the Evening Division can earn a bachelor's degree in a minimum of five years by carrying approximately 12 semester hours of credit each semester, or by carrying 9 semester hours each semester and six semester hours during five evening summer sessions.

Degrees and Requirements

LIBERAL ARTS AND SCIENCES

The degrees of Bachelor of Arts and Bachelor of Science are offered in the College of Liberal Arts. Major, minor, and Pre-Professional Program requirements for these degrees may be completed evenings as indicated below.

MAJOR FIELDS OF STUDY

Biology-Chemistry	History
Government	Sociology

Although it is not possible at present to meet requirements for majors in other areas strictly through a program of evening study, many students find they can complete their basic and minor requirements evenings and complete advanced courses in a specialized major days during their junior and senior years, or on noon lunch hours. Some companies grant employees released time for this purpose.

MINOR FIELDS OF STUDY

Biology	History
Chemistry	Mathematics
Economics	Philosophy
Education	Psychology
English	Sociology
Government	Speech

PRE-PROFESSIONAL PROGRAMS

Pre-Dental	Pre-Medical
Pre-Legal	Pre-Optometry

Every student in the College of Liberal Arts must select a field for concentrated study. He is expected to make his selection of a major prior to the beginning of his junior year, so that he will have sufficient time to meet all the requirements without delaying his graduation. The student will find it decidedly to his advantage if he can make the choice of his major at the beginning of his Sophomore year.

At the same time a field of minor interest, contributory to the major, should be determined. The advisor for the major will assist the student in making his choice.

In general the requirements for a major are satisfied by the completion of thirty semester hours of course work in one department. Some departmental advisors may prescribe specific courses to be included in the thirty semester hour group.

Credits in a closely allied department may be counted as part of the major with the written consent of the head of the department. Not more than 16 semester courses may be taken in any one department. Certain introductory courses are not to be counted as a major requirement. The student should consult the course statement in the departmental description of the courses.

The requirements for a minor in a department are satisfied by the completion of eighteen semester hours of course work in a department. Quite frequently the advisor on major study acts also as the advisor on minor study, since he is aware of the appropriateness of courses in other departments.

The specific requirements for the major and for the minor in each department are listed under the department heading in the section of the catalogue on courses of instruction.

To qualify in foreign language for the A.B. degree, the student should fulfill one of three alternatives:

1. Earn 12 semester hours of college credit on one foreign language.
2. Complete 6 semester hours of a foreign language course numbered 2.1 or higher, after having been enrolled at that level because of the results of a placement test.
3. Pass a special advanced reading examination.

All candidates for the B.S. degree are required to complete at least six semester hours of college mathematics (usually College Algebra and Trigonometry).

All candidates for either the A.B. or the B.S. degree are required to complete six semester hours of History of English Literature—usually taken during the Sophomore year.

SUMMARY OF A.B. OR B.S. DEGREE REQUIREMENTS

	A.B.	B.S.
Required Freshman Courses	24	24
Science	8	8
English 2.7-2.8	6	6
Major Courses (Minimum)	30	30
Minor Courses (Minimum)	18	18
*Foreign Language	12	—
Mathematics	—	6
Electives	22	28
Total	120	120

*The faculty of the modern language departments may be called on to administer achievement tests in French, German, or Spanish to determine the appropriate level at which the student should begin language study at the University. These achievement tests are designed to benefit the student and are in no way to be interpreted as a penalty.

Freshmen candidates for the degree of A.B. or B.S. are normally expected to take English Composition and from one to three additional courses selected from Humanities, History of Western Europe, Social Studies, and Science. Candidates for the A.B. must take two years of a foreign language. Candidates for the B.S. degree must take Mathematics.

The B.S. degree with a combined science major will be granted to students who earn 30 semester hours of credit in two sciences. The B.S. degree with a Biology-Chemistry major may be earned by students who complete the requirements listed on page 52 and 53, including the following science courses:

	Sem. Hrs.		Sem. Hrs.
Biology 1.1-1.2	8	Chemistry 1.1-1.2	8
Biology 2.1	4	Chemistry 2.1	4
*Biology	4	Physics 1.1-1.2	8
*Biology or Chemistry	4	Mathematics 1.3-1.4	6

*Courses may be selected from Biology 3.2, Chemistry 3.1, or from other advanced courses which are scheduled as need arises.

The B.S. degree with a major in Biology or Chemistry will be granted to students who through a combination of day and evening courses, or by virtue of advanced standing earned at other institutions, can meet Day Division requirements listed on pages 52-53.

A Minor may be earned by completing 18 semester hours of work in a single science.

BACHELOR OF SCIENCE IN GENERAL STUDIES

The Bachelor of Science in General Studies degree is a special liberal arts program designed to make available to evening students a wider range of major subjects than is presently possible in the evening A.B. and B.S. degree programs. It combines a common core of learning in the liberal arts with specialization in two or more related areas. In the event that a student transfers to the Day Division, he can readily convert part of his combined major to a day major and the other part to a day minor, thereby meeting requirements for the A.B. or B.S. degree. The Bachelor of Science in General Studies degree is intended to meet the needs of students who seek a broad cultural background rather than preparation for admission to graduate school.

Students who wish to prepare for the teaching profession may take enough education courses in place of free electives to enable them to meet state certification requirements, with the exception of Student Teaching, which is available only in the Day Division.

SUMMARY OF B.S. IN GENERAL STUDIES DEGREE REQUIREMENTS

I. GENERAL REQUIREMENTS

	<i>Sem. Hrs.</i>
English 1.1-1.2	6
History 1.1-1.2	6
Humanities 1.1-1.2	6
Science 1.1-1.2	8
(Students who plan to major in biological or physical science must take Biology 1.1-1.2, Chemistry 1.1-1.2, or Physics 1.1-1.2 instead of Science 1.1-1.2)	
Social Studies 1.1-1.2	6
Foreign language or Mathematics 1.3-1.4	12 or 6
History of English Literature	6
Electives	28 or 34
Major	42
<hr/>	
120 semester hours	

II. MAJOR REQUIREMENTS

A major consists of 42 semester hours of work in the related areas listed below:

Humanities Major: English literature courses, Humanities, and Philosophy. Foreign language literature courses (third year or beyond) are optional.

Social Studies Majors

- | | |
|-------------------------|---------------------------|
| A. History — Economics | C. Government — Economics |
| B. History — Government | D. Psychology — Sociology |

Science Majors

The majors in Biological Science and in Physical Science combine broad theoretical understanding with practical laboratory experience. In order to provide an understanding of the interrelationships among the several sciences, Biological Science majors are required to take Physics 1.1-1.2, and Physical Science majors are required to take Biology 1.1-1.2. This requirement is in addition to the 42 semester hour major requirement. Science majors are required to include among their major courses a Directed Study Research Project.

A. Biological Science: Courses in Biology and Chemistry.

B. Physical Science: Courses in Chemistry, Physics, and Mathematics.

III. ELECTIVES

Each student will elect additional courses from among the various offerings of the University in order to enable him to explore areas of individual interest and to complete 120 semester hours.

PRE-LEGAL EDUCATION

Students who have had a satisfactory academic record are eligible for admission to Law School when they have received the bachelor's degree from an accredited college or university.

Suffolk University Law School will accept students from any of the College Departments when they have completed three academic years of satisfactory work, including those studies which are listed in the prescribed curricula for freshmen, sophomores, and juniors.

The faculty of the University's Law School stresses the importance of a thorough mastery of English—both written and spoken. Proficiency in economics, government, philosophy, and sociology is desirable. Specifically a good background in English History as well as American History is essential. If possible, a year course in elementary accounting would prove to be helpful to a prospective lawyer. The Suffolk University School of Law requires a course in Accounting of all law students who have not successfully completed an Elementary Accounting course in college. The liberal arts course, outlined on page 113, offers the pre-legal student the most flexible plan through which he may attain skill and understanding of the fields recommended for admission to Law School.

While specific fields of study have been recommended, actually law school faculties carefully consider the quality of the work done in the classroom and are little concerned about the specific courses the student has completed. The faculties know that the study of law requires a close, critical, and sustained effort on the part of the student, and it is these qualities in an applicant which they hope to find.

MEDICAL TECHNOLOGY (Four to six years)

Suffolk University and the Newton-Wellesley Hospital have affiliated to offer a program leading to the Bachelor of Science degree with a major in Medical Technology. The program consists of ninety semester hours in liberal arts and science evenings at Suffolk University and a final year of technology days at the Newton-Wellesley Hospital School of Medical Technology. The final year is of fifty-two weeks duration and starts in September. Instruction will be given in the laboratories of the Hospital by its staff members. *No tuition is charged for the final year of study by either the University or the Hospital.* Students should apply to the Newton-Wellesley Hospital School of Medical Technology upon registering for their last semester of college work.

The program is approved by the Council on Medical Education and Hospitals of the American Medical Association and by the Registry of Medical Technologists of the American Society of Clinical Pathologists.

Upon satisfactory completion of the prescribed curriculum, students are eligible to receive a certificate in Medical Technology from the Newton-Wellesley Hospital, and the degree of Bachelor of Science with a major in Medical Technology from Suffolk University. Graduates are eligible for examination for certification by the Registry of Medical Technologists of the American Society of Clinical Pathologists.

The program is under the joint direction of Dr. Robert S. Friedman, Chairman of the Suffolk University Department of Biology, and Dr. David Skinner, Director of the Newton-Wellesley Hospital School of Medical Technology.

Curriculum in Medical Technology

<i>Freshman Year</i>	<i>Sem. Hrs.</i>	<i>Sophomore Year</i>	<i>Sem. Hrs.</i>
English 1.1-1.2	6	Humanities 1.1-1.2	6
Social Studies 1.1-1.2	6	History 1.1-1.2	6
Biology 1.1-1.2	8	Chemistry 2.1-2.2	8
Chemistry 1.1-1.2	8	Biology 2.1-2.2	8
Mathematics 1.3	3	*Elective	6
*Elective	3		
<i>Junior Year</i>	<i>Sem. Hrs.</i>	<i>**Senior Year</i>	<i>Sem. Hrs.</i>
English 2.7-2.8	6	Clinical Chemistry	10
Physics 1.1-1.2	8	Bacteriology	5
Chemistry 3.1	4	Serology	2
Biology 4.5	4	Blood Bank	3
*Electives to complete		Hematology	5
minimum of 90 sem. hrs.		Histologic Technique	2
		Clinical Microscopy	3

* Recommended electives: Mathematics 1.4, Economics 2.2, Physiology, Biochemistry, Microtechnique, Parasitology, Psychology 1.1-1.2, foreign language.

** Senior courses will be taken at the Newton-Wellesley Hospital School of Medical Technology in the daytime.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

The Bachelor of Science in Business Administration degree may be earned by the student attending the Evening College by following the prescribed plan as outlined here:

A. Basic Courses		Semester Hours	
Acct. E1.1-1.2		8	Elementary Accounting
Bus. Adm. E2.1-2.2		6	Business Law
Bus. Adm. E3.1		3	Finance
Econ. E1.1-1.2		6	Principles of Economics
Econ. E2.2		3	Statistics
Eng. E1.1-1.2		6	Freshman English
Eng. E2.1		3	Advanced Composition
Eng. E2.2		3	Business English
Govt. E4.1-4.2		6	Government Regulation of Industry
Hist. E1.1-1.2		6	History of Western Europe
Mgmt. E2.1		3	Principles of Management
Mkt. E2.1		3	Principles of Marketing
Pysch. E1.1		3	Orientation to Psychology
Psych. E3.5 or 3.6		3	Industrial and Business Psychology
			<i>Sem. Hrs.</i>
Restricted Elective from Group "A" (see below)			6 or 8
Restricted Elective from Group "B" (see below)			6
Restricted Elective from Group "C" (see below)			6
Group "A" Science			
Biol.	1.1-1.2	General Biology	8
Chem.	1.1-1.2	General Inorganic Chemistry	8
Math. 1.2 or 1.3-1.4		Advanced Mathematics	6
Sci.	1.1-1.2	Introduction to Science	8
Group "B" Social Studies			
Govt.	1.1-1.2	American and Comparative Government	6
Hist.	2.3-2.4	American History	6
Soc. Stud.	1.1-1.2	Introduction to Social Studies	6
Soc.	1.1-1.2	Introductory Sociology	6
Group "C" Humanities			
Hum.	1.1-1.2	Introduction to Humanities	6
Phil.	2.1-2.2	History of Philosophy	6
Phil.	1.3-1.4	Ethics and Intro. to Philosophy	6
B. Major: 24 credits in Advanced courses in Business Administration courses (not included above under Basic Courses). These courses may be in the fields of:			
Accounting			} 24
Business Administration			
Economics			
Management			
Marketing			

C. Free electives to bring the total to 120 semester hours.

ASSOCIATE CERTIFICATES

The Associate certificates in the various fields — liberal arts, science, business administration, and general studies — will be granted to those evening students who have satisfactorily completed 60 semester hours in the appropriate curricula and who do not intend to continue their work toward the completion of their bachelor's degree in the College Departments of Suffolk University. The candidate for this certificate must present his request in writing to the Registrar at the beginning of the semester during which he expects to qualify for it. At least one half of the credits toward the certificate must be earned at Suffolk University.

COURSES OF INSTRUCTION

ACCOUNTING

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors*: Mahoney (Chairman) and Stone; *Associate Professors*: O'Connor and F. L. Sullivan; *Assistant Professors*: Diamond, DeGiacomo, and Donahue; *Lecturers*: Hannon, Henchey.

For major and minor refer to statement covering all requirements for a degree in Business Administration.

Accounting E1.1-E1.2 — Elementary Accounting

2 terms — 8 semester hours

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.

Accounting E2.1-E2.2 — Intermediate Accounting Problems

2 terms — 6 semester hours

An intensive study is made of the accounting statements, including problems of form, content and evaluation. Advanced problems with respect to corporations are covered in detail. Analysis of the Balance Sheet and Profit Statement are made. *Prerequisite: Acct. 1.2. Offered in 1961-62.*

Accounting E2.6 — Administrative Accounting

1 term — 3 semester hours

Principles and methods of budgeting, estimating income, and operating budgetary control systems. Analysis of financial statements and determination of ratios. *Prerequisite: Acct. 1.2 Offered in Fall 1962-63.*

Accounting E3.1-E3.2 — Cost Accounting

2 terms — 6 semester hours

Accounting in a manufacturing business for materials, labor, and manufacturing expenses. Job order, process and standard cost systems are studied. *Prerequisite: Acct. 1.2. Offered in 1963-64.*

Accounting E3.3-E3.4 — Advanced Accounting Problems

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, consolidation balance sheet, surplus statement, profit and loss statement, estates and trusts, and public accounts. *Prerequisite: Acct. 1.2. To be offered in 1964-65.*

Accounting E4.1-E4.2 — Auditing

2 terms — 6 semester hours

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. 3.4*

Accounting E4.3 — 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. 1.2. To be offered in Spring 1962-63.*

Accounting E4.4 — Certified Public Accounting Problems

1 term — 3 semester hours

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

Accounting E4.5-E4.6 — Federal and State Taxation

2 terms — 6 semester hours

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. 1.2*

Accounting E4.7 — Municipal and Governmental Accounting

1 term — 3 semester hours

A presentation of the elementary principles of governmental account-

ing: classification of revenue and expenditure accounts, budgeting procedures, various types of funds, and financial reports. *Prerequisite: Acct. 1.2*

Accounting E4.8 — System Building

1 term — 3 semester hours

A study of the steps necessary in the preparation of an adequate accounting system for a business enterprise. *Prerequisite: Acct. 3.4*

BIOLOGY

DEPARTMENT OF BIOLOGY — *Professor:* Friedman (Chairman); *Assistant Professors:* Howland and West; *Lecturers:* Mulvey and Sarno.

The major requirements in the Department of Biology are satisfied on the completion of thirty semester hours of course work in the department.

In addition to the thirty semester hours of biological subjects, the major must also complete two semesters of College Physics, two semesters of Inorganic Chemistry and one semester of Organic Chemistry.

Although it is not possible at present to meet requirements for a biology major strictly through a program of evening study, many students find it possible to take the necessary advanced courses days during their senior year.

Requirements for the evening Biology-Chemistry major are explained on page 116.

It is strongly recommended that the student acquire a reading knowledge of modern foreign languages, preferably French and German.

The minor requirements in the Department of Biology are satisfied on the completion of eighteen semester hours of course work in the department.

Biology E1.1 — General Botany

1 term — 4 semester hours

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

Biology E1.2 — General Zoology

1 term — 4 semester hours

A comprehensive survey of the animal kingdom. The morphology, physiology, reproductive behavior 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 E2.1 — Comparative Anatomy of Vertebrates

1 term — 4 semester hours

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 E3.2 — Comparative Physiology

1 term — 4 semester hours

The chemistry and physics of protoplasm. General metabolism and energy exchanges. Muscle and nerve function. Lectures and demonstrations. *Prerequisite: Biology 1.2 and Chemistry 2.1.* Given in alternate years with Biology 2.1.

Biology E4.4 — Introduction to Marine Biology

1 term — 4 semester hours

A comprehensive survey of oceanic life. Consideration of the marine environment from the ecological point of view with attention to its economic importance. This course provides an open door to the rapidly growing, uncrowded and ever interesting frontier of marine fish and wild life service. *Prerequisite: Biology 1.2*

Biology E4.7-E4.8 — Introduction to Radiobiology

2 terms — 6 semester hours

The preparation, properties, structure and uses of isotopes as they apply to biology. The course will cover the theory and applied essentials for detecting the interaction of isotopes and biological systems. *Prerequisite: Biology 1.1-1.2 and Chemistry 1.1-1.2*

BUSINESS ADMINISTRATION

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Business Administration E2.1 — Business Law

1 term — 3 semester hours

Introduction to Business Law: nature and sources of law; courts and court procedure; crimes and torts; contracts; agency; labor relations; insurance; and bankruptcy. *Offered each Fall semester.*

Business Administration E2.2 — Business Law

1 term — 3 semester hours

Partnerships; corporations; property; sales; and negotiable instruments. *Prerequisite: Bus. Adm. 2.1. Offered each Spring semester.*

Business Administration E3.1 — Finance

1 term — 3 semester hours

A study of the functions of business finance. Representative topics

include: forms of business organization; acquiring and administering funds of business firms; types of instruments of corporate finance; stock exchanges, investment bankers and their regulation; problems of expansion, reorganization and liquidation of business enterprise. *Offered each Fall semester.*

Business Administration E3.5 — General Insurance

1 term — 3 semester hours

Discusses the theory, practice, and problems of risk-bearing in business. Life, property, and casualty insurance, and corporate suretyship are considered. Designed for those who wish a general knowledge of insurance for practical assistance in their business problems. *To be offered in Fall 1962-63 and 1964-65.*

Business Administration E3.6 — Principles of Investments

1 term — 3 semester hours

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. Adm. E3.1. Offered each Spring semester.*

Business Administration E3.7 — Real Estate

1 term — 3 semester hours

An examination of principles and practices of land economics involved in ownership, property management and transfer of real estate together with appropriate legal processes and instruments peculiar to real estate business. Also, methods of appraisal of property will be studied. *To be offered in Spring 1962-63 and 1964-65.*

CHEMISTRY

DEPARTMENT OF CHEMISTRY — *Associate Professor: Maehl (Chairman); Assistant Professor: Leftin; Lecturer: Martin.*

The requirements for a major program in the Department of Chemistry may be fulfilled by successfully completing the following courses: General Inorganic Chemistry, Organic Chemistry, three terms of Analytical Chemistry, Physical Chemistry, and one other course offered by the Department of Chemistry. Other requirements are: Mathematics through Integral Calculus and General College Physics..

A minor in chemistry may be satisfied by completing courses in General Inorganic Chemistry, two terms of Analytical Chemistry, and Organic Chemistry or Physical Chemistry.

Although it is not possible at present to meet requirements for a Chemistry Major strictly through a program of evening study, many

students find it possible to take advanced courses days during their senior year.

Courses which are listed for day students may be offered in the evening. See Section A of this catalogue.

ECONOMICS

DEPARTMENT OF GOVERNMENT AND ECONOMICS — *Professors:* Archon and Stolper (Chairman); *Associate Professor:* Rand; *Assistant Professor:* Jeannero; *Instructor:* Shannon; *Lecturers:* Burke, Kimball, Larus, and Ring.

Economics E1.1-E1.2 — 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. *Econ. E1.1 prerequisite to Economics E1.2*

Economics E2.2 — Introduction to Statistics

1 term — 3 semester hours

A survey of statistical material and techniques, with special reference to economic and business data. Attention is given to methods of collecting, tabulating, charting, and analyzing statistical data; frequency distribution, elementary probability, and simple correlation are covered. *Required for all Majors and Minors in Economics.*

Economics E3.1-E3.2 — History of Economic Thought

2 terms — 6 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. *Econ. E3.1 is a prerequisite for Econ. E3.2*

Economics E3.3 — Money and Banking

1 term — 3 semester hours

The nature and functions of money and credit; structure of the commercial banking and Federal Reserve banking systems; modern theoretical devices of monetary analysis and monetary theories.

Economics E4.1-E4.2 — Labor Economics

2 terms — 6 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 E4.3 — Business Cycles 1 term — 3 semester hours

Economic fluctuations considered briefly in their historical aspect. Theories of the Business Cycle; discussion of proposed policies for dealing with business cycle problem. *Prerequisite: Economics 3.3*

EDUCATION

DEPARTMENT OF EDUCATION — *Professor: Unger (Chairman); Associate Professor: Burton; Lecturers: Boy, Lucy, and J. M. White.*

Courses which are listed for day or graduate students may be offered late in the afternoon, evenings, or on Saturdays. See Sections A and C.

Undergraduate evening students may complete teacher certification and degree requirements through a program of evening study, with the exception of one course, Observation and Student Teaching, which may be taken days during the final semester of the senior year.

ENGLISH

DEPARTMENT OF ENGLISH — *Professors: Hannay, Murphy, and Vogel (Chairman); Associate Professors: Clark, Colburn, and O'Neil; Assistant Professors: Connors, Deane and McCaffrey; Lecturer: C. W. White.*

A minor in the Department of English is satisfied by successfully completing eighteen semester hours of selected course work in English including History of English Literature.

A.B. and B.S. candidates in liberal arts are required to take History of English Literature. This requirement is normally fulfilled in the sophomore year.

Students who are preparing for elementary school teaching are required to take History of American Literature.

Freshman English, Advanced Composition, and Business English cannot be credited toward a minor in English.

All students minoring in English must have their program in this minor approved by an advisor from the English Department and thereafter keep in close touch with the Department in respect to their program.

English E1.1 — Freshman English 1 term — 3 semester hours

The fundamental, indispensable course. A review of grammatical usage, vocabulary building, basic principles of thought organization, and disciplines of expository writing. Frequent themes and reading of prose selections.

English E1.2 — Freshman English 1 term — 3 semester hours

A continuation of English E1.1. Analysis of effective sentences and levels of diction; the mechanics of research and the writing of a term paper; introduction to literature through the short story and poetry. Themes based on required readings.

English E2.1 — Advanced Composition

1 term — 3 semester hours

A course designed to increase the student's capacity to write. An attempt through the study of literary techniques to teach the student to read and appreciate prose fiction, poetry, and drama. A variety of written assignments such as book reviews, essays, and critical evaluations. *Prerequisite: English E1.2*

English E2.2 — Business English 1 term — 3 semester hours

A required course for students in Business Administration. Discipline in essential techniques of correct, dignified English; the writing of business correspondence and business reports. *Prerequisite: English E1.2*

English E2.5 — History of American Literature

1 term — 3 semester hours

A survey of American Literature from the Colonial period to the Transcendental Movement, with a detailed study of national origins and literary trends. *Alternates with English E2.7*

English E2.6 — History of American Literature

1 term — 3 semester hours

A continuation of English E2.5. A survey of American literature from the Transcendental Movement to the First World War. Stress on major figures and emerging patterns of thought. *Alternates with English E2.8*

English E2.7 — History of English Literature

1 term — 3 semester hours

A survey of the literature of the British Isles from the beginning to the eighteenth century. Reading of representative selections with special attention given to chronological development, prose style, and poetic techniques. Basic for all special courses in English literature. *Alternates with English E2.5*

English E2.8 — History of English Literature

1 term — 3 semester hours

A continuation of English E2.7. A survey of the literature of the British Isles from the eighteenth century to the twentieth century. Readings of representative selections from the Neoclassic, Romantic and Victorian periods. *Prerequisite: English E2.7. Alternates with English E2.6*

English E3.3 — Great Books of World Literature

1 term — 3 semester hours

A study of selected literary masterpieces from ancient times to the eighteenth century: *The Odyssey*, *The Aeneid*, *The Inferno*, the *King James Bible*, *Don Quixote*, *Gargantua and Pantagruel*, and Moliere's plays. This list to be varied at the discretion of the instructor.

English E3.4 — Great Books of World Literature

1 term — 3 semester hours

A study of literary masterpieces from the eighteenth century to the twentieth century: *Candide*, *Faust*, *The Red and the Black*, *Madam Bovary*, *Moby Dick*, *Crime and Punishment*, Ibsen's plays. This list to be varied at the discretion of the instructor.

English E3.9 — Modern English Drama

1 term — 3 semester hours

A study of modern experimentation in the theater as exemplified in the works of leading dramatists. Representative selections from the plays of Shaw, Pirandello, O'Casey, Brecht, Giradoux, Sartre, Lorca, Anouilh, Ionesco, Genet, or others at the discretion of the instructor.

English E4.10 — Modern American Drama

1 term — 3 semester hours

The emergence of the modern American theater from the turn of the century to the present day. Readings chosen from the works of O'Neill, Anderson, Wilder, Hellman, Williams, Miller, Inge, or others at the discretion of the instructor.

English E4.11 — Modern English Fiction

1 term — 3 semester hours

An examination of the ideas and techniques of twentieth-century English fiction as represented in the works of Forster, Joyce, Lawrence, Snowm Cary, Waugh, Greene, Osborne, Durrell, or others at the discretion of the instructor.

English E4.12 — Modern American Fiction

1 term — 3 semester hours

An examination of the ideas and techniques of twentieth-century American fiction as represented in the works of Faulkner, Hemingway, Wolfe, Steinbeck, Cozzens, Warren, McCullers, Salinger, or others at the discretion of the instructor.

FRENCH

DEPARTMENT OF MODERN LANGUAGES — *Professors*: Fehrer and McKee (Chairman); *Assistant Professor*: Lee; *Instructor*: Day; *Lecturers*: Markus and Solano.

French E1.1-E1.2 — Elementary French

2 terms — 6 semester hours

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

French E2.1-E2.2 — Intermediate French

2 terms — 6 semester hours

Reading of stories and plays; review of grammar and composition.
Prerequisite: French E1.2 or its equivalent.

GEOGRAPHY**Geography E4.8-E4.9 — Cultural Geography**

2 terms — 6 semester hours

This course will emphasize the influence of the total physical environment on cultural patterns. Much stress will be placed on the primitive peoples of sub-Saharan Africa as well as the peoples of Southeast Asia and one or more Pacific Island groups. Political geography will not be a central concern of the course although a background of general geography will be desirable.

GERMAN

DEPARTMENT OF MODERN LANGUAGES — *Professors: Fehrer and McKee (Chairman); Assistant Professor: Lee; Instructor: Day; Lecturers: Markus and Solano.*

German E1.1-E1.2 — Elementary German

2 terms — 6 semester hours

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

German E2.1-E2.2 — Intermediate German

2 terms — 6 semester hours

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.*

GOVERNMENT

DEPARTMENT OF GOVERNMENT AND ECONOMICS — *Professors: Archon and Stolper (Chairman); Associate Professor: Rand; Assistant Professor: Jeannero; Instructor: Shannon; Lecturers: Burke, Kimball, Larus and Ring.*

The requirement for a major in the Department of Government is satisfied on the completion of thirty semester hours of course work distributed among the following seven groups: American Government, Political Theory, International Relations, Politics, Comparative Government, Public Law, and Public Administration and Local Government.

The requirement for a minor in the Department of Government is satisfied on completion of eighteen semester hours of course work.

Government E1.1 — 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, legislative procedure, powers and duties of the executive, the importance of the judiciary, and the structure and functioning of political parties.

Government E1.2 — 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 E2.1-E2.2 — 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. *Prerequisite: Govt. 1.1 or with the approval of the instructor.*

Government E2.3-E2.4 — Contemporary Foreign Policy of U.S.

2 terms — 6 semester hours

Part I — A study of the formation and implementation of the United States foreign policy: the organization of the State Department; its relations with Congress and the President; the effects of our foreign policy on domestic issues and on other nations.

Part II — A study of the contemporary foreign policy of the United States and the effect on our domestic policies and of the foreign policies of other great world powers upon U.S. foreign policy. A study of diplomatic procedure and the processes of international settlement of disputes through negotiations, mediations, arbitration and adjudication will be included. *Prerequisite: Govt. 1.1*

Government E3.2 — Public Administration: Theory and Institutions

1 term — 3 semester hours

The science and standards of public administration; formal organization of administrative units; types of organizations; problems of reorganization, decentralization and integration; responsibilities in administration and the role of the individual; informal organization and group behavior.

Government E3.21 — Public Administration: Problems and Application

1 term — 3 semester hours

The environment of administration; relationships with legislature, with special interests, and with public; inter-level relationships, federal, state and local; formulation and co-ordination of program and policy and adaptation of organization to formulated aims.

Government E3.3-E3.4 — Political Theory

2 terms — 6 semester hours

A study of ancient and medieval political thought: Plato, Aristotle, the Scholastics, Machiavelli. A study of modern political thought: Locke, Rousseau, Hobbs, Marx and contemporary philosophers. Emphasis throughout on the State, freedom, revolution, law, constitution, and property.

Government E3.5 — American Parties and Policies

1 term — 3 semester hours

The development of the American party system; the organization of political parties; the political machine; bosses and the spoils system; pressure groups; the nomination of candidates; the conduct of campaigns in the elective process.

Government E3.6 — State Government

1 term — 3 semester hours

The development, structure and functions of state governments: The details of Massachusetts government will be fully considered and compared with other state governments of the United States and their interstate relations.

Government E3.61 — Local Government

1 term — 3 semester hours

The development, structure and functions of county, municipal, town and other local political subdivisions entities; relation between state and local political subdivisions will be considered as will also the various systems of regulation including mayor-council, council-manager and commission forms.

Government E3.0-E3.1 — International Relations

2 terms — 6 semester hours

This course deals with principal forces in international policies and institutions of international cooperation. Problems of security, imperialism, and nationalism as well as trends in international organization are treated.

Government E4.1-E4.2 — Government Regulation of Industry

2 terms — 6 semester hours

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

Government E4.3-E4.4 — Government and Labor

2 terms — 6 semester hours

First semester: Background of the labor-management conflict; theories of wages, the labor market and employee benefits; free enterprise and the growth of unionism; role of the federal and state governments.

Second semester: Collective bargaining and the union contract; grievance procedure; arbitration and mediation; background and trends in government regulation and in labor-management relations.

HISTORY

DEPARTMENT OF HISTORY — *Professors*: Floyd (Chairman) and Hartmann; *Assistant Professors*: Farley and Sarafian.

The requirement for a major in the Department of History is satisfied on completion of thirty semester hours of course work in History. History majors will not be permitted to count History of Western Europe from the Fall of Rome to the Present toward the completion of the major requirements in the field.

The requirement for a minor in the Department of History is satisfied on completion of eighteen semester hours of course work in the Department, in addition to History E1.1-E1.2.

Whenever possible, students electing a continuing course, such as History E2.3-E2.4, should take both parts, and in the same year. Those electing History E3.7-E3.8 are urgently advised to follow this procedure.

Some of the courses listed are offered every year, others in alternate years, and some only in every third year. By consulting with members of the Department, students wishing to major in the field may ascertain what courses will be presented during their Sophomore, Junior, and Senior years. History majors are urged to follow this procedure and to pay particular attention to the listings of course offerings distributed at the beginning of each semester.

History E1.1-E1.2 — History of Western Europe from the Fall of Rome 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. This course cannot be used to satisfy requirements for a major or a minor in history.

History E2.1-E2.2 — The Ancient World 2 terms — 6 semester hours

A survey of Mediterranean civilization from earliest times to the fall of the Roman Empire. The political, social and cultural development of Egypt, the Near East, Greece, the Hellenistic World, the Roman Republic and the Roman Empire. Students will read selections from the ancient authors.

History E2.3-E2.4 — 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 E2.7-E2.8 — 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 E2.9-E2.10 — History of the Western Movement 2 terms — 6 semester hours

This course deals with the physical occupation of America from the early seventeenth century to the disappearance of the frontier in the 1890's. Particular emphasis is placed on the economic and sociological factors involved in the nation's territorial growth. *Prerequisite: History E2.3-E2.4*

History E3.7-E3.8 — Europe since 1815 2 terms — 6 semester hours

This course will deal with the political, economic, and cultural development of the principal European states from 1815 to 1914. It will trace the origin and development of national movements, the rise of socialistic organization, the growth of imperialism, and the major

causes of World War I. The lectures will then follow the main outlines of the conflict, examine the terms of the peace settlement, and 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.

History E3.91-E3.92 — The Far East and South East Asia

2 terms — 6 semester hours

A general introduction to the history of Eastern Asia. Particular emphasis is placed on the diplomatic, political, social, and economic developments within the past two centuries. History E3.91 will deal with the Sino-Japanese regions, while History E3.92 will deal with India and Southeast Asia.

History E3.10-E3.11 — The Middle East

2 terms — 6 semester hours

A survey of the peoples and lands from the North African coast to Afghanistan, with especial emphasis on the development of nationalistic movements during the nineteenth and twentieth centuries. History E3.10 will include a survey of the Middle Eastern backgrounds, the ancient periods, Christianity, Islam, Byzantine and Ottoman contributions, and a case study of the transfer of nationalism to the Middle East from the Balkan Christian revolutionary movement by the Armenian Revolution. History E3.11 will include the Arab independence movement, the Arab states, Iran, Palestine and Israel, and Colonialism, Imperialism, and the Diplomatic Struggle over the Middle East.

History E4.3-E4.4 — Russia

2 terms — 6 semester hours

A survey of the history of Russia from the earliest times to the present. Internal developments and economic, political, and social problems leading to the Revolution of 1917 are emphasized. The second semester includes a detailed study of the soviet regime in practice.

HUMANITIES

DEPARTMENT OF HUMANITIES — *Professor*: Goodrich (Chairman); *Assistant Professor*: Petherick; *Lecturers*: Deninger and Reiche.

Humanities E1.1-E1.2 — 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 explain certain important stages in the development of modern western ideas. Through these lectures and an extensive reading list, the student gains an acquaintance

with the development of western culture and an understanding of the broad field of Humanities, including literature, fine arts, religious and philosophic thought.

Humanities E2.1-E2.2 — History of Visual Arts in the West
2 terms — 6 semester hours

The beginning student is given a survey of the visual arts from Prehistoric Times through the Middle Ages during the first semester and from the Middle Ages to the Present Time in the second. There will be introductory discussions of art principles. Painting, sculpture, architecture, and the minor arts are examined in relationship to their time and place in history. Emphasis will be given to the works of important men of each period.

Humanities E3.1-E3.2 — Music Appreciation
2 terms — 6 semester hours

A study of the musical styles and forms characteristic of the various periods of art history. Composers and their styles will be studied in relationship to their countries and periods. Representative compositions will be played and analyzed in class. The course will lead ultimately to an understanding not only of the music of the past but that of the present. Special reference will be made to the place of the composer and his music in contemporary society.

MANAGEMENT

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Management E2.1 — Principles of Management
1 term — 3 semester hours

The principles and techniques underlying the successful organization and management of business activities. Management problems; planning and developing the organization; department 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. *To be offered in Spring 1962-63 and in Fall 1963-64.*

Management E3.1 — Personnel Administration
1 term — 3 semester hours

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 2.1. To be offered in Fall 1962-63.*

Management E3.2 — 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 E2.1 and Marketing E2.1. To be offered in Spring 1962-63.*

Management E4.1 — Industrial Management

1 term — 3 semester hours

Various techniques and methods used in administration of industrial organizations. Problems of relations between employer and employee and methods of adjusting grievances. *Prerequisite: Management 2.1. To be offered in Fall 1963-64.*

Management E4.2 — 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 2.1. To be offered in Spring 1963-64.*

Management E4.3 — Motion and Time Study

1 term — 3 semester hours

The course is designed to present in a scientific manner time and motion study as a basic tool in industrial management. Included in the subjects considered are the following: The scope of time and motion study, process chart analysis; micromotion study and therbligs, memomotion study, time study rating. The course covers the approach to problems ranging from office systems to routine jobs. *Prerequisite: Management 2.1. To be offered in Fall 1964-65.*

Management E4.4 — Organization and Operation of Small Business

1 term — 3 semester hours

A study of business opportunities in a small business, organizing, financing, and operating your own business. *To be offered in Spring 1964-65.*

MARKETING

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Marketing E2.1 — Marketing 1 term — 3 semester hours

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. *To be offered in Fall 1962-63 and Spring 1963-64.*

Marketing E3.1 — Principles of Salesmanship

1 term — 3 semester hours

Methods of successful selling based on fundamentals applied to the various fields of salesmanship. *Prerequisite: Marketing E2.1. To be offered in Fall 1962-63 and 1964-65.*

Marketing E3.2 — Principles of Advertising

1 term — 3 semester hours

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 E2.1. To be offered in Spring 1962-63 and 1964-65.*

Marketing E3.5 — 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 E2.1. To be offered in Fall 1963-64 and 1965-66.*

Marketing E4.1 — Retail Store Organization and Management

1 term — 3 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 service, store system, and maintenance are considered. *Prerequisite: Marketing 2.1. To be offered in Spring 1963-64 and 1965-66.*

Marketing E4.3 — Credits and Collections

1 term — 3 semester hours

Principles and practices observed in wholesale and retail credit granting. Organization and operation of the credit department. *Prerequisite: Marketing E2.1. To be offered in Fall 1963-64 and 1965-66.*

Marketing E4.4—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 E2.1. To be offered in Spring 1963-64 and 1965-66.*

MATHEMATICS

DEPARTMENT OF MATHEMATICS AND PHYSICS — *Assistant Professor: Heigho (Chairman); Instructor: Rafferty; Lecturers: Athanis, Din-
cecco, Martucelli, and Rolfe.*

Mathematics E0.1—Fundamentals of Algebra

1 term — no credit

The course is designed to review certain topics normally included in intermediate high-school algebra, including the techniques of algebra through quadratic equations and systems of simultaneous equations. Required of students at the discretion of the Department of Mathematics. *Not credited toward any degree.*

Mathematics E1.2—Fundamentals of General Mathematics

1 term — 3 semester hours

This course is intended to give a brief survey of the advances in modern mathematics to students who will terminate their work in mathematics after one college year. It will not meet the requirements for majors in the physical science or in mathematics, and is not open to students who have passed Mathematics 1.3 with a grade of B or better. Topics covered will include the logical foundation of mathematics, and an introduction to the theory of algebra, modern geometry, and analysis. *Prerequisite: Mathematics 0.1 or 1.3 or the equivalent.*

Mathematics E1.3—College Algebra 1 term — 3 semester hours

Open to qualified students at the discretion of the department. Topics covered will include linear, quadratic, and systems of equations, logic, and an introduction to modern algebraic theory. No specific prerequisites except an adequate background in high-school algebra.

Mathematics E1.4 — Introduction to Advanced Mathematics

1 term — 3 semester hours

This course is a continuation of Mathematics 1.3 and is required of all students wishing to take Mathematics 2.1 or Physics 1.1. Topics covered will include an introduction to the study of mathematical functions and an intensive study of the trigonometric and exponential functions. *Prerequisites: Mathematics 0.1 or 1.3, or the equivalent.*

Mathematics E2.1 — Analytic Geometry and Calculus I

1 term — 3 semester hours

Topics covered will include the analysis of lines and circles and the differentiation of algebraic functions. *Prerequisite: Mathematics 1.4*

Mathematics E2.2 — Analytic Geometry and Calculus II

1 term — 3 semester hours

This course is a continuation of Mathematics 2.1, and will include the analysis of conic sections, differentiation of transcendental functions, and an introduction to integral calculus. *Prerequisite: Mathematics 2.1*

Mathematics E2.3 — Integral Calculus I

1 term — 3 semester hours

Topics covered will include formal techniques of integration and the application of integrals to problems of geometry and physics. *Prerequisite: Mathematics 2.1 and 2.2*

Mathematics E2.4 — Integral Calculus II

1 term — 3 semester hours

This course is a continuation of Mathematics 2.3, and will include partial differentiation, multiple integration, and differential equations. *Prerequisite: Mathematics 2.3*

PHILOSOPHY

DEPARTMENT OF PHILOSOPHY — *Professor: Sahakian (Chairman).*

Philosophy E1.1 — Elementary Logic 1 term — 3 semester hours

A study of the forms and laws of thought, syllogistic argument and fallacies encountered in reasoning. Methods of scientific investigation. A course in logic not only teaches the student to think correctly and to avoid errors in his own thinking, but it also trains him to detect fallacies in the reasoning of others.

Philosophy E1.3 — Ethics

1 term — 3 semester hours

A critical introduction to ethical theories — an historical approach. A study of the persistent problems of philosophy together with solutions offered by various schools of thought. Ethical schools of thought such as the following are treated: Socratic, Aristotelian, Epicurean, Hedonism of Aristippus, Stoicism of Epictetus, Scholasticism of Aquinas, Subjectivism of Hume, Utilitarianism of Bentham and Mill, Kantian, Evolutionary Naturalism of Spencer, Intuitionism of Martineau, Logical Positivism of Ayer, Idealism and Personalism. This course is open to beginners in philosophy.

Philosophy E1.4 — Introduction to Philosophy

1 term — 3 semester hours

An introductory study intended to orient the student in philosophical thought. The various fields of philosophy are studied and a variety of schools of philosophical thought treated. The student is equipped with technical terms used in philosophy. This is the standard first course in philosophy.

Philosophy E3.1 — Problems of Philosophy

1 term — 3 semester hours

A study of the persistent problems of philosophy together with solutions offered by various schools of thought. Problems of Philosophy may be selected as a first course in philosophy.

Philosophy E4.3 — Seminar in Philosophy of Science

1 term — 3 semester hours

The philosophy of Science. Will treat such men as Copernicus, Comte, Mach, Poincare, Darwin, Bergson, Freud, Whitehead, Jeans, Eddington, Einstein, Compton, and Planck. *Previous work in philosophy or science is desirable.*

Philosophy E4.4 — Seminar in American Philosophy

1 term — 3 semester hours

An historical development of the major schools of American philosophy. Emphasis will be upon the more understanding figures in American Philosophy as Emerson, Bowne, Royce, James, Perry, Santayana, Pierce Dewey, and Brightman.

PHYSICS

DEPARTMENT OF MATHEMATICS AND PHYSICS — *Assistant Professor:* Heigho (Chairman); *Instructor:* Rafferty; *Lecturers:* Athanis, Din-cecco, Martucelli, and Rolfe.

The requirements for a minor program in Physics may be fulfilled by completing six terms of course work in Physics or by completing four terms of course work in Physics and two terms of Physical Chemistry.

Physics E1.1-E1.2 — General Physics

2 terms — 8 semester hours

An introduction to the fundamental principles of physics. Basic concepts of mechanics, heat, sound, light, electricity, and magnetism. Lectures and laboratory. *Prerequisite: Mathematics E1.3-E1.4 or Instructor's permission.*

PSYCHOLOGY

DEPARTMENT OF PSYCHOLOGY AND GUIDANCE — *Professor: Lieberman* (Chairman and Director); *Assistant Professors: Augeros and Grossack; Assistant Director and Instructor: C. D. Smith; Lecturers: Hoogheem, Kay, Rosenzweig* (Counselor), and Wilson.

The requirement for a major in the Department of Psychology is satisfied on the completion of thirty semester hours of course work. The course work must include: Orientation to Psychology, Psychology of Adjustment, Abnormal Psychology, Psychological Statistics, Psychological Measurement, Experimental Psychology, Psychology of Learning, History of Psychology.

Although it is not possible at present to meet requirements for a Psychology Major strictly through a program of evening study, many students find it possible to take advanced courses days during their senior year.

The requirement for a minor in the Department of Psychology is satisfied on completion of eighteen semester hours of course work.

Psychology E1.1-E1.2 — Orientation to Psychology

2 terms — 6 semester hours

A survey of principal psychological concepts and of representative findings in the fields of perception, thinking, emotions, learning, motivations, adjustment, social behavior, development, personality and human capacities. The concepts and findings will be developed by systematic lectures and by informal discussions designed to help the students grasp

the psychological principles as personal experiences. The major aims of the course are: (1) to provide a meaningful acquaintance with psychology and to serve as the basis for advanced courses in the Department; (2) to develop the student's understanding of his values, attitudes, and perceptions as they affect human relations, and to improve his awareness in interpersonal situations such as in business, education, and social service.

Psychology E2.1 — 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 E1.1 or E1.2*

Psychology E2.3 — Social Psychology 1 term — 3 semester hours

Studies the major concepts presently used to explain and predict social interaction, motivation, attitudes, small group behavior and leadership. Develops an understanding of the individual in social situations and of basic processes such as communication, conformity and deviation. *Prerequisite: Psychology E1.1-E1.2*

Psychology E2.4 — Abnormal Psychology

1 term — 3 semester hours

The dynamics of abnormal behavior are studied, particularly as exemplified in the neuroses and in the organic and 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. *Prerequisite: Psychology E2.1, or permission of instructor.*

Psychology E2.5 — Child Psychology 1 term — 3 semester hours

An introductory course demonstrating the continuity of the principles of General Psychology to that of Child Psychology. Course covers the topics of Physical and Behavioral Maturation; Learning and Personality; Intellectual, Social and Emotional Development. Surveys systematic viewpoints including Freudians, Piaget and S-R Psychologists and discusses problematic areas in child development. *Prerequisite: Psychology E1.2*

Psychology E2.6 — Psychology of Adolescence

1 term — 3 semester hours

Treats the adolescent years in terms of growth in maturity as influenced by cultural factors. Includes relationships to family and friendship groups. Covers personality changes and conflicts common in this stage of development. *Prerequisite: Psychology E1.1-E1.2*

Psychology E3.5-E3.6 — Industrial and Business Psychology

2 terms — 6 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 the psychology of advertising, selling, market research, and public relations. Useful to executives, foremen, industrial psychologists, employment interviews, sales managers, advertising men, and personnel managers. *Recommended prerequisites: Psychology E1.1 or E1.2*

RUSSIAN

Russian E1.1-E1.2 — Elementary Russian

2 terms — 6 semester hours

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

Russian E2.1-2.2 — Intermediate Russian

2 terms — 6 semester hours

A review of grammar, composition, and conversation. Reading of modern Russian stories and plays. *Prerequisite: Russian 1.2 or its equivalent.*

SCIENCE

Science E1.1 — Introduction to Science

1 term — 4 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 E1.2 — Introduction to Science

1 term — 4 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 E1.1-E1.2 — 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

DEPARTMENT OF SOCIOLOGY — *Professor:* Fiorillo; *Instructor:* Cromidas; *Lecturers:* McLain, J. L. Sullivan, and Wilson.

Sociology E1.1-E1.2 — 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 E2.1 — Community Organization

1 term — 3 semester hours

The contemporary American urban and rural community in action. Nature and types of community; its place in history. Organization of communities in rural and urban life. Community studies and surveys. Community social agencies. Sociology and community organization.

Sociology E2.2 — 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. *Prerequisite: Sociology E1.1-E1.2 and Psychology E1.1-E1.2*

Sociology E2.3-E2.4 — Social and Cultural Anthropology

2 terms — 6 semester hours

A study of customs, practices, beliefs, institutions, and social organization of primitive peoples with special reference to the role of culture in shaping personality. *Prerequisite: Sociology E1.1-E1.2*

Sociology E2.5 — Introduction to Social Welfare

1 term — 3 semester hours

A comprehensive course dealing with the structure, function and principles of the agencies of public assistance, social insurance, recreation group work, correctional, institutional and parole services which handle cases of poverty, sickness and delinquency.

Sociology E3.1 — 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 chance of marital success. Courtship and mate selection. The husband-wife relationship. Factors conducive to family tension, desertion and divorce. Marriage and family counseling services. *Prerequisite: Sociology E1.1-E1.2*

Sociology E3.2 — Crime and Delinquency

1 term — 3 semester hours

A study of the explanations for crime and delinquency; history of punishment; other methods of control; development of penal and correctional methods including probation, parole, release procedures; the juvenile court. Proposals for youth courts and youth correction authorities. Emphasis on crime as a system of behavior.

Sociology E3.4 — Social Theory

1 term — 3 semester hours

An analytical and theoretical approach to sociological material, with emphasis on the development of sociological ideas and empirical research. Advanced readings will be used and emphasis will be placed on social structure and change. *Limited to Sociology majors and minors.*

Sociology E4.1 — Social Problems 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. *Prerequisite: 6 semester hours of Sociology.*

Sociology E4.35 — Social Development of Emotionally Healthy Children and Youth 1 term — 3 semester hours

With the Report of the 1950 White House Conference on Children and Youth as the basis, the course aims to aid teachers, parents, social workers, and all students about how to make use of the recent knowledge on the healthy development of personality in all youth.

Sociology E4.7 — Sociological Techniques of Counseling

1 term — 3 semester hours

A course for all interested in the process of counseling whether student, teacher, or business person. It aims to train persons to help those with problems achieve more desirable goals. It demonstrates the importance of trained assistance in solving personal problems and setting up important objectives in each individual's plan for the future.

Sociology E4.9-E4.10 — Personal Adjustment and Mental Health

2 terms — 6 semester hours

A course in the principles of mental health which, when applied in daily living, will help a person adjust to day by day situations as they develop and, therefore, better to understand his relationship to himself.

SPANISH

DEPARTMENT OF MODERN LANGUAGES — *Professors:* Fehrer and McKee (Chairman); *Assistant Professor:* Lee; *Instructor:* Day; *Lecturers:* Markus and Solano.

Spanish E1.1-E1.2 — Elementary Spanish

2 terms — 6 semester hours

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

Spanish E2.1-E2.2 — Intermediate Spanish

2 terms — 6 semester hours

Designed to give the student proficiency in grammar and in basic conversation and a fluency in reading of Spanish literature. *Prerequisite: Spanish E1.2 or its equivalent.*

SPEECH

DEPARTMENT OF SPEECH — *Instructor*: MacLean (Chairman).

Speech E1.1 — Public Speaking 1 term — 3 semester hours

Practical course for beginning students, designed to develop skill in the preparation and delivery of public speeches. Speech materials, organization, composition, and delivery; expository and persuasive talks on selected topics.

Speech E1.2 — Public Speaking 1 term — 3 semester hours

Basic principles of discussion, debate, and parliamentary procedure. Selection and analysis of the proposition, evidence, fallacies and briefing. Short argumentative talks and debates; panel discussions of contemporary problems.

Speech E1.3 — Voice and Diction 1 term — 3 semester hours

Physiology and hygiene of the voice; breath control phonation, resonance, articulation; English vowels, consonants and diphthongs. A theory and drill course for the improvement of the normal speaking voice.

Speech E2.2 — Oral Interpretation of Literature

1 term — 3 semester hours

Principles of interpretation; analysis and oral reading of prose literature and verse. Development of adequate mental and emotional responsiveness to literature and ability to communicate this appreciation to others by oral reading.

Speech E2.4 — Business and Professional Speaking

1 term — 3 semester hours

The business conference; interviews; preparation and delivery of oral reports; persuasion; sales and promotional speeches; the good will speech. Preparation and delivery of the common types of business and semi-public speeches.

Speech E2.6 — Persuasion

1 term — 3 semester hours

A study of the non-logical bases of human motivation; basic principles involved in influencing the belief and action of audience adaption, establishing and holding attention and interest, motivation and suggestion.

SECTION C

GRADUATE REGULATIONS AND COURSES OF STUDY

HISTORY OF GRADUATE DEPARTMENT

The first graduate degree in course was conferred by the University at the end of January 1950. Only two persons received this degree, but they were the forerunners of a large group of active candidates who have received their degrees at subsequent Commencements.

During the year of 1948, when the University achieved a post World War II reorganization and stabilization with a fine degree of controlled expansion, formal graduate courses were first offered. The enrollment was small then but it has steadily grown until now there are approximately seventy-five students actively engaged in graduate study.

PURPOSE AND GENERAL REQUIREMENTS

The Graduate Department, a division of Suffolk University, offers advanced study for students who have bachelor's degrees from the university or from other approved educational institutions. Classes are scheduled in the Day and Evening Divisions.

A requirement for the status of degree candidate at the graduate level is an undergraduate program of study equivalent to either the A.B. or B.S. degree (in the case of M.A. in Ed. candidates) or the B.S. in B.A. degree (in the case of M.S. in B.A. candidates) conferred by Suffolk University.

The purpose of the division is to offer facilities for advanced study and research so that the students may receive a comprehensive view of the field of knowledge in which they are working. Here, also, students may acquire the technique needed to give quality to constructive imagination for independent investigation in their fields of interest.

Through its graduate courses, the Department furnishes advanced preparation for those who are planning to become teachers of academic subjects and leaders in education and business.

Candidates for the Master of Arts and Master of Science Degree must complete a program of study approved by their major department head, their faculty sponsor and the Dean.

MAJOR DEPARTMENTS OF STUDY

The field in which the Degree of Master of Arts may be taken is Education.

The division also offers courses leading to the Degree of Master of Science in Business Administration.

As circumstances warrant it and should sufficient demand arise graduate work will be offered in other departments.

ADMISSION AND REGISTRATION REGULATIONS

A prospective student seeking admission to the Graduate Department should proceed as follows:

Each applicant must file an application form and have transcripts from all other colleges attended sent directly to the Registrar's Office. Applicant should show evidence that he is prepared to do acceptable graduate work. This is determined through interviews with the Registrar and the chairman of the major department.

The applicant is expected to furnish letters from two persons who can write with certainty about his preparation for graduate work. The applicant will be informed by the Registrar, in writing, whether he has been accepted for graduate study at Suffolk University.

GENERAL REQUIREMENTS FOR THE MASTER OF ARTS IN EDUCATION DEGREE

One year of residence and the completion of thirty hours of graduate work are required.

Upon termination of his course requirements, the candidate will be given a written examination in the field of education. This examination will concern itself with three basic subject matter areas: Educational Administration, Educational Sociology, and Educational Philosophy.

GENERAL REQUIREMENTS FOR THE MASTER OF SCIENCE DEGREE IN BUSINESS ADMINISTRATION

The Graduate Department offers courses leading to the Degree of Master of Science in Business Administration. One year of residence and the completion of thirty hours of graduate work are required as a minimum. The student whose undergraduate experience does not include basic background courses in economics and business administration may be required to complete two years of residence and sixty-two hours.

Thesis: Suffolk University requires writing a thesis as one of the requirements for a Master of Science Degree in Business Administration because of the experience it gives in assembling and analyzing materials and in presenting the resulting conclusions and philosophies in "book" form.

The thesis work, generally taken in conjunction with enrollment in a research course, allows the student to select his own problem in which he may have a latent interest, approach it from his personal point of view, and complete his study, expanding it or delimiting it as he sees fit. When the study has been concluded and approved by the faculty sponsor, the high degree of personal satisfaction and self-esteem of the graduate student can not be estimated—particularly when it is found that that the study can be given immediate application by the student and the benefits extended into the community from which he comes.

When the graduate student notifies the Dean that he is ready to think about his thesis project, he will be assigned to a faculty member to whom he may go for advice and direction. For the records, the faculty advisor or sponsor will approve the thesis topic and then the student can intensify his effort in this direction.

At the appropriate time the faculty sponsor will advise the student that his study is ready for its final reading. This procedure should be concluded six weeks before graduation.

Two bound copies of the thesis are to be submitted to the Dean two weeks before graduation. Frequently the student wants a third bound copy for himself.

GRADING SYSTEM

All grades will be based on the following marking system:

A	90-100%	F	Below 60%
B	80- 89%	I, IP, IF	Incomplete
C	70- 79%	W, WP, WF	Withdrawn
D	60- 69%		

Graduate credit will not be given for courses in which a grade lower than B is received.

TRANSFER CREDITS

Six semester hours of graduate residence credits of B quality or better are the maximum amount of advanced standing credits that can be accepted for work completed at other approved institutions. Under no circumstances will extension work, or courses by correspondence, from other institutions be accepted.

STATUTE OF LIMITATION

Work for the Master's Degree must be completed within five years after graduate course work has started.

PRE-REGISTRATION IN GRADUATE DEPARTMENTS

A Suffolk University undergraduate who is certified by the Registrar as needing nine semester hours or less to meet his degree requirements may be granted permission by the graduate committee to pre-register for graduate credit in a limited number of courses, provided he meets all of the other admission requirements.

In no case should the student thus registered enroll in more than a total of five courses.

GRADUATE STUDY IN THE SUMMER

The summer session provides many graduate students, particularly teachers in public schools, a full-time opportunity to carry on the work towards the master's degree. Also, courses may be taken to strengthen teaching fields or to establish new areas.

GRADUATE COURSES OF INSTRUCTION

Note: In each of the departments offering graduate work there are certain undergraduate courses of the upper level which may be taken for graduate credit under appropriate arrangements with the head of the department. The courses are listed in the undergraduate section of this bulletin. Graduate students should refer to the Daytime or Evening sections of this catalogue for dates when courses will be offered.

ACCOUNTING

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

For major and minor refer to statement covering all requirements for a degree in Business Administration.

Accounting 1.1-1.2 — Elementary Accounting

2 terms — 8 semester hours

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. A two hour period each week is spent in the accounting laboratory. No previous knowledge of bookkeeping required. *Not for graduate credit.*

Accounting 2.1-2.2 — Intermediate Accounting Problems

2 terms — 6 semester hours

An intensive study is made of the accounting statements, including problems of form, content, and valuation. Advanced problems with respect to corporation 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

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

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 Problems

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

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. 3.4*

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. 3.4*

Accounting 4.4 — Certified Public Accounting Problems

1 term — 3 semester hours

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

Accounting 4.5-4.6 — Federal and State Taxation

2 terms — 6 semester hours

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*

Accounting 4.7 — Municipal and Governmental Accounting

1 term — 3 semester hours

A presentation of the elementary principles of governmental accounting: classification of revenue and expenditure accounts, budgeting procedures, various types of funds, and financial reports. *Prerequisite: Acct. 1.2*

Accounting 4.8 — System Building

A study of the steps necessary in the preparation of an adequate accounting system for a business enterprise. *Prerequisite: Acct. 3.4*

BUSINESS ADMINISTRATION

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Business Administration 2.1 — Business Law

1 term — 3 semester hours

Introduction to Business Law: nature and sources of law, courts and court procedure, crimes and torts, contracts; agency; labor relations; insurance; and bankruptcy. *Not for graduate credit.*

Business Administration 2.2 — Business Law

1 term — 3 semester hours

Partnerships; corporations; property; sales, and negotiable instruments. *Prerequisite: Bus. Adm. 2.1* *Not for graduate credit.*

Business Administration 3.1 — Finance

1 term — 3 semester hours

A study of the functions of business finance. Representative topics include: forms of business organizations; acquiring and administering funds of business firms; types of instruments of corporate finance; stock exchanges, investment bankers and their regulation; problems of expansion, reorganization and liquidation of business enterprises. *Not for graduate credit.*

Business Administration 3.5 — General Insurance

1 term — 3 semester hours

Discusses the theory, practice, and problems of risk-bearing in business. Life, property, and casualty insurance, and corporate suretyship are considered. Designed for those who wish a general knowledge of insurance for practical assistance in their business problems.

Business Administration 3.6 — Principles of Investments

1 term — 3 semester hours

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. Adm. 3.1*

Business Administration 3.7 — Real Estate

1 term — 3 semester hours

An examination of principles and practices of land economics involved in ownership, property management and transfer of real estate together with appropriate legal processes and instruments peculiar to real estate business. Also, methods of appraisal of property will be studied.

Business Administration 10.1-10.2 — Thesis Seminar

2 terms — 6 semester hours

The first semester of this course is devoted to giving the student the tools to write an acceptable thesis. The second semester sees the graduate student through the writing of the thesis under an advisor in his field.

ECONOMICS

DEPARTMENT OF GOVERNMENT AND ECONOMICS — *Professors: Archon and Stolper (Chairman); Associate Professor: Rand; Assistant Professor: Jeannero; Instructor: Shannon; Lecturers: Burke, Kimball, Larus and Ring.*

Economics 2.2 — Introduction to Statistics

1 term — 3 semester hours

A survey of statistical material and techniques, with special reference to economic and business data. Attention is given to methods of collecting, tabulating, charting, and analyzing statistical data; frequency distribution, elementary probability, and simple correlation are covered.

Economics 3.1-3.2 — History of Economic Thought

2 terms — 6 semester hours

Development of economic thought with particular emphasis on the contributions of classical and neoclassical economists to modern economic theory; contemporary economic ideology.

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 3.5 — Industrial Policy and Market Control

1 term — 3 semester hours

A study of modern industrial organization, dealing primarily with problems of business combinations, market practices, and price making under quasi-monopolistic conditions. The development of public policy in the United States from its common law origins; federal anti-trust legislation and its judicial interpretation; regulation of business practices through the Federal Trade Commission.

Economics 4.1-4.2 — Labor Economics

2 terms — 6 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 4.5 — Public Utilities 1 term — 3 semester hours

A survey of the objectives, development, and content of the public control of industries "Affected with a public interest." The economics of public service corporations; the economic problems of regulation; state versus federal control; public ownership and competition as an alternative to regulation.

EDUCATION

DEPARTMENT OF EDUCATION — *Professor:* Unger (Chairman); *Associate Professors:* Burton and Law; *Lecturers:* Boy, Lucy, and J. M. White.

Candidates for the master's degree in education will be expected to secure from the Graduate Committee approval of their degree plans during their first semester of residence. All candidates are required to elect the following courses: Education 6.8, Education 6.9, Education 7.0, and Education 7.1. Candidates who have not had previous professional training and experience will be required to complete, as part of their program, courses required of undergraduate students in education — elementary or secondary as the individual case suggests. These fundamental requirements will comprise educational psychology, methods of teaching, curriculum development and student teaching. Master's candidates who received such professional training as undergraduates or who

are teachers of experience will complete their course requirements by choosing courses listed and offered by the Education Department for graduate credit.

A candidate for a bachelor's degree may receive special permission from the Department and the Dean to register in graduate courses as electives, provided he has met all regular requirements in education for his degree.

Changes of any sort in student programming must be approved in writing by a member of the Department. Failure to comply with this regulation may result in a loss of credit toward graduation.

Education 6.1-6.15 — History of Education

2 terms — 6 semester hours

This course is a survey of the History of Education from the earliest times through the nineteenth century. This background is used to help in evaluating modern problems of education. Among the topics covered are aims of education; curriculum; methods; educational theories, the influence of environment.

Education 6.3 — Comparative History of Modern Education

1 term — 3 semester hours

The course will survey educational developments in western cultures during the 20th Century. It will include a study of the efforts of educational leaders in the United States to modernize educational practices. It will review developments in European countries that parallel political and social changes. Material in the course should assist the student to develop a personal philosophy of education for the 20th century.

Education 6.5 — Principles of Guidance

1 term — 3 semester hours

It is the aim of this course to explore the entire area of guidance and to select those features as are practical in the inauguration and operation of a school guidance program. Consideration is given to individual counseling, interviewing, testing, evaluating and group guidance as well as to costs and practicability. The course will survey the vocational, educational and psychological aspects of guidance.

Education 6.6 — Counseling

1 term — 3 semester hours

This will be an advanced course in Guidance which will explore and discover that specific part of Guidance which deals with "The Interview." It will discuss the relationship existing between the individual student and the advisor. It should be of particular value to any prospective teacher and especially to those who plan to enter the Guidance field.

Education 6.7 — Occupational Information

1 term — 3 semester hours

This course will aid guidance personnel to evaluate occupational trends, to classify and describe job areas, to examine and list information describing necessary aptitudes for success, and to advise students in the selection of a job or position best suited to their aptitudes and potential abilities.

Education 6.8 — Philosophy of Education

1 term — 3 semester hours

A seminar course designed to present, study, and evaluate those systems of philosophy which underlie both traditional and progressive principles of and practices in contemporary pedagogy.

Education 6.9 — Sociology of Education

1 term — 3 semester hours

An analysis of social interactions within the school and between the school and the community. This is a course in applied sociology 1) as a basis for deciding the objectives of education and 2) as a means of social progress. The material covered includes examination of human relations in the school, social class in education, the school and personality, the school in the community, and the newer methods of working on school problems.

Education 7.0 — Educational Administration — Cases and Concepts

1 term — 3 semester hours

A study of the functions and problems of public school administration. The class will utilize the case study approach to problems and will explore the concepts that will naturally emerge from such considerations. Attention is given to the relationship between federal, state and local governing bodies in education, as well as to such problems as personnel, curriculum, guidance, records, plant operation, finance, and public relations.

Education 7.1 — Tests and Measurements

1 term — 3 semester hours

A practical survey of the field of objective tests and measurements. Deals with the uses and misuses of tests in school; covers the nature of measurement; the construction and varieties of tests; indexes of central tendency and dispersion; standard scores and centiles; correlation and prediction of scores; achievement, intelligence, aptitude, interest, attitude, and adjustment tests. Useful to teachers, counselors, and psychometrists. Laboratory work. *Recommended prerequisite: a course in general psychology or the equivalent.*

Education 7.2 — Problems of Secondary Education

1 term — 3 semester hours

The presentation and attempted solution of some of the important problems facing the teacher in secondary schools; curricula, equipment, organization, administration, and guidance.

Education 7.25 — Problems of Elementary Education

1 term — 3 semester hours

The presentation and attempted solution of some of the important problems facing the teacher in elementary schools: curricula, equipment, organization, administration and guidance.

Education 7.3 — Administration and Supervision of Elementary Education

1 term — 3 semester hours

Administration and supervision in the elementary school. Open to students of maturity and experience who wish to prepare themselves for principalship or supervisorship in the elementary school.

Education 7.4 — Administration and Supervision of Secondary Education

1 term — 3 semester hours

Administration and supervision in the secondary school. Open to students of maturity and experience who wish to prepare themselves for principalship or supervisorship in the secondary school.

Education 7.7-7.8 — Seminar in Education

2 terms — 6 semester hours

A problem course in which the central themes of the Master's theses are presented for criticism by students and staff members.

Education 10 — Reading and Research

2 terms — 6 semester hours

Advanced individual, intensive study of a problem in the major field of interest. Projects of this sort will be authorized only in unusual circumstances upon the recommendation of the departmental chairman and the approval of the Dean.

GOVERNMENT

DEPARTMENT OF GOVERNMENT AND ECONOMICS — *Professors*: Archon and Stolper (Chairman); *Associate Professor*: Rand; *Assistant Professor*: Jeannero; *Instructor*: Shannon; *Lecturers*: Burke, Kimball, Larus, and Ring.

Government 4.1-4.2 — Government Regulation of Industry

2 terms — 6 semester hours

A consideration of the economic genesis of regulation in the United States: Colonial and constitutional periods; early government controls; Industrial Revolution; regulatory devices; Homestead Act; Sherman

Anti-Trust Act; Federal Trade Commission; other influences on regulation. Congressional powers in regulation and control; commerce clause; agencies of regulation; controls over railroads, industry, labor; New Deal regulation; current trends and needs in regulation.

Government 4.3 — Government and Labor

1 term — 3 semester hours

The development of the legal status of labor unions; labor as a political force; economic and social programs of labor; the influence of public opinion; trends in labor legislation, government regulation of labor, and industrial disputes.

MANAGEMENT

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Management 2.1 — Principles of Management

1 term — 3 semester hours

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. *Not for graduate credit.*

Management 3.1 — Personnel Administration

1 term — 3 semester hours

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 2.1*

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 2.1 and Marketing 2.1*

Management 4.1 — Industrial Management

1 term — 3 semester hours

Various techniques and methods used in administration of industrial organizations. Problems of relations between employer and employee and methods of adjusting grievances. *Prerequisite: Management 2.1*

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 2.1*

Management 4.3 — Motion and Time Study

1 term — 3 semester hours

The course is designed to present in a scientific manner time and motion study as a basic tool in industrial management. Included in the subjects considered are the following: The scope of time and motion study, process chart analysis; micromotion study and therbligs, memomotion study, time study rating. The course covers the approach to problems ranging from office systems to routine jobs. *Prerequisite: Management 2.1*

Management 4.4 — Organization and Operation of Small Business

1 term — 3 semester hours

A study of business opportunities in small business; of organizing, financing, and operating your own business.

MARKETING

DEPARTMENT OF BUSINESS ADMINISTRATION — *Professors:* Mahoney (Chairman) and Stone; *Associate Professors:* O'Connor and F. L. Sullivan; *Assistant Professors:* Diamond, DeGiacomo, and Donahue; *Lecturers:* Hannon, Henchey.

Marketing 2.1 — Marketing

1 term — 3 semester hours

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. *Not for graduate credit.*

Marketing 3.1 — Principles of Salesmanship

1 term — 3 semester hours

Methods of successful selling based on fundamentals applied to the various fields of salesmanship. *Prerequisite: Marketing 2.1*

Marketing 3.2 — Principles of Advertising

1 term — 3 semester hours

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 2.1*

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 2.1*

Marketing 4.1 — Retail Store Organization and Management

1 term — 3 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 2.1*

Marketing 4.3 — Credits and Collections

1 term — 3 semester hours

Principles and practices observed in wholesale and retail credit granting. Organization and operation of the credit department. *Prerequisite: Marketing 2.1*

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 2.1*

PSYCHOLOGY

DEPARTMENT OF PSYCHOLOGY AND GUIDANCE — *Professor: Lieberman* (Chairman and Director); *Assistant Professors: Augeros and Grossack*; *Assistant Director and Instructor: C. D. Smith*; *Lecturers: Hoogheem, Kay, Rosenzweig* (Counselor), and Wilson.

Psychology 3.5-3.6 — Industrial and Business Psychology

2 terms — 6 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 the psychology of advertising, selling, market research, and public relations. Useful to executives, foremen, industrial psychologists, employment interviewers, sales managers, advertising men, and personnel managers.

ROSTER OF STUDENTS

FALL 1961-62

COLLEGE DEPARTMENTS

SENIOR CLASS

Afflito, Joseph, Nutley, N. J.
 Albanese, Nicholas G. Jr., Medford
 Anastas, Nicholas D., Quincy
 Andersen, Richard P., N. Quincy
 Angelone, Gino I., Newton Centre

Baril, William A., Stoneham
 Baum, Robert F., Dorchester
 Berger, Stanley H., Brockton
 Bethoney, Jabour T., Boston
 Bettencourt, Joseph Jr., Cambridge
 Bissonnette, Philip J., Boston
 Bogosian, Aram, N. Andover
 Bourgeois, Charles P., Worcester
 Boyle, John E., Scituate
 Boyle, Joseph F. Jr., Weymouth
 Brannigan, David, Cambridge
 Briggs, Arnold B., Marion
 Brown, Paula, Dorchester
 Bruce, John A., Swampscott
 Budhai, Ruperto, Bog Walk P.O.,
 Jamaica

Bulman, James L., Malden
 Burstein, Samuel D., Lynn

Campbell, Sumner, Wellesley
 Carey, Bernard, Boston
 Caron, Kenneth W., Fitchburg
 Carroll, Arthur J., Roxbury
 Casey, James A., Lawrence
 Casey, Mentis, Boston
 Cashtan, Joseph D., Malden
 Cattani, Ernest J., Milford
 Chagnon, Raymond, Waltham
 Chapman, Alan M., Brookline
 Chinoporos, Efthimos, Cambridge
 Chisholm, William F., Somerville
 Clarke, Harry J., Waltham
 Coady, William J., Dorchester
 Cole, William E., Somerville
 Collar, Brent, Revere
 Comeau, William A., Beverly
 Compton, Kenneth, Boston
 Connelly, Frances A., Dorchester
 Connors, Thomas P., Peabody
 Conroy, Peter P., Newtonville

Contini, Eleanor K., Saugus
 Corbett, Richard T., Winthrop
 Corcoran, Donald J., West Roxbury
 Corkum, Allen L., Swansea
 Costello, Louis A., Boston
 Costello, Myles J. Jr., Lawrence
 Cotran, Rafic S., Somerville
 Coughlin, John A., Milton
 Crawford, Edward H., Somerville
 Creedon, John A., Boston
 Crisafulli, Joseph J., Boston
 Crowell, Anne M., Ashland
 Crowley, Howard F., N. Quincy
 Crugnola, Teresa I., Dorchester
 Culhane, Thomas F., Arlington
 Cullen, James E., Woburn
 Cunningham, Daniel, Swampscott
 Cutler, Linda M., Brookline

Daly, Joseph T., Dorchester
 Delaney, John F., Mattapan
 Delaney, Thomas F., Marlboro
 DeNuccio, Paul L., Lawrence
 Dewey, Ronald E., Malden
 DiChiappari, Enrico H. Jr., Somerville
 Dietrich, Harry A., Winthrop
 DiIeso, Anthony T., E. Boston
 DiMeo, Francis A., Cambridge
 DiPietro, Salvatore, Watertown
 Donaghey, Stephen C., Woburn
 Donnelly, Cheryl E., Canton
 Donovan, Cornelius T., Somerville
 Donovan, Margaret T., Peabody
 Dresser, Paul F., West Roxbury
 Dwyer, Patrick H. Jr., Weymouth

Ellard, Mary Anna, Salem
 Emery, William J., Lawrence
 Ettinger, Aaron, Boston

Feiner, Elliot J., Brookline
 Fenwick, Nellie C., Winthrop
 Field, Mary E., Boston
 Fitzgerald, Alice M., Watertown
 Flaherty, Brian S., Boston
 Flaherty, Michael J., Dorchester

SENIOR CLASS (Continued)

- Fikioris, Augi, Boston
 Fuller, Frank R., Woburn
 Fusco, Joseph, Revere
 Gagliardi, Anne, Boston
 Geiger, Charles F., Boston
 George, Ronald P., Salem
 Gerroir, Martha A., Somerville
 Giaquinto, Angelo J., E. Boston
 Gibbons, William, Arlington
 Gillespie, James J., Allston
 Giniewicz, William J., Abington
 Glynn, Dennis P., Dorchester
 Goldfarb, Jeffrey W., Boston
 Goldstone, Sandra M., Brighton
 Gorman, James M., Lowell
 Graff, Warren P., Malden
 Greenbush, Joseph, Adams
 Hanna, Robert A., Dorchester
 Harney, Francis J., Boston
 Hawes, Thomas K., Revere
 Hennessy, John P., Cambridge
 Hollett, Frederick S., Belmont
 Hughes, Helen V., Dorchester
 Hussein, Mohammad, Jordan
 Indresano, Robert A., Winthrop
 Jacaruso, Frank J., Norwich, Conn.
 Jamaica, Leon P., Brookline
 Jaworski, Leon J., Topsfield
 Johnson, David M., Everett
 Johnson, Robert A., Brockton
 Joyce, James E., Jr., Roslindale
 Kasparian, Haroutune, Worcester
 Katz, Allen H., Malden
 Keane, Marie A., Peabody
 Kearney, Paul B., Boston
 Keene, John D., Milton
 Kennedy, Gordon, S. Weymouth
 Kennon, John W., Quincy
 Kountze, Elmer J., W. Medford
 Lachapelle, Guy E., Everett
 Lanzillo, Richard T., Wilmington
 LeBoeuf, Robert C., Brockton
 Ledin, William H., Bridgewater
 Lee, Willard W., Dorchester
 Levenbaum, James S., Dorchester
 Levesque, Paul R., W. Somerville
 Lewin, Benjamin F., Jr., Holliston
 Lopriore, John P., Worcester
 Lorigan, John H., Malden
 Lum, Ann, Boston
 Lynch, Francis J., Everett
 Lynch, Paul F., Brockton
 MacGillivray, Earle P., Sudbury
 MacLean, John R., Wakefield
 MacPhail, Malcolm, Brighton
 Maher, Francis H., Milton
 Makris, George, Canton
 Matthews, Willard, N. Billerica
 McCarthy, John D., W. Roxbury
 McCarthy, William J., Roslindale
 McCole, John J., S. Boston
 McCormack, Edward J., Braintree
 McDonald, James R., W. Medford
 McDonough, James P., Boston
 McDonough, John J., Jr., Greenwood
 McGovern, Patricia P., Lawrence
 McInnis, John T., Cambridge
 McKenna, Francis W., Arlington
 McKinnon, Edward, Somerville
 McKinnon, Leo F., Medford
 McMullin, Gary F., Melrose
 Mello, Adelaide S., Peabody
 Meoli, Anthony J., Revere
 Michelin, Naomi C., Durham, Conn.
 Miserlis, Chris G., Haverhill
 Mitchell, Robert J., Somerville
 Mokarram, Mehdi, Quincy
 Monheim, Suzanne Z., Boston
 Moran, James P., Milton
 Morley, Edward F., Dorchester
 Morrissey, Kenneth R., Chelmsford
 Morse, James G., Waltham
 Moschi, Hope H., Watertown
 Mulcahy, Brian, Boston
 Munroe, Richard G., Burlington
 Murphy, Paul J., Reading
 Needell, Edward B., Newtonville
 Neu, Robert P., Ayer
 Nutter, Ronald G., Maynard
 O'Brien, William F., Dorchester
 O'Handley, Robert J., Wilmington
 O'Sullivan, Bernard A., Brighton
 Ouellette, Walter J., Boston
 Owens, Rolf H., Lynnfield
 Palumbo, Carmine J., Revere
 Papathanasopoylos, Nicholas, Boston
 Pappas, Peter, No. Weymouth
 Parent, Joseph, Allston
 Parent, Roland C., Framingham
 Poleri, William F., Allston
 Poto, Anthony F., E. Boston

SENIOR CLASS (Continued)

Power, Robert J., Hyde Park
 Price, Ellen L., Revere
 Price, Fern I., Revere

Quinn, Frederick W., Norwood
 Quirk, Bruce T., Sudbury

Rabchenuk, Paul T., Salem
 Radula, Robert R., Lawrence
 Ramos, Charles A., Manhasset, N. Y.
 Reardon, John J., Brockton
 Reid, Barry L., Quincy
 Remmes, Richard G., Dorchester
 Rice, Peter W., Waltham
 Ringler, William J., Chelsea
 Romano, Anthony A., Chelsea
 Rosmarin, Bernard, Chelsea
 Rossi, George P., Stoneham
 Russell, Barbara J., Hanover
 Rutstein, Frank, Marblehead
 Ryan, Arthur N., Gloucester

Safchuk, William, Salem
 Santagate, Guy A., Chelsea
 Savage, Robert F., Medford
 Schwarzkopf, Richard, Boston
 Scuderi, Frank J., Andover
 Seaver, Alton L., Weymouth
 Seeley, Philip D., Malden
 Seltzer, James M., Boston
 Sexton, Daniel J., Weymouth
 Shukis, Francis A., Wilmington

Sibley, Hiram W., Boston
 Silva, James M., Boston
 Simpson, E. Raymond, Roslindale
 Siraco, Michael N., E. Boston
 Slipkowsky, John N., Wakefield
 Smith, Carl J., Saugus
 Snow, Beatrice L., Dorchester
 Spooner, Deborah A., Natick
 Stavely, Charlotte E., Chestnut Hill
 Stoughton, Richard P., Brockton

Tarte, James J., Mansfield
 Taves, Joseph G., Boston
 Teisciero, William L., Bedford
 Thibault, Jean P., Salem
 Trager, William T., Dorchester

Vendetti, Mary J., Boston
 Voyer, Judith A., Salem

Waitze, Peter R., Mattapan
 Waldron, Robert F., Revere
 Walsh, Hugh J., Medford
 Wanglee, Suchart, Brookline
 Weboer, Paul O., Jr., Waltham
 Weinberg, Alan, Winthrop
 Weston, Sumner H., Reading
 Wetterwald, Edmund E., Revere
 Whalen, James A., Watertown
 Whalen, Thomas F., Rockland
 Whelden, Frederick H., Arlington

Zerigian, Harry, Waltham

JUNIOR CLASS

Abizaid, George M., Randolph
 Accomando, William P., Medford
 Alduino, Joseph, Jamaica Plain
 Alves, John J., Charlestown
 Ambrose, John J. Jr., Haverhill
 Annese, Robert J., Arlington

Bass, Murray S., Brighton
 Bedard, Rene J., Lowell
 Bedard, Roger T., E. Boston
 Beiras, Stephen J., E. Boston
 Bennett, Arthur S., Malden
 Bennett, Charles A., Roslindale
 Blum, George, Cambridge
 Boyle, Richard T., Everett
 Brownell, Thomas F., Quincy
 Busick, Joel P., Boston
 Butler, Bonita A., Hull

Byrne, Robert E., Danvers
 Byron, Lynn G., Boston
 Cadogan, Robert E., Cambridge
 Calhoun, Pamela M., Hingham
 Canino, Vincent D., Wakefield
 Carey, Sheila D., Malden
 Carlan, James A., Arlington
 Carr, Robert, Brighton
 Cawley, Robert J., Dorchester
 Chamberlin, Paul G., Dorchester
 Chessler, Melvin S., Dorchester
 Chin, Frank F., Boston
 Cifuentes, Jairo. E., Boston
 Clinton, Lawrence F., Somerville
 Codair, Richard, Salem
 Cohen, Sheldon J., Brighton
 Cohen, William N., Peabody
 Collins, Robert F., Revere

JUNIOR CLASS (Continued)

Conant, Ronald C., Dorchester
 Connerty, Raymond P., Quincy
 Coppage, Sherman M., Brighton
 Coppola, Alfred J., Lawrence
 Corduck, Robert J., Jr., Woburn
 Corin, Diana, Revere
 Cote, Wilfred J., Saugus
 Cripps, Charlotte M., Framingham
 Cronin, Richard H., W. Roxbury
 Cummings, John J., W. Roxbury
 Curran, Robert E., Marlboro

Dabilis, Arthur T., Boston
 Daigle, Iris M., Quincy
 Danehy, Francis F., Brighton
 DeCoursey, Joseph R., Somerville
 DellaGrotte, Ronald L., Somerville
 DerKazian, Edward, Watertown
 DeVirgilio, Frank R., Roslindale
 Diamond, Douglas S., Marlboro
 Dickerson, James H., Cambridge
 Diutsh, Richard P., Newton
 Dixon, Ernest G., Jr., Lowell
 Dogherty, Edward R., Somerville
 Dawkins, Quentin R., Boston
 DeCoursey, David H., Melrose
 Donahue, Robert E., Boston
 D'Orazio, Paul J., Boston
 Dray, David L., Hull
 Duffy, Leonard T., Lynn
 Dunham, George J., Arlington
 Dyer, John F., Belmont

Eckstein, Stanley, Lawrence
 Ellis, Joseph M., Dorchester
 Epstein, Marjorie, Chestnut Hill

Fabrizio, Kenneth A., Saugus
 Fagan, Stephen H., Newton
 Farrell, Anna J., Roslindale
 Finamore, Michael J., Winthrop
 Fitzpatrick, Anne M., Jamaica Plain
 Foran, Judith M., Boston
 Fenton, Richard, Weymouth
 Foster, Patricia M., Weymouth
 Frageau, Arthur C., Marion
 Frascarelli, Pasqua R., Lowell
 Freeman, Darryl B., Boston

Gallagher, Thomas J., Jr., Medford
 Garber, Lawrence E., Winthrop
 Gauthier, Leo R., Roxbury
 Geary, Helen M., Dorchester
 Genimatas, James, Portsmouth, N. H.
 Gianoukos, Constantine, Haverhill

Gigante, Robert R., Cambridge
 Goldman, Nathan, Everett
 Goonan, Richard T., Norwood
 Gordon, Barry, Chelsea
 Gorton, Robert F., Lynn
 Guidoboni, Richard J., Woburn
 Guadagnoli, John M., Jamaica Plain

Hall, Walter A., Brockton
 Hamlin, Celestine, Cambridge
 Hanrahan, Leo E., Somerville
 Henkels, David, Wellesley Hills
 Herson, Paul B., Brookline
 Hess, Herbert L., Belmont
 Hewitt, Nancy K., Needham
 Hodgman, Frederick H., Boston
 Howard, Harold L., Boston

Jandrue, Robert, Roslindale
 Johnson, J. Robert, Watertown
 Johnson, Richard E., Quincy
 Jones, Donald E., Weston

Kalambokas, James, Lynn
 Kalib, David L., Dorchester
 Katsenes, Sylvia, Newton
 Kearnan, William H. Jr., Milford
 Kellett, Paul M., Boston
 Kelley, Robert J., Boston
 Kelley, Robert W., Waltham
 Kiberd, Richard, N. Chelmsford
 Knight, Richard L., Groveland
 Krigest, Arthur E., Brookline

LaBella, Ignatius J., Everett
 LaRocco, Albert Jr., E. Weymouth
 LeDonne, Richard M., Malden
 Levenson, Richard J., Newton Centre
 Levi, David H., Newton Centre
 Levine, Stephen, Lynn
 Lewis, Gilbert, Quincy
 Liakos, Dennis F., Belmont
 Libby, Kenneth L., Boston
 Liberty, James V., Lynn
 Lordon, John J., Medford
 Lindberg, Robert A., Brockton
 Lincoln, Walter J., Boston
 Locklin, Edward A., Boston
 Ludwig, William F., Brighton

MacArthur, James M., Plaiston, N. H.
 MacLeay, Kenneth D., Dorchester
 MacPhee, John N., Boston
 MacQueen, Robert E., S. Boston
 Madden, Daniel F., Newtonville

JUNIOR CLASS (Continued)

- Madden, Thomas T., Roslindale
 Mahoney, Paul F., E. Boston
 Maloney, John E., West Quincy
 Mahdell, Marvin D., Milton
 Mangion, Richard M., Haverhill
 Manion, Charles L., Framingham
 Mann, Edward R., Revere
 Mann, Paul T., Auburndale
 Manna, Nicholas D., Milford
 Marino, Lea C., Revere
 Markin, Robert A., Malden
 Markou, Peter J., Boston
 Marks, Robert C., Brockton
 Marshall, James E., Boston
 Martin, Bruce A., Boston
 Martin, Norman E., Lawrence
 Martineau, Suzanne M., Boston
 Mason, Joan L., Newton
 Mastrangelo, Vito T., Medford
 Matheson, Jane D., West Newbury
 Mattson, Paul W., Arlington
 Mayo, Michael, Belmont
 McCormick, Henry F., Brighton
 McInnes, Robert F., Milton
 McKnight, Richard T., Newton
 McLaughlin, George R., West Roxbury
 McMahan, James J., Bedford
 McNeill, Daniel F., Somerville
 Meara, Robert M., Roslindale
 Medeiros, Deolinda C., West Somerville
 Mellen, William C., Roslindale
 Merritt, Jay L., Everett
 Mickevich, Walter C., Randolph
 Monaghan, Edmund Sr., Chelmsford
 Mondello, Paul A., Medford
 Moriarty, William R., Andover
 Morrissey, Frederick K., Avon
 Morris, Richard, Arlington
 Morton, William A., Jr., Arlington
 Moynihan, James J., Hyde Park
 Mulvanity, Edward P., Boston

 Nicholson, Nelson E., Medford
 Nielsen, Robert C., Belmont
 Noone, Gerard P., Somerville
 Noone, Paul B., North Reading
 Nowak, Edward P., Malden
 Noyes, Alden T., Bradford

 O'Brien, Alfred J., Dorchester
 O'Brien, Edward J., Brockton
 O'Brien, Francis X., Quincy
 O'Brien, John N., Belmont

 O'Callaghan, John J., South Boston
 Ouellet, Alphonse J., Amesbury

 Pellegrino, Joseph, Woburn
 Perry, Ernest J., Jr., Lawrence
 Phaneuf, Peter F., Cordaville
 Pickard, Bernard B., Everett
 Pierce, William F., Lynn
 Pilling, David R., S. Boston
 Pizzano, Richard G., Roslindale
 Poulin, Warren M., Boston
 Poulos, Charles T., Nabnassett
 Pressman, Joel M., Chelsea

 Rabinovitz, Ronald P., Chelsea
 Regan, John J., Newton
 Richards, Martin E., Allston
 Rigoli, Paul A., Waltham
 Ring, Barry S., Mattapan
 Rininger, Donald C., Jr., Boston
 Robie, Richard A., Millis
 Roma, Robert J., Everett
 Rosen, Paul G., Malden
 Rouillard, Rita H., Stoneham
 Routsis, Christos A., Lowell
 Rumpel, Eugene K., Jr., Boston
 Russo, Henry V., Bedford

 Sabbag, Kenneth C., Revere
 Salisbury, William T., Jr., Watertown
 Sargent, Theodore G., Hingham
 Scarfo, Robert P., Belmont
 Schernig, Bruce I., Natick
 Scieszka, Jerry, Brookline
 Selby, Bernard A., Jr., Cranston, R. I.
 Shea, George F., Lowell
 Shea, Paul R., Cambridge
 Sheehan, John J., Boston
 Shetschick, Barry, Chelsea
 Sherman, May F., Lawrence
 Shuckra, Leslie R., Saugus
 Sicuso, Salvatore A., Medford
 Sklow, Janet L., Boston
 Smith, Thomas F., Waltham
 Smith, William J., Medford
 Stern, Robert I., Watertown
 Strauss, Miriam, Malden
 Styffe, Carl B., Newton
 Sullivan, Daniel, Peabody
 Sullivan, George J., Dorchester

 Talbot, Omer R., Salem
 Tateosian, Charles, Brookline

JUNIOR CLASS (Continued)

Tavares, John F., Winchester
 Tedesco, Anthony J., Somerville
 Tegan, John J., Jr., Revere
 Tenney, William F., Hyde Park
 Thomas, Lee F., Revere
 Tobin, James J., Brookline
 Tolin, Leonard, Chelsea
 Towne, Allerton, Wellesley
 Tracey, Joseph P., Somerville
 Treichler, Marjorie E., Lynn
 Turner, Warren E., Marlboro

Valhouli, Archimedes H., Haverhill
 Valvo, Richard L., Foxboro
 Vazza, Francis M., W. Roxbury
 Verzi, Thomas A., Lawrence
 Vinecour, Edward L., Tewksbury

Walkenstein, Brenda C., Lynnfield
 Waldron, Mark L., Maynard
 Wallace, Paul C., Peabody
 Walsh, Richard D., Belmont
 Walton, Steven R., Waltham
 Wanzer, David A., Ipswich
 Watts, James H., Reading
 Waugh, Harvey J., Melrose
 Waugh, Roger W., Melrose
 Weinberg, Elliot G., Mattapan
 White, William J., Chelsea
 Wiebe, William R., Waltham
 Willey, John B., Boston
 Winnick, Burton, Newton

Zide, Edward, Boston
 Zinfon, Gerald J., Somerville

SOPHOMORE CLASS

Abrams, Elaine, Chelsea
 Adams, Thomas F., Cambridge
 Agnew, Richard S., Waltham
 Albert, Lawrence G., Brighton
 Alford, Harvey, Newton
 Alford, Leonard S., Newton Centre
 Allen, Gerald L., Bedford
 Anoli, Louis J., Medford
 Anthony, Arthur J., Lexington
 Archambault, Francis, Worcester
 Ashenden, Elaine L., Somerville
 Auffrey, Jacqueline A., Dorchester
 Aylesbury, Robert, Medford

Babin, James E., Somerville
 Banks, William M., Roxbury
 Bargoot, Barbara D., Revere
 Barrett, Edward J., Belmont
 Barriss, Joseph, Malden
 Barroll, Martin, Dorchester
 Bartemes, Elaine F., Boston
 Bates, Richard F., Dorchester
 Baumstein, Arthur M., Newton
 Beaton, Joseph F., Brookline
 Bethoney, Naif J., Boston
 Binder, Gerald M., Dorchester
 Boardman, Robert J., Brighton
 Bonaventura, Andrew S., Medford
 Bonfanti, Leonard A., Peabody
 Borden, Melvin, Brookline
 Bowers, Ronald G., Boston
 Boynton, Harold, Westwood
 Brennan, Edward J. Jr., Newburyport

Burak, Barbara K., Boston
 Burke, George W., Boston
 Burns, Patricia J., Charlestown

Cahill, Michael M., North Andover
 Callahan, Doris M., Woburn
 Canavan, Robert J., Hull
 Carino, Constance, Winthrop
 Cashman, Steven W., Newbury
 Chaipackdee, Vira, Boston
 Charron, Roy E., N. Weymouth
 Chedekel, Leslie E., Brookline
 Cheng, Raymond Y. C., Brookline
 Clayman, Barry, Dorchester
 Cohen, Melvyn D., Brockton
 Collins, Peter, Boston
 Comins, Stuart N., Swampscott
 Concepcion, Wilhelmina B., Boston
 Cousins, Edward C., New Bedford
 Covill, Sherwood G., Brookline
 Crowley, Jerome A., Jr., Boston

Daniel, Melton L., Walpole
 DeGrandis, Ralph M., Boston
 DePhilippo, James R., Lynn
 DeRuvo, Nicholas J., Framingham
 DeToma, Angelo F., Jamaica Plain
 Dias, Joan E., Somerville
 DiGiovanni, Albert W., N. Quincy
 DiMartino, Francis E., Woburn
 Dominici, John R., Dorchester
 Donoghue, Denis J., Jr., Dorchester
 Donovan, Robert, Brighton

SOPHOMORE CLASS (Continued)

Donovan, Virginia L., Hyde Park
Doole, John T., Chelmsford
Dooling, Brian M., Framingham
D'Orazio, Val, Lynn
Dorfman, Gerald J., Medford
Dorgan, Daniel M., Boston
Driscoll, William J., Lawrence
Ducharme, Edward J., Littleton
DuPuy, Howell E., Duxbury

Egan, James R., Wollaston
Eldridge, Brendan A., Roxbury
Entwistle, Leo G., W. Medford
Evans, George T., Boston

Fenton, Jack H., Woburn
Fenton, Michael D., Framingham
Ferragamo, Ralph C., Revere
Fijal, Robert S., Bedford
Fink, Matthew T., Malden
Fleming, Robert J., So. Boston
Flynn, Thomas F., Malden
Follansbee, V. Scott, Norwood
Fralick, Richard A., Cambridge
Franklin, Alvin, Chelsea
Fullerton, Nelda V., Boston
Funchion, Raymond X., Danvers

Gallagher, Susan R., Chelmsford
Galvin, Kevin, Everett
Gates, Thomas, Boston
Gilmore, Roger C., Dorchester
Glasier, Robert S., Waltham
Gordon, David, Chelsea
Grady, John P., Jamaica Plain
Grant, John, Malden
Grassini, Alford P., Methuen
Guidetti, Joseph R., Watertown
Guldestern, Judith A., Boston

Hackett, Paul W., Boston
Hadley, David W., Stoughton
Haley, Gene C., Cambridge
Hamilton, Wayne C., Quincy
Harrigan, John D., Stoneham
Harris, Mary E., Melrose
Hayden, Robert E., Dorchester
Heaton, Bruce A., Lawrence
Hedberg, Carl J., Stoneham
Hefferman, Timothy J., Somerville
Higley, Russell B., Cambridge
Hill, William, Belmont
Hoffman, Frederick L., Ipswich
Hoffman, Richard J., Dorchester

Holden, Sydney, Newton Centre
Holland, Robert E., Roslindale
Hopkins, Francis P., Dedham

Johnson, James P., Nicosia, Cyprus
Joonasuphya, Voravitya, Cambridge

Karagozie, James, Woburn
Karle, Janet C., Medfield
Kaufman, Janice M., Brighton
Kelley, Francis P., Jamaica Plain
Kennedy, Donald T., Boston
Kilgour, Peter Jr., Allston
Killion, Joseph F., Quincy
Klibansky, Paul G., Peabody
Korotsky, Henry, Roslindale
Kouffman, Howard B., Boston

LeBrecque, Paul Jr., Brookline
LaChance, Henry, Brookline
Lager, Pearl R., Everett
Lalli, Peter A., Brockton
Lappin, John W., Boston
Larson, Peter R., W. Newton
Laudermilk, Jack, Wollaston
Lawrence, John A., Marlboro
Lesnever, Leland M., Lynn
Libby, Ronald B., Brookline
Litwack, Lewis S., Milton
London, John L., Boston
Lozeau, Gerard A., Boston

MacDonald, Gerald, W. Roxbury
MacDonald, Samuel H., Revere
MacGillivray, Martin R., Melrose
Mathews, Alan C., Boston
McCabe, Edward C., Belmont
McCarthy, Joseph W., Cambridge
McCarthy, Peter C., Peabody
McCarthy, William R., Boston
McClusky, Robert E., Dorchester
McConnell, Leo T., Malden
McDonald, Thomas D., Boston
McGrath, Robert F., Malden
McIntyre, Carolyn D., Dorchester
McLaughlin, James, Dorchester
McManus, Thomas E., Boston
McVay, Lawrence T., Chelsea
Megley, James, Milton
Mercer, Paul S., Watertown
Michalski, Stanley T., So. Boston
Milder, Sylvia, Brookline
Mills, Donald I., S. Weymouth
Mitchell, Sidney T., Cordville
Moore, George E., Wakefield

SOPHOMORE CLASS (Continued)

Moore, Robert H., Everett
 Moran, Louise M., West Roxbury
 Mouton, Robert B., West Rye, N. H.
 Murphy, Ronald T., Weston
 Murphy, Timothy J., Peabody

Nee, Thomas R., Quincy

O'Brien, Kenneth A., Boston
 O'Leary, Thomas M., Lawrence
 O'Neil, James B., Melrose
 O'Neill, Robert E., Charlestown

Pannesi, Maria, Watertown
 Parker, Arnold R., Gloucester
 Paul, Barry R., Natick
 Peecha, Robert J., Boston
 Pellerin, Claire, Lawrence
 Perchard, James F., Chelsea
 Pike, Albert L., Somerville
 Platt, Louise, Cambridge
 Porter, Kevin A., Dorchester
 Powers, Edward J., Medford
 Powers, Warren, Wollaston

Quinn, Charles, Woburn

Rafferty, John P., W. Roxbury
 Raymond, Gilbert, Newton
 Reardon, Eugene, Malden
 Reed, Walter A., Weymouth
 Regal, Thomas E., Somerville
 Reservitz, Larry, Boston
 Riccardi, Robert R., Malden
 Roberts, Donald W., Boston
 Rogash, Alfred, Brockton
 Rose, Kevin J., Belmont
 Rosenfield, Herbert E., Dorchester
 Rossino, Mary A., Melrose

Russ, William H., Roxbury
 Russian, Robert, Cambridge
 Ryan, Quincy, Boston

Salto, David J., Cambridge
 Santeusano, Richard, Revere
 Saphire, Gerald, Mattapan
 Saracusa, Philip M., Lawrence
 Schwartz, Gerald H., Revere
 Shaughnessy, John F., Waban
 Shaw, Wilbert, Newington, Conn.
 Shea, Ruth E., Arlington
 Sherman, George M., Whitman
 Skovinski, George M., Boston
 Smith, Robert, Boston
 Sordillo, Richard, Revere
 Stern, Allan L., Brighton
 Stith, Andrew B., Randolph
 Summers, George E., Everett
 Sutton, David, Boston

Teevan, Owen, Braintree
 Tiro, Robert, Chelsea
 Tomaiolo, Leonard, Shrewsbury
 Trevor, Lawrence J., E. Boston
 Turcogee, Charles, Lowell

Vere, Thomas, W. Newton
 Viles, Peter A., Boston
 Vitale, Charles J., Revere

Walk, Nancy A., Chelsea
 Walsh, Margaret E., Boston
 Walsh, Roger J., Dorchester
 Waters, John L., Framingham
 Weinerman, David I., Allston
 Wood, Paul C., Chelsea

Zollo, Eugene E., Revere

FRESHMAN CLASS

Aaronian, Russell L., North Andover
 Aiken, Edwin J., Magnolia
 Aliberti, Joan, Malden
 Anastas, Franklin, Jamaica Plain
 Archibald, John W., Hanson
 Argenziano, Albert F., Lawrence
 Augusta, Joseph A., Lawrence

Balboni, Andrew A., Somerville
 Baron, Katharine, Boston
 Barrett, William F., Lowell

Beake, Frederick A., Canton
 Bean, Mary L., Charlestown
 Bearse, Frederic A., Reading
 Beatrice, Marsha J., Winthrop
 Becker, Robert F., Jamaica Plain
 Bell, Helen J., Watertown
 Benjamin, Frederick J., Jr., Gloucester
 Bennett, John P., Mattapan
 Benoit, Mary-Ellen, North Attleboro
 Bergman, Bruce E., West Hartford
 Berman, Roger J., Milton

FRESHMAN CLASS (Continued)

Berzinskas, Valteris J., Brockton
 Bogni, Judith E., Milton
 Boie, Wayne B., Lawrence
 Bonjorno, Cassie R., Beverly
 Brady, Robert M., Watertown
 Breen, Peter L., Brockton
 Brennen, James F., Boston
 Briggs, William P., Amesbury
 Brooks, Leslie T., Hull
 Brown, John K., North Reading
 Buckley, James E., Chelsea
 Buda, Brian J., Groton
 Burke, James M., Boston
 Burke, Robert F., Medway
 Burke, Thomas J., Lawrence
 Burns, John P., Cambridge
 Butler, Thomas E., Arlington

Caliri, Robert J., Quincy
 Callahan, John R., Milton
 Callahan, Lawrence G., Brighton
 Callahan, William C., Salem
 Calos, John P., Dorchester
 Calnan, Robert E., Braintree
 Caporiccio, Lois E., Watertown
 Cardillo, Thomas J., Jamaica Plain
 Carlino, John J., Boston
 Caron, Leo H., Newton
 Carrigg, John D., Lowell
 Caruso, Ronald, Boston
 Caruso, William K., Revere
 Castonguay, Stephen R.,

Indian Orchard

Celata, William H., Somerville
 Ceraso, Joseph S., East Boston
 Cianciolo, Leonard, Arlington
 Cinelli, Ronald J., Cambridge
 Clarke, Mariann C., South Boston
 Cohn, Marion, Boston
 Colburn, Caralee, Allston
 Coluntino, Joyce, Revere
 Comfort, Francis, Somerville
 Concannon, Gerald T., Dorchester
 Connolly, Stephen J., Lynn
 Corcoran, John F., Somerville
 Cohen, Jack L., Boston
 Corrigan, Thomas J., Providence, R. I.
 Cosgrove, James E., Lexington
 Costa, Ronald K., Brookline
 Cotto, Robert J., Boston
 Craven, Thomas R., Charlestown
 Crawley, Judith A., Cambridge
 Cronin, John J., Boston
 Crowell, Harold J., Milton

Crowley, Walter D., Belmont
 Cunningham, Brian P., Saugus
 Curran, David F., Somerville
 Cushing, Harvey B., Duxbury
 Cusolito, Richard C., Waltham

Darcy, Cornelius J., Lynn
 Darcy, William A., Lynn
 Darling, William A., Swampscott
 Day, Alexander W., Chelsea
 Debreczeni, Charles S., Boston
 Delaney, Francis X., Jr., Chelsea
 DelBuono, James A., Medford
 DeLory, Bernard V., Rockland
 DeLuca, Matthew J., Lawrence
 Dery, Donald H., Newtonville
 deSadde, Irene K., Brookline
 DeSesto, Paul, Chelsea
 Desrochers, John, So. Boston
 Devlin, Virginia A., Boston
 Dewey, Daniel M., Marlboro
 Dexter, John A., Cambridge
 DiBuono, Joseph P., Marlboro
 Dickinson, Kenneth W., Calais, Maine
 DiMinico, Patricia E., East Boston
 Dinan, Robert P., Dorchester
 DiPietro, John B., South Lancaster
 DiStefano, Lawrence A., Arlington
 Distefano, Michael J., Lawrence
 Doherty, William J., West Roxbury
 Domurad, Margaret A., Dorchester
 Donovan, Michael J., Boston
 Downey, Paul R., Lexington
 Draper, Lorna M., Weymouth
 Dubin, Sandra B., Malden
 Duggan, William P., Brookline
 Dynan, John T., Peabody

Eisen, Albert G., Medford
 Engstrom, John, Swampscott
 Epstein, Martha, Winthrop
 Ericson, Richard R., Quincy

Faherty, John L., Dorchester
 Faletra, Alexander J., Charlestown
 Falvey, Lawrence J., Quincy
 Farnham, Herbert L., Brighton
 Farrell, Robert D., Boston
 Fay, Mary J., Dorchester
 Fernandez, Efrain R., Boston
 Fine, Harry M., West Hartford, Conn.
 Finks, Steven B., Framingham
 Fioretti, Robert C., Medford

FRESHMAN CLASS (Continued)

Fitzgerald, Paul A., Cambridge
 Flaherty, Eileen F., Boston
 Fletcher, Stephen R., Randolph
 Flynn, Francis J., Cambridge
 Foley, Paul F., Jamaica Plain
 Fox, Paul, Boston
 Frate, Louis A., Medford
 Forward, Dorothy A., Saugus
 Friedman, Joel L., Boston

Gabriel, Maryann, Brookline
 Gallagher, John J., Somerville
 Garber, Michael J., West Roxbury
 Geagan, Thomas E., Hyde Park
 Genest, Edmund A. Jr., Swampscott
 Giblin, Edmund R., Boston
 Gilbert, Roderic K., Brookline
 Giordani, Marie Elaine A., Everett
 Goldman, Harvey J., Chelsea
 Goldstein, Donald, Mattapan
 Gordon, Stanley C., Newburyport
 Gorman, Judith M., Brookline
 Grady, Robert E., Milton
 Graham, Terry E., Nahant
 Grant, Eugene E., Medford
 Grant, Peter B., Medford
 Grecoe, Daniel A., Andover
 Grimley, Edward J., Lawrence
 Grosso, Pamela R., Shrewsbury
 Groves, John E., Jr., Mattapan
 Grzybinska, Irene A., Chelsea

Hadge, Kenneth M., Norwood
 Hadley, Edward W., Chelmsford
 Hagerty, David F., Boston
 Hallissey, Francis J., Lynn
 Handel, Arthur F., Brookline
 Hanna, Harold P., New Bedford
 Hanrihan, Paul F., Chestnut Hill
 Harwood, Richard R., Byfield
 Hawkes, Kenneth L., Newburyport
 Hawley, Robert J., Revere
 Henneberry, Paul F., Weston
 Hennessey, David J., Salem
 Herlihy, J. Frank, Chelsea
 Herron, Arthur N., Milton
 Himmelman, Martha H., Marlboro
 Hinckley, John P., Jr., East Orleans
 Hoefler, Laura P., Brookline
 Holland, Francis G., Boston
 Horgan, Leo J., Wellesley
 Huber, John, Dedham
 Hurley, Bernice C., Everett
 Hurley, Michael X., Roslindale

Jacobs, James, Mattapan
 Jalbert, Maurice O., Lawrence
 Jennings, Shirley K., Melrose

Kalaydjian, Jack G., Boston
 Keith, Claire L., Milton
 Kelleher, John G., Jamaica Plain
 Keller, George A. C., III, Cohituate
 Kelley, Devin, Winchester
 Kenneally, Thomas E., Dorchester
 Kenyon, Janet S., Westerly, R. I.
 Keohane, Daniel A., Jr., Dorchester
 Kilkelly, Thomas F., Cambridge
 Kisner, Debbie N., Milton
 Korkuck, William, Boston
 Kuzlotsky, James S., Dracut

LaClair, Paul E., Revere
 Lake, Marilyn R., Reading
 Lamkin, Burton F., Dorchester
 Landman, Bertha E., Stoughton
 Landry, Richard G., Braintree
 Lane, Ellis R., Stoneham
 Lappas, Eileen J., Chelsea
 Lawler, Phillip E., Dorchester
 Lawless, Richard F., Roxbury
 Leary, Barbara A., Cambridge
 Leavey, Francis W. Jr., Allston
 LeGallo, Lawrence L., Revere
 Lemelman, Jason, Chelsea
 Lennon, Edward W., Milton
 Letteney, George N., Boston
 Levasseur, Francis X., Lowell
 Levy, Brian, Revere
 Lignos, Stanley C., Peabody
 Lombardo, Geraldine, Hingham
 Loridas, Arthur S., Somerville
 Lorusso, Donald A., Braintree
 Lucarelli, Dolores R., Medford
 Lucey, David T., Andover
 Lund, George R., Cambridge
 Lydon, Timothy G., Dorchester
 Lyons, James F., Dorchester

MacClary, Malcolm W., Waltham
 MacDonald, Daniel E., Melrose
 MacKenzie, William M., Randolph
 MacLeod, Thomas M., Lowell
 Magri, Richard A., Dorchester
 Maguire, Frank M., Mattapan
 Maher, Richard T., Lowell
 Mahoney, Lawrence, Dorchester
 Maley, John T., Jr., Newton
 Malia, Mary A., Binghamton, N. Y.

FRESHMAN CLASS (Continued)

Malitsky, Barry B., Malden
 Malkin, Barbara, Winthrop
 Maloon, John W., Salem
 Mattison, Hugh, Boston
 Mazzola, Lucille, East Boston
 McAlister, Sandra L., Natick
 McCaffrey, Paul V., Roxbury
 McCarthy, George E., So. Boston
 McCarthy, Robert J., West Roxbury
 McCarthy, Roger F., Roxbury
 McCarthy, Susan M., Everett
 McDonald, Francis X., Charlestown
 McDonough, Joseph M., Lynn
 McElhiney, Paul H., Boylston
 McFarland, James V., Watertown
 McGarrahan, Owen J., Jr., Milton
 McGinn, John F., Dorchester
 McKeon, Timothy J., III, Hull
 McLaughlin, James E., Mattapan
 McMahon, Marion P., Revere
 McMahon, Thomas R., Watertown
 McMahon, William P., Jamaica Plain
 McManus, James T., Woburn
 McManus, Stephen T., Woburn
 McNally, Dawn P., Weymouth
 Melvin, William S., Revere
 Meola, Richard A., W. Boyston
 Monaghan, Peter J., Wellesley Hills
 Monteith, Richard F., Haverhill
 Moore, Florian H., Saugus
 Morad, Louise, New Bedford
 Morad, Rachel M., New Bedford
 Morris, Robert P., Revere
 Mullaney, Robert E., Brookline
 Murphy, John D., Roxbury
 Murray, Paul L., Woburn
 Murray, William H., Medford

Nawn, Ernest T., Brighton
 Neiterman, Joel, Brookline
 Nelson, Joseph E., Avon
 Netishen, William P., Lowell
 Nicholson, John S., Newton Hlds.
 Nikitopoulos, Charles P., Lowell
 Nunez, Jorge A., Boston

O'Brien, David A., Framingham
 O'Connor, Kathryn E., Lynn
 O'Hara, Catherine C., Roxbury
 O'Keefe, James J., Dorchester
 O'Leary, Sean E., Dorchester
 O'Malley, John F., Jr., Dorchester
 Ormond, Frederick J., Somerville
 O'Shea, Robert J., Somerville

Palaza, Peter R., Randolph
 Palladino, Kenneth J., Boston
 Palmer, Leo C., Boston
 Panageotopoulos, Louis, Dracut
 Parlagreco, Charles J., Winthrop
 Pehrson, Stephen E., Malden
 Penachio, Arthur J., Revere
 Petrone, Nicholas L., East Boston
 Pettinelli, George, Lexington
 Pickett, Arthur A., Everett
 Pignato, Joseph D., Saugus
 Pisani, William T., Somerville
 Porecki, Alfred R., Boston
 Potter, Michael A., Cohituate
 Powers, Michele A., Boston

Quint, Donnaleen M., Everett

Radulski, Beverly A., Haverhill
 Reddy, Clarence S., Dorchester
 Regan, John M., Somerville
 Richmond, Alan, Mattapan
 Riley, Donald J., No. Quincy
 Riley, John V., Lynn
 Rimini, Samuel, Boston
 Riordan, Michael W., Winthrop
 Rizzo, Beatrice M., East Boston
 Roberts, Sandra L., Weymouth
 Robinson, Phillip H., No. Quincy
 Rose, Edward J., E. Cambridge
 Royston, Nathaniel, Jr., Roxbury
 Rudolph, Norma H.,

Londonberry, N. H.

Russo, Michael M., Reading
 Ryan, Eleanor F., Boston
 Ryan, Francis W., Winthrop
 Ryan, John E., Jr., Roslindale
 Ryan, Lawrence C., Boston
 Ryan, Patricia E., Somerville
 Ryan, Thomas J., Roslindale
 Rydberg, Ruth A., Wayland

Sampson, James A., Peabody
 Santagate, Carmine G., Chelsea
 Santer, Stephen R., Lynn
 Sarno, Francis L., Somerville
 Sarver, Leonard M., Boston
 Scenna, Pasquale, Revere
 Schultz, Arnold W., Peabody
 Schwartz, Edward R., Jr., Revere
 Schwartz, Johnette, Revere
 Schwartz, Lester A., Dorchester
 Schwartz, Stanley A., Dorchester
 Schwier, Robert E., Nutley, New Jersey

FRESHMAN CLASS (Continued)

- Segal, Joseph, Mattapan
 Seglin, Joan D., Newton Centre
 Selznick, Neal B., Malden
 Serabian, Richard S., Haverhill
 Serino, John A., Jr., Saugus
 Serkin, Marjorie D., Newton
 Shanbar, Donald M., Winthrop
 Shapiro, Albert I., Winthrop
 Shaughnessy, Peter H., Boston
 Shayeb, Barbara H., Revere
 Shea, Carolyn A., Boston
 Sheehan, Alan H., Dorchester
 Sheehan, Richard A., Boston
 Shevory, Michael E., Boston
 Shorr, Allen, Boston
 Sias, Edward A., Reading
 Sides, Martha E., Scituate
 Silva, Foster L., Edgartown
 Silva, Walter J., Cambridge
 Sisk, Vincent E., So. Boston
 Smith, Larry E., Chelsea
 Smith, William B., Weymouth Landing
 Sotir, Charles, Roslindale
 Souther, Kenneth R., Hanover
 Stanley, Francis, Charlestown
 Starr, Laurence M., Brighton
 Starvish, Chester M.,
 Hampton Falls, N. H.
 Steele, John D., Mattapan
 Steele, Marguerite E., Mattapan
 Stern, Jason L., Brookline
 Stineman, Rona L., Mattapan
 Sullivan, Francis X., Boston
 Sullivan, Leo J., Milton
 Tarvezian, Richard, Watertown
 Tashjian, Charles A., Medford
 Taylor, Timothy H., No. Weymouth
 Theodore, Charles, Lawrence
 Therrien, Richard A., Methuen
 Thomas, Ruth I., Roxbury
 Tierney, Henry E., Cambridge
 Tingus, George C., Milton
 Treanor, Eugene L., Middleton
 Trotman, Gerald P., Canton
 Trudel, John W., Jr., Ipswich
 Tyner, George E., Jr., West Roxbury
 Upton, John F., Charlestown
 Vaillancourt, Charles P.,
 Pawtucket, R. I.
 Valencia, Harold A., North Quincy
 Vanderstucken, Emile F. III,
 Princeton, N. J.
 Vangi, Anthony I., Medford
 Vautier, A. W., Pelham, N. H.
 Wagner, Eleanora R., Chicago, Ill.
 Walsh, James G. Jr., South Boston
 Wasserman, Merton E., Milford
 Wasserman, Martin J., Dorchester
 Wasserman, Sylvia, Dorchester
 White, James J., West Roxbury
 White, Nancy J., Watertown
 Wholey, Mary P., Norwood
 Wilding, James, New Bedford
 Willey, Richard M., Somerville
 Williams, Thompson F., Roxbury
 Wiswell, Alfred I., Dorchester
 Wolff, Robert R., Lowell
 Young, George E., Jr., Roslindale
 Zablosky, William, East Braintree
 Zalvan, Paul K., Dorchester
 Zaroulis, George S., North Tewksbury
 Zighera, Frederic B., Jamaica Plain

GRADUATE STUDENTS

- Ash, Genevieve M., Quincy
 Boaz, William C., Roxbury
 Brown, Harvey C., Somerville
 Caruso, Frank J., Medford
 Catalano, Maureen P., Boston
 Courage, Thomas J., South Boston
 Cronin, Joseph N. Jr., Revere
 Davidson, Herman S., Malden
 Day, Donald J., Canton
 Day, Paul D., Waltham
 Di Sessa, Charles D., East Boston
 Dorfman, Martin B., Swampscott
 Doucet, George, Revere
 Drouin, Donald, Lynn
 Farley, Henry G., Brighton
 Flannery, Francis R., Somerville
 Fleming, Joseph L., Boston
 Foley, William J., Dorchester

GRADUATE STUDENTS (Continued)

Forrest, John J. Jr., Arlington
Forward, Joan R., Boston

Hadaya, Russell S., W. Roxbury
Hannon, Marion J., Cambridge

Jacoppi, Joseph A., Tyngsboro

Kacher, William, Haverhill
Kearney, James F., Brighton
Kenney, John F., Milton

LaFerriere, Claire M., Boston
Lowe, Carter L., Dorchester

McCollum, Edward, Andover
Moller, William H. Jr., Reading
Moschella, Robert, Revere
Mosevicz, Edward J., Dorchester
Mueller, George A., Norfolk

O'Connell, Thomas P., Braintree
Orsina, Paul J., Boston
Ottariano, Albert J., Woburn

Pasquerella, Herman A., Everett

Patracone, Louis D., Bedford
Pavloff, Alan G., Dorchester
Polito, Vincent A., Woburn
Provencher, Normand, Boston
Plusky, David, Chelsea
Raymond, James C., Lynn
Reilly, Donald F., Hyde Park
Risi, Martha, Quincy
Rouleau, Laurence J., Milford

Salow, Richard P., Newton
Sarno, Nancy F., Boston
Sevagian, Aram H., Milton
Shreder, Otto C., Salem
Small, Ruth M., Chelmsford
Solomon, Steven E., Revere
Sullivan, Bradley D., Jamaica Plain
Sullivan, Paul W., Braintree
Sykes, Edward M. Jr., Dover

Tatten, Robert F., Newton

Vagianos, Louis, Providence, R. I.
Wholey, Cornelius F., Dorchester
Wilson, Robert G., Weston
Wilson, John J., Lawrence

SPECIAL STUDENTS

Bacon, Robert W., Arlington
Bauer, Thomas P., New Bedford
Berry, John A. Jr., Boston
Blair, Edward H., Pittsfield

Carroll, Beirne F., Boston
Casey, Charles C., Peabody
Cohen, David A., Providence
Collins, John M., W. Roxbury
Cummings, John J., Boston
Cunha, George M., Lowell

Dionne, Raymond P., Lewiston
Dreyer, Fred C. Jr., Marlboro
Duffy, Mary R., Braintree

Faircloth, Kathleen L., Salem
Farese, Laurence J., Duxbury
Ferrari, Louis M., Boston

Garritty, James A., Boston
Gordon, Ethel L., Boston
Gordon, Ruth M., Boston
Gormley, Mary E., West Roxbury
Gould, Richard N., Boston

Griffin, William H., Dorchester
Greene, Carolyn E., Forge Village

Hannigan, Walter T., Brighton
Harden, Scott A., Maplewood
Harrington, Harry J., Cohasset
Harris, Gregory S., Woban
Hawko, Mary P., Medford
Hayes, Paul J., Boston
Hopkinson, Carl E., Salem
Houston, Joan B., Norwood
Howard, Charles F., Weston

Kelliher, Robert L., Malden
Kennedy, John L., Lynn
Korona, Eileen E., Dorchester

Lake, Richard A., Waban
Lasker, John L. Jr., Belmont
Liberty, Beverly A., Lynn
Lima, Mary Ann, Revere
Long, Dexter H., Boston

Mazzarelli, Oswald A., No. Providence

SPECIAL STUDENTS (Continued)

McDonnell, John Terry, Needham
McIsaac, James F., Newton
Mullin, George E., Weymouth
Mulroy, James P., Quincy

Nastasi, Laura J., Arlington
Neill, Alvin J., Somerville

O'Daniel, Jon, Cambridge

Papalia, Roberta A., Watertown
Parker, Carole A., No. Andover
Parker, Edward R., Allston
Patenaude, Raymond J., Tyngsboro
Peavey, Beverly C., Melrose
Porrazzo, Louis E., Boston

Raymond, Martha A., Boston

Roberts, Francis Jr., Fairhaven
Rosenthal, Peter, Fair Lawn, N. J.

Slark, James J., Dorchester
Smith, Stephen W., Woburn

Tavilla, Anne M., W. Medford
Tedeman, Charles F., Dedham
Toney, Andrew, Boston
Tucker, Raymond J., N. Weymouth

Veautour, Clifford A., Fitchburg

Witkus, Frank A., Boston
Wong, Yuk-Hing, Clara, Macao
Wood, Philip, South Braintree
Wright, Lewis Z., Boston

Zukor, Mark A., Revere

Students Admitted to Spring Term of 1962

GRADUATE STUDENTS

Bulman, Alfred F., Norwell
 Bulman, James L., Malden
 Cullen, Francis T., Dorchester
 Flannery, Ovide, Somerville
 Malta, Charles, Jr., Everett
 Murray, Leo T., Melrose

O'Connell, Daniel E., Jamaica Plain
 Picariello, Anthony S., Medford
 Quercia, Anthony V., Winthrop
 Sullivan, Charles H., Dorchester
 Vanetizian, Richard A., Belmont

SENIOR STUDENTS

Acquaviva, Vincent A., Revere
 Donerty, Joseph P., Cambridge
 Gross, Francis J., Roslindale
 Harvey, William M., Waltham
 Hawkes, Robert B., Newton
 Know, Frederick C., Medford

Ladd, Jonathan P., Windsor, Vermont
 Lampropoulos, Christy, Waltham
 Malliris, John P., Somerville
 O'Brien, William P., Lynn
 Patterson, Richard B., Lynn
 Sadowski, Philip K., Somerville

JUNIOR STUDENTS

Burke, Margaret A., Belmont
 Crandall, Lloyd J. Jr., No. Billerica
 Kelley, Ronald J., Belmont
 Moy, Thomas C., Boston 11,

Rand, Samuel C., Weymouth
 Shatz, Allan J., Hyde Park
 Zide, Edward, Boston 24,

SOPHOMORE STUDENTS

Balog, George, Franklin
 Barron, Helen C., Brighton
 Bedrick, Clifford, Allston
 Bonanno, Frank C., Methuen
 Bryan, Robert T., Andover
 Cofield, Greta N., Roxbury
 Ellis, Robert C., Walpole
 Farrington, Lester C., Ashland

Fowler, Andrew J., Haverhill
 Gustafson, Donald J., Quincy
 Lanza, Lorraine A., N. Quincy
 LaRoche, Barbara A., Cambridge
 LaRoche, Warren A., Cambridge
 Lussier, George J., Boston
 Von Rauchhaupt, Walter, N. Y., N. Y.

FRESHMAN STUDENTS

Allen, Timothea F., Boston 8,
 Berman, Deanna M., Lawrence
 Carolan, Vincent L., Stoughton
 Christopher, Edward V., Brighton
 Cohan, Francis P., Boston 35,
 Cohen, Sheldon R., Chelsea
 Collatos, Theodore S., Danvers
 Connolly, Edward F., Medford
 Croteau, Joseph A. Jr., West Groton
 Cunningham, Elizabeth A., Roslindale
 Cunningham, John W., Watertown
 Dacey, Howard W., Winthrop
 D'Arcy, John A. Jr., Boston 32,
 DiNicolantino, John W., E. Boston
 Diomedes, Anthony S., Dorchester
 D'Uva, Anthony R., Cranston, R. I.
 Elliot, Thomas M., Malden
 Felzani, Elaine C., E. Boston
 Fishman, Curtis I., Brookline
 Flaherty, Edward G., Melrose

Fleming, John S., Jamaica Plain
 Gale, Paul W., Boston
 Gardner, Merle L., Farmington, Maine
 Good, Timothy W., Gloucester
 Green, John J., Boston
 Hamilton, Robert W., Wollaston
 Hayden, Charles A., Dedham
 Hickey, Neil F., Cambridge
 Hoar, Albert B., Dorchester
 Holderried, Jean A., Hyde Park
 Jubett, Lewis J., Randolph
 Kelleher, John G., Jamaica Plain
 Kilgarrieff, Paul J., Boston
 Lindberg, Bertha L., Boston
 Mazzocca, Robert P., Bedford
 Meacham, Mary G., Boston
 Mitchell, John P., Dorchester
 Murphy, Robert F. Jr., Dorchester
 Neirincx, Thomas V., Medford
 Nelson, Joseph E., Avon

FRESHMAN STUDENTS (Continued)

Pasciuto, Thomas W., Needham
Pasquina, William J., Saugus
Penny, Russell N., Brighton
Perkins, Francis M., Wellesley
Pucillo, Emma A., Boston 9
Queeney, Thomas F. Jr., Milton
Rose Theodore F., Belmont
Sadowski, Paul A., Somerville
Sanberg, Lois E., Brighton
Santry, James T., S. Boston

Sinman, Phyllis, Swampscott
Snider, Norman, Revere
Sweeney, James P., Roxbury
Tzanetakos, George, Lowell
Vinton, Leonard F., Braintree
Vrettas, William T., Lowell
Walsh, John A., Jr., Roxbury
Weston, Larry E., Buzzards Bay
Young, George E., Jr., Somerville
Young, Peter F., Needham

SPECIAL STUDENTS

Berig, Donald J., Waban
Cohen, David S., Chestnut Hill
Duquette, Marie H., Boston 14
Durston, John, Cambridge
Eynon, Elizabeth J., Lynn
Hanna, Earle P., New Bedford
Harron, Joan E., Boston 14
Heald, Gordon T., Worcester
Heath, Melville F. II, Boston 8
Koven, Estelle, R., W. Newton
LaCorte, Shirley L., Revere
Lichwell, Helen G., W. Roxbury

LoPresti, Vincent A., Somerville
Lyons, Frank R., Jamaica Plain
Morelli, Francis P., Medford
Quill, Henry F., Winchester
Shea, John T., Holyoke
Tonry, Linda J., Weymouth
Torppa, Donald P., Allston
Waldman, Paul F., Providence, R. I.
Woodward, Allyn C., Jr., Wellesley
Ziskind, Harry H., Norwood
Zizza, Anthony M., Hyde Park

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