

GENERAL EXTENSION DIVISION

BULLETIN



Portland
**EXTENSION
CENTER**

1633 S. W. Park Avenue
Portland, Oregon

**EVENING
CLASSES**

CATALOG ISSUE

1958-59

OREGON STATE SYSTEM OF HIGHER EDUCATION

GENERAL EXTENSION
DIVISION

BULLETIN

Portland Extension Center Evening Classes

University of Oregon
Oregon State College
Portland State College
Oregon College of Education
Southern Oregon College
Eastern Oregon College

Announcements
1958-59

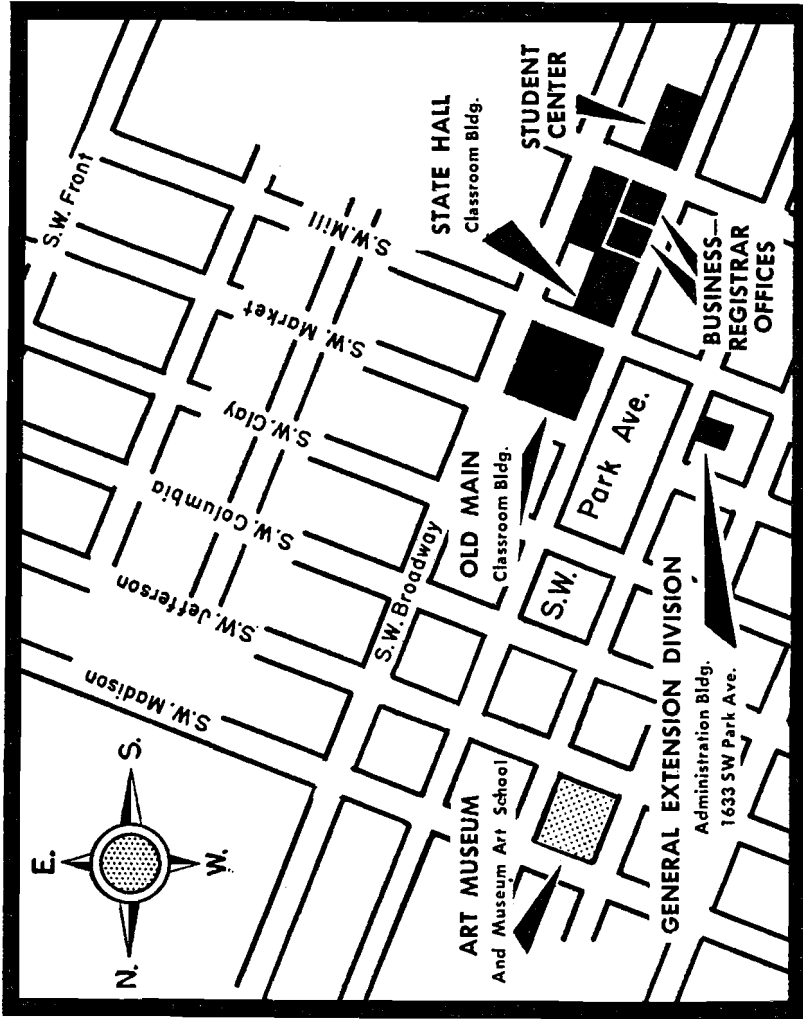
General Extension Division
BULLETIN

PORTLAND SERIES NO. 48

MAY 20, 1958

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1633 S. W. Park Avenue
Portland 1, Oregon
Telephone CApitol 2-3201



COLLEGE CENTER BUILDING

Bookstore
Cafeteria
Snack Bar
Varied other facilities

STATE HALL

New classroom building (classes in this building are designated SH in class schedules)

BUSINESS OFFICE

1724 S.W. Park Ave.

REGISTRAR'S OFFICE

1734 S.W. Park Ave.

OLD MAIN

Original classroom building (no SH following room number in class schedule indicates class meets in this building)

GENERAL EXTENSION DIVISION BUILDING

1633 S.W. Park Ave. (across the Parkway from Old Main)

MUSEUM ART SCHOOL

Portland Art Museum building (S.W. Madison St. and Park Ave.)

OFF-CAMPUS CLASSES

(check catalog and class schedule for location of classes not meeting in either of the two regular classroom buildings)

Table of Contents

MAP OF PORTLAND EXTENSION CENTER AREA.....	2
OREGON STATE SYSTEM OF HIGHER EDUCATION.....	4
STATE BOARD OF HIGHER EDUCATION.....	5
ACADEMIC CALENDAR.....	6
PORTLAND EXTENSION CENTER	
General Information.....	8
Admission Requirements.....	9
Special Programs.....	12
Grading System.....	14
Registration Procedures and Regulations.....	14
Portland Extension Center Fees.....	15
Library Regulations and Charges.....	16
Services and Definitions.....	17
PORTLAND EXTENSION CENTER PROGRAM.....	19
DESCRIPTION OF COURSES.....	20
PORTLAND EXTENSION CENTER ADMINISTRATION AND STAFF.....	55
FACULTY.....	56
Special Staff.....	68
GENERAL EXTENSION DIVISION DEPARTMENTS AND ACTIVITIES.....	70
GENERAL EXTENSION DIVISION ADMINISTRATION.....	72
OREGON STATE SYSTEM OF HIGHER EDUCATION.....	74
Officers of Administration.....	75
INDEX.....	76

Oregon State System of Higher Education

The Oregon State System of Higher Education, as organized in 1932 by the State Board of Higher Education following a survey of higher education in Oregon by the U. S. Office of Education, includes all the state-supported institutions of higher education. The several institutions are elements of an articulated system, parts of an integrated whole. The educational program is so organized as to distribute as widely as possible throughout the state the opportunities for general education, and to center on a particular campus the specialized, technical, and professional curricula closely related to one another.

The institutions of the state system of higher education are the University of Oregon at Eugene, Oregon State College at Corvallis, Portland State College at Portland, Oregon College of Education at Monmouth, Southern Oregon College at Ashland, and Eastern Oregon College at La Grande. The Medical and Dental Schools of the University of Oregon are located in Portland. The General Extension Division, representing all the institutions, has headquarters in Portland and offices in Eugene, Corvallis, Ashland, Monmouth, and La Grande.

Each of the institutions provides the general studies fundamental to a well-rounded education. At the Oregon College of Education, Southern Oregon College, Eastern Oregon College, and Portland State College, students may complete major work in teacher education or general studies or enroll in a preprofessional program.

At the University and Oregon State College two years of unspecialized work in liberal arts and sciences are provided on a parallel basis in the lower-division. Major curricula, both liberal and professional, are grouped on either campus in accordance with the distinctive functions of the respective institutions in the unified state system of higher education.

An interinstitutional booklet, *Your Education*, which outlines the curricula of the several institutions and contains other information, is available. For a copy, write to Division of Information, Board of Higher Education, P.O. Box 5175, Eugene, Oregon.

State Board of Higher Education*

	Term Expires
R. E. KLEINSORGE, Silverton.....	1959
WILLIAM E. WALSH, Coos Bay.....	1959
HENRY F. CABELL, Portland.....	1960
CHARLES R. HOLLOWAY, JR., Portland.....	1961
A. S. GRANT, Baker.....	1962
CHERYL S. MACNAUGHTON, Portland.....	1963
J. W. FORRESTER, JR., Pendleton.....	1963
ALLAN HART, Portland.....	1964
DOUGLAS MCKEAN, Beaverton.....	1964

Officers

R. E. KLEINSORGE.....	President
HENRY F. CABELL.....	Vice-President

 JOHN R. RICHARDS, Ph.D., Chancellor
 EARL M. PALLETT, Ph.D., Secretary of Board

 Office of the State Board of Higher Education
 Post Office Box 5175
 Eugene, Oregon

* Board members are appointed to six-year terms by the Governor of Oregon with confirmation by the State Senate.

Portland Extension Center

September 1958

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Fall Quarter 1958

*Student Advising.....September 22 - October 4

Registration begins.....September 2

Classes begin.....September 29 - October 4

Late fee begins.....October 6

Last day to register or add a course.....October 11

Last day to drop a course without responsibility for grades.....November 8

Thanksgiving vacation.....November 27-30

Final examinations.....December 15-20

Term ends.....December 20

October 1958

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 1958

S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 1958

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Winter Quarter 1959

Registration begins.....December 15, (1958)

Classes begin.....January 5-10

Late fee begins.....January 12

Last day to register or add a course.....January 17

January 1959

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 1959

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

* Student Advising: September 22-26—9:00 a.m.-5:00 p.m. daily (and 5:00-7:00 p.m. by appointment)
September 29-October 3—9:00 a.m.-8:30 p.m. daily
(Saturdays, September 27 and October 4—9:00-11:30 a.m.)

Academic Calendar 1958-59

March 1959

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Last day to drop a course without responsibility for grades.....February 14

Final examinations.....March 16-21

Term ends.....March 21

April 1959

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Spring Quarter 1959

Registration begins.....March 16

Classes begin.....March 30 - April 4

Late fee begins.....April 6

Last day to register or add a course.....April 11

Last day to drop a course without responsibility for grades.....May 9

Memorial Day—Holiday.....May 30

Final examinations.....June 8-13

Term ends.....June 13

May 1959

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 1959

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 1959

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Summer Session 1959

Registration.....June 22

Classes begin.....June 23

Final examinations.....August 13-14

Term ends.....August 14

August 1959

S	M	T	W	T	F	S
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Portland Extension Center

General Information

Portland Extension Center, an activity of Oregon's General Extension Division, extends the resources of the State System of Higher Education to students in the metropolitan area of Portland. This service is maintained in evening classes during the regular academic year and in predominantly day-time classes during Portland Summer Session. Information concerning the Summer Session is published in a separate bulletin.

Portland Extension Center and Portland State College share the same state-owned instructional buildings but are separately administered. The Center extends certain resources of the College in the same way that resources of the other degree-granting institutions within the State System are extended.

Location. Portland Extension Center and Portland State College are located at Southwest Park Avenue and Mill Street. The Center's mailing address is 1633 S. W. Park Avenue, Portland 1. The telephone number is CApitol 2-3201. Administrative, business and registrar's offices are adjacent to the instructional buildings. See Map, p. 2.

Faculty. Faculty for Portland Extension Center is drawn from regular staffs of the institutions within the Oregon State System of Higher Education and from approved specialists in business and the professions.

Academic Program. Although it is not authorized to grant degrees, Portland Extension Center offers a diversified program of related graduate and undergraduate courses in many major fields of study which comprise the curricula at University of Oregon, Oregon State College, Portland State College, and the three regional colleges. Work taken at Portland Extension Center may be applied toward graduation from any of these degree-granting institutions, providing their residence and other individual requirements are satisfactorily met.

Service and Community Program. Portland Extension Center strives on request to arrange special courses dealing with professional or technical subjects. This usually is done in cooperation with industrial firms or with professional, labor or other groups and organizations. (*See Cooperative and Certificate programs*, p. 13). Courses concerned with avocational interests of the community also may be arranged.

Students who are not working toward a degree but who believe that one of the regularly scheduled courses will be of benefit to them may register as "auditors." Other non-degree students may wish to undertake a "certificate" program. Audit status is described on page 9, the Certificate program on page 13.

Advisers. Advisers are available to students each term during the week prior to the beginning of classes and during the first week of classes. Hours and locations will be shown in the class schedule which is published in advance of each term.

Accreditation. Portland Extension Center's academic accreditation is co-extensive with that of the institutions of higher education in the system. Credits earned at the Center are accepted as residence credit toward a degree (subject to certain limitations indicated in the following paragraph) when transferred to University of Oregon, Oregon State College, Portland State College or any of the three regional colleges, provided that the credits have been earned as part of a planned degree program. If transferred to institutions not a part of the Oregon system, such credits are acceptable on the same basis as credits transferred from the campus institutions of the system.

Institutional Residence Requirement for Degrees. Those Portland Extension Center courses which are drawn from the various study areas and professional schools of the state system institutions may, *with the approval of the institution concerned*, be applied to complete all except 12 term hours of the total undergraduate degree program. Candidates for degrees in any institution must meet the requirements prevailing at the school of their choice at the time admission is granted.

Admission Requirements

Portland Extension Center exists to serve those who desire to take the courses offered and who are able to profit by them. Except for veterans who enroll under any of the veterans' federal educational benefits, transcripts should not be submitted to Portland Extension Center. However, degree-granting institutions will require that a candidate for any degree file a transcript with them before they will grant admission.

Admission to Classes. In certain courses prerequisite work is specified in the course description. In any course the instructor may require evidence of ability to do the work or may require that certain prerequisite work has been completed.

Written permission of the instructor, as indicated by the instructor's signature on the registration card, is required for all late registrations except for auditors. (*See Academic Calendar*, pp. 6-7.) Credit students who delay their registration beyond the first week of classes will be subject to late fees and usually will find it impossible to secure the instructor's signature except during the second meeting of a class; many instructors come from other communities in Oregon and are present at the Center only for their classes.

IMPORTANT: Credit students who are not in attendance at either of the first two meetings of a class will not be admitted to the class, notwithstanding prior registration for the class. Only those students who are registered by the first meeting of the class and who are in attendance at the first meeting can be assured of admission.

Audit (Non-credit) Work

Students who wish to enroll in a particular course because it relates to their employment, their hobbies, or to some other special interests, should consider the possibility of audit (non-credit) enrollment. Auditors are not required to complete written or reading assignments or to take examinations, and they do not receive grades. Auditors pay the same fees, including late fees, as do credit students, and they register in the same way. Changes from "audit" to "credit" enrollment, and *vice versa*, are possible only until the last day for program changes, as indicated in the schedule for the term involved.

Undergraduate Work

Students who enroll at Portland Extension Center for undergraduate courses which they expect to include in a degree program *must* inform themselves of the requirements of the institution and major department from which the degree is

sought. Information concerning admission, advanced standing, transfer of credits, and requirements for graduation may be obtained from the registrars of campus institutions within the state system.*

Students who are beginning a degree program by attending Portland Extension Center classes should note that degree-granting institutions usually specify required patterns of lower-division (freshman and sophomore) work. These frequently are called "group requirements," and, generally, are in a pattern which is common for any student regardless of his major objective. In addition, such institutions also may specify lower-division courses in a student's major field, although this work is usually concentrated in the last two years. Thus, all degree candidates who enroll for classes at Portland Extension Center should design their programs to meet two specific sets of academic requirements: (1) the general requirements common for all students in the selected institution, and (2) the departmental, divisional, or professional school requirements pertaining to the appropriate major fields. All students who intend to transfer to institutions within the Oregon State System of Higher Education must satisfy admission requirements prevailing for the school of their choice at the time such admission is granted.

Advisers. Advisers are available at the Portland Extension Center administrative offices at 1633 S. W. Park Ave., Portland 1, to assist students who wish to embark on a program of planned work.

Credit Hour Load. Undergraduate students at Portland Extension Center normally may enroll for not more than six term hours if employed full time or if attending the Center for the first time. Other undergraduates who are qualified and have adequate study time available, and who are unable to enroll at a campus institution, may petition the registrar for permission to enroll for more than six term hours.

Graduate Work

Certain masters' degrees granted by various institutions within the Oregon State System of Higher Education and the work toward these degrees which may be completed at Portland Extension Center or at Portland Summer Session are shown below:

Master of Education. This degree may be taken either at the University of Oregon or at Oregon State College. At either institution twelve (12) hours of graduate credit must be earned in residence. The remainder may be completed in Portland.

The degree is regarded as a professional course degree, not a research degree. Oregon State College requires neither a thesis nor a field study of candidates under Options "C" or "B." A thesis is required for Option "A."

Both Oregon institutions plan a well-integrated program for each individual candidate. This is designed to improve his educational competence as a teacher, counselor, supervisor, or administrator. Each program embraces: (1) a common core of required courses, and (2) an area of concentration which provides a complex of courses organized to meet the special interests and needs of the students.

For the University of Oregon the qualifying and final examinations are written. Oregon State College requires a written and an oral final examination, but no qualifying examination. Graduate work for the degree of Master of Education may be pursued at the University of Oregon with specialization in elementary, second-

* The Portland State College residence requirement of 45 term hours of the last 60 presented for a degree can be satisfied by completion of 33 term hours in the Portland Extension Center and, in one summer session, of 12 or more term hours which are selected from those courses taught during the Portland Summer Session by members of the faculty of Portland State College. Portland State College students should consult their Portland State College advisers.

ary, special education, administration, counseling and guidance, and educational psychology. Oregon State College offers the Master of Education degree with specialization in secondary education and in counseling and guidance.

By enrolling for forty-five (45) hours of graduate work under Option "C" in the Oregon State College program, a candidate may fulfill both the fifth year requirements for a secondary teaching certificate and the requirements for a Master's degree in education.

Master of Science in Education (Elementary) from Oregon regional colleges of education. A minimum of twelve hours of graduate work must be completed in residence at the degree-granting institution; the remainder may be completed in Portland. Requirements for the degree include a core of eighteen hours in professional courses and nine hours in general courses. The thesis is optional with each student but it is recommended for those planning further graduate work. The qualifying examination is written and the final examination may be both written and oral.

Master of Arts in General Studies. This is a research degree. It is open to individuals who possess a research interest and a broad academic background, usually in three disciplines, which make them eligible for graduate work wherein the offerings of several major departments are correlated. A thesis is required. Before a candidate's course work can be planned he must present and justify a thesis topic which involves a research project embracing several major departments. An acceptable thesis in *General Studies* cannot be typical of work normally presented to any single department.

Under favorable circumstances all work toward this degree from Oregon State College may be completed in Portland, but the University of Oregon requires that candidates earn at least twelve hours in residence.

Master of Arts (Departmental), Master of Science, Master of Science in General Studies. Programs for these degrees must be arranged with the candidate's major department at the degree-granting school selected. On approval by the major department a maximum of fifteen hours of graduate work may be completed in Portland.

Special Programs for Graduate Students

Program in Public Administration. The program in public administration may lead to a *Master of Arts degree in General Studies* at the University of Oregon (see above). Emphasis in this program is on regional studies, administration, management, and public policies. Interested students should confer with the program director at Portland Extension Center.

Program in Nursery School Education. An option under the *Master of Arts in General Studies* degree with Oregon State College is available to qualified persons who are at present working in a nursery school. A minimum of nine quarter hours from the first 24 of graduate work must be completed in residence at Oregon State College.

Program for Registered Nurses. A program leading to the *Master of Arts in General Studies* degree, designed specifically to meet the requirements of registered nurses, is offered in cooperation with the Department of Nursing Education, University of Oregon Medical School, and with the Graduate School, Oregon State College.

Professional Degrees in Engineering. The degree of Agricultural Engineer, Chemical Engineer, Civil Engineer, Electrical Engineer, Industrial Engineer,

Mechanical Engineer, Metallurgical Engineer, or Mining Engineer, may be earned by a holder of a baccalaureate or master's degree from Oregon State College after having completed at least five years of successful professional practice following graduation, and by completing an acceptable thesis.

Those who hold a baccalaureate or master's degree from Oregon State College may substitute graduate credit for a maximum of three of the five years of professional practice required for the degree of professional engineer. Graduate study, extension or otherwise, will be considered at the approximate rate of 12 credit hours in lieu of each year of professional practice.

Those who hold a baccalaureate degree or master's degree from other colleges or universities also are eligible to obtain the degree of professional engineer from Oregon State College by fulfilling the same requirements as for those above, except that at least 12 credit hours of graduate work must be completed in residence on the Oregon State College campus.

For additional details and application instructions for the degree of engineer, consult the Oregon State College catalog.

Advisers. Authorized advisers for any of the masters' degrees in education and for the *Master of Arts in General Studies* degree will be available at Portland Extension Center to assist students in planning programs and in establishing candidacy for the degrees. Students should note that a mere accumulation of graduate credit does not establish candidacy for any degree.

Admission. Graduate students enrolling in the Portland Extension Center who wish to apply the credits earned toward advanced degrees at one of the institutions within the Oregon State System of Higher Education must make application for admission to the graduate school selected and take the qualifying examination* at the earliest opportunity.

Time Limit. Oregon institutions expect that all work for the master's degree, including work for which credit is transferred, thesis, and final examination, will be completed within a period of seven years.

Maximum Load. Six term hours of graduate credit, except where thesis credit is involved, is the maximum which a student who is employed may earn in any regular session at Portland Extension Center, unless the appropriate dean in the student's degree-granting institution approves an excess number of hours of credit in writing and in advance of registration.

Special Programs

Teacher Training

Teachers and administrators seeking to fulfill requirements for the various certificates, including administrators' certificates and certificates to teach handicapped or exceptional children, should refer to *Oregon Rules and Regulations Governing the Certification of Teachers*, an annual publication of the Superintendent of Public Instruction, Salem, Oregon.

Elementary and Secondary Teacher Training. Portland Extension Center offers required courses for regular or emergency elementary certification and for secondary certification, except for supervised teaching. Portland Summer Session and the Portland State College regular session, however, offer supervised

* Qualifying examinations will be administered at times and places to be announced early in each term.

teaching. A limited number of students may meet supervised teaching requirements through these facilities.

Training in Pre-School Education. Although Portland Extension Center does not offer a complete program in pre-school education, certain courses (and an option under the *Master of Arts in General Studies* at Oregon State College) are available which are applicable to the nursery or kindergarten field. Interested students should consult an elementary education adviser at the Center.

Training for Teaching Exceptional Children. Portland Extension Center schedules a selection of courses so that students may strengthen their preparation for teaching in the special areas of reading, speech, and the mentally handicapped. Students who have the necessary prerequisites may complete certification requirements in these areas by enrolling in both Portland Extension Center and Portland Summer Session.

Administrators' Certificates. Portland Extension Center classes are scheduled to permit fulfillment of course requirements for various administrators' certificates.

Cooperative and Certificate Programs

"PACKAGED" TRAINING PROGRAMS

Business and industrial concerns, and trade, labor, and professional organizations, may supplement their own educational and training programs by working cooperatively with the Center on non-credit seminars, short-courses, workshops, and other specially designed activities. Under certain conditions, special sections of credit courses may also be arranged.

Contents of and financial arrangements for programs of this kind vary with circumstances. Fees can be based on actual costs, which are billed to the sponsoring agency. Planning for such programs should begin at least ninety days in advance of the expected first class meeting.

Certificate Program. The Certificate Program is designed for those who do not expect degrees but who can benefit from a specific concentration of courses. Students who complete the Center's approved multi-course program, with emphasis on a variety of business and industrial areas, will be granted certificates of accomplishment.

Cooperative Speech and Hearing Rehabilitation Center. Portland Extension Center cooperates with the Crippled Children's Division of the University of Oregon Medical School and the Division of Special Education of the State Department of Education for the extension of facilities to prepare teachers to teach speech-handicapped children, and for the expansion of services to children with speech defects. This facility is housed at the Crippled Children's Division of the University of Oregon Medical School.

Museum Art School. A number of courses are offered by Portland Extension Center in cooperation with the Museum Art School of the Portland Art Association. The courses are scheduled at the Museum Art School, and the enrollment is limited by the facilities of the studios. Registration must be initiated at the Museum Art School, S. W. Park Avenue at Madison Street.

In-Service Training. A number of courses are offered as part of the in-service training program of public school systems in and near Portland. These classes are open to all qualified students. The courses may be offered for college or university credit, and the fees are the same as for the regular evening courses.

In-service and other courses scheduled for afternoon hours outside Portland Extension Center buildings are limited to two term hours of credit. Those scheduled for evenings may be offered for three term hours of credit.

In order to provide qualified instructors, Portland Extension Center must receive requests for in-service and other courses for public schools at least 90 days in advance of the expected beginning date.

Grading System

A Grade is a mark used to measure quality of a student's work in an academic course: *A*, exceptional accomplishment; *B*, superior; *C*, average; *D*, inferior; *F*, failure; *Inc*, incomplete; *W*, withdrawn. When a course will not be completed for reasons presented in advance by the student and accepted by the instructor, a report of *Inc* may be made and additional time granted. *A student who fails to appear for the final examination or who discontinues attendance in a course without officially withdrawing through the Registrar's Office within the time designated on the academic calendar for the term receives a grade of F in the course.*

A limited number of courses are designated "non-credit" in the course descriptions. Non-credit courses are not considered in computing the grade-point average.

Registration Procedures and Regulations

Students who have not enrolled during the early registration period, either in person or by mail, may register for Portland Extension Center classes any evening during the first week of each term in accordance with the dates shown in the *Academic Calendar* (see page 6-7). During registration week (the first week of classes) students will receive registration materials and instructions in Room 57, State Hall, at Park Avenue and Mill Street from 5:10 to 8:30 p.m., Monday through Friday. At other times (during regular office hours) registration is in the Registrar's office at 1734 S. W. Park Avenue, just south of State Hall.

Late registrations are accepted only during the second week of the term and only if (1) the student has written permission to enter the class as shown by the instructor's signature on the registration card, and (2) the student completes his registration in person. *Late registrations by mail will not be accepted.*

In order to be assured of admission to a class for credit, students must be present at the first meeting and must have completed their registration. Written approval must be obtained from the instructor for either subsequent admission or delayed registration. Instructors are present at the Center only for their classes; many come from other cities and their signatures for approval of admission may not be obtainable between class meetings.

Auditors. Auditors may register during the regular registration period under the same regulations as credit students. Beginning with the late registration period, auditors may register at any time during the term, provided they pay late registration fees and present signatures of instructors.

Early Registration, Registration by Mail. Students are urged to avail themselves of the *early* registration period of two weeks or more which precedes the first week of each term. For the convenience of those who wish to register by mail, a packet of registration materials and instructions will be sent upon request. Address the Registrar, Portland Extension Center, 1620 S. W. Park Avenue, Portland 1, Oregon, or telephone CApitol 2-4251. *Late registrations by mail will not be accepted.*

Procedure for Graduate Students. Enrollment for graduate credit is in general identical with enrollment for undergraduate credit. However, *students electing graduate credit in a 400 (G) or (g) course* (see course numbering system, page 19) *must so indicate at the time of registration for the course*; otherwise graduate credit cannot be granted. Graduate credit is not retroactively granted.

Procedure for Veterans. Students who wish to avail themselves of educational benefits under the terms of PL 550 ("Korean" GI Bill) should present their discharge papers and establish their eligibility through the Veterans' Administration Regional Office, 208 S. W. 5th Avenue, Portland 4, Oregon. The process should be initiated as early as possible since two months may elapse before authorization is granted. Payments are made to students from the date of enrollment or from the date of authorization, whichever is later.

Veteran students under PL 550 who enroll in Portland Summer Session or in any other institution during summer sessions of 1958 must complete a transfer to Portland Extension Center in order to receive subsistence benefits from the Veterans' Administration. To insure payment beginning with Fall term, 1958-59, this transfer should be arranged with the Veterans' Coordinator before the end of the preceding summer session.

The State of Oregon also has legislation affording educational assistance to veterans; information may be obtained from the State Department of Veterans' Affairs, State Office Building, 1400 S. W. 5th Avenue, Portland, Oregon.

Questions of veterans' eligibility and entitlement should be directed to the federal or state officials at the addresses given above. Questions concerning Portland Extension Center procedures for veterans should be addressed to Veterans' Coordinator, Business Office (CApitol 2-4251, Ext. 352).

Portland Extension Center Fees

Fee Schedule

Regular registration and course fees, tuition not included, applicable to undergraduates, graduates and auditors:

<i>Item</i>	<i>Per term</i>
Per credit hour rate	\$ 9.00
Minimum charge for 1 or 2 credit hours for any student, or for any class.....	18.00
Charge for students enrolled for 7 credit hours or more.....	74.00*
Laboratory or course fees are charged in some cases, as indicated in course descriptions.	
Combined enrollment in Portland Extension Center and Portland State College: Students carrying 7 credit hours or more in Portland Extension Center, Portland State College, or any combination are considered to be full-time students and pay a total flat fee of 74.00.*	

Special Fees and Charges

Late registration fee (includes auditors), per week (\$3.00 during second week of each term; additional \$1.00 for each week thereafter) (if delayed registration is accepted).....\$3.00-1.00

* Includes \$1.00 for Student Union fee at Portland State College for each student enrolled at Portland Extension Center.

If payment of fees is met by a check which is returned because of any irregularity for which the student is responsible (NSF, illegible signature, improper bank account number, etc.) a fine of \$1.00 per business day will be charged. (Maximum penalty, \$5.00)

Change of program fee (assessable after last day to add courses)	\$ 1.00
Reinstatement fee	\$ 2.00
Transcript fee (charge for first copy at any one time is \$1.00 and charge for each additional copy furnished simultaneously is 50c)	\$.50- 1.00
Graduate qualifying examination fee.....	\$1.00-15.00
Staff fee, per credit hour (including staff auditors).....	\$ 3.00

(Available only to full-time employees, academic and nonacademic, of not only the General Extension Division but of any unit of the Higher Educational System, upon approval of institutional executive. Maximum of five credit hours per quarter. Subject to approval of the Dean's office, all fees and maximum credit hour limitations may be waived for retired employees; for staff members on leave the maximum credit hour limitation may be waived, but the fee is not waived.)

No deposit for breakage or loss, etc.
(Library cards are issued upon presentation to the library of the fee receipt. Cards from a previous term must be validated for succeeding terms.)

Fee Refunds

Students who withdraw and who have complied with regulations governing withdrawals are entitled to certain refunds of fees paid, depending on the time of withdrawal. The refund schedule has been established by the State Board of Higher Education and is on file in the business office. All refunds are subject to the following regulations:

- (1) Any claim for refund must be made in writing before the close of the term in which the claim originated.
- (2) Refunds in all cases are calculated from the date of application for refund and not from the date when the student ceased attending classes, except in unusual cases when formal withdrawal has been delayed through causes largely beyond the control of the student.

Library Regulations and Charges

Note: The library card is issued upon presentation of the student's tuition receipt. This receipt should therefore be preserved, even when payment of tuition is by check. Students who hold cards from a previous term must have them validated for the succeeding term.

The following regulations govern library fines and charges:

- (1) A fine of five cents per day is charged for all overdue books other than reserve and "Reading Room Use Only" books.
- (2) Borrowers are issued a library card for use in the charge-out machine. A replacement fee of 25 cents is charged if this card is lost, or is not returned when student withdraws during a term.
- (3) The following fines will be charged for violation of reserve book rules:
 - (a) For overdue books, a regular fine of twenty-five cents for the first hour and five cents for each succeeding hour, or fraction thereof, until the book is re-

turned or reported lost. A maximum charge of one dollar per hour may be made in cases of flagrant violation of the rules; (b) for failure to return books to proper department desk, when building is open, a fine of twenty-five cents.

(4) Books needed for use in library are subject to recall at any time. A maximum fine of one dollar per day may be imposed for failure to return promptly.

(5) A service charge of ten cents is added to all fines reported to the business office for collection.

(6) Borrowers losing books will be charged the replacement cost of the book plus the amount of fine incurred up to the time the book is reported missing. In addition a charge of one dollar will be made to cover the cost of cataloging and processing the replacement copy.

(7) When a lost book for which the borrower has been billed is returned before replacement has been ordered, a refund not exceeding the replacement cost plus the cataloging and processing charge of one dollar may be made at the discretion of the librarian. In cases where a replacement has been ordered, refunds to the borrower may be made at the discretion of the librarian.

Services and Definitions

College Center. The new College Center is located on the corner of S.W. Montgomery St. and Park Ave. Every regularly-registered student may use the varied facilities offered in the College Center and may participate in the social and activity programs.

Cooperative Bookstore. Texts and supplies required for Portland Extension Center instructors will be made known at the first meeting of all classes each term. They may be purchased from the cooperative bookstore located in the College Center building.

Cafeteria. Located at the south end of the lower floor of the College Center, the cafeteria offers complete meal service.

Snack Bar. Located on the ground floor of the College Center building, the Snack Bar offers hot or cold drinks, hot or cold sandwiches, ice cream and pastries.

Special Services. The College Center provides meeting and special dining rooms for student and faculty groups. Reservations may be made with the Director of the College Center.

Library. The library, located on the second floor of Old Main building, is open from 8 a.m. to 9 p.m. Mondays through Fridays, and on Saturdays from 8 a.m. to 12 noon. (See *Library Regulations and Charges* above.)

Publications. The *Night-Owl*, a monthly publication, is distributed to all Portland Extension Center faculty and students. The paper has no formal connection with the journalism classes offered at the Center, but interested persons are invited to contribute news items and articles of interest to evening class students and faculty.

Special Events. Portland Extension Center students are eligible to attend all special events, whether sponsored by Portland State College or by the Center. Lectures, concerts, plays, forums, etc., are scheduled regularly, many at no admission charge.

A YEAR SEQUENCE consists of three closely articulated courses extending through three terms of the academic year.

A TERM HOUR* is synonymous with a "quarter hour" and a "credit hour." It is the unit by which a student's progress is measured and recorded. Usually, it represents a minimum of three clock hours of class time each week for one term. The number of lecture, recitation, laboratory, or other periods per week for any course are listed in course descriptions in this bulletin.

Non-Credit Courses. A limited number of courses, designated "non-credit" in the course descriptions, are offered from time to time. Completion of such courses does not reduce the total of hours required in degree programs. Non-credit courses are not considered in computing the grade-point average.

A GRADE POINT is a numerical expression of the qualitative value of a student's work. (See grading system, page 14). Grade points are calculated on the basis of 4 points for each term hour of *A* grade; 3 for *B*; 2 for *C*; 1 for *D*, and 0 for *F*. Marks of *Inc* and *W* are disregarded in calculations of points. The grade point average (GPA) is determined by dividing the total grade points earned by the total number of hours for which the student has been registered.

Course Numbering System. Courses are numbered in accordance with the course numbering system of the Oregon State System of Higher Education (see page 19).

* Term hours ("quarter hours") may be converted to semester hours by multiplying the number of term hours by $\frac{2}{3}$. Semester hours may be converted to term hours by multiplying the number of semester hours by $1\frac{1}{2}$.

1958-59

Portland Extension Center

Program

Course Numbering System. The courses in this catalog are numbered in accordance with the course-numbering system of the Oregon State System of Higher Education. Lower-division (freshman and sophomore) courses are numbered below 300. Upper-division (junior and senior) courses are numbered from 300 to 499. Graduate courses are numbered 500 to 599. A large (G) following the title of a 400 course indicates that the course may be taken for either major or minor graduate credit. A small (g) following the title of a 400 course indicates that the course is approved for graduate minor credit only. A number less than 50 indicates a non-credit course.

Institutional Source of Courses. For the convenience of students using this catalog the letters *C*, *E*, *P*, *S* and *U* appear parenthetically in the left margin before course descriptions. The letter *C* refers to the regional Colleges of Education, *E* to General Extension Division, *P* to Portland State College, *S* to Oregon State College, and *U* to University of Oregon. These indicate that the accompanying course appears in the catalog of the institution designated and is a regular offering of that institution.

Class Schedule. A class schedule detailing the course meeting times and places and the instructors for each class is issued shortly before each term. Classes meet one evening a week, at the following hours, unless otherwise noted in the class schedule: Two-hour classes, 7 to 8:45 p.m.; three-hour classes, 6:45 to 9:25 p.m., and four-hour classes two nights a week, 7 to 8:45 p.m. Deviations from this plan will be noted in the class schedule for each term.

Portland Extension Center reserves the right to divide any class or to change at any time the meeting hour or day of any listed course, or to cancel or discontinue any listed course for lack of sufficient enrollment or for other reasons.

Description of Courses

Descriptions which accompany the following courses are designed to show their purpose and scope. Degree students should understand that they may not register in certain courses until a more basic course in the same field has been completed. This more basic course, or prerequisite, usually is indicated in the description of the more advanced course. Mature, non-degree students may register in advanced courses upon securing the consent of the instructor.

Anthropology

Lower-Division

- (P) Anth 101, 102, 103. **General Anthropology.** 3 hours each term.

Fall: Man as a living organism; biological evaluation; the human cycles. Winter: Evolution of man; human races, nature and problems. Spring: the development of culture; organization of culture; man, participant in and observer of culture. Frantz.

Upper-Division

- (U) Anth 301, 302, 303. **Primitive Society.** 3 hours each term.

Social relationships and organizations among primitive peoples, including kinship, fraternal, political, and religious forms and behaviors. Prerequisite: upper-division standing. Brant.

- (U) Anth 417, 418, 419. **The American Indian.** (G) 3 hours each term.

Indian life in Central, South, and North America before white contact; contemporary Indian life where groups still survive. Prerequisite: Anth 314, 315, 316 or consent of instructor. Brant.

Art

Museum Art School

The following classes are offered in cooperation with the Museum Art School. The registration fee is \$18.00 per term for each class, plus a special course fee as indicated for some of the courses. (However, in no case will students registering for work in the Museum Art School and Portland State College or Portland Extension Center pay more than \$74.00.) Students register at the Museum Art School, S. W. Park Avenue at Madison Street, where the classes are held.

Lower-Division

- (P) AA 201a, 201b, 201c. **Survey of Visual Arts.** 1 hour each term.

Cultivation of understanding and intelligent enjoyment of the visual arts through a study of historical and contemporary works; consideration of motives, media, and forms. Section I: Tuesday. Section II: Thursday. Course fee \$3.00 in addition to registration fee. 7:30-9:30. Izquierdo.

- (P) AA 217. **Lettering.** 1 hour any term.

Lettering, including a study of historic styles such as Roman, Gothic, Old English, as well as the modern decorative, manuscript, and poster types. Tuesday, 7:30-9:30. Reynolds.

- (P) AA 255. **Ceramics.** 1 hour any term.

Introduction to ceramic techniques and materials. Throwing, moulding, and hand building. Surface decoration of two- and three-dimensional surfaces. Students participate in stacking, firing, and drawing the kilns. Open to non-majors. Section I: Wednesday. Section II: Thursday. Course fee \$3.00 in addition to registration fee. 7:30-9:30. Kennedy.

- (P) AA 290. **Painting.** 1 hour fall.

Instruction in the use of oil color, water color, and other media. 12 term hours required for upper-division standing. 7:30-9:30. McLarty.

- (P) AA 291. **Drawing.** 1 hour any term.

Training in observation and selection of significant elements. Emphasis on drawing from live models. Registration permitted any term, but it is desirable that the work be started in the fall. 6 term hours required for upper-division standing. Section I: Monday. Russo. (Figure drawing class using the human form as model.) Section II: Wednesday. Izquierdo. (Figure drawing class using the human form as model.) Section III: Thursday. Johanson. (Studied observation of many kinds of objects and stress upon careful delineation. All drawing media will be explored.) 7:30-9:30.

- (P) AA 293. **Elementary Sculpture.** 1 hour any term.

Introduction to materials. Elementary consideration of forms; technical and compositional exercises in clay and plaster. Section I: Tuesday. Section II: Thursday. Course fee \$3.00 in addition to registration fee. 7:30-9:30. Littman.

- (P) AA 295. **Display Design.** 1 hour any term.

Practical design experience in commercial art lettering, layouts, packaging, and display advertising. Prerequisite: previous training. Wednesday, 7:30-9:30. Lynch.

Upper-Division

- (U) AA 390. **Painting.** 1 hour fall term.

Problems in portrait, figure, landscape, and still life, in all media. Prerequisite: 12 term hours in AA 290. Monday, 7:30-9:30. McLarty.

Art and Art Education

Classes at Portland Extension Center

Lower-Division and Non-Credit

- (E) AA 31. **Furniture Design I.** Non-credit (2) spring.

Projects in design of furniture; preparation of working drawings and details; material and finishes for construction. Schwarz.

- (S) AA 178. **House Planning and Architectural Drawing.** 3 hours fall.

Appreciation and criticism of domestic architecture. Small-house planning and drawing with reference to the needs of students in agriculture, education, engineering, forestry, and home economics. Wasson.

- (P) AA 195, 196, 197. **Basic Design.** 2 hours each term.

A three-term introductory sequence; a series of studio participation exercises involving the basic principles of design. Grimm, Heidel, Pransch.

- (P) AA 223. **Elements of Interior Design.** 2 hours winter.

A studio course. Introduction to scope, aim, and technique of interior design intended to give understanding of professional field. Open to nonmajor students with consent of instructor. Schwarz.

- (P) AA 257. **Jewelry and Metalsmithing.** 1 hour winter.

Introduction to the handworking of nonferrous metals—copper, brass, pewter, silver, gold. Development of design for metal objects. Enameling on metal; centrifugal casting; lapidary work. Grimm.

- (P) AA 290. **Painting.** 2 or 3 hours fall.

Instruction in the use of oil color, water color, and other media. Pransch.

- (P) AA 291. **Drawing.** 1-2 hours fall or spring.

Training in observation and selection of significant elements. Registration permitted any term, but it is desirable that the work be started in the fall. Six

term hours required for upper-division standing. Fall: Heidel. Spring: Prasch.

- (P) AA 298. **Sketching.** 1 hour winter.

Sketching from costumed models, to develop ability to observe clearly and record accurately. Offered especially for nonmajors who have had no previous training in sketching or drawing. Heidel.

Upper-Division

- (P) AA 311, 312, 313. **Creative Arts and Crafts for the Classroom Teacher.** 3 hours each term.

Art activities for the classroom teacher. Basic tools and materials. Planning the art program to meet the needs of the child. Art in the school curriculum. Art experiences in relation to child growth and development. Lectures and laboratory work. Prerequisites for AA 313 are AA 311 and 312. Colescott, Horns.

- (U) AA 363, 364, 365. **Introduction to the History of Art.** 3 hours each term.

An historical survey of the visual arts from prehistoric to modern times. Selected works of painting, sculpture, architecture, and other arts are studied in relation to the cultures producing them. Designed for nonmajor students, as well as for majors in art history.

- (U) ArE 414, 415, 416. **Art in the Senior High School.** (G) 3 hours each term.

Study of art education in the secondary school, through laboratory work and individual research. Practice-teaching problems examined and studied as a group experience. Evaluation of current thinking in the field and of its application to the classroom situation. Prerequisite: ArE 314, 315, 316 or consent of instructor.

Biology

Lower-Division

- (P) Bi 211, 212, 213. **General Zoology.** 3 hours each term.

For biology and zoology majors and premedical, pre-dental, pre-nursing, pre-pharmacy, preveterinarian, physical education, psychology, fish and game management, and fisheries students. Two lectures; two 2-hour laboratory periods. Macnab.

- (P) Bi 221, 222. **General Bacteriology.** 3 hours winter and spring.

Winter: characteristics of bacteria, yeasts, molds, viruses, and related organisms; elementary technique in cytology, taxonomy, and physiology. Spring: application of microbiology to dairy, food, soil, sanitation, and industry. Prerequisite: one year of chemistry. Two lectures, two 2-hour laboratory periods. Roberti.

Upper-Division

- (U) Bi 371, 372. **Human Anatomy.** 3 hours fall and winter.

Gross anatomy; the skeletal and muscular structures; the circulatory, respiratory, digestive, and neural systems and their functioning in physical activities. Prerequisite: junior standing, one year of biology. Hultgren.

Business Administration

Accounting

Lower-Division

- (P) BA 111, 112, 113. **Constructive Accounting.** 3 hours each term.

Techniques of account construction; preparation of financial statements. Application of accounting principles to practical business problems. Required of majors, prerequisite to advanced work in business. *Each part is available any term.*

Upper-Division

- (U) BA 312. **Principles of Cost Accounting.** 3 hours fall or spring.

Basic principles of cost accounting; departmentalization; expense allocation; designed primarily for students interested in general accounting. Prerequisite: BA 111, 112, 113. Boyd, Wiesner.

- (U) BA 313. **Managerial Accounting.** 3 hours winter.

Managerial accounting for effective management and control of industrial and trading concerns. Preparation, analysis, and interpretation of balance sheets and operating reports. Prerequisite: BA 111, 112, 113. Wiesner.

- (S) BA 427, 428. **Industrial Auditing.** (g) 3 hours fall and winter.

Personal standards and verification procedures for auditors of business enterprises; methods of surveying adequacy and effectiveness of accounting system and internal control; practice in application of auditing procedures and in preparation of working papers; certification of financial statement information. Prerequisite: BA 421, 422, 423 or consent of instructor. Davidson.

- (S) BA 429. **Controllership.** (g) 3 hours spring.

Functions of the controller and his organization; techniques employed in the coordination and control of accounting, budgeting and planning; controller's contribution to management and responsibilities for office organization and procedures. Prerequisite: BA 323 or consent of instructor. Easton.

- (S) BA 434. **Income-Tax Procedure.** 3 hours winter.

Federal and State income tax regulations, and court decisions applicable to individuals, partnerships, and corporations; differences between managerial and tax accounting and between Federal and State tax requirements; computing taxable income and preparing official returns. Nissen.

- (U) BA 479, 480. **Income-Tax Procedures.** 3 hours fall and winter.

Income-tax laws of the United States and the State of Oregon. Facts involved in making up the various returns; use of the various sources of information. Prerequisite: senior standing in BA 483, 484, 485, or equivalent. Pattullo.

- (U) BA 483, 484, 485. **Accounting Theory and Practice.** (G) 3 hours each term.

The theory of accounting records and statements; statements of affairs, depreciation, analysis of profit-and-loss accounts, receiverships, balance-sheet construction and problems. Required of students majoring in accounting. Matthies, Teeter, Harwood.

Fall: BA 483

Winter: BA 483, 484

Spring: BA 483, 485

- (U) BA 488. **Cost Analysis and Control.** (G) 3 hours winter.

Standard costs, simple and flexible budgets, analysis and control of distribution costs, gross-profit analysis, break-even analysis, profit-volume relationships, and differential cost analysis. Designed for students in the field of management as well as accounting. Prerequisite: BA 312. Boyd.

- (U) BA 489, 490. **Advanced Accounting Problems.** (G) 3 hours fall and winter.

Application of the technical phases of accountancy. Professional training in practical accounting theory and auditing. Prerequisite: BA 483, 484, 485. Required of accounting majors. Williams.

- (U) BA 491. **Advanced Accounting Theory.** (G) 3 hours spring.

Continuation of BA 489, 490. Williams.

General Business

Lower-Division

- (P) BA 121. **Introduction to Business and Industry.** 3 hours fall.

Survey of business organization, operation, and management intended to

orient the student in business and industry and to help him determine a field of major concentration.

- (U) BA 221. **Elements of Organization and Production.** 3 hours winter.
Principles of management as applied to commercial and industrial concerns. Ziebarth.
- (P) BA 222. **Elements of Finance.** 3 hours spring.
The financial problems of corporations. Organization of corporations; how they obtain long-term funds; management of working capital; distribution of securities. Required of all majors. Prerequisite: BA 111, 112, 113.
- (U) BA 223. **Elements of Marketing.** 3 hours fall.
Methods, policies and problems. Private and cooperative channels, auctions, exchanges, middlemen; demand creation, assembly, standardization, packaging, financing, risk taking, distribution. Required of business administration majors. Taylor.

Upper-Division

- (U) BA 323. **Office Organization and Management.** 2 hours spring.
Elements of office organization, office management, office records and systems. Special study of the office manager as an executive, and his qualifications. Prerequisite: consent of instructor.
- (U) BA 332. **Business Statistics.** 3 hours fall.
Emphasis on appreciation and understanding of statistical methods. Charts and tables; sampling; averages, time-series analysis; index numbers; a brief introduction to the concept of linear correlation. Ballaine.
- (U) BA 341. **Principles of Advertising.** 3 hours winter.
Advertising as a factor in the distribution process; the advertising agency; the "campaign"; the function of research and testing; the selection of media—newspapers, magazines, broadcasting, outdoor advertising, direct mail. Wales.
- (U) BA 411. **Business Public Relations.** 3 hours fall.
Public relations of business firms; tools and techniques for determining public relations; methods of securing good public relations. Open to nonmajors with consent of instructor. Walton.
- (S) BA 411. **Business Law.** 3 hours fall.
Basic rules of law for conduct of business generally. Creates an awareness of proper legal practices, including the desirability of professional supervision. Primary emphasis on requirements of formation, performance, and methods of discharge of contracts. Related treatment of quasi contracts and torts. Allan.
- (S) BA 412. **Business Law.** 3 hours winter.
Nature of personal property including sales, bailments, chattel mortgages and conditional sales; law of negotiable instruments including promissory notes, bills of exchange, and checks. Prerequisite: BA 411. Porter.
- (S) BA 413. **Business Law.** 3 hours spring.
Law of business ownership and organization including individual proprietorship, agency, partnership, corporations, cooperative associations, and business trusts. Le Master.
- (U) BA 412. **Personnel Management.** (G) 3 hours fall.
The place and significance of personnel management in the modern business organizations; personnel policies and practices conducive to good relations with employees. Personnel problems of small organizations. Prerequisite: BA 222, 223, or consent of instructor. Ford.
- (U) BA 413. **Wage and Salary Administration.** (G) 3 hours winter.
Systematic wage and salary program as an essential part of an efficient personnel program. Basic methods for determining individual wage rates and wage structures; job evaluation. Prerequisite: BA 412. Ford.
- (U) BA 414. **Problems in Personnel Management.** (G) 3 hours spring.
Specific personnel problems at various organization levels. Each student proposes solutions, and group solutions are attempted through class discussion, in the light of various viewpoints and sound personnel principles. Prerequisite: BA 411, 412 and consent of instructor. Ford.
- (U) BA 416, 417, 418. **Business Law.** (G) 3 hours each term.
Application of fundamental legal principles to typical business situations; illustrated by selected cases. The following topics are considered: contracts, bankruptcy, insurance, suretyship, sales, agency, personal property, real property, business organizations, partnerships, corporations, associations, trusts, joint stock companies, negotiable instruments. Robert.
- (U) BA 425. **Real-Estate Fundamentals.** (G) 3 hours fall.
Problems relating to the purchase, transfer, lease, and financing of land and buildings; home building, site selection, principles of house-and-lot evaluation. Open to nonmajors.
- (U) BA 426. **Real-Estate Practice.** (G) 3 hours winter.
Application of the principles of land and building management from the standpoint of the broker and owner-operator; real-estate practices and institutions. Prerequisite: BA 425.
- (U) BA 427. **Real-Estate Appraising.** (G) 3 hours spring.
Specific factors affecting the value of land and buildings; the effect of city structure, zoning and city planning; demonstrations of various techniques in appraising; preparation of an appraisal report. Prerequisite: BA 425.
- (U) BA 428. **Manufacturing.** (G) 3 hours fall.
Manufacturing industries of the United States; their raw materials, processes, and current technology and marketing development. Prerequisite: BA 222, 223. Lomax.
- (U) BA 429. **Production Management.** (G) 3 hours winter.
Nature and scope of production processes; economics, technological, regional, and managerial organization or production; plant location; design and layout; control of plant investment; working capital investments and labor costs; planning production operations. Prerequisite: BA 111, 112, 113; BA 222, 223.
- (U) BA 434. **Problems in Distribution.** (G) 3 hours winter.
Critical study of marketing problems. Strength and weakness of various retail marketing channels; merits and limitations of wholesale marketing channels; extent and adaptability of direct marketing. Prerequisite: BA 223. Richins.
- (S) BA 435. **General Insurance.** 3 hours winter.
Aims to familiarize students with the various insurance means at disposal of management for use in shifting, reducing, or eliminating risk; fire, casualty, workmen's compensation, fidelity and surety, marine, life, and other types of insurance. Strickler.
- (U) BA 435. **Sales Management.** (G) 3 hours fall.
Structure of sales organizations; sales policies; control of sales operations; sales planning; market analysis; coordination of production and sales; selection, training, and management of salesmen. Prerequisite: BA 223 or consent of instructor. Richins.
- (U) BA 436. **Retail Store Management.** (G) 3 hours fall.
Retail policies and problems. Stock-control systems, buying, methods of sales promotion, plant operation, personnel, credit, turnover, pricing, expense, classification and distribution. Prerequisite: BA 223. Dodge.

- (U) BA 439. **Retail Buying.** (G) 3 hours spring.
Buying problems. Merchandising organization, merchandising resources, determination of what and when to buy, model stock and buying plans, buying offices, group, central, and cooperative buying, techniques of selecting merchandise, trading points, and trade relations. Prerequisite: BA 436. Dodge.
- (U) BA 442. **Principles of Salesmanship.** (G) 3 hours spring.
Principles and techniques of personal salesmanship; selling reactions. From the standpoints of seller and buyer. Prerequisite: BA 223 or consent of instructor. Richins.
- (U) BA 445. **Retail Advertising.** (G) 3 hours spring.
Study of management problems of the retail advertising department. Advanced practice in layout, copy writing, and production of retail advertising for newspapers, radio, television, and direct mail. Prerequisite: BA 339 or consent of instructor. Not open to students who have had BA 441 or BA 443. Wales.
- (U) BA 449. **Industrial Traffic Management.** (G) 3 hours fall.
Organization of a traffic department; organization and service of rail, truck, and air lines; theory and application of freight rates; shipping documents; routing; materials handling; claims; classification and rate-committee procedure. Prerequisite: BA 221, 222, 223 or consent of instructor. Ziebarth.
- (U) BA 453. **Business Policy.** (G) 3 hours spring.
Coordination of the specialized work given in the school; the interdependence of different departments of a business concern. Open to senior majors who have had or are taking Business Law. Prerequisite: BA 222, 223; Ec 201, 202, 203. Ziebarth.
- (U) BA 459, 460. **Problems in Business Finance.** (G) 3 hours winter and spring.
Financial problems involved in promotion, organization, obtaining permanent and working capital, bank loans, commercial-paper borrowing, management of earnings, administration policies. Prerequisite: BA 221, 222, 223. Watson.
- (S) BA 461. **Industrial Purchasing.** 3 hours winter.
Significant managerial problems raised by purchase and control of materials for industrial use as they affect control of quality of products, maintenance of operating efficiency, and quotation of competitive prices. Goddard.
- (S) BA 463. **Retail Merchandising.** (g) 3 hours spring.
Principles of organizing and operating retail institutions; store location, store layouts, buying and selling, operating activities, personnel and control. Seaton.
- (U) BA 463, 464, 465. **Investments.** (G) 3 hours each term.
Methods for evaluating various kinds of investment securities; formulation of an investment policy. Detailed study of the special phases of investments including taxation, brokerage services, and security markets. Application of investment principles to the analysis of specific securities in the industrial, public-utility, and railroad fields. Burrell.
- (U) BA 466. **Business Cycles.** (G) 3 hours spring.
Study of economic changes; classification and analysis of business cycle theories. The availability, use, and the limitations of business barometers in forecasting; their possible application to the business enterprise. Prerequisite: senior standing or consent of instructor. Ballaine.
- (S) BA 497. **Human Relations in Business and Industry.** (g) 3 hours winter.
Relationships among managerial, supervisory and other workers; actual cases used to help develop attitudes, frames of reference, and approaches which will be useful in solving human relations problems in business. Prerequisite: senior standing or consent of instructor. Pfanner.

See also:

Business Education and Secretarial Science
Economics
Engineering
Psychology

Business Education and Secretarial Science

Lower-Division

- (P) SS 111, 112, 113. **Stenography.** 3 hours each term.
Theory of shorthand; practical applications in sentence dictation. SS 121, 122, 123 must be taken concurrently unless the student has had the equivalent. Students with one year of shorthand are not permitted to take course SS 111 for credit. Backlund, Tassin.
- (P) SS 121, 122, 123. **Typing.** 2 hours each term.
Theory and practice of touch typing; rhythmical drills, dictation exercises; writing paragraphs; punctuation and mechanical arrangements of business correspondence, legal forms, tabulating, manifolding, speed practice. Students with one year or more of typing are not permitted to take SS 121 for credit. Carpenter.
- (P) SS 211, 212, 213. **Applied Stenography.** 3 hours each term.
Advanced principles and phrases; dictation and transcripts covering vocabularies of representative businesses; legal forms; newspaper and magazine articles. Prerequisite: SS 113, 123 or equivalent. Schmelzlee.
- (S) Wr 214. **Business English.** 3 hours winter or spring.
Analysis and writing of all types of modern business correspondence. Prerequisite: Wr 113 or consent of instructor. Winter: Netboy. Spring: Yerian.
- (P) SS 215. **Office Practice (Machines).** 2 hours fall.
Use and operation of various office equipment and machines. Oliver.

Upper-Division

- (S) BEd 407. **Seminar: Filing.** 3 hours fall.
Filing techniques and records administration. Yerian.

Graduate

- (S) BEd 507. **Seminar: Filing.** 3 hours fall.
Filing techniques and records administration. Yerian.
- (S) BEd 536. **Problems and Research Techniques in Business Education.** 3 hours winter.
Trends in high school commercial curriculum; evaluation of methods and available research studies. Prerequisite: Ed 408 or teaching experience in business subjects. Yerian.
- (S) BEd 541. **Current Practices in Typewriting.** 3 hours fall.
Principles underlying the development of typing skills; motivation; supplementary materials, and special devices. Prerequisite: Ed 408 or teaching experience in typing. Winger.
- (S) BEd 542. **Current Practices in Shorthand.** 3 hours spring.
Correct writing habits; correlation of sound and symbol response; word and sentence building and transcription technique. Prerequisite: Ed 408 or teaching experience in stenography. Barber.

Chemistry

Lower-Division

- (P) Ch 104, 105, 106. **General Chemistry.** 4 hours each term.
For students majoring in medical technology, pre dental, nursing, and general studies. Three lectures; one 3-hour laboratory period. Johnson, Sanford.

Economics

Lower-Division

- (P) Ec 201, 202, 203. **Principles of Economics.** 3 hours each term.
Principles that underlie production, exchange, distribution, etc. Prerequisite: sophomore standing. Elkinson.
- (P) Ec 212. **Outlines of Economics.** 3 hours spring.
A rapid survey of the principles of economics and economic institutions. Halley.

Upper-Division

- (U) Ec 318. **Money and Banking.** 3 hours spring.
Operations of commercial banks, the Federal Reserve System, and the Treasury that affect the United States monetary system. Prerequisite: Ec 201, 202, 203 or consent of instructor. Blumel.
- (U) Ec 325. **Labor Economics.** 3 hours fall.
Conditions of labor since the industrial revolution. The labor market; wages, hours, conditions of work; unemployment; etc. Prerequisite: Ec 201, 202, 203. Halley.
- (P) Ec 410. **Economics of Business Enterprise.** 3 hours winter.
Economics of the production unit to include the functions of the business unit in our economy. It includes the problems of the production units, changing price and output policies, its ecology, and its place in competitive society. Prerequisite: Ec 201, 202, 203. Halley.
- (S) AEc 411. **Agricultural Policy.** (g) 3 hours spring.
Application of economic principles to agricultural problems, and particularly to agricultural policies established by State and Federal agencies. Prerequisite: Ec 203 or Ec 214 or consent of instructor. Wood.
- (S) AEc 412. **Consumers and the Market.** 3 hours winter.
Consumption patterns for food and fiber, income, technological developments, merchandising practices, and legislation as factors influencing consumer behavior in the market. Prerequisite: AEc 341 or consent of instructor. Hollands.
- (U) Ec 440. **International Economics.** (G) 3 hours winter.
Theory of international trade; problems in balance-of-payments adjustments during critical periods; commercial policies of the more important nations; international economic organizations in theory and practice. Prerequisite: Ec 201, 202, 203. Tattersall.

Education

Lower-Division

- (P) Ed 111. **Orientation to Teaching.** 3 hours winter.
This course is intended to assist prospective teachers to make effective adjustments to college and social needs through acquainting them with methods of study, use of library, time budgeting, and social and recreational opportunities. It will also provide opportunity for becoming acquainted with the demands and rewards of the teaching profession. Tests will be given in order that each student may understand how nearly his speech, hearing, vision, and personality fit him for teaching.

Upper-Division

- (P) Ed 310. **School in American Life.** 3 hours fall or winter.
A course designed to acquaint prospective teachers with the historical and philosophical background and development of the American public school. Special attention will be given to the development of the present day curricular practices and a comparison of opposing philosophies of education. In this course attention will be devoted to Oregon School Law and System of Education. Fall: Guy. Winter: Hummel.

- (P) Ed 312. **Educational Psychology: Learning.** 3 hours any term.
A consideration of the nature of the learner, changes which occur in learning processes, conditions under which learning best takes place, and the characteristics and methods of the teacher who directs learning in the school. Basic concepts of measurement are utilized to evaluate the changes which characterize learning. Required field experiences supplement theoretical study. Prerequisite: Psy 201, 202. Fall and Winter: Bernard. Spring: Guy.
- (P) Ed 314. **Principles of Secondary Teaching.** 3 hours spring.
Different methods of presentation of subject matter; values and weaknesses of each method; individual and group differences; extracurricular activity programs; measuring the results of teaching. Observation is required. Prerequisite: Ed 310, 312. Pierson, Hummel.
- (P) Ed 344. **Physical Education in the Grades.** 3 hours any term.
Theory and practice in rhythm; singing games, group and folk dancing; stunts, games, self-testing activities, tumbling; materials; planning and evaluating programs with reference to basic principles of physical education. Fall and winter: Hudson-Victors. Spring: Gaynor.
- (P) Ed 351. **Health Education.** 3 hours winter.
Teaching of health education with emphasis on health knowledge, health attitudes, and health habits of school children, and the development of a health-service program. Special study of the state health-education program. Prerequisite: Sc 101, 102, 103. Westcott.
- (P) Ed 356. **Methods and Materials: Reading in the Elementary School.** 3 hours fall.
The place of reading in the modern elementary school. Trends and practices in reading instruction and prevention of reading difficulties. A study of appropriate materials and methods. Observation is required. Prerequisite: Ed 310, 312, and Psy 311.
- (P) Ed 358. **Methods and Materials: Language Arts and Social Studies.** 3 hours winter.
Trends and practices in listening, speaking, spelling, handwriting and English. Educational objectives of social studies and social problems of elementary school pupils. Organization and planning of a unit of work. Attention will be given to appropriate methods and materials in language arts and social studies. Observation is required. Prerequisite: Ed 310, 312, and Psy 311.
- (P) Ed 359. **Methods and Materials: Science and Mathematics.** 3 hours spring.
Science and mathematics in the elementary schools. Methods in the area of science, including experiments, demonstrations, trips, and instructional materials. Trends and practices in the teaching of mathematics. Emphasis will be placed upon basic principles, research studies, problem solving, and the utilization of life situations. Observation is required. Prerequisite: Ed 310, 312, and Psy 311.
- (P) Ed 380. **Elementary-School Library.** 3 hours fall.
Organization, administration and development of the elementary-school library, including instruction in simple methods of handling essential technical, mechanical, and business processes; the care and repair of books, evaluation of reference materials useful for both teacher and children; stimulation of wider use of books for study and recreation; utilization of the library resources of Oregon, and services of the school library to the community. LaRiviere.
- (P) Ed 389. **Reading and Telling Children's Stories.** 3 hours spring.
An introduction to the collection of old folk and modern fanciful tales, with laboratory practice in the reading and telling of stories for children through the elementary grades. Prerequisite: Eng 388 and consent of instructor. Petersen.

- (P) Ed 390. **Enriching Children's Reading.** 3 hours winter.
A study of the enrichment of children's reading through literature. An advanced course designed for parents and teachers of nursery, kindergarten, and elementary school children. Prerequisite: Eng 388 and consent of instructor. Petersen.
- (C) (U) (S) Ed 405. **Reading and Conference.** Terms and hours to be arranged.
- (C) Ed 410. **Methods and Research Materials.** (Arithmetic) (G) 3 hours winter.
Problems and methods in selecting and organizing materials for teaching in arithmetic. Emphasis for graduate students will be placed upon recent research and literature dealing with instructional materials, methods, and facilities, including the completion of a special project. E indicates elementary level; S indicates secondary level. Hall.
- (U) Ed 424. **Measurement in Education.** (G) 3 hours spring.
Use and interpretation of informal and standardized tests as supervisory and guidance instruments for the diagnosis, analysis, evaluation and improvement of instruction in the elementary and secondary schools. Test planning, item writing, essay testing, administration and scoring, analysis of scores and grade assignment. Simple statistics of test interpretation. Fullmer.
- (S) Ed 424. **Measurement in Education.** (G) 3 hours fall or winter.
Use of standard tests and scales to measure achievement in school subjects; elements of statistical method. Prerequisite: senior standing. Hall and staff.
- (S) SEd 431, 432, 433. **School Health Problems.** (G) 3 hours each term.
Maintenance of health of school children; communicable diseases; school sanitation; planning of school buildings; health of school child; hygiene of instruction. Prerequisite: upper division standing and one year of upper division biological science. Anderson.
- (S) Ed 435. **Audio-Visual Aids.** (G) 3 hours any term.
Film, slide, chart, and other visual materials; selection and use to best advantage; operation of projectors and other equipment. Prerequisite: senior standing or consent of instructor. Malter.
- (S) Ed 440. **History of Education.** (G) 3 hours fall.
Growth and development of education; Plato, Aristotle, Renaissance educators, Comenius, Locke, Rousseau, Pestalozzi, Froebel, Herbart, Herbert Spencer, and Dewey. Prerequisite: Ed 311, 312. Ten Pas.
- (C) Ed 451. **Preprimary Education.** (G) 3 hours fall.
An evaluation of the preprimary period in terms of the opportunities it affords to build good attitudes toward school life, to help the child adjust himself to the group, to build good habits of work, and to develop a readiness for subjects in the first-grade curriculum, such as reading, numbers, and language. Prerequisite: Psy 311, Ed 310, Ed 312 or consent of instructor. Kane.
- (U) Ed 462. **Psychology of Exceptional Children.** (G) 3 hours winter.
Survey of characteristics and problems of all types of exceptional children with special emphasis on those with sensory handicaps; consideration of essential educational adaptations. Taylor.
- (U) Ed 463. **The Maladjusted Child.** (G) 3 hours winter.
The discovery and treatment of the emotionally and socially maladjusted child; the home, school and community in relation to the child's mental health. Prerequisite: Ed 310, 312. Lowe.
- (U) Ed 464. **The Mentally Deviate Child.** (G) 3 hours spring.
Identification and guidance of the mentally deficient and slow learner.

- (U) Ed 465. **Diagnostic and Remedial Techniques.** (Reading) (G) 3 hours spring.
Diagnostic, remedial, and corrective techniques in basic school subjects; application of techniques to actual cases.
- (C) Ed 467. **Applied Mental Hygiene.** (G) 3 hours spring.
A study of the development of personality, personality conflicts, mechanisms of adjustment, and the basic principles of mental hygiene. Emphasis is placed on application of mental hygiene principles to personality development of teachers and of children. Bernard.
- (C) Ed 468. **Diagnostic and Remedial Instruction in Reading.** (G) 3 hours spring.
Opportunities for experienced teachers to consider the typical causes of difficulty in the reading program and to evaluate procedures to be used in remedial classes by means of lectures, demonstrations, readings, and case studies. This course is essentially the same as Ed 465. Students may register in Ed 465 if they prefer.
- (P) Ed 476. **School Law and Organization.** 2 hours fall or spring.
Oregon laws applying to school and teachers; teacher personnel policies and practices; professional organization; means for continued professional growth. Jenkins.
- (S) Ed 476. **School Law and Organization.** (G) 2 hours winter.
Oregon school system and laws on which it is based; problems of Oregon schools; plans for solution; course of study; trends in educational development. Prerequisite: junior standing. Meindl.
- (U) Ed 480. **Psychology of Reading Instruction.** (G) 3 hours winter.
The fundamental nature of the reading process; principles of growth, adjustment, and learning basic to reading achievement; psychological foundations of methods of reading instruction.
- (U) Lib 484. **School Library Administration.** (g) 3 hours spring.
Planned for school administrators as well as librarians. Particular emphasis on the place of the library in the instructional program. Problems of support and control; housing and equipment; standards; evaluation; objectives. Ladley.
- (S) Ed 485. **Principles and Practices of Guidance Services.** (G) 3 hours fall.
Overview of guidance and personnel work. Attention given to vocational, educational, health, social, personality, recreational, and other aspects of individual development. Participation of teachers, counselors, administrators, parents, and community organizations in a program of guidance. For all teachers and administrators. Students specializing in guidance should begin with this course. Prerequisite: senior standing. Gridley.
- (S) Ed 486. **Occupational and Educational Information.** (G) 3 hours winter.
Materials available regarding occupations; interpretations of present trends; value and usefulness for high-school and college students. Prerequisite: senior standing. Gridley.
- (S) Ed 487. **Counseling Techniques.** (G) 3 hours spring.
Mental, achievement, trade, and other tests; administration of such tests; classifications, methods in educational and vocational counseling. Prerequisite: Ed 485. Gridley.
- Graduate**
- (U) (S) Ed 501. **Research.** Terms and hours to be arranged.
Prerequisite: graduate standing in education. Registration only after graduate adviser's approval.
- (U) (S) (C) Ed 503. **Thesis.** Terms and hours to be arranged.
- (U) (S) Ed 505. **Reading and Conference.** Terms and hours to be arranged.

- (S) Ed 506. **Special Individual Studies.** Maximum of 6 hours. Terms and hours to be arranged.
Registration only after adviser's approval of student project.
- (U) Ed 507. **Education Seminar: Comparative Education.** 3 hours fall.
A comparative study of major school systems of the world; historical development, philosophical and cultural backgrounds, control, finance and administration, and operation of schools. Consideration of solutions reached in different countries concerning problems of articulation of schools, examinations, compulsory education, teacher training, and adult education. Class discussions, projects, and reports. Cramer.
- (U) Ed 507. **Education Seminar: Organization and Administration of Adult Education Programs.** 3 hours winter.
An opportunity to study and discuss basic philosophy with respect to informal, public school, and college and university adult education programs. Methods of financing, recruitment and training of teachers and the promotion of such programs. Caughlan.
- (U) Ed 507. **Education Seminar: Psychopathology and Education of the Brain-Injured Child.** 2 hours winter.
Various sequelae of brain injury; psychopathology of behavior; role of the psychologist in diagnosis; psychodynamics of behavior and treatment principles; significance of family interrelationships and functioning; community responsibilities for the brain-injured child. Admission by consent of instructor. Bradley and staff.
- (U) Ed 507. **Education Seminar: Problems of Teacher Education.** 3 hours fall.
Intended to provide definition and solutions for common problems encountered in training teachers. Special emphasis on preparing elementary teachers. Spalding.
- (C) Ed 512. **Research Procedures in Education.** 3 hours spring.
Study and evaluation of the methods, techniques, and tools of research. Critical analysis of sample research studies and development of criteria and methods for conducting research. Techniques of reading research and writing reports and articles for professional journals. Hall.
- (S) Ed 512. **Research Procedures in Education.** 3 hours spring.
Methods, techniques, and tools for doing research work; meaning of scientific method; ways of locating and formulating problems; necessary statistical tools; collections and interpretations of data; preparation of research reports. Hall.
- (U) Ed 512. **Research Procedures in Education.** 3 hours fall.
The nature and procedures of research in education; special techniques of thesis, field study, research paper, and dissertation. Open to graduate students majoring in other fields. Does not take the place of individual supervision of the student's thesis. An introductory course in statistics is desirable preparation. Fullmer.
- (U) Ed 522. **Secondary-School Curriculum.** 3 hours winter.
Overview of the secondary-school curriculum, with emphasis on the various subject fields; organization of the school for curriculum development; educational objectives; the course of study; evaluation of the secondary-school curriculum. Hearn.
- (U) Ed 523. **School Activities.** 3 hours fall.
Principles and purposes of school activities; pupil participation in school government; assemblies, clubs, social activities, athletics, speech activities, drama, music and publications; evaluation of activity program. Hearn.

- (U) Ed 526. **High School Counseling.** 3 hours winter.
The purposes, techniques, and processes of counseling. Dynamics of adjustment and personality change. Methods of promoting emotional, educational, and occupational adjustment. Fullmer.
- (U) Ed 536. **Language Arts in the Elementary School.** 3 hours spring.
The role of language arts in the elementary school program; objectives; research findings in language development; the teaching of spelling, writing, and speaking-listening skills; newer instructional materials; testing and evaluation. Choate.
- (U) Ed 537. **Reading in the Elementary School.** 3 hours fall.
Nature of the reading process, objectives, organization of a desirable reading program; reading readiness, reading skills; procedures and materials for developing children's reading abilities; methods of diagnosing difficulties and evaluating progress; research findings concerning the teaching of children to read.
- (S) Ed 543. **History of American Education.** 3 hours winter.
Intellectual development of America with special reference to education. Prerequisite: graduate standing in education. Gaynor.
- (S) Ed 546. **Philosophy of Education.** 3 hours spring.
Fundamental problems of education, with some attempt at their solution; meaning of philosophy; philosophy of education; value for teacher and administrator. Prerequisite: graduate standing in education. Ten Pas.
- (U) Ed 552. **Elementary-School Problems.** 3-4 hours fall.
Selected current problems; issues and theories of elementary education; characteristics of modern teaching; major current trends in elementary education. Sandin.
- (U) Ed 553. **Elementary-School Curriculum.** 3-4 hours winter.
A systematic study of the elementary-school curriculum, including pupil needs in everyday life situations, objectives, essentials of a good program, varying curriculum designs, organization of learning experiences, evaluation of learning, and appraisal of newer curriculum practices. Sandin.
- (S) Ed 561. **Advanced Educational Psychology.** 3 hours spring.
Experimental material that seems most useful and relevant to educational psychology. Prerequisite: graduate standing in education. Brody.
- (U) Ed 565. **Curriculum Foundations.** 3 hours fall.
Implication of basic social, philosophical, and psychological factors in curriculum planning and organization; historical background; techniques of curriculum planning. Goldhammer.
- (U) Ed 566. **Curriculum Construction.** 3 hours winter.
Survey and appraisal of curriculum patterns; state and city programs; courses of study in major subject areas; techniques of course-of-study planning.
- (U) Ed 572. **Public-School Administration.** 3 hours fall.
Duties and responsibilities of school administrators. Relationships with board, staff and community. Consideration of the professional and non-professional problems of school administration. Darland.
- (U) Ed 573. **Public-School Organization.** 3 hours winter.
The organizational patterns and programs of both elementary and secondary schools. Details of administration, including scheduling, records, and accounts, public accounting, personnel and guidance programs, activity programs, etc. Darland.
- (U) Ed 574. **School Supervision.** 3 hours spring.
Purposes and techniques of school supervision, as applied both to elementary and secondary schools. The organization of supervisory programs and diagnosis of both teacher and pupil difficulties. Culbertson.

(U) Ed 575. **School Finance.** 3 hours fall.

The problems of school finance and business management; sources of school income, relationship to the state financial structure, budgeting and accounting, as affected by the school program. Construction of a budget is a part of the course. Romney.

(U) Ed 576. **School Buildings.** 3 hours winter.

A study of the problems involved in planning, financing and construction of school buildings; the care and maintenance of buildings; problems of equipment. An analysis of problems in a specific district is a part of the course. Romney.

(S) Ed 587. **Adult Education.** 3 hours spring.

Development, methods, and results; public schools, extension instruction, industrial and commercial organizations, radio and other agencies of adult learning.

See also:

Art

Business Education and Secretarial Science

Health and Physical Education

Home Economics

Mathematics

Music

Psychology

In-Service Training Courses

Portland Public Schools

The following courses, arranged in cooperation with the Portland Public Schools, are offered for in-service training of Portland teachers. They also are open to other qualified students. Most classes are held Tuesday afternoons, from 4:00 to 6:15 p.m. in one of the public schools. Meeting times and places are detailed in the *Class Schedule* published prior to each term. *Students who expect academic credit must complete their registration with the registrar at Portland Extension Center in accordance with the Center's established registration dates and procedures.* Students who seek In-Service credit only must comply with the established procedures of the Portland Public Schools.

Lower-Division

(U) PE 252. **Fundamentals of Rhythm** (Kindergarten and Primary). 2 hours spring.

Study of rhythm as a basic factor of movement. Specific rhythmic devices used in the dance. Jenne.

Graduate

(U) Ed 507. **Education Seminar: High School Science.** 2 hours winter.

Trends and developments in modern science including atomic energy, atomic reactors, satellites, space travel, and other developments. Stotler.

(S) HEd 507. **Seminar: Evaluation of Homemaking Instruction.** 2 hours spring.

Planning evaluation as an integral part of the home economics instructional program; identifying significant evidences of desirable growth; development of instruments to implement continuous, comprehensive evaluation; collecting and systematically recording evidences; studying implications of evidences of growth for guiding pupil learning. O'Reilly.

(U) Ed 507. **Education Seminar: Unit Preparation and Teaching.** 2 hours spring.

Techniques and materials for unit teaching in the intermediate and upper grades. Problems will be developed to show how a unit may be taught in a classroom. Schaper.

(U) Ed 508. **Workshop: Economic Education.** 2 hours winter.

A workshop study of the basic principles of economic education and their application in the classroom. The curriculum will be surveyed from the standpoint of economic education, and means of increasing competencies in these areas will be considered. Smith.

(U) Ed 508. **Workshop: Ninth Grade English and Social Studies.** 3 hours fall.

Tuesday, 6:45-9:25 p.m. Curriculum laboratory, Administration building, Portland Public Schools, 631 N. E. Clackamas Street. Schaper.

(S) IE 509X. **Fibreglass Workshop.** 2 hours winter.

To include the technique of working with fibreglass and the polyester resins, mold construction and wood finishing. O'Gara.

Multnomah County Public Schools

The following courses, arranged in cooperation with the Multnomah County School Health Agency, are offered at *Russellville School*, 124 S. E. 102nd Avenue, Portland. Classes meet from 4:00 to 6:45 p.m. Students *register at Portland Extension Center* in accordance with the Center's established registration dates and procedures.

Upper-Division

(U) Ed 463. **The Maladjusted Child.** (G) 3 hours winter.

The discovery and treatment of the emotionally and socially maladjusted child; the home, school, and community in relation to the child's mental health. Martin, L.

(U) Ed 464. **The Mentally Deviate Child.** (G) 3 hours fall.

Identification and guidance of the mental deficient, the slow learner, and the gifted. Martin, L.

(C) Ed 467. **Applied Mental Hygiene.** (G) 3 hours spring.

A study of the development of personality, personality conflicts, mechanisms of adjustment, and the basic principles of mental hygiene. Emphasis is placed on application of mental hygiene principles to personality development of teachers and of children. Prerequisite: Psy 201, 202. Martin, L.

Engineering*

General Engineering

Lower-Division

(P) GE 101, 102, 103. **Engineering Concepts.** 3 hours each term.

Lectures and elementary problems dealing with the basic concepts common to all fields of engineering; engineering analysis and methods of work. Prerequisite: Mth 100 or equivalent. One lecture, one recitation, two 2-hour computation periods.

* Courses listed under Civil, Electrical, and Industrial Engineering are designed for advanced engineering students or for persons with practical experience in the field. Students interested in lower-division work toward an engineering degree should see also: Chemistry, Mathematics, and Physics.

- (P) GE 104, 105, 106. **Engineering Fundamentals.** 3 hours each term.
Basic concepts and principles of physical science; elementary technical problems, algebraic composition; training in use of the slide rule. One lecture; two 3-hour computation periods.
- (P) GE 111, 112, 113. **Engineering Graphics.** 2 hours each term.
Fundamental principles and the rules of composition of the graphic language of engineering. Three 2-hour periods

Civil Engineering

Special Courses

- (E) CE 11. **Civil Engineers' Review.** Non-credit (3) fall.
Weathersbee and Zarosinski.
- (E) CE 47. **Soil Mechanics and Foundations.** Non-credit (3) winter.
Evaluation and utilization of soil materials for engineering applications. Robbins.

Electrical Engineering

Special Courses

- (E) EE 12. **Electrical Engineers' Review.** Non-credit (3) fall.
(Course to start Monday, November 3, and extend into February, 1959.)
- (E) EE 48, 49. **Electronics and Electronic Instrumentation.** Non-credit (3) fall and winter.
A general course in basic electronics and instrumentation for engineering and science graduates. Michael.

Upper-Division

- (S) EE 405. **Reading and Conference: Electrical Engineering Analysis.** 3 hours winter.
Applications of LaPlace transforms, Fourier series, and Bessel functions; vectorial mechanics; fields. Ward.
- (S) EE 405. **Reading and Conference: Magnetic Amplifiers.** 3 hours spring.
Principles of saturable reactors and magnetic amplifiers. Stone and staff.
- (S) EE 405. **Reading and Conference: Symmetrical Components.** 3 hours fall.
Short circuit calculations on power systems, including digital computer methods. Lantz.

Industrial Engineering

Upper-Division

- (S) IE 405. **Reading and Conference: Advanced Motion and Time Study.** 3 hours spring.
Engesser.
- (S) IE 405. **Reading and Conference: Quality Control.** 3 hours fall.
Principles of quality control applied to industrial production; frequency distribution, variable, and attribute control charts; acceptance sampling techniques; inspection management; introduction to probability. Prerequisite: Mth 102, IE 393.
- (S) IE 491. **Production Planning and Control.** 3 hours winter.
Engineering economy studies. Engesser.

Graduate

- (S) IE 505. **Reading and Conference: Advanced Motion and Time Study.** 3 hours spring.
Engesser.

English Literature and Writing

Writing

Lower-Division and Non-Credit

- (E) Wr 46, 47. **Television, Radio and Related Writing.** Non-credit (2) fall and winter.
Powers.
- (P) Wr 111, 112, 113. **English Composition.** 3 hours each term.
The fundamentals of English composition; frequent written themes. Special attention to correctness in fundamentals and to the organization of papers. *Each part is offered each term.*
- (S) Eng 211. **Vocabulary Building.** 3 hours any term.
Through analysis of words and meanings in context, seeks to increase vocabulary, reading comprehension, and effective use of language. Yorks, Ordeman.
- (S) Wr 214. **Business English.** 3 hours winter or spring.
Analysis and writing of all types of modern business correspondence. Prerequisite: Wr 113 or consent of instructor. Netboy, Yerian.
- (S) Wr 221, 222, 223. **Short Story Writing.** 2 hours each term.
Analysis of short story and fiction techniques. Designed to develop proficiency in art of writing short story. Courses in sequence but may be taken separately. Prerequisite: Wr 113 or consent of instructor. Powers.
- (P) Wr 227. **Technical Report Writing.** 3 hours spring.
Application of principles to specific needs and interests of students. Prerequisite: Wr 113. Netboy.

Upper-Division

- (U) Wr 341. **Versification.** 2 hours spring.
Verse writing; study of various verse forms as mediums of expression. Analysis of class work. Prerequisite: consent of instructor. Powers.
- (U) Wr 411. **English Composition for Teachers.** (g) 3 hours fall.
For students expecting to teach English in high school. Practice in writing and a review of the rules of composition. Required for satisfaction of the high-school teaching requirement in English. Prerequisite: Wr 111, 112, 113. Boggs.

Literature

Lower-Division

- (P) Eng 101, 102, 103. **Survey of English Literature.** 3 hours each term.
From *Beowulf* to the present. Fall: *Beowulf* to Milton; winter: Milton to Byron; spring: Byron to the present. Scharbach.
- (P) Eng 104, 105, 106. **Appreciation of Literature.** 3 hours each term.
The aim is to stimulate the appreciation and criticism of literature through a study of the outstanding works in prose and poetry, selected from all periods including the twentieth century; includes works in English and translations from other literatures.

- (P) Eng 107, 108, 109. **World Literature.** 3 hours each term.
A sequence in narrative prose, drama, and poetry. Complete books are studied so that the student may be familiar with some of the masterpieces in Western world literature. Netboy.
- (P) Eng 201, 202, 203. **Shakespeare.** 3 hours each term.
Study of the important plays—comedies, histories, and tragedies. Hart.
- (P) Eng 253, 254, 255. **Survey of American Literature.** 3 hours each term.
American literature from its beginning to the present day. Two consecutive terms will satisfy the high-school teaching requirements in English. Ford.
- Upper-Division
- (P) Eng 388. **Children's Literature and Library.** 3 hours fall.
An introductory course designed to give acquaintance with some significant books, for children, with emphasis on the quality of a book; its format, text, and illustrations. An investigation of school library procedures with suggestions for the presentation of children's literature in the elementary school. Petersen.
- (U) Eng 391, 392, 393. **American Novel.** 3 hours each term.
Development of the American novel from its beginning to the present. Oliver.
- (P) Eng 394, 395, 396. **Twentieth Century Literature.** 3 hours each term.
British and American literature since 1900. Johnson.
- (U) Eng 414, 415, 416. **History of Literary Criticism.** (G) 3 hours each term.
Studies in the theory and practice of literary criticism from Plato and Aristotle to the present. Bierman.
- (U) Eng 430, 431, 432. **Literature of the Renaissance.** (G) 3 hours each term.
Fall: Renaissance thought; winter: Renaissance epic and prose narrative; spring: English lyric from Wyatt to Herrick. Dahlstrom.
- (U) Eng 484, 485, 486. **Major American Writers: The Realists.** (G) 3 hours each term.
Fall: Whitman and Twain; winter: Howells and James; spring: Robinson and Eliot. Oliver.
- (U) Eng 488. **Literature for Teachers.** (g) 3 hours spring.
For students interested in teaching high-school English. Training in comprehension and analysis of representative literary works. Readings from English and American literature, selected in part from state-adopted high-school texts. Does not apply toward the satisfaction of the minimum requirements for a major in English. Boggs.
- (U) Eng 491. **Introduction to Modern English.** (g) 3 hours winter.
A general view of modern English vocabulary, grammar, pronunciation, and spelling. Recommended for teachers of English. Boggs.

Graduate

- (C) Hum 511. **Contemporary Developments in the Humanities.** 3 hours spring.
Emphasis upon the search for values in the modern world as reflected in forces shaping contemporary philosophies, trends in contemporary literature, and developments in language study, with implications for public school personnel. Selected readings from leading contemporary thinkers and writers. Bellamy.

Foreign Languages

French

Lower-Division and Non-Credit

- (E) RL 1, 2, 3. **Conversational French.** Non-credit (2) each term.
Beginning exercises in the spoken language.

- (U) RL 50a, 50b, 51a. **First-Year French.** (First Course) 2 hours each term.
An introduction to French, stressing reading and speaking. Exercises in elementary composition and grammar. Desroches.
- (U) RL 51b, 52a, 52b. **First-Year French.** (Second Course) 2 hours each term.
Continuation of RL 50a, 50b, 51a. Lecuyer.

German

Lower-Division

- (U) GL 50a, 50b, 51a. **First-Year German.** (First Course) 2 hours each term.
Provides a thorough grammatical foundation and an elementary reading knowledge of German as well as an understanding of the spoken language. Bekker.
- (U) GL 51b, 52a, 52b. **First-Year German.** (Second Course) 2 hours each term.
Continuation of GL 50a, 50b, 51a. Langhammer.

Russian

Lower-Division

- (U) SL 50a, 50b, 51a. **First-Year Russian.** (First Course) 2 hours each term.
The elements of the Russian language. Elementary reading, composition, and conversation. Bowman.
- (U) SL 51b, 52a, 52b. **First-Year Russian.** (Second Course) 2 hours each term.
Continuation of SL 50a, 50b, 51a.

Spanish

Lower-Division and Non-Credit

- (E) RL 4, 5, 6. **Conversational Spanish.** Non-credit (2) each term.
Beginning exercises in the spoken language.
- (U) RL 60a, 60b, 61a. **First-Year Spanish.** (First Course) 2 hours each term.
An introduction to Spanish, stressing speaking and reading. Exercises in elementary composition. Herman.
- (U) RL 61b, 62a, 62b. **First-Year Spanish.** (Second Course) 2 hours each term.
Continuation of RL 60a, 60b, 61a. Kraft.

General Arts and Sciences

Upper-Division

- (E) Hum 356. **The Art of the Film.** 2 hours fall.
A general study of the principles underlying the language of film. A discussion of the processes of filmmaking and the creative problems of filmmakers; the camera as an expressive instrument, editing; the dramaturgy of sound; the use of actors, music, etc. Selected motion pictures are screened and analyzed. Prerequisite: upper-division standing or consent of instructor. Deinum.
- (E) Hum 357. **Film and Society.** 2 hours winter.
The various effects of film on society and, conversely, film as the product, reflecting certain aspects of society; film and behavior; the phenomenon of Hollywood; film and mass culture; film as projection of national character; the film in education; the children's film; censorship; documentary film; etc. Screening of representative films. Prerequisite: upper-division standing or consent of instructor. Deinum.

(E) Hum 358. **Films and Their Directors.** 2 hours spring.

A survey and analysis of current trends of the film internationally, with emphasis on the work of great directors: the American film since television; the development of Italian neo-realism; the Japanese film renaissance; problems of the British film; the film in the Soviet Union; etc. Screening of pertinent motion pictures. Prerequisite: upper-division standing or consent of instructor. Deinum.

Graduate

(C) Hum 511. **Contemporary Developments in the Humanities.** 3 hours spring.

Emphasis upon the search for values in the modern world as reflected in forces shaping contemporary philosophies, trends in contemporary literature, and developments in language study, with implications for elementary school personnel. Selected readings from leading contemporary thinkers and writers. Bellamy.

(C) Sc 511. **Contemporary Developments in the Sciences and Mathematics.** 3 hours (term to be announced).

Emphasis upon the more important phases of contemporary developments in the natural sciences and mathematics. Evaluation in terms of historical background, the true aims of science, and the effects upon society. Review of related regional problems and resources. Selected readings. Postl.

General Science

Lower-Division

(P) GS 101, 102, 103. **Biological Science Survey.** 3 hours each term.

The fundamental principles of life as they apply to both plants and animals. For general students and those majoring in fields other than biology. Two lectures; one 3-hour laboratory period. Winchell.

(P) GS 104, 105, 106. **Physical Science Survey.** 3 hours each term.

Fundamental principles of physics, chemistry, astronomy, and geology; development and application of the scientific method. For students majoring in fields other than the physical sciences who wish a broad view of the principles of several physical sciences. Two lectures; one 3-hour laboratory-recitation period. Fall: Coopey. Winter and Spring: Payne.

(S) NR 261, 262, 263. **Cartography.** 3 hours each term.

Study and practice in using and compiling maps. NR 261: Map drawing, materials, layout, graphs, and statistical maps; reading and using maps. NR 262: Projections, mechanical aids to cartography, aerial photography. NR 263: Special mapping projects. Courtney.

Upper-Division

(P) GS 311, 312, 313. **Natural History of Oregon.** 3 hours each term.

The earth and life history of Oregon; kinds and distribution of contemporary plant and animal life; man and his relation to the environment; conservation of natural resources. Prerequisite: upper-division standing and a year sequence in general biology. Hopson.

Graduate

(C) Sc 511. **Contemporary Developments in the Sciences and Mathematics.** 3 hours (term to be announced).

Emphasis upon the more important phases of contemporary developments in the natural sciences and mathematics. Evaluation in terms of historical background, the true aims of science, and the effect upon society. Review of related regional problems and resources. Selected readings. Postl.

General Studies

Portland Extension Center Adviser: DR. GEORGE V. GUY

Chairman, University of Oregon Committee: DR. LLOYD R. SORENSON

Chairman, Oregon State College Committee: DR. E. A. YUNKER

GSt 501. **Research in General Studies.** Terms and hours to be arranged.

GSt 503. **Graduate Thesis.** Terms and hours to be arranged.

GSt 505. **Reading and Conference.** Terms and hours to be arranged.

Geography

Lower-Division

(P) Geog 105, 106, 107. **Introductory Geography.** 3 hours each term.

A general introduction to the field of geography, in sequence as follows: Geog 105, physical elements; Geog 106, earth resources; Geog 107, cultural elements. Dart, Newhouse.

(S) NR 261, 262, 263. **Cartography.** 3 hours each term.

Study and practice in using and compiling maps. NR 261: Map drawing, materials, layout, graphs, and statistical maps; reading and using maps. NR 262: Projections, mechanical aids to cartography; aerial photography. NR 263: Special mapping projects. Courtney.

Upper-Division

(U) Geog 301. **Geography of North America.** (The Pacific Northwest) 3 hours fall.

Physical and economic geography of the North American continent north of Mexico. Dart.

(U) Geog 320. **Political Geography.** 3 hours spring.

Geopolitical principles, boundaries and aspirations of nations as they grow out of natural regional settings. The strategy of men, lands and raw materials, colonies, migration, foreign-trade relations. Brooke.

(U) Geog 425. **Geography of Conservation.** (g) 3 hours spring.

The geographic distribution of American resources; methods for maintaining the optimum resource use. Dart.

(U) Geog 427. **Geography of the Soviet Union.** (G) 3 hours winter.

Geography of the Soviet Union; its resources, peoples, and world position. Prerequisite: Geog 105, 106, 107 or Geog 201, 202, 203. Dart.

(U) Geog 432. **Geography of Africa.** (G) 3 hours fall.

Physical geography of the continent; the main economic, social, and political problems viewed in relation to geography. Prerequisite: Geog 105, 106, 107 or Geog 201, 202, 203. Brooke.

(U) Geog 453. **Geography of Asia.** (Pacific Region) (G) 3 hours winter.

Land forms, climates, population, and resources of Asia and adjacent islands. Prerequisite: Geog 105, 106, 107 or Geog 201, 202, 203. Brooke.

(U) Geog 462. **Geography of Latin America.** (Middle America) (G) 3 hours spring.

Regional geography of the Latin American countries. Prerequisite: 6 hours in lower-division geography courses or consent of instructor.

Geology

Lower-Division

- (P) G 201, 202, 203. **Geology.** 3 hours each term.
Process of nature by which earth's surface has been built up, deformed and torn down; natural history and occurrence of common rock and useful minerals; outline of history, of earth and life. Fall and Winter: Mason. Spring: Van Atta.
- (P) G 204, 205, 206. **Geology Laboratory.** 1 hour each term.
Laboratory and field work to accompany G 201, 202, 203 for all students desiring practical knowledge of geology. One 3-hour laboratory period. Hopson.

Upper-Division

- (S) G 325. **Engineering Geology.** 3 hours spring.
Application and use of geology of engineering and industrial arts. Prerequisite: G 202. Some field trips required. Mason.
- (S) G 350. **Rocks and Minerals.** 3 hours fall.
Opportunity to become acquainted with rocks and minerals without prerequisites of the more technical courses. Especially useful to students expecting to teach general science. Prerequisite: upper-division standing. Hopson.
- (P) G 352. **Geology of Oregon.** 3 hours winter.
Origin and geologic history of landscape features of Oregon; for students without prior geologic background. Prerequisite: upper-division standing. Hopson.

Health and Physical Education—Recreation

Lower-Division

- (P) HE 252. **First Aid.** 3 hours fall or spring.
Study of first aid and safety procedures—for the individual, schools, athletics, and civilian defense; meets certification standards of the American Red Cross. Holland.

Upper-Division

- (U) HE 358. **Safety Education.** 3 hours winter.
Basic principles of safety education; current safety programs as they apply to the school, home and community. Designed to develop competencies in skills and knowledges for meeting individual and mass emergency situations; also to prepare teachers to present this unit in their classes. First aid procedures; emergency procedures; safety phases of civil defense program. Minimum: 20 students. Holland.
- (S) SEd 431, 432, 433. **School Health Problems.** (G) 3 hours each term.
Maintenance of health of school children; communicable diseases; school sanitation; planning of school buildings; health of school children; hygiene of instruction. Prerequisite: upper-division standing and one year of upper-division biological science. Anderson.
- (U) PE 472. **Kinesiology.** 3 hours spring.
Action of muscles involved in fundamental movements, calisthenics, gymnastics, and athletics. Prerequisite: Bi 371, 372. Hultgren.
- (U) Rec 497. **Recreational Facilities.** 3 hours winter.
Acquisition, development, construction, and maintenance of recreational areas, facilities, and buildings. Rodney.
- (U) Rec 499. **Recreation Programs.** 3 hours fall.
Types of recreational activities considered in relation to sex, age, and individual interest, needs and capacities. Rodney.

Graduate

- (U) PE 550. **Current Movements in Physical Education.** 3 hours winter.
The different schools of thought and practice which determine the purposes and procedures in the professional field of physical education. Analysis of the Oregon and other regional public school programs. Prerequisite: graduate standing in physical education. Washke.
- (U) Rec 554. **Problems of Camp Management.** 3 hours spring.
Analysis of problems under various types of camp sponsorship; principles, techniques, resources, administrative practices; principles and problems of leadership and group behavior. Prerequisite: Rec 392, 396, or consent of instructor. Rodney.
- (U) PE 556. **Administration of Buildings and Facilities.** 3 hours spring.
Building layout and equipment; the relationships of the various functional units—equipment service, dressing facilities, activity spaces, administrative units, permanent and dismantlable equipment. Rhoda.

History

Lower-Division

- (P) Hst 101, 102, 103. **History of Western Civilization.** 3 hours each term.
Origins and development of Western civilization from ancient times to the present. White.
- (P) Hst 201, 202, 203. **History of the United States.** 3 hours each term.
From colonial times to the present day. Crookham.

Upper-Division

- (U) Hst 377. **Oregon History.** 2 hours any term.
Brief survey of the building of civilization in the Oregon Country. (Meets certification requirements for Oregon teachers. See Hst 478 for more extensive course which also meets certification requirements). Fall: Gilmore. Winter and Spring: Hoffmann.
- (U) Hst 391, 392, 393. **Far East in Modern Times.** 3 hours each term.
Political, economic, and diplomatic history of China, Japan, and Korea, with some attention to Asiatic Russia and the Philippines, from the middle of the nineteenth century to the present. Webb.
- (U) Hst 424, 425. **Early Modern Europe.** (G) 3 hours fall and winter.
Political, economic, social, and culture development of the European states from the close of the Reformation to the French Revolution. Cox.
- (U) Hst 445. **Europe Since 1939.** (G) 3 hours spring.
Origins and course of World War II; postwar developments in Europe, domestic and international. Cox.
- (U) Hst 446. **Modern Germany.** (G) 3 hours winter.
The German Empire, the republican experiment of 1918-33, the National Socialist regime, World War II and after.
- (U) Hst 447, 448, 449. **History of Russia.** (G) 3 hours each term.
Fall: the Kievan state and the emergence of Muscovy; winter: creation of the Russian Empire, political, social, and economic developments; spring: revolutionary Russia, 1861 to the present. Dmytryshyn.
- (U) Hst 480, 481, 482. **The United States in the Twentieth Century.** (G) 3 hours each term.
Fall: to 1918; winter: 1918-37; spring: since 1937. Hoffmann.

- (P) Hst 478. **History of the Pacific Northwest.** 3 hours.
Detailed study of the building of civilization in the Pacific Northwest. Not open to students who have had Hst 377 Oregon History. Prerequisite: Hst 201, 202 or consent of instructor. Gilmore, Hoffmann.
- (U) Hst 478. **History of the Pacific Northwest.** (G) 3 hours.
Detailed study of the building of civilization in the Pacific Northwest. Not open to students who have taken Hst 377. Prerequisite: Hst 201, 202 or consent of instructor. (This class open only to those students enrolling in it for graduate credit.)

Home Economics

Lower-Division

- (S) CT 250. **Textiles.** 3 hours winter.
Properties, uses, selection, and care of textile fibers and fabrics. No prerequisite, but chemistry is desirable. Grant.
- (P) FN 205. **Nutrition.** 3 hours winter.
Nutritive value of foods from the standpoint of newer scientific investigations; selection of an optimal diet for health, present-day problems in nutrition; recent trends in American dietary habits. Morris.

Upper-Division

- (S) CT 331. **Home Furnishing.** 3 hours spring.
Furnishing a small home from the standpoint of comfort, beauty, and economy; influence of historic design. Prerequisite: CT 212, 250, AA 161, 178, or consent of instructor. Wasson.
- (S) FL 311. **Child Development.** 3 hours winter.
Growth and development of normal pre-school children. Prerequisite: Psy 207 or 202. Aikin.
- (S) FL 428. **Curriculum Enrichment for Young Children.** (G) 2 hours spring.
Methods of relating literature, art, music, and science activities to child interests; projects for nursery school. Prerequisite or parallel: FL 425.

See also:

Art
Education
Sociology

Horticulture

Lower-Division

- (P) Hrt 101. **Home Horticulture.** 2 hours spring.
Introduction to principles underlying the culture of fruits, nuts, vegetables and ornamental plants, with emphasis on flowers and home gardens. Bouquet.

See also: **Landscape Architecture**

Journalism

Special Courses

- (E) J 34. **The Graphic Arts of Printing.** Non-credit (3) fall.
Methods of printing, copy-fitting, typography and type faces, adaptability and use of common printing papers, processes, cost factors, new printing techniques and equipment. Intended for those interested in the design and preparation of printed materials, with emphasis on advertising copy for newspapers, periodicals and third-class mailing pieces. Groth.

- (E) J 36. **Advertising Typography.** Non-credit (3) winter.
Design of advertising layouts for newspapers and magazines. Planning brochures and folders. Application of photoengraving and photo-offset camera and plate-making techniques and four-color process printing. Prerequisite: J 34 or consent of instructor. Groth.

Upper-Division

- (U) J 341. **Principles of Advertising.** 3 hours winter.
Advertising as a factor in the distributive process; the advertising agency; the "campaign"; the function of research and testing; the selection of media—newspapers, magazines, broadcasting, outdoor advertising, direct mail. Wales.
- (U) J 445. **Retail Advertising.** (G) 3 hours spring.
Study of management problems of the retail advertising department. Advanced practice in layout, copywriting, and production of retail advertising for newspapers, radio, television, and direct mail. Prerequisite: J 339. Not open to students who have had J 441 or J 443. Wales.
- (U) J 455. **Supervision of School Publications.** (g) 3 hours fall.
The teacher's role in guiding student publications in secondary schools and junior colleges. (Limited to teachers who are or will be responsible for secondary school or junior college publications, and to upper-division students intending to teach in secondary schools or junior colleges.) Martin, R.
- (U) J 459. **Publicity and Public Relations.** (g) 3 hours spring.
Basic techniques and methods in publicity programs for business, professional, and social organizations and interest groups; relationship of publicity to the broader concept of public relations. Not open to journalism majors. Nelson.

Landscape Architecture

Lower-Division

- (S) LA 279. **Home-Ground Planning.** 2 hours fall.
The principles of good design in home grounds; arrangement of the site for modern living, adapted particularly to this locality. Relationship between house and garden, space uses, study of materials which are used in garden development—plants, pavings, masonry, wood. Fredeen.
- (S) LA 290. **Lower-Division Landscape Design.** 2 hours winter.
Design of city and suburban residence properties and other design problems of three acres or less. Prerequisite: LA 279 or consent of instructor. Martel.

Upper-Division

- (S) LA 326. **Plant Materials.** 3 hours spring.
Trees, shrubs, vines, and perennials and their uses in plant composition. Martel.
- (S) LA 359. **Maintenance and Construction.** 3 hours winter.
Maintenance of private and public landscapes: construction of landscape features and structures. Prerequisite: LA 279 or consent of instructor. Fredeen.

See also: **Horticulture.**

Mathematics

Lower-Division and Non-Credit

- (E) Mth 49. **Course in College Mathematics I (for Engineers, Mathematics Teachers and Other Professionals).** Non-credit (2) fall.
Algebra, analytical geometry, and trigonometry. Emphasis on understanding of operations rather than drill on processes. Stress on basic concepts. Knowledge of intermediate algebra is desirable. Li.

- (P) Mth 60. **Elements of Algebra.** 4 hours fall.
For students entering with less than one year of algebra. Open to others only on recommendation of the department. May not be taken for credit after completion of higher course in college mathematics. Lawrence.
- (P) Mth 100. **Intermediate Algebra.** 4 hours winter.
Prerequisite: one year of high-school algebra, or Mth 60. Lawrence.
- (P) Mth 101. **College Algebra.** 4 hours fall or spring.
Prerequisite: one and one-half years of high-school algebra, or Mth 100. Dodge, Keeler, Lawrence.
- (P) Mth 102. **Plane Trigonometry.** 4 hours winter.
Prerequisite: Mth 101. Dodge, Keeler.
- (P) Mth 103. **Analytic Geometry.** 4 hours spring.
Prerequisite: Mth 102. Dodge, Keeler.
- (P) Mth 111. **Mathematics for Elementary Teachers.** 3 hours spring.
Treatment of historical aspects of mathematics, social uses and relationships, mathematical principles, development of problem-solving, and proficiency in the fundamental skills of mathematical processes.
- (P) Mth 201, 202, 203. **Differential and Integral Calculus.** 4 hours each term.
Standard sequence for students of science and engineering. Prerequisite: Mth 103. Dodge, Fredrickson.

Upper-Division

- (U) Mth 441, 442, 443. **Introduction to Statistical Theory.** (g) 3 hours each term.
Elementary theory of probability, introduction to decision theory, estimation and tests of hypotheses, sequential and nonparametric methods. Prerequisite: calculus. Rempfer.

Music

Lower-Division

- (P) Mus 111, 112, 113. **Music Theory.** 3 hours each term.
A course which provides a thorough groundwork in the elements of music science—melodic, harmonic, and rhythmic—taught through the analysis of the styles of Bach, Haydn, Mozart, Beethoven, and other eighteenth- and nineteenth-century composers. Turrell.
- (P) Mus 190. **Applied Music.** 1 hour any term.
Freshman year. Individual instruction in organ, piano, violin, cello, harp, voice, orchestral and band instruments. Prerequisite: qualifying examination. Stehn.
- (P) Mus 196. **Orchestra.** 1 hour any term.
Six hours maximum credit. Stehn.
- (P) Mus 290. **Applied Music.** 1 to 2 hours any term.
Sophomore year. Continuation of Mus 190, which is prerequisite. Stehn.

Upper-Division

- (U) Mus 360, 361, 362. **History of Music.** 3 hours each term.
A study of the development of music from primitive times to the present day. Turrell.
- (P) Mus 381, 382. **Music Fundamentals.** 3 hours fall and winter.
A musical background for the elementary teacher to build a basic musicianship through experiences that apply to the teaching of music in the elementary classroom. Required of majors in elementary education. Albertson, Smith.

- (P) Mus 383. **Music Fundamentals (Teacher Education).** 3 hours spring.
Experiences in teaching the various music activities found in the elementary classroom. Required of majors in elementary education. Albertson, Smith.
- (P) Mus 390. **Applied Music.** 1 to 3 hours any term.
Junior year. Individual instruction in organ, piano, violin, cello, harp, voice, orchestral and band instruments. One or two lessons a week. Attendance at class sessions and recitals required. Prerequisite: Mus 290 or equivalent and qualifying examination for upper-division standing. Stehn.

Graduate

- (U) MuE 533. **Music in the Elementary School.** 3 hours fall.
Theory, supervision, curriculum, materials, and procedures of music teaching in the elementary school. Research in problems involving music and related areas of instruction. Nye.

Philosophy

Lower-Division

- (P) Phl 201. **Elementary Logic.** 3 hours spring.
An introduction to the study of reasoning. How to recognize, analyze, criticize, and construct the main types of argument and proof. Polonoff.
- (P) Phl 202. **Problems of Philosophy.** 3 hours fall.
An introduction to the study of some of the persistent problems of philosophy. Polonoff.
- (P) Phl 203. **Elementary Ethics.** 3 hours winter.
An introduction to the philosophical study of morality, *e.g.*, right and wrong, free will and determination, morals and society, etc. Polonoff.

Upper-Division

- (U) Phl 324. **Intermediate Logic.** 3 hours fall.
The study of deductive inference, with consideration of both traditional and modern analyses. Prerequisite: Phl 201 or consent of instructor. Polonoff.
- (U) Phl 325. **Scientific Method.** 3 hours spring.
Study of scientific method, with emphasis on analysis in terms of hypothesis and confirmation. Attention given to such topics as induction, probability, causality, measurement, and classification. Richman.
- (U) Phl 331, 332, 333. **Contemporary Philosophy.** 2 hours each term.
Some common phases of recent philosophical theory. No prerequisite, but not open to lower-division students. Newhall.

Physics

Lower-Division

- (P) Ph 161. **Rudiments of Photography.** 2 hours spring.
Intended for students interested in photography as an avocation. One lecture; one 3-hour laboratory period. Coombs.
- (S) Ph 191. **Rudiments of Meteorology.** 1 hour winter.
A descriptive treatment of meteorological phenomena including winds, air masses, fronts, clouds, the wave cyclone, precipitation. Lynott.
- (P) Ph 201, 202, 203. **General Physics.** 4 or 5 hours each term.
Standard college physics. Three lectures: one 3-hour laboratory period. Prerequisite: Mth 102, or consent of instructor. Karle.

Upper-Division

- (U) Ph 431, 432, 433. **Electricity and Electronics.** (g) 4 hours each term.
Electrostatics; electrolytics; d-c and a-c currents; electro-magnetism; electronics; circuit theory; ultra-high frequencies, high-voltage generators; elementary electric particles. Takeo.

Political Science

Upper-Division

- (U) PS 311. **Principles of Political Science.** 3 hours spring.
Analysis of major concepts underlying the study of politics and administration, designed to provide a systematic introduction to the field for political science majors. Haggard.
- (P) PS 320, 321. **World Politics.** 3 hours fall and winter.
Basic principles of the modern state system; analysis of factors making for conflict and cooperation. Emphasis, during second term, on the foreign policies of the leading states, exclusive of the United States. Widmayer.
- (U) PS 411, 412, 413. **Public Administration and Policy Development.** (G) 3 hours each term.
Study of the organization and activities of government in carrying out public policy, with special reference to the Federal government and to the government of Oregon.
- (U) PS 414. **Political Parties and Election Problems.** (G) 3 hours fall.
The nature, organization, and operation of political parties; election and recall of officers; proportional representation; initiative and referendum; civil-service reform. Haggard.
- (U) PS 415. **Public Opinion.** (G) 3 hours winter.
Study of the methods of formation and control of public opinion. Haggard.
- (U) PS 427. **Governments of Major European Powers.** (G) 3 hours spring.
Governmental institutions and political processes in the Soviet Union. Widmayer.
- (U) PS 484, 485, 486. **The Supreme Court in American Government.** (G) 3 hours each term.
The role of the Supreme Court in the American constitutional system; the nature of the judicial process; limitation of the powers of the national and state governments by guarantees of liberty and property; constitutional law and the shaping of public policy. Dixon.

Psychology

Lower-Division

- (P) Psy 201, 202. **General Psychology.** 3 hours each term.
Introductory study of behavior and conscious processes. Survey of experimental studies with reference to motivation, learning, thinking, perceiving, and individual differences.
Fall: Psy 201.
Winter: Psy 201, 202.
Spring: Psy 201, 202.
- (P) Psy 205. **Applied Psychology.** 3 hours winter or spring.
A survey of the ways in which psychology is applied in advertising, salesmanship, market research, measurement of opinion, occupational placement, development of personal efficiency. Prerequisite: Psy 202.

Upper-Division

- (P) Psy 311. **Human Development.** 3 hours any term.
Consideration of the child as an individual and as a member of social groups. Included is a study of the kinds of home and school environment essential to the best intellectual, physical, and emotional development of the child. Prerequisite: Psy 201. Fall and Spring: staff. Winter: Aikin.
- (S) Psy 371. **Quantitative Methods.** 3 hours winter.
Fundamentals of experimentation; design and conduct of experiments; analysis and interpretation of data; reporting of research in human behavior. Prepares for critical reading of literature of research in psychology, social science, business, education, and home economics. Not primarily computational. Prerequisite: Psy 202.
- (S) Psy 411. **Mental Hygiene.** (g) 3 hours spring.
Principles and application of mental hygiene to problems of the individual in home, school, and occupational situations. Prerequisite: Psy 202 or 207. Bernard.
- (U) Psy 421, 422. **Principles and Methods of Psychological Assessment.** (g) 3 hours fall and winter.
Application of psychological methods to the study of the individual; survey of intelligence, achievement, special-aptitude, and personality tests; theoretical and statistical background for interpretation of test scores; training in diagnosis of actual cases. Must be taken in sequence. Prerequisite: General Psychology and consent of instructor. Statistics course is desirable. Boyd.
- (U) Psy 424, 425. **Individual Intelligence Testing.** (G) 3 hours fall and winter.
Supervised practice in the administration and scoring of individual and group intelligence tests and various tests of achievement, special aptitude, and personality. Two 3-hour laboratory periods. Prerequisite: Psy 421 previously or concurrently or consent of instructor. Boyd.
- (S) Psy 431. **Industrial Psychology.** (g) 3 hours spring.
Psychological characteristics of employees and psychological requirements of occupations; employee appraisal through development and use of evaluating instruments and recording of evaluations; psychological factors involved in maintaining employee fitness and morale. Prerequisite: Psy 202 or consent of instructor. Davis.
- (U) Psy 450. **Abnormal Psychology.** (g) 3 hours winter.
Various forms of unusual behavior, including anxiety states, hysteria, hypnotic phenomena, and psychoses. Normal motives and adjustment mechanisms as they are exaggerated in the so-called neurotic person. Smith.
- (U) Psy 460. **Developmental Psychology I: Infancy and Childhood.** (g) 3 hours fall.
Development of behavior and psychological activity through the prenatal period, infancy, childhood, adolescence, maturity, and old age. Changes of intelligence, motor capacity, emotional response, language, and social behavior. Emphasis on social influence. Beck, Lyman.
- (U) Psy 461. **Developmental Psychology II: Adolescence and Maturity.** (g) 3 hours winter.
Continuation of Psy 460. Beck, Lyman.
- (U) Psy 470. **Comparative Psychology.** (G) 3 hours spring.
Development, learning, motivation, emotion, and social processes in animals (rats, monkeys, chimpanzees); theories of animal behavior. Two lectures; one laboratory period. Beck.
- (S) Psy 471. **Individual Differences.** (g) 3 hours fall.
Theories of individual differences; experimental evidence; importance in personal, educational, and social adjustments; guiding and directing normal development. Prerequisite: Psy 371 or equivalent. Crooks.

Graduate

- (U) Psy 507. **Seminar: Human Relations for Executives.** 3 hours fall.
Examination of current thinking and methods; applications of psychology, sociology and group dynamics to human leadership problems. Davis.
- (U) Psy 507. **Seminar: Methods of Executive Training.** 3 hours winter.
A survey and analysis of present practices and methods for executive and management training; executive review and appraisal, job rotation, university management programs, and in-plant development approaches. Davis.
- (U) Psy 507. **Seminar: Personal Adjustment and Counseling.** 3 hours winter.
This seminar is designed to cut across professional lines and to afford a discussion of counseling problems common to psychologists, educators, social workers, public health nurses and ministers. Primary emphasis will be on the counseling interview. Brody.
- (U) Psy 507. **Seminar: Creative Thinking for Leadership.** 3 hours spring.
The nature of human creativity, techniques of assessment, methods for promoting creative thinking in groups and organizations. Wilson.
- (C) Psy 519. **Research Studies in Child Development.** 3 hours fall.
Study of current research studies and experimental programs concerned with the physical, emotional, intellectual, and social development of children. Individual studies by students, case studies and model experimental projects with children in the laboratory school will supplement library resources. Brody.
- (C) Psy 520. **Psychology of Learning.** 3 hours spring.
Introduction to the major theories of learning current among psychologists doing research in the field. Experimentation and research underlying these theories will be studied and applied to modern educational practices. Includes learning theory and practices at all age levels through adulthood. Brody.

Religion

Special Course

- (E) R 34. **Judaism and the Modern Man.** Non-credit (2) fall.
Man's search for the understanding of God, salvation, immortality, good and evil, soul, and ultimate destiny. Judaism related to Christianity. Talansky.
- Upper-Division
- (U) R 301, 302, 303. **Religions of Mankind.** 3 hours each term.
Fall: theories of the origin of religion; animistic religion; Egyptian, Babylonian, Greek, Roman religions; religions of the Graeco-Roman world. Winter: Judaism, Christianity, and Islam; how these religions arose, the social conditions bearing on their development, their internal struggles, their beliefs. Spring: living religions of the Orient; Zoroastrianism, Islam, Hinduism, Buddhism, Confucianism, Taoism, Shinto, etc., with special reference to origins, organization, philosophy, and sacred literature of the several religions.
- (U) R 421. **Religion in Contemporary Society.** (g) 3 hours fall.
The relation of religion to social institutions. Religion and the state, totalitarian and democratic. The social teachings of the various churches and religious groups. The religious situation today. Criteria for evaluating religion as a social force.
- (U) R 422. **Psychology of Religion.** (g) 3 hours winter.
Contributions of psychology to the understanding of various forms of religious behavior.
- (U) R 423. **Philosophy of Religion.** (g) 3 hours spring.
An inquiry into the nature of religion and its basic underlying convictions. An analysis of the factor of religion and religious thought in culture and civilization.

Sociology and Social Work

Sociology

Lower-Division

- (P) Soc 204, 205, 206. **General Sociology.** 3 hours each term.
The basic findings of sociology concerning the individual, culture, group life, social institutions, and factors of social change. Prerequisite: sophomore standing or consent of instructor. Chino.
- (P) Soc 212. **Introduction to Sociology.** 3 hours spring.
An abridgement of Soc 204, 205, 206. Not open to students who have taken Soc 204, 205, 206. Designed for engineering and business administration students. Chino.

Upper-Division

- (P) Soc 334, 335. **Social Psychology.** 3 hours winter and spring.
Analysis of the psychological and sociological processes involved in personality formation and in various forms of group behavior. Particular attention to origin, function, ideologies, membership, and leadership. Prerequisite: Soc 204, 205 or Psy 201, 202. Frantz.
- (U) Soc 338. **Marriage and the Family.** 3 hours any term.
The growth and development of the family throughout its life cycle. The family and personality development, dating, courtship, selection of marital partner, engagement, wedding and honeymoon, adjustment processes in marriage and family living, family crisis. Prerequisite: junior standing. Drum.
- (U) Soc 346. **Social Case Methods in Nursing.** 3 hours winter.
History and current concepts of case-work theory; social problems related to illness; principles of interviewing; relationships between nurses and social workers. Offered in daytime in University of Oregon Medical School program.
- (U) Soc 407. **Seminar: Penological Systems.** (G) 3 hours spring.
Drum.
- (U) Soc 407. **Seminar: Social Welfare Resources and Organization.** (Use of Social Agencies by Teachers, Nurses, and Other Professionals). (G) 3 hours spring.
The various types of social welfare resources which teachers, nurses, and other professionals can use to help people with social and emotional problems, methods of organizing these resources for the meeting of human needs. Drum.
- (U) Soc 416, 417. **Criminology and Delinquency.** (G) 3 hours fall and winter.
The nature and extent of delinquency and crime as forms of deviant social behavior; contributing factors; current prevention and treatment programs. Prerequisite: General Sociology or General Psychology or Principles of Sociology or consent of instructor. Drum.
- (U) Soc 421. **Social Change.** (G) 3 hours spring.
Sociological analysis of purposive social change as manifest in various programs of social reform and reconstruction. Doctrines examined in relation to the contexts, historical and contemporary, out of which they emerged and have evolved. Prerequisite: 9 hours in sociology or consent of instructor. Jolly.
- (U) Soc 436. **Social Control.** (G) 3 hours winter.
Techniques and agencies by which the behavior of crowds, classes, associations, and publics is controlled. Prerequisite: Soc or Psy 334, 335 or consent of instructor. Jolly.
- (U) Soc 440. **Group Dynamics.** (G) 3 hours fall.
Analysis of the dynamics of group interaction; significance and applications of the principles of group behavior for the group worker. Prerequisite: 9 hours in sociology or psychology; or consent of instructor. Jolly.

Social Work

(Open to students in other fields)

Graduate

- (U) SW 507. **Seminar.** Terms and hours to be arranged.
- (U) SW 511, 512, 513. **Social Case Work.** 3 hours each term.
Generic concepts of case work practices in different agency settings; diagnosis and analysis of cases, treatment problems. Drum.
- (U) SW 516. **Personality Development.** 2 hours fall.
The growth of the individual with emphasis on emotional factors; the integration of psychiatric theory with case work; social factors that influence development; special lectures and case studies. Drum.
- (U) SW 517. **Personality Development.** 2 hours winter.
Emotional problems commonly met in social agencies; the role of the psychiatrist and case worker in the study and treatment of the patient; special lectures and case studies. Prerequisite: SW 516 or consent of instructor. Drum.
- (U) SW 572. **Community Organization for Social Welfare.** 3 hours spring.
Problems involved in bringing about an adjustment between social welfare needs and resources; understanding the social forces of the community; methods used by public and private agencies to meet these needs; interpretation of agency problems to the community. Drum.
- (U) SW 580. **Introduction to Public Welfare.** 3 hours fall.
History, philosophy and current theories of social welfare work; development of public and voluntary programs of social services. Kemper.
- (U) SW 581. **The Child and the State.** 3 hours spring.
The development of the rights of the child in relation to those of the parents; the responsibilities of the state in safeguarding those rights; social services to children by public and voluntary agencies. Kemper.
- (U) SW 582. **Administration of Social Insurances.** 3 hours winter.
The social insurance movement in the United States and selected foreign countries. Present legislation; administrative problems in unemployment compensation and in insurance for the aged, survivors, disabled, and sick. Prerequisite: SW 580 or consent of instructor. Kemper.

Speech and Drama

Lower-Division

- (P) Sp 111, 112, 113. **Fundamentals of Speech.** 3 hours each term.
Projects in extempore speaking. Primary emphasis on content and organization, with attention also to the speaking situation, effective delivery, audience motivation, and language of the speech.
Fall: Sp 111.
Winter: Sp 111, 112.
Spring: Sp 111, 112, 113.
- (U) Sp 225. **Public Speaking for Business and Professional Men and Women.** 2 hours fall.
A practical course in actual speaking. Poise on the floor; improvement of diction and voice; organization of speech material and presentation in direct conversational style. Persuasion in speaking; sales talks. Study of motives that impel men to action and ways of reaching these motives. Roberts.
- (S) Sp 231. **Parliamentary Procedure.** 3 hours spring.
Rules of parliamentary procedures; practice in application; forming temporary and permanent organizations; preparation of constitutions and by-laws. Students serve as chairman and secretary and learn how to conduct meetings efficiently. Roberts.

- (P) Sp 241. **Fundamentals of Broadcasting.** 2 hours fall.
General survey of broadcasting, including history, growth, social aspects, laws and policies, station and network organization, programming, the advertiser, the listener, public interest, standards of criticism, comparative broadcast systems, and international broadcasting and propaganda. Williams.
- (S) Sp 253. **Workshop Theater.** 3 hours any term.
For participation in campus plays, credit totaling not more than 6 hours is given on recommendation of instructor. Prerequisite: consent of instructor. Gaupp.
- (S) Sp 264. **Radio-Television Projects.** 2 hours any term.
Educational projects in radio-television under supervision, chosen from a variety of experiences in microphone interpretation, production, planning, script preparation, studio acoustic practices; practical laboratory experimentation under broadcast conditions. Williams.

Upper-Division

- (P) Sp 322. **Argumentation, Discussion, and Persuasion.** 3 hours winter.
Theory of discussion as it applies to improved interpersonal relations and cooperative problem-solving. Practice in typical applications of discussion in community affairs, in business, and in teaching and other professions. Prerequisite: Sp 111 or consent of instructor. Roberts.
- (U) Sp 347. **Radio and Television Script Writing.** 2 hours spring.
Radio and television writing techniques; theory and practice in the writing of all major continuity types. Prerequisite: junior standing. Williams.
- (U) Sp 364, 365, 366. **Play Direction.** 3 hours each term.
Sources of dramatic material, choice of play, casting and rehearsal of players, production organization. Practical experience in directing. Six or more laboratory periods. Registration by consent of instructor only. McAnallen.
- (U) Sp 370. **Phonetics.** 3 hours fall.
Study of sounds used in speech. Determination of sounds; their symbolic nature; their production; physical and psychological problems involved in their perception; sectional differences. Blakeley.
- (U) Sp 371. **Speech Science.** 3 hours winter.
A study of the anatomy, psychology, and physics of speech. English.
- (U) Sp 444. **Radio and Television Program Production.** (G) 3 hours winter.
Production techniques as they apply to major program types. Critical evaluation of programs, programming patterns, audience-analysis techniques. Prerequisite: consent of instructor. Williams.
- (U) Sp 451, 452, 453. **Theory of Dramatic Production.** (G) 3 hours each term.
Fall: Theory of acting; Winter: Theory of dramatic direction; Spring: Theory of dramatic structure. Gaupp.
- (U) Sp 481, 482. **Speech Defects and Disorders.** (G) 3 hours winter and spring.
First term: Symptoms and causes of speech abnormalities; emphasis on diagnosis and basic pathology of articulatory defects and delayed speech, with discussion of methods of treatment limited to general principles. *Second term:* Emphasis on speech problems resulting from cleft-palate and cerebral palsied speech, aphasia, stuttering, and neurological speech disorders. Must be taken in sequence. Prerequisite: Sp 370; Sp 481 prerequisite for Sp 482. Registration by prior consent of instructor only. Winter: Lillywhite. Spring: Blakeley.
- (U) Sp 483. **Clinical Methods in Speech Correction.** (G) 3 hours any term.
Study of specific approaches and techniques in the treatment of the major speech defects, including functional articulatory difficulties, cleft-palate speech, stuttering, and neurological speech disorders. Consent of instructor is required. Lillywhite, English, Casteel.

- (U) Sp 484, 485, 486. **Clinical Practice in Speech Correction.** (G) 2 hours each term.

Actual case experience for student clinicians in the diagnosis and treatment of speech-defective children and adults, under supervision. Must be taken in sequence but any part is available any term. Consent of instructor is required. Lillywhite, English, Casteel.

- (U) Sp 487. **Rehabilitation of the Hard-of-Hearing.** (G) 3 hours winter.

The nature of hearing; hearing loss and speech involvements. Blakeley.

- (C) Sp 493. **Principles and Techniques of Speech Correction.** (g) 3 hours.

Designed to survey the field of speech defects and to acquaint classroom teachers with an understanding of typical speech defects among children and the basic techniques for their prevention and correction. Emphasis is placed on speech problems which classroom teachers may be called upon to manage. Includes analysis of speech mechanics, recognition of defects, formation of sounds, testing devices, and techniques for remediation and prevention. (Offered by arrangement with public school systems. Not offered at Portland Center.)

Graduate

- (U) Sp 507. **Seminar: Psychological and Human Relations Aspects of Speech and Hearing Therapy.** 3 hours fall.

Designed for persons who have had considerable training and clinical experience in speech correction. Study of psychological problems related to speech and hearing disorders, interviewing, counseling, patient-family-therapist relationships, inter-professional and intra-professional relationships. Consent of instructor required. Lillywhite.

- (U) Sp 507. **Seminar: Seminar and Practicum in Stuttering.** 3 hours spring.

Designed for persons who have had considerable training and clinical experience in speech correction. Study of theories of causes, research, and methods of diagnosis and stuttering therapy. Course includes approximately twenty clock hours of supervised clinical practice with stutterers. Consent of instructor required. Lillywhite.

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 DAVID DARLAND, Ed.D., Director of Professional Services, Oregon Education Association.
 ROBERT O. DODGE, B.S., Corps of Engineers.
 HAROLD C. ELKINTON, M.B.A., Professor of Economics and Business Administration, Linfield College.
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 CARL H. GROTH, *The Oregonian*.
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General Extension Division

Departments and Activities

The General Extension Division is interinstitutional in character. It is the extension arm of all state-supported campuses contained within the integrated State System of Higher Education. This state-wide form of extension is unusual among the various states. It is considered an ideal by educators throughout the nation.

The full effectiveness of Oregon's General Extension Division can be seen as dependent on the vast resources of not only one institution of higher education, but on many. Financially, however, the Division is considerably self-sufficient, earning much of its way through collection of authorized fees for the services it provides. Information on some of its departments and activities follows.

Portland Extension Center

An evening class activity, Portland Extension Center uses facilities of Portland State College for both undergraduate and graduate study. Present enrollments at the Center approximate 5,000 students in all categories. All courses taken for college credit at the Center originate at one or another of the state system campus institutions and instructors are in most instances members of a campus faculty. No degrees are granted by the Center.

Portland Summer Session

Under the same administration as the evening center, Portland Summer Session is a daytime program generally operating from June through August. Enrollments in recent sessions have exceeded 2,400, and statistics show it is the state's best-attended summer session. A full program of undergraduate and graduate courses is offered, and special workshops for teachers and education administrators are provided.

Department of State-Wide Services

These services consist of the state-wide evening classes, correspondence study courses, conferences, workshops, and consultant services to business, industry, education and other activities. Any community in Oregon may become a meeting place for state-wide evening classes if a satisfactory facility is provided and sufficient enrollment is guaranteed to cover actual operating costs. For convenience of Oregonians, state-wide offices are maintained on campuses in Eugene, Corvallis, Monmouth, Ashland, and La Grande, and in Salem. Contacts at any of these offices will receive prompt attention.

Department of Educational Radio and Television

Radio station KOAC and television station KOAC-TV are educational stations owned by the state of Oregon and operated by the State System of Higher Education, with the General Extension Division in charge of program and other administration. KOAC-TV broadcasts on channel 7 with its transmitter located on Vineyard hill near Corvallis. Programs originating in both Corvallis and Eugene

reach the transmitter by microwave relay. Now a relatively low-power transmission which began as a campus television teaching experiment, with present programming until 8 p.m. Monday through Friday, KOAC-TV will increase its power sometime in the future. KOAC radio transmission on 550 kc. is received throughout the state Monday through Saturday from 10 a.m. until 10 p.m. In addition to its transmission of both radio and television, the department is responsible for development of the Tapes for Teaching library, which assists teachers in classrooms throughout the state.

Institute of International Affairs

Through the Institute, the General Extension Division assists other organizations in programs concerning international affairs, such as Great Decisions, which it has developed in cooperation with Oregon State Extension Service and the Foreign Policy Association. In addition, the Institute serves as a distribution center for U. S. State Department and UNESCO publications.

Office of the Dean

Headquarters office for the General Extension Division is at 1633 S. W. Park Avenue, Portland 1, Oregon.

Department of Visual Instruction

The Department of Visual Instruction of the General Extension Division provides glass and film slides, microscopic slides, and 16 mm. motion picture films suitable for use by schools, community clubs, and other organizations. A catalog is published listing materials available. Located on the campus of Oregon State College at Corvallis, the department is maintained jointly by the General Extension Division and the Federal Cooperative Extension Service.

Telecourses

Closely parallel with certain offerings available for college credit on state system campuses. General Extension Division telecourses are offered in several localities in the state through public service facilities of commercial television outlets.

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 TESS M. WILLIAMS, M.S., Portland Consultant.

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High School-College Relations Committee
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High School-College Relations Committee

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FREDERICK M. HUNTER, Ed.D., LL.D..... 1935-1946
PAUL C. PACKER, Ph.D., LL.D..... 1946-1950
CHARLES D. BYRNE, Ed.D..... 1950-1955

* Resignation as President effective July 1, 1958.

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1957), Montana State. With System since 1942; President, Oregon State, since 1942.

O. MEREDITH WILSON, Ph.D., President, University of Oregon; Professor.
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President, University of Oregon, since 1954.

* Resignation as President effective July 1, 1958.

Index

- Academic Calendar, 6-7
 Academic Program, 8
 Accounting, 22-23
 Accreditation, 8
 Address, 8
 Administration and Staff, 55
 Admission Requirements, 9-10
 Admission to Classes, 9
 Admission to Graduate Schools, 11
 Advanced Degree Programs, 10-12
 Advisers, 8, 10, 12
 Anthropology, 20
 Art, 20-21
 Art and Art Education, 21-22
 Audit Work, 9
- Biology, 22
 Bookstore, 17
 Botany, (*see Horticulture*)
 Business Administration, 22-26
 Business Courses, General, 23-26
 Business Education and Secretarial Science, 27
- Cafeteria, 17
 Calendar, Academic, 6-7
 Campus, Location of, 8
 Certificate Programs, 13
 Certification, Elementary and Secondary, 12
 Change of Program Fee, 16
 Chemistry, 27
 Civil Engineering, 36
 Class Schedule, 19
 College Center, 17
 Cooperative Programs, 13-14
 Cooperative Speech and Hearing Center, 13
 Correspondence Study, 70
 Counseling (*see Advisers*)
 Course Descriptions, 20-54
 Course Numbering System, 19
 Credit Hour Load, 10
 Credit Hour Requirements, graduate, 10-11
- Definitions, 17-18
 Degrees, graduate, 10-11
 Department of State-Wide Services, 70
 Description of Courses, 20-54
 Drama (*see Speech*)
- Economics, 28
 Education, 28-34
 Electrical Engineering, 36
 Elementary Certification, 12
 Engineering, Civil, 36
 Engineering, General, 35-36
 Engineering, Electrical, 36
 Engineering, Industrial, 36-37
- Engineering, Professional Degrees, 11
 English, 37-38
 Expenses (*see Fees*)
 Extension Division, General, 70-71
- Faculty, 56-69
 Family Life, (*see Home Economics*)
 Fees and Refunds, 15-16
 Fees, Art, 20
 Foreign Languages, 38-39
 French, 38-39
 Freshman Standing (*see Admission*)
- General Arts and Sciences, 39-40
 General Extension Division, 70-71
 General Information, 8-9
 General Science, 40
 General Studies, degrees in, 11
 General Studies, courses in, 41
 Geography, 41
 Geology, 42
 German, 39
 Grade, definition of, 14
 Grade Point Average, 18
 Graduate Programs, 10-12
 Graduate Schools, Admission to, 12
- Health and Physical Education, 42-43
 History, 43-44
 Home Economics, 44
 Horticulture, 44
- Industrial Engineering, 36-37
 In-Service Training, 34-35
 Institute of International Affairs, 71
 Institutional Residence Requirements, 8
- Journalism, 44-45
 Landscape Architecture, 45
 Late Registration Fee, 15
 Languages, Foreign, 38-39
 Library, 16-17
 Library Fines and Charges, 16-17
 Literature, 37-38
 Location, 8
- Map of Area, 2
 Masters' Degrees, 10-11
 Master of Arts, Departmental, 11
 Master of Arts, General Studies, 11
 Master of Education, 10-11
 Master of Science, 11
 Master of Science, Departmental, 11
 Master of Science, in Education, 11
 Master of Science, General Studies, 11
 Mathematics, 45-46
 Minimum Charge, 15
 Multnomah County School Courses, 35
 Museum Art School, 20
 Music, 46-47
- Nursery School Education, 11
 Nursing Education, 11
- Oregon State Board of Higher Education, 5
 Oregon State System of Higher Education, 74-75
- "Packaged" Training Programs, 13-14
 Philosophy, 47
 Physical Education (*see Health and Physical Education*)
 Physics, 47-48
 Political Science, 48
 Portland Public Schools Classes, 34-35
 Portland Summer Session, 70
 Professional Engineering Program, 11-12
 Program for Registered Nurses, 11
 Psychology, 48-50
 Public Administration Program, 11
 Public Speaking (*see Speech*)
- Radio-TV Station KOAC, 70-71
 Recreation (*see Health and Physical Education*)
 Refunds, Fee, 16
 Registration, 14-15
 Religion, 50
 Requirements, Admission, 9
 Requirements, Graduate Credit, 10-11
 Residence Requirements, Institutional, 9
 Russian, 39
- Secretarial Science (*see Business Education and Secretarial Science*)
 Service and Community Program, 8
 Services and Definitions, 17-18
 Sociology, 51
 Social Work, 52
 Spanish, 39
 Special Events, 17
 Special Staff, 68-69
 Speech and Drama, 52-54
 Staff Fee, 16
 State-Wide Services, Department of, 70
 Summer Session, Portland, 70
- Teacher Training, 12-13
 Telecourses, 71
 Term Hour, Defined, 17-18
 Theses and Final Examinations, 10-12
 Time Limit, Graduate Program, 12
 Training, In-Service, 13-14
 Transcript Fee, 16
 Tuition, 15
- Veterans, 15
 Visual Instruction, Department of, 71
- Writing, 37
- Year Sequence, Defined, 17

NOTES

[78]

NOTES

[79]

Portland Extension Center welcomes your inquiries.

Please address any questions you may have to:

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Portland 1, Ore.

We shall be happy to help you in any way we can.

Adult Education:

LEARNING TO LIVE