Announcements For

1962 - 1963

Texarkana College

TEXARKANA, TEXAS

Catalogue No. 32

March 1962

Texarkana College

TEXARKANA, TEXAS

FOUNDED SEPTEMBER, 1927

Catalogue

1961 - 1962

Announcements

1962 - 1963

A PUBLIC JUNIOR COLLEGE OWNED AND OPERATED

by the

TEXARKANA COLLEGE DISTRICT

A JUNIOR COLLEGE OF THE FIRST CLASS

APPROVED AND ACCREDITED

by

THE ASSOCIATION OF TEXAS COLLEGES

THE SOUTHERN ASSOCIATION OF COLLEGES
AND SECONDARY SCHOOLS
TEXAS EDUCATION AGENCY

MEMBERSHIP

in

THE SOUTHERN ASSOCIATION OF JUNIOR COLLEGES

THE AMERICAN ASSOCIATION OF JUNIOR COLLEGES

TEXAS ASSOCIATION OF JUNIOR COLLEGES

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COLLEGE CALENDAR
1962 - 1963

REGULAR SESSION

1962

September 6	Faculty Workshop — 9:00 A. M. Student Center.
September 7	Freshman Orientation. All new Freshmen required to attend. Assemble in College Auditorium at 9:00 A. M.
September 7	Test Administration for all new students who have not previously taken approved college aptitude tests.
September 10	Registration of all former students.
September 11-12	Registration of Freshmen and new Transfer Students.
September 10-12	Registration for Night Classes — 6:30 P. M.
September 13	Classes meet as scheduled.
November 12	Reports for the first nine weeks due in the Registrar's Office.
November 28-29	Thanksgiving Holidays begin at the close of all work November 27.
December 2	Class work resumed.
December 19	Christmas Holidays begin at the close of work December 18.

1963

January 2	Class work resumed.
January 25	End of the First Semester.
January 28-29	Registration for the Second Semester.
January 30	Classes for second semester meet as scheduled.
April 1	Reports for the first nine weeks due.
April 12	Spring Holidays begin at the close of work April 11
April 16	Classes resumed.
May 26	Baccalaureate Exercises
May 31	Commencement Exercises

SUMMER SESSION 1963

First Term		Second Term	
June 3-4	Registration	July 15-16	Registration
June 6	Classes Begin	July 17	Classes Begin
July 16	End First Term	August 27	End Second Term

Night Session

June 4-5	Registration
June 6	Classes Begin
August 1	End of Session

BOARD OF REGENTS
and
OFFICERS OF ADMINISTRATION
1961 — 1962

BOARD OF REGENTS

James C. Evans ..... President
Thomas Bain ..... Vice President
Dr. William R. Patterson ..... Secretary

John V. Massey	W. S. Chance
Mannie Stevens	Burnham P. Jones
Robert T. Hughes	E. Hale Parker

OFFICERS OF ADMINISTRATION

W. H. Hinton ..... President
W. P. Akin ..... Dean — Vice President
Troy Womack ..... Business Manager
Marion N. Young ..... Dean of Women
Gwendolyn Dean ..... Librarian
B. J. Murdock ..... Director, Evening College Division and Vocational Education

SECRETARIAL

Mary Alice Green (Mrs.) ..... Secretary to the President
Ruby Neil Keathley (Mrs.) ..... Assistant to the Registrar
Virginia D. Bridges (Mrs.) ..... Secretary to the Business Manager

FACULTY COMMITTEES

1961 - 1962

Administrative Committee
Hinton, Chairman, Akin, Womack, Murdock

Admissions Committee
Akin, Chairman, R. Keathley, Womack, Murdock

Assembly Committee
Larson, Chairman, Duke, Jenkins, Montgomery, Fomby

Attendance Regulations Committee
Akin, Chairman, Elgin, Jacobs, Larson, Wood

Commencement Committee
Montgomery, Chairman, Tye, Couch, Wood

Discipline Committee
Burrus, Chairman, Fomby, Duck, Spencer, Fox, Young

Guidance and Counseling Committee
Akin, Chairman, Pinkerton, Murdock, Berry, Lindblad

Athletic Committee
P. McFerran, Chairman, Fox, Carter, Collins, Nelson

Library Committee
Dean Chairman, Larson, Elgin, Burrus, Richardson

Student Publications Committee
Willis, Chairman, Pyle, Fowler, Womack, Livingston

Catalogue Committee
Akin, Chairman, Barber, Womack, Wright, Murdock, Tye, Jenkins

Career Day — Homecoming Committee
Couch, Chairman, McGee, Fowler, Duke, C. McFerran

Academic Scholarship Committee
Akin, Chairman, Wood, C. McFerran, Bennett, Spencer, Carter

Student Financial Assistance Committee
Womack, Chairman, Calvert, K. Keathley, Richardson, Burrus, Couch

FACULTY 1961 - 1962

W. H. HINTON ..... President
B.B.A., Howard Payne College
M.A., Hardin Simmons University
Ed.D., University of Texas

W. P. AKIN ..... Dean - Vice President
B. S., Southern Methodist University
M.A., University of Texas, University of Minnesota, University of Colorado

TROY WOMACK ..... Business Manager
B.BA., Baylor University
C.P.A.

MARION N. YOUNG (MRS.) ..... Dean of Women
B.A., Mississippi State College for Women
M.A., University of Houston

GWENDOLYN DEAN ..... Librarian
B.S.E., University of Arkansas
M.S. in L.S., East Texas State College

BILLY J. MURDOCK ..... Director, Evening College Division and Vocational Education
B.S., Southern State College
M.A., East Texas State College

RAYNAL BARBER (MRS.) ..... English
B.A., Ouachita Baptist College
M.A., Texas Christian University

JAMES H. BENNETT ..... Chemistry
B.S., Southern State College
University of Arkansas
East Texas State College

IONA B. BERRY (MRS.) ..... English-Psychology
B.A., Louisiana State University
M.A., Columbia University

ELAINE BRANSFORD (MRS), R.N. ..... Nursing
B.S., University of Maryland

MARY BUNN (MRS.) ..... Nursing
R.N., B.S., Baylor University

C. C. BURRUS ..... Chemistry
B.A., Howard Payne College
M.A., East Texas State College,
University of Texas

J. H. CALVERT ..... Business Administration
B.S., M.S., East Texas State College,
University of Colorado

BETTY L. CARTER (MRS.) ..... French
B.A., Lambuth College
M.A., Louisiana State University

TOM COLLINS ..... Physical Education and Basketball Coach
B.S., Mid-Western University

LUCILLE CUNNINGHAM (MRS.) ..... Spanish-Education
B.S., M.A., Texas Christian University

LUCILE COUCH ..... Sociology-Education
B.A., Baylor University
M.A., University of Texas,
University of Chicago

LOIS N. DUCK (MRS.) ..... English
B.A., Baylor University
M.A., East Texas State College,
University of New Mexico

MARY ANNE DUKE (MRS.) ..... Home Making
B.S., North Texas State University
M.S., Texas Woman's University, University
of Texas, Iowa State University

LUCILLE ELGIN (MRS.) ..... English
B.A., Ouachita Baptist College
M.A., East Texas State College

RUTH FOMBY (MRS.) ..... Mathematics-Spanish
B.A., Hendrix College
M.A., East Texas State College
B.S., University of Maryland

C. O. FOWLER ..... Mathematics
B.S., M.S., East Texas State College, University
of Houston, Florida State University

ROBERT M. FOX ..... Athletic Director and Coach
B.S., East Texas State College

LOU ELLA HUMPHREY, R.N. ..... Vocational Nursing
Arkansas Baptist Hospital School of Nursing
Little Rock University, University of Texas

DOROTHY DELL JACOBS (MRS) ..... Business Administration
B.B.A., University of Texas
M.B.A., East Texas State College

THOMAS V. JENKINS ..... Education-Music
B.S., M.A., Sam Houston State Teachers College
Ph.D., University of Texas

KENNETH C. KEATHLEY ..... Biology-Music
B.S., North Texas State University
M.A.Sam Houston State Teachers College

GEORGE KYER ..... Music
B.A., Marshall University
M.Mu., University of Texas

EVA LANDGRAF, R. N. ..... Vocational Nursing
Providence Hospital School of Nursing
Baylor University, University of Texas

EDITH S. LARSON ..... Economics-History
B.A., Carlton College, M.A., University
of Minnesota, University of California

NORMA E. LINDBLAD, R.N. ..... Nursing
B.S.N., Sacred Heart Dominican College
M.S.N., The Catholic University of America

GENE LIVINGSTON, R.N. (MRS.) ..... Nursing
B.S., in Nursing, Texas Christian University

OTIS O. LUMPKIN ..... Art
B.S., University of Arkansas

CARMON McFERRAN (MRS.) ..... Mathematics
B.S.E., Arkansas State Teachers College
M.Ed., East Texas State College,
Stanford University

PAUL McFERRAN ..... Physics-Engineering
B.S., Arkansas State Teachers College
M.S., East Texas State College, Harvard
University, Florida State University

JOEL R. McGEE, III ..... Biology
B.A., East Texas State College
M.Ed., East Texas State College

ROBERT RAY MILLS ..... Business Administration
B.S., M.Ed., East Texas State College

MARGARET B. MONTGOMERY (MRS.) ..... English
B.A., M.A., Southern Methodist University
Ecole Normale de Musique, Paris, France

NORMA NELSON ..... Women's Physical Education
B.S., M.S., East Texas State College

FRANK LYNN PAYNE ..... Music
B.M., University of Arkansas
M.M., North Texas State University

CLAUDE O. PINKERTON ..... English-Speech
B.A., M.A., East Texas State College, Abilene
Christian College, University of Texas,
University of Colorado

WILLARD PYLE ..... Biology
B.S., Arkansas A. and M. College,
University of Arkansas
East Texas State

GRADY L. RICHARDSON ..... Agriculture
B.S., Texas A. and M. College
M.S., Texas A. and M. College
Vanderbilt University, New Delhi University

J. ELDON SPENCER ..... Political Science
B.A., Texas Christian University
M.A., Texas Christian University,
Post Graduate, University of Texas,
Texas Christian University

J. B. STONE, JR. ..... Engineering
B.S. in M.E., Southern Methodist University

DOTTIE JEAN TAYLOR, (MRS.) R.N. ..... Nursing
Baptist Memorial Hospital School of Nursing
B.S., East Texas Baptist College

ROBBIE TYE (MRS) ..... Music
B.M., College Conservatory of Music, Cincinnati University
Graduate Work, University of Wyoming
Oklahoma City University, Mississippi
Southern State, University of Arkansas,
Southern Methodist University

ROBERT GLEN WILLIAMS ..... History
B.S., M.Ed., Stephen F. Austin College
University of Texas

WALTER E. WILLIS ..... English
B.A., Southwest Texas State Teachers College
M.A., University of Texas
Graduate Study, Columbia University,
Northwestern University

AMMA WONER, R.N. ..... Vocational Nursing
Texarkana Hospital School of Nursing,
George Peabody College, University of Arkansas
University of Texas

HENRY W. WOOD. JR. ..... History
B.A., Ouachita Baptist College
M.A., East Texas State College
Graduate Study, Baylor University,
University of Mississippi

BRIDGET JEAN WRIGHT (MRS.) ..... Business Administration
B.S., B.A., University of Arkansas
M.B.A., East Texas State College

GENERAL INFORMATION

FOUNDING

Texarkana College was founded in 1927 as a public junior college and a part of Texarkana, Texas, public school system. Under the leadership of H. W. Stilwell, Superintendent of the Texarkana, Texas, Public Schools, the Board of Trustees and a group of other citizens worked throughout 1926 and most of 1927 to develop and bring to fruition the idea of a junior college for Texarkana.

When the college was ready for occupancy in 1927, Mr. Stilwell was named as its first president, a position which he held until his death in November, 1959. Mr. W. P. Akin was chosen for the position of Dean of the College, and served in that capacity until 1960 when he was named Vice President.

Members of the Board of Trustees who worked during 1926 and 1927 for the establishment of the College were: C. C. Bounds, President; Mrs. H. T. Fewell, Secretary; G. D. Garrett, Elmer L. Lincoln, E. M. Watts, H. M. Prator, and G. W. Middleton. The terms of Mr. Bounds and Mrs. Fewell expired in April 1927, before the College was opened, and they were replaced by G. D. Nichols and T. E. Fuller, who were members of the Board when the college opened its doors in September, 1927.

GOVERNMENT

The government of Texarkana College is vested in a Board of Regents consisting of nine members. Administration of the policies of the board is delegated to the President of the College.

CLASSIFICATION, AFFILIATION, STANDING

Texarkana College is approved and accredited as a two-year college by the Texas Education Agency, the Association of Texas Colleges, and the Southern Association of Colleges and Secondary Schools. The College is also a member of the Texas Association of Public Junior Colleges, the Texas Association of Junior Colleges, the Southern Association of Junior Colleges, the Texas Eastern Athletic Conference, and the National Commission on Accrediting. With careful planning, credits earned at Texarkana College are transferable to senior colleges and universities.

LOCATION

The new Texarkana College i s located on the northwest border of the city of Texarkana, Texas, at the junction of Robison Road and Tucker Street, about three miles from the downtown business district. The campus ad oins the Sherwood, Oaklawn and Westlawn Additions to the city, and is near the Beverly, Broadmoor, Brookhaven, Avondale, Brown and Watts additions.

The twin cities of Texarkana, Arkansas-Texas, serving a four-states area and popularly referred to as the Gateway to the Southwest, have combined population of approximately 55,000. Widely known as a manufacturing, shipping, transportation, and railroad center, Texarkana is also noted for its lumber and dairy products. Located near the city is the U. S. Army Lone Star Ordnance Plant and Red River Ordnance Depot, second largest arsenal in the nation. Texarkana is also known for its many schools and churches, many of them conforming to the very latest ideas in school and church construction.

BUILDINGS AND GROUNDS

Texarkana College campus consists of 88 beautiful acres. The buildings, contructed of brick, tile, and concrete, are modern in every respect. The Administration Building contains offices, classrooms, laboratories, and the library. The Classroom Building has twelve classrooms and twelve offices for instructors. The Auditorium, which has a stage area of 2,900 square feet and a foyer area of 5,300 feet, is air conditioned. It was erected at a cost of approximately one-half million dollars, and seats 2,500. The Gymnasium houses the offices of the coaches and physical education teachers, as well as a regulation gymnasium floor, dressing rooms and showers. The Agriculture and Homemaking Building and the Bus Shed and Shop are separate buildings located on the campus.

A 440 yard cinder track has recently been constructed. It has a 220 yard straight-a-way with ten lanes. There are eight lanes in the 440 track.

A modern baseball field is located on the campus.

In January, 1959, the new half-million dollar Student Center was opened. This structure, the prettiest on the campus, houses, in addition to a large lounge and ballroom, a large cafeteria, snack-bar, kitchen, bookstore, bowling alley, recreation room, post office, reading room, duplicating room, student publications room, a chapel,

two terraces and a landing dock. Offices for the dean of student activities and for members of the faculty who sponsor student publications and the student council are also in the Student Center.

The beautiful and well-equipped library has approximately 8000 volumes especially selected and recommended for junior college students. Four daily newspapers are available to the students in the reading room. The periodical library contains approximately 60 current subscriptions and more than ten per cent are bound for permanent reference material.

The reading room is equipped with comfortable chairs and tables to serve 200 students at one time. Special features for the comfort and convenience of the students are the conference rooms for individual and group study and the browsing area for recreational reading.

Plans are now being developed for a $750,000.00 science building. This will be air-conditioned and equipped throughout with the latest scientific equipment.

THE RESIDENCE OF STUDENTS

Residence Halls. Each room in the modern residence halls contains clothes closets, a study table, dresser, and two single beds. Each student is required to furnish four sheets, pillowcases, pillow, blankets, bedspreads, towels, laundry bags, and curtains, all of which should be plainly marked with the owner's name.

Women Students. Women students are housed in the new dormitory. Women students who do not live in their own homes must live in the college dormitory or in homes approved by the Dean of Women, and no change in residence may be made without the approval of the Dean of Women.

Men Students. Men students are housed in a new brick dormitory. This dormitory is under the direct supervision of the Dean of Men.

Application for Rooms in Residence Halls. An application for room reservation should be addressed to the Business Manager. No reservation is in effect until a student's application for admission is received and approved by the Dean.

An application for a room must be accompanied by a deposit of five dollars which is refunded upon official withdrawal from the College or upon graduation. If an applicant finds it necessary to

cancel a reservation, the deposit is refunded only if the cancellation reaches the office of the Business Manager three full weeks before the opening of the semester.

Occupancy. Residence halls are open for occupancy one day before registration day and must be vacated by noon of the day following the close of the session. Space in college residence halls is limited, and assignments are made in the order applications are received, except that students in residence have first choice both in reservations and rooms.

All students living in dormitories will be required to take their meals in the college cafeteria.

BUS TRANSPORTATION

Bus transportation will be provided when it is feasible to establish bus routes. Highway conditions and connections and the number of students who desire to ride the bus will be determining factors in establishing routes. In some cases it may be possible to run feeder cars to connect with regular bus routes. A charge of $15.00 each semester will be made for this service.

SOME ADVANTAGES OF JUNIOR COLLEGE TRAINING

1. In a junior college, students can complete two full years of the regular four-year college course, or of the specialized professional courses of engineering, law, medicine, and other pre-professional courses and get full credit for two years of work when they transfer to any senior college or university.
2. Students in the junior college are afforded the continued influence of the home community and church for two more years after their graduation from high school. Certainly students who have had this extra advantage can adapt themselves to their new surroundings when they do go away their last two years of college work.
3. In a junior college which has a rather small enrollment, young students have an opportunity for very close contact with their instructors, who counsel with them and give them the individual attention they need during their first two years in college.
4. Students in junior college also have much better opportunities to participate in student activities, make names for themselves,

and to assume responsibilities, where they are not overshadowed by upper classmen of a four-year institution.

5. Certainly the expense of attending a junior college is far less than that of attending a large college or university away from home.

6. Statistical surveys prove that junior college graduates do as well as or better than students do who have had work their first two years in senior colleges or universities.

PHILOSOPHY OF TEXARKANA COLLEGE

The Texarkana College was planned to provide the climate or atmosphere for the best possible growth of the students which it serves. The doors of this institution are ever open to young men and women of this area who qualify for admission and who can maintain the high standards of conduct which have characterized the College during its entire history.

The functional philosophy or rational explanation supporting the purpose and current operations of this college may be stated in terms of its major objectives—which we constantly devote our individual and combined efforts.

1. Since this college is in part supported by the State, it must be a democratic institution. Hence, we must continue to strive to develop a program of instruction which motivates and activates the qualified student's ability to take his proper place in our democracy. Thus, the state is justified in our support and in giving employment to our qualified graduates if we develop within them the capacity to make a worthy contribution as a result of their college experiences. In such light, living then becomes the method; desirable experience, the subject matter; and better living toward the good life, the ultimate goal. Better living considers the social, physical, moral, and cultural aspects of human life which should lead to a better understanding of man, society, and nature.

2. To provide in breadth and depth, to the limit of our means and facilities, general, cultural, scientific, pre-professional, and vocational education and guidance for those who desire a college degree.

3. To provide objective and specific terminal education designed to qualify special students for placement and productive service in a specific occupation or occupational field.

4. A Junior college, which is truly worthy of the community it serves, should provide a curriculum—both subject matter and professional fields—which is broad in scope and of sufficient depth to familiarize the students with and give a workable understanding of the social, economic, scientific and political problems of the day.

5. We firmly believe in the principles that whatever any policy be which has been formulated and accepted, it is in the process of becoming but never ending. All worthwhile education must be purposive, and its program dynamic. Thus, appropriate changes must be made at any time the institution does not properly serve the socially approved purposes and needs of our nation, the state, the region wherein we are located, and the individuals for whom it was established.

6. The ultimate goal of education is to develop greater virtues, greater harmony and true happiness in living, which infers that the principles of administration must develop teachers and other graduates who are considerate of one's fellow man and of nature, or they have learned "to act with and for others" while they learned "to think and judge for themselves."

STUDENT ACTIVITIES

Texarkana College encourages and fosters worthwhile student activities under the direction of competent faculty advisors. This is done in the belief that students should experience the opportunity to realize their aspirations and cultivate their interests in popular lines of endeavor outside the classroom.

A general calendar for all student functions should be made up in consultation with the faculty comittee on student interests, activities, and organizations during the first month of each semester. No student activity will be approved later than two weeks prior to the date on which this activity is to be held. An inter-Club Council composed of a faculty sponsor and a representative from each student organization maintains the college activity calendar. All club and student organization activities are cleared through this council for date of specific functions.

All funds of every organization must be deposited in and disbursed from a central student activity account. Disbursement will be made on the presentation of properly executed vouchers.

The expense of social affairs given by various clubs must be paid by the organization sponsoring the function.

The college auditorium with a seating capacity of 2500 brings the very best cultural and educational entertainment to the Four States Area. It also provides facilities for college dramatic productions, musical programs, assemblies, and club meetings.

Student Council. — The Student Council of Texarkana College is composed of a group of students elected by their classmates and a faculty representative selected by the dean of the college. The Student Council is a civic organization which assumes leadership in promoting worthwhile student enterprises. It also serves as an advisory organization representing the student body in its relations with the faculty and administration. Students who are elected to serve on the Student Council receive invaluable training and experience in civic leadership.

The Kennel. — The Kennel is the college newspaper, published by and for the students. Students who are interestd in journalism find the opportunity of serving on the staff of The Kennel a real chance for practical experience in the field of their interest.

TEE CEE. — An organization for men of the college who desire to render service to both the college and the community. There is also opportunity for social contacts among the men and an opportunity for the development of leadership among them.

103 WORKSHOP. — This is the college dramatic and speech organization which gives practical outlet to students who are interested in play production and other dramatic activities. Usually two full-length plays and a number of one-act plays are presented during the year.

Delta Psi Omega. — Students who meet the requirements may become members of this national dramatic fraternity.

College Chorus and Ensembles. — The Texarkana College Chorus provides worthwhile training in choral singing for interested students and presents a number of public programs during the year.

Blue Jackets. — A service organization of young women who are chosen on the basis of scholarship, leadership and service. The membership is limited. This is a young woman's civic organization which makes an unusual contribution toward the enrichment of college life.

Student N. E. A. — A professional organization the membership of which is composed of students who think they may want to become teachers. Its objectives are to interest the best young men and women in education as a life career.

The Bulldog. — The Bulldog is the college annual presenting a pictorial review of the year's activities. This publication gives opportunity for application in many fields of student interest. Experience in advertising is provided as well as in editorial and art work.

Phi Theta Kappa. — National Junior College Honorary Scholastic Society which has as its aims the promotion of scholarship, the development of character, and the cultivation of fellowship among the students. To be eligible for active membership, a student must be of good moral character and must possess recognized qualities of citizenship as judged by a faculty committee. At the time of election the student must be within the upper scholastic ten per cent of the regularly enrolled student body. The chapter endeavors to send every year a delegation to the national convention. This contact with outstanding college students throughout the United States is a stimulating and worthwhile experience.

Band. — The Bulldog Band is three organizations in one. It is a marching band throughout the football season; it participates in all home football games, and travels in chartered buses to some of the most important out-of-town games. A Stage or Dance Band is selected from those students who have had stage band experience or from those who can otherwise qualify. After football season the marching band becomes the Concert Band and plays concert music the entire second semester.

Athletics and Sports. — Texarkana College encourages the physical and social development of students by sponsoring a program of intramural athletics to meet the desires and needs of its students. At various times campus groups have participated in tennis, basketball, archery, and track and field events. Facilities for these sports are available for students who wish to participate in them. Inter-Collegiate and Conference competition are scheduled in Football, Basketball, Track, Golf and Tennis. The Texarkana College is a member of the Texas Junior College Athletic Conference.

The English Club. — An organization of students interested in extending their personal enjoyment of literature, in increasing their appreciation of literary forms and ideas, and in opportunities for creative writing. The membership is limited.

Music Club. — A national organization for student musicians affiliated with the National Federation of Music Clubs. This club sponsors higher type musical programs at the college.

Circle K. — An international service organization for college men. Membership is based on character, scholarship, and the desire to be of service to the college and to the community.

Pre-Medical Club. — A professional organization whose membership is open to pre-medical, pre-dental, and para-medical students of the college. The club makes information concerning the medical and dental professions available to its members, and strives to inspire and encourage its members in their academic preparation.

Dollars and Sense Club. — A social and professional organization whose membership is open to all students taking business administration courses. The club promotes interest in the commercial department and aids students who are interested in a secretarial, clerical or business career. Social gatherings and educational field trips are among the club's activities.

The French Club. — Each year thirteen students making the highest grades in Beginner's French are invited to join **Les Trieze Juenes Francais**, a French club, based on the principles of **L'Alliance Francaise**. All second year students are members.

Alpha Beta Nu. — A social and professional organization whose membership is open to any student interested in home and family life education. Organized in 1955, when the new department was started, Alpha Beta Nu is affiliated with the Texas and American Home Economics Association.

Los Comedores. — Spanish club for students interested in a better understanding of the Spanish language and the peoples speaking it.

Phi Rho Pi. — The National Honorary Forensic Society for Junior Colleges. Its purpose is to promote the interests of oratory, extemporaneous speaking, debate, radio speech, dramatic interpretation and other speech activities. Membership is conferred only upon regular junior college students in good standing who have represented their college in inter-collegiate forensic contests, or who have achieved distinction in public speaking.

Science Club. — The club seeks to enrich the program of students at the college through its aims: stimulation of the knowledge of science, promotion of scholastic excellence, aid in the perfection of scientific skills, opportunities for service to the community, and providing an understanding of the importance of science in life today.

Professional Nurses Club. — An organization for professional nursing students. Its purpose is to foster interest in the nursing profession. The Professional Nurses Club is affiliated with the Texas Nursing Students Association and the National Student Nurses Association.

Delta Sigma Delta is a local fraternity which strives to cultivate scholarship, character, and fellowship among the male students on campus. It contributes to the enrichment of college life at Texarkana College. Membership is limited.

REGULATIONS CONCERNING EXPENSES

All Fees Are Non-Refundable

Terms may be arranged for payment of room and board. No refund will be made on board unless a student is absent at least two weeks in succession.

Room — per semester ..... $ 56.25

Board — per semester $168.75

LATE REGISTRATION FEE

Late Registration Fee of $1.00 will be charged all students who enroll after the last registration day of any term.

Publication fee for all regular students $5.00

PUBLICATION FEE

(To cover cost of annual, **The Bulldog**, and the College paper, **The Kennel**. This fee is paid once a year.)

GRADUATION FEE

A graduation fee of $5.00 is paid by all who graduate from the Texarkana College. This fee includes cost of cap, gown, and diploma.

BREAKAGE FEE

Breakage and Key Deposit Fee

for all students residing in dormitory $5.00
(Refundable at end of year on return of key and evidence of no breakage.)

ROOM RESERVATION

There is a $5.00 room reservation fee which will be paid in advance to hold a room. This money will be refunded upon official withdrawal from school or graduation.

LABORATORY FEES

(Payable in Advance)

Laboratory and equipment use fees shall be charged each semester as follows:

Chemistry	$3.00
Biology	3.00
Physics	3.00
Surveying	3.00
Office Machines	5.00
Typewriting	2.50
Foods	5.00

Tuition for private music is in addition to all regular charges.

Tuition for private music for students enrolled in other classes and paying regular fees:

Two 30 minute or 1 hour lessons per week $50.00

Tuition for preparatory students and special students taking private instruction in music only:

Two 30 minute (or one hour) lessons per week $60.00
(Per semester, payable at registration or in two equal payments of $30.00.)

Practice room fee (required of all students registered for private instruction except preparatory and special students $1.00

TRANSPORTATION FEE

A charge of $15.00 each semester for those riding buses will be made for transportation.

TUITION

The school year is divided into two semesters of eighteen weeks each and a summer session. The students are charged accordingly for all fees.

SCHEDULE OF GENERAL CHARGES FOR ALL STUDENTS EACH SEMESTER

The charges as listed cover tuition for the number of semester hours indicated. **These are due and payable upon registration.**

Full time students registered for 12 or more semester hours	$100.00
Registered for 11 semester hours	91.67
Registered for 10 semester hours	83.33
Registered for 9 semester hours	75.00
Registered for 8 semester hours	66.67
Registered for 7 semester hours	58.33
Registered for 6 semester hours	50.00
Registered for 5 semester hours	41.67
Registered for 4 semester hours	33.33
Registered for 3 semester hours	25.00
Registered for 2 semester hours	16.67
Registered for 1 semester hour	15.00

The above charges apply for auditing courses. Students who are not residents of the State of Texas are charged a non-resident fee, which under the Texas Statutes shall be an amount equivalent to the amount charged students from Texas by similar schools in the state in which the said non-resident student shall be a resident, providing that this fee is not less than the fee charged Texas residents. The application of this provision of the law is that residents of Arkansas attend the Texarkana College for the same registration fees as are required of Texas residents.

The residents of other states will pay the Texas non-resident charge unless it is found that the state of which they are residents can comply with the exemption as stated in the Texas Statutes as follows:

"Non-resident registration fees shall not apply to Junior Colleges located immediately adjacent to State boundary lines, which institutions shall collect from each non-resident student an amount equivalent to the amount charged students from Texas by similar schools in the state of which the said non-resident student shall be a resident."

Policy Concerning Refunds. —

Upon presentation to the Registrar of his receipt from the Auditor showing payment of the fee, any student withdrawing officially (a) during the first week of classwork of a semester will receive a refund of 70 per cent of the applicable portion of the fee; (b) during the second week, 60 per cent; (c) during the third week, 40 per cent; (d) during the fourth week, 20 per cent; (e) during the fifth week and thereafter, nothing.

An immediate refund will not be made to a student who withdraws within fifteen days after the payment of his fees; but upon request, a check covering all refunds due will be mailed to the address left with the Registrar.

A student who enters the spring semester not knowing his fall-semester grades and is required to withdraw because of failure in the work of the fall semester will have all of his registration and tuition fee for the spring semester refunded.

No refund provided for above will be granted unless applied for within one year after official withdrawal.

Exemption of Veterans. —

Men and women who are citizens of Texas, who are residents of Texas at the time of induction, and who served in the armed forces and were honorably discharged therefrom (except certain limitations for age, personal requests, and period of service) and who are not eligible for educational benefits provided for veterans by the U. S. Government, are exempted from certain required fees but not for deposits, course fees, and certain fees fixed for all students. To obtain this exemption a photostatic or certified copy of the discharge papers and a notarized statement by the veteran that all benefits have expired must be presented to the registrar for record.

Since the college receives state aid only on those students who are registered on November 1 of the regular session, and who have completed fewer than 64 semester hours of credit, veterans who are not registered on this date, or who have completed 64 or more hours of credit, will not be eligible for the above exemption. That is, persons not registered for the first semester will not be eligible for exemption the second semester of this year.

SCHOLARSHIPS, LOANS AND EMPLOYMENT

Employment.—

The college cannot guarantee to find part-time work for those students who wish to work for a part of their college expense, but everything possible will be done to assist worthy students in finding such work. A Student Placement Service is maintained for the primary purpose of helping students secure part-time employment. This service also includes personal interviews, the maintenance of personal records and the listing of job opportunities.

This service also assists graduates and ex-students of the Texarkana College in finding employment in their chosen fields of work.

Scholarships. —

Scholarships which are good for one regular session are awarded by the Texarkana College to the first honor graduate of affiliated high schools.

The Alpha Pi Chapter of Delta Kappa Gamma Society, an honorary organization of women teachers, offers a scholarship to a young woman of ability who is especially interested in teaching.

The Altrusa Club of Texarkana grants each year a two-year scholarship to an outstanding girl from both the Texas Senior High and the Arkansas Senior High School.

The Texarkana Pilot Club provides a scholarship to an outstanding woman graduate of both the Texarkana, Texas and the Texarkana, Arkansas High Schools.

The Atlanta Rotary Club provides a scholarship for an outstanding graduate of the Atlanta High School. The award is made on the recommendations of the high school and the regulations as set up by the Club.

The Texarkana Kiwanis Club, the Texarkana Rotary Club and the Texarkana Civitan Club have each provided a scholarship for a student from the Texarkana, Arkansas High School and the Texarkana, Texas High School. These students are selected under the regulations set up by the respective clubs.

The National Postal Transport Association, Texarkana Branch, awards a scholarship to a high school graduate designated by the committee of the Association.

The Junto Club awards a scholarship to a girl from both the Texarkana, Arkansas and the Texarkana, Texas High Schools.

The Texas City Council of P.T.A. awards a part time scholarship to an outstanding graduate of the Texarkana, Texas High School.

The American Legion of DeKalb, Texas, has provided a scholarship for a graduate of the DeKalb High School. The Morris County Teachers Association has provided a similar award for the graduates of the Paul Pewitt High School.

The William Buchanan Department of Nursing has provided the stimulus for scholarships in the field of Professional Nursing. These scholarships have been provided by the Southern Clinic of Texarkana, Dr. and Mrs. J. M. Brooks of Atlanta, and the Hospital in the Pines of Lone Star.

The Texarkana National Bank and the State National Bank of Texarkana provide scholarships to make possible the awarding of First Honor Scholarships to the graduates of Arkansas High Schools.

Belk-Jones, KCMC, Ideal Plumbing, J. C. Cabe and others have provided scholarships for individual students, thus assisting a number of wortny students to attend the Texarkana College.

Loan Funds. —

The Gazette and News Student Loan Fund. — The late Mr. C. E. Palmer of the Texarkana Gazette and Daily News made available a loan fund to be used as personal loans to students when needed for emergencies. The fund will be administered by the Student Council.

Federal Loans under the provisions of the National Defense Education Act of 1958 are now available at the Texarkana College. Students interested in these loans should make inquiry to the Business Manager of the college for details and applications.

Other organizations and individuals have funds which are available as loans. These funds are obtainable at a low rate of interest and repayment is not expected until the student has an opportunity to begin earning after completing the college course.

PRIZES AND AWARDS

The Rotary Club Good Citizen Award is presented to the student chosen by the faculty for outstanding citizenship qualities during the year.

The Blue Jacket Award goes to the student selected by the students as the best all-round student for the year.

HONORS AND DISTINCTIONS

Students who make a 2.5 quality point average are placed on the Dean's List. Those with a quality point average of 3.0 are placed on the President's List.

The College awards to graduates with the Associate of Arts Diploma, Associate of Science Diploma, or Associate of Business Diploma, distinction for excellent scholarship, as follows:

1. Diplomas with Special Distinction to all students having grades of "A" on not less than nine-tenths of all their college work.
2. Diplomas with Distinction to all students having grades of "A" on not less than six-tenths of all their college work.

The ten students with the over-all highest scholastic average will receive awards and recognition at the commencement exercise.

REQUIREMENTS FOR ADMISSION

In order to be admitted to the Texarkana College, a prospective student must complete an application blank, furnish satisfactory evidence of good moral character, arrange for a transcript of his credits to be forwarded by the last school attended, and have the signatures of at least four ex-students of Texarkana College. He must make a satisfactory grade on the battery of tests administered by the college during orientation.

Students will facilitate registration by sending their entrance credits at least two weeks before the opening of the semester. Registration will not be complete without these credentials. All applicants for admission whose transcripts are not on file will be required to report for individual conferences before registration is begun.

For Admission Without Condition. — For full admission without condition to academic or commercial courses for credit, graduation from a standard, affiliated high school with at least fifteen units of high school credits, including three units in English, is required. Electives must be chosen from the list approved by State Departments of Education. For students who expect to continue work toward a degree the following prescribed units are recommended:

English — 3 units.

Mathematics — 2 units.

Social Science — 2 units. (At least one unit in history.)

Language — 2 units, or Science — 2 units.

Not more than four units in Vocational courses are usually acceptable.

Surplus Admission Units. — Only in foreign languages and mathematics may surplus high school units be converted into college credit.

A student having entrance credit in solid geometry in excess of full admission will receive two hours of college credit, provided six hours of mathematics are completed in college with an average grade of C. Under similar conditions two semester hours of college credit may be granted for trigonometry.

A student with credit for more than two units in foreign language and a total credit of more than 15 admission units may receive college credit at the rate of three hours of credit for each excess foreign language unit by completing six hours of the next higher course in college with a grade of C or better.

Admission by Examination. — Students who are not high school graduates may absolve deficiencies in entrance requirements by taking examinations. Other aptitude and placement tests will be given as counseling indicates they are needed or advisable.

Admission by Individual Approval. — Any person over twenty-one years of age, or any student who has served in the Armed Forces of the United States, provided he is at least 18 years of age, may, at the discretion of the college, be admitted without examination, to any class below the sophomore level. Satisfactory completion of college work carried together with tests and other devices will be used for satisfying the 15 units entrance requirements. Students admitted in this manner must satisfy the entrance requirements before graduation.

Admission to Vocational and Non-Credit Courses. — Any person who shows a need for these types of courses will be admitted.

Advance Standing. — Students presenting a satisfactory transcript of credits and an honorable dismissal from a recognized and approved college will be allowed credits toward graduation for the work satisfactorily completed.

Health Certificate. — All students entering Texarkana College for the first time will be required to file a health statement from a recognized physician.

The examining physician should certify that the student is free from communicable disease and that in his judgment the student suffers no condition that would endanger the health of other students and that he is physically fit to carry on regular college work.

X-rays, immunizations, and other laboratory tests should be satisfactory to the examining physician.

Hazing. —The student pledges himself neither to encourage nor take part in hazing in the college.

REQUIREMENTS FOR GRADUATION

Sixty semester hours of work, exclusive of Physical Training, are required for graduation. Two semester hours of Physical Training are also required for graduation. Since most college degrees require more than 120 semester hours of work and since senior colleges usually accept 66 semester hours, or one half the number of hours required for a degree, it is recommended that students complete at least this amount of work in their two years at junior college.

For the Associate Degree the required courses are:

English — 12 hours. Three hours of speech may be substituted for three hours of English.

Texas and Federal Government (Constitutions) — 3 hours.

United States History — 6 hours.

Physical Training — 2 hours.

Additional courses required for:

Associate in Arts —

Mathematics, Foreign Language, Fine Arts, Humanities, and/or Social Sciences. 18 semester hours.

Associate in Science —

Mathematics and Natural Sciences. 18 semester hours.

Associate in Business —

Major in the field of Business with 18 hours in this field.

A Junior College Diploma will be issued those students completing 62 hours of work and maintaining 62 quality points.

Substitutions must be approved by the Dean and the faculty.

The remaining hours may be chosen to meet the needs of the student.

Eighteen semester hours must be of sophomore standing. The student must complete a minimum of fifteen semester hours of residence at the Texarkana College in the second year.

In addition to the quantitative requirement, a student must have a total of 60 grade points on all work presented for graduation.

RULES AND REGULATIONS

Transcripts. The first transcript issued will be free. Each one thereafter will carry a charge of $1.00.

Change of Classes. A student making a change in his class schedule after completion of his registration will follow this procedure.

1. Obtain proper forms from registrar's office.
2. Secure the signatures of advisor and of the professor in whose class he is enrolling or dropping.
3. Present forms to the Dean for approval.

A fee of $1.00 is made for each change.

Dropping of Classes. Courses may be dropped without penalty under the following circumstances:

1. Extreme illness, in which case a physician's certificate must be submitted and approved by the Dean.
2. Other circumstances beyond the student's control, approved by the Dean.

In the event of the above conditions the student will receive the grade WP (signifying passing at the time of withdrawal) or the grade WF (signifying failing) as indicated by the instructor.

A student is allowed one absence for each hour credit the course carries in a semester dating from the time the class began. No laboratory cuts. After four absences on the Monday, Wednesday, Friday schedule or three absences on the Tuesday and Thursday

schedule, a student will automatically be dropped from the course. He may, upon written application to the Dean, give satisfactory explanation for his absences and show cause for being allowed to continue the course. To receive credit for a course the class must be met at least 80% of the time. (Late entrance, official trips, sickness and all absences are counted.)

Absences before and after holidays will count as double "cuts." If the student is tardy in arriving for his class three times, he will be counted as absent for one time.

When a student is dropped from a course because of excessive absences, a semester grade of "F" will be recorded for the course.

Assemblies. General Assemblies, under the supervision of an Assembly Committee, provide varied programs consisting of professional entertainers, inspirational speakers, and student and community talent. The 45 minute period is scheduled on the first and third Tuesdays of each calendar month. Special assemblies may be called at the discretion of the administration. All students are required to attend assembly exercises. The student will be charged with two quality points for each absence. Absences from assembly immediately preceding and immediately following stated holidays will be charged as double "cuts."

General Academic Regulations. The unit for counting credits is the semester hour. A semester hour is defined as an hour of class work a week, or its equivalent in laboratory, pursued for one semester or 18 weeks.

The following grades are used in evaluating the students' work: A, B, C, D, and I. A, B, C, and D are passing grades; F is failure. A failure can only be removed by repeating the course in class. I, indicates incomplete work, or absence from examination by excuse, must be made up by mid-semester of the next semester of the student's residence; otherwise, the incomplete becomes a failure. W indicates withdrawal during the first three weeks. WP is withdrawal from a course and signifies that the student was passing the course at the time of the withdrawal. WF is withdrawal from a course and signifies that the student was failing the course at the time of withdrawal.

The value of each grade in quality points is as follows: A—3; B—2; C—1; D—0; F—0; per semester hour.

The normal load for full time students is five courses (15 to 17 hours) of academic work. Except by special permission of the Dean, students will not be permitted to take more than this normal load.

Students holding jobs outside of their college work should not register for a full time academic load. The amount of college work per mitted must be approved in relation to the job time requirement by the Dean. Registration for more than nine semester hours on a three day schedule must be approved by the Dean. No student holding full time employment will be permitted to register for more than nine semester hours. Students registered for day classes will not be permitted to register for night courses without the permission of the Dean.

Reports. Reports on the work of students will be issued at the end of the ninth week and at the end of the semester. It is to be understood that the report at the end of the ninth week covers the instructor's estimate of the student's work for the first nine weeks of the semester. It does not indicate that a student is certain to pass or to fail the course, but does enable the parent and student to judge the quality of work during the first half of the semester. This mid-semester report will enable parents and students to know when students need extra attention in order to pass or make better grades at the end of the semester.

In addition to these reports, the College will at the end of the fifth and at the end of the fourteenth weeks notify all parents when the work of the student is not satisfactory.

Students who are over twenty-one years of age and who are attending college at their own expense, by applying to the Dean, may receive their reports.

Examinations. The examinations given consist of regular examinations and special examinations. Regular examinations are given at the end of each semester according to a schedule determined by the academic dean. These examinations are taken by all students. There are no exceptions.

Examinations given during the semester are to be scheduled at the discretion of the instructor, preferably on the completion of a unit of work. These should be given frequently enough so that a check on progress may be made and the student given the experience of evaluating the work covered.

Special examinations are those given to students to remove conditions on subjects when the condition was caused by time lost due to illness or some other emergency. In order to be permitted to take a special examination the student must secure the approval of the Dean and the teacher of the course. The request for this permission

must be submitted in writing to the Dean within one week after the student returns to class. A fee of $1.00 is charged for each special examination.

Scholastic Requirements. A student must maintain a satisfactory scholastic standing in order to remain enrolled in Texarkana College. A "C" average (1.0 quality point average) is required for graduation. Full-time students failing to maintain a 0.6 quality point average will be placed on probation. A student taking less than 12 hours must make a grade point for each hour of credit taken or be placed on academic probation for one semester. One semester is given for removal from probation. The student who shows little progress in his work may be suspended at any time from the college.

Failure to remove probation will result in suspension for one semester. A student readmitted following such suspension will be allowed one semester to remove probationary status. Failure to remove scholastic probation the second time is equivalent to exclusion.

A student may apply in writing to the faculty academic committee to review his case before he is excluded from the college.

Conduct. The college expects and requires from every student decorous, sober, and upright conduct as long as he remains a member of the college.

While the administration and discipline committee cannot assume the full responsibility for the students not on the campus, they reserve the right to make such regulations at any time as may seem advisable, and the violation of the regulations on the part of the student may deprive him of the college privileges. Any time the college excludes a student whose conduct is deemed improper or is contributory to impeding the welfare of the college community, the student will not be eligible for re-entrance during the remainder of the semester in which he is excluded and the next semester. Summer school is not counted as a semester. Because Texarkana College students are well-known for their exemplary conduct, there are few stated restrictions. Gambling and use or possession of beverage alcohol are violations of college policy.

TEACHERS' CERTIFICATES

Certificates to teach school are granted by the State Department of Education of Arkansas, based on the work completed in the Texarkana College. Students desiring certificates should use care in se-

lecting their course of study so as to meet the requirements for the type of certificate they desire to secure.

In some cases courses required for certificates cannot be transferred to other colleges to meet requirements other than in the Schools of Education. Education courses taken in the Freshman and Sophomore years will not be counted on the 18 hours of education courses required by the Texas Education Agency but may be used as electives.

VOCATIONAL REHABILITATION

The Texas Education Agency through the Division of Vocational Education and Rehabilitation offers assistance for tuition to students who have certain physical disabilities, provided the vocational objective selected by the disabled person has been approved by a representative of the division. Application for Vocational Rehabilitation assistance should be made to the nearest rehabilitation office or to the Director of Vocational Rehabilitation, Austin, Texas. Similar assistance is also available from the Arkansas Re habilitation Department.

VOCATIONAL NURSING PROGRAM

Texarkana College offers a twelve month program in Vocational Nursing which is designed to prepare the mature person for nursing care under the supervision of a registered nurse or physician. The program is approved by the Texas Board of Vocational Nursing and the Arkansas Board of Nurse Examiners. New classes begin in April and October of each year. Upon successful completion of the program a student is awarded a certificate of graduation; the title of L.V.N. is conferred upon passing the State Examination for Licensing. Interested students should contact the Director of Vocational Nursing for further information regarding registration in the Vocational Nursing program.

MEDICAL TECHNOLOGY

After the completion of ninety semester hours of required premedical technology work at the Texarkana College a student may complete the work for a Medical technologist at one of the schools of medical technology in Texarkana. A statement regarding these schools is given below for information.

St. Michael School of Medical Technology. Work at the Texarkana college is fully approved by the St. Michael School of Medical

Technology for the three years of pre-medical technology training. The St. Michael School of Medical Technology is approved by the Registry of the Board of Schools of Medical Technology.

After completing the three years of work at the Texarkana College, students may complete the work for a Medical Technologist in the St. Michael School of Medical Technology.

Wadley Hospital School of Medical Technology. Work at the Texarkana College is fully approved for the three years of pre-medical technology training by the Wadley Hospital School of Medical Technology. The fourth year is spent in the Wadley Hospital School of Medical Technology. Wadley Hospital is a hospital of 185 beds and its school is approved by the Registry of the Board of Schools of Medical Technology and the American Medical Associaition.

The Department of Pathology is directed by Dr. L. L. Duncan. Application for admission to the Wadley Hospital School of Medical Technology should be made during the second or third year of the college course.

THE WILLIAM BUCHANAN DEPARTMENT OF NURSING OF THE TEXARKANA COLLEGE

The William Buchanan Department of Nursing was established in 1959, for the preparation of students to enter the field of nursing. The department is organized so that the curriculum will enable the student to cover the work required by the Board of Nurse Examiners to admit the students to the examination required for the Registered Nurse certification.

On completion of the two year course the student receives the Associate of Science Degree with a Major in Nursing from the Texarkana College and is eligible to take the examination to become a registered nurse in the State of Texas.

The Department of Nursing is accredited by the Board of Nurse Examiners for the State of Texas. It is a participant in the Sealantic Fund Project.

SUGGESTED COURSES OF STUDY

The following courses are general suggestions only taken from the requirements of representative universities. Students who plan to transfer to other colleges should check the courses with the catalogues of the college to which the transfer is to be made.

ANIMAL HUSBANDRY

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
Chem. 801a	4	Chem. 801b	4
Biol. 406	4	Agronomy 301	3
Animal Husbandry 302	3	Eng. 1b	3
Eng. 1a	3	Math. 300 or 301	3
Poultry Science 304	3	Biol. 404	4
P. E. 101	1	P. E. 101	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
Chem. 512	5	Chem. 410	4
Hist. 15a	3	Eng. 317	3
Agri. Eco. 306	3	Hist. 15a	3
Eng. 313	3	Physics 801a	3
Govt. 310	3	Dairy Science 303	3
		Elective	3

FORESTRY

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
Elective or Biol. 406	4	Chem. 801b	4
Chem. 801a	4	Eng. 1b	3
Engr. Drawing 301	3	Math. 302	3
Eng. 1a	3	Geog. 301	3
Math. 301	3	Biol. 404	4
P. E. 101	1	P. E. 101	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
Engr. 411	4	Eng. 5a	3
Agri. Eco. 306	3	Govt. 311	3
Speech 303	3	B. A. 611a	3
Govt. 310	3	Engr. 307	3
Physics 801a	4	Physics 801b	3

PRE-VETERINARY MEDICINE

FRESHMAN YEAR

1st Semester	Hours
Animal Husbandry 302	3
Chem. 801a	4
Eng. 1a	3
Math. 301	3
Biol. 406	4
P. E. 101	1

2nd Semester	Hours
Biol. 404	4
Chem. 801b	4
Eng. 1b	3
Math. 302	3
Elective	3
P. E. 101	1

SOPHOMORE YEAR

1st Semester	Hours
Chem. 810a	4
Eng. 317	3
Poultry Science 304	3
Hist. 15a	3
Govt. 310	3
Physics 801a	4

2nd Semester	Hours
Chem. 810b	4
Eng. 313	3
Physics 801b	3
Dairy Science 310	3
History 15b	3

GENERAL AGRICULTURE

FRESHMAN YEAR

1st Semester	Hours
Chem. 801a	4
Biol. 406	4
Animal Husbandry 302	3
Eng. 1a	3
Agri. Eco. 306	3
P. E. 101	1

2nd Semester	Hours
Biol. 404	4
Dairy Science 310	3
Eng. 1b	3
Chem. 801b	4
Agronomy 301	3
P. E. 101	1

SOPHOMORE YEAR

1st Semester	Hours
Eng. 313	3
Govt. 310	3
Poultry 304	3
Agri. Engr. 204	2
Math. 301	3
Elective	3

2nd Semester	Hours
Eng. 317E	3
Govt. 311	3
Agri. 312	3
Speech 304	3
Agri. 303	3
Elective	3

AGRICULTURE ENGINEERING

FRESHMAN YEAR

1st Semester	Hours
Chem. 801a	4
Engr. 301	3
Eng. 1a	3
Hist. 15a	3
Math. 302	3
P. E. 101	1

2nd Semester	Hours
Chem. 801b	4
Engr. 302	3
Eng. 1b	3
Hist. 15b	3
Math. 308	3
P. E. 101	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
Agri. Eco. 306	3	Agronomy 301	3
Eng. 12a	3	B. A. 315	3
Math. 312	3	Engr. 311	3
Physics 510a	5	Physics 510b	5
Govt. 310	3	Speech 305	3

ARTS AND SCIENCES

Leading to A. B. Degree

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
English 1a	3	English 1b	3
Mathematics	3	Mathematics	3
Foreign Language	4	Foreign Language	4
History	3	History	3
Science	3	Science	3
P. E.	1	P. E.	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
English Literature	3	English Literature	3
Foreign Language	3	Foreign Language	3
Government 310	3	Government 311	3
Psychology 310	3	Electives	6
Elective	3		

PRE LAW

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
English 1a	3	English 1b	3
History 1a	3	History 1b	3
Mathematics	3	Mathematics	3
Science	3	Science	3
Speech 303	3	Speech 304	3
P. E.	1	P. E.	1

Foreign language strongly recommended.

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
English Literature	3	English Literature	3
History 15a	3	History 15b	3
Government 310	3	Government 311	3
Economics 312	3	Economics 313	3
Psychology 310	3	Sociology 302	3
Accounting 611a	3	Accounting 611b	3

PRE MEDICAL

FRESHMAN YEAR

1st Semester	Hours
English 1a	3
Chemistry 801a	4
French 401	4
Biology 801a	4
Elective or Math. 301	3
P. E.	1

2nd Semester	Hours
English 1b	3
Chemistry 801b	4
French 402	4
Biology 801b	4
Elective or Math. 302	3
P. E.	1

SOPHOMORE YEAR

1st Semester	Hours
English Literature	3
Physics 801a	4
Government 310	3
French 312 or Biol. 412	3
Chemistry 512	4

2nd Semester	Hours
English Literature	3
Physics 801b	4
Government 311	3
French 313 or Elective	3
Biology 413	4

JOURNALISM AND LIBRARY

The requirements for the Journalism and Library Courses are the same as for Arts and Science courses in the Freshman and Sophomore year.

DEPARTMENT OF EDUCATION

Elementary Education

FRESHMAN YEAR

1st Semester	Hours
English 1a	3
Education 305	3
Soc. 301	3
Education 308	3
Science (Biology)	4
P. E.	1

2nd Semester	Hours
English 1b	3
Education 301	3
Geog. 301	3
Education 309	3
Science (Biology)	4
P. E.	1

SOPHOMORE YEAR

1st Semester	Hours
Literature	3
Government 310	3
History 15a	3
Education 316	3
Science or Elective	3

Public School Art advised.

2nd Semester	Hours
Literature	3
Government 311	3
History 15b	3
Education 310	3
Science or Elective Ed. 317	3

Secondary Education

(Junior or Senior High School)

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
English 1a	3	English 1b	3
Science	3	Science	3
Literature	3	Mathematics	3
Education 305	3	Education 301	3
History	3	History	3
P. E.	1	P. E.	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
Literature	3	Literature	3
Government 310	3	Government 311	3
Psychology 310	3	Education 313	3
Sociology 302	2	Elective	3
Education 312	3	Education 313	3

DEPARTMENT OF BUSINESS ADMINISTRATION

One Year Terminal — Secretarial

1st Semester	Hours	2nd Semester	Hours
English 1a	3	Business English 308-T	3
Mathematics 305	3	Office Practices 306-B	3
Bookkeeping 305-A	3	Bookkeeping 305-B	3
Office Practices 306-A	3	Comercial Law 315 or Elective	3
Typing	3	Typing	3
Shorthand 301 or 302	3	Shorthand 302 or 303	3
P. E.	1	P. E.	1

Two Year Terminal

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
English 1a	3	English 1b	3
Mathematics 305	3	Mathematics 303	3
Business Principles 4a	3	Comercial Law 315	3
or		B. A. 4b	3
Office Practice 306a	3	Office Practices 306-B	3
Bookkeeping 305-A	3	Elective or Economics	3
Economics	3	or	
Typing and Shorthand	3	Typing or Shorthand	3

SOPHOMORE YEAR

1st Semester	Hours
English 313	3
Accounting 611a	3
Economics or Electiv e	3
Government 310	3
History 15a	3
or	
Advanced Typing	3

2nd Semester	Hours
English 317	3
Accounting 611b	3
Economics or Elective	3
History 15b	3
Psychology 313	3
or	
Advanced Shorthand	3

Leading to Four Year Course

FRESHMAN YEAR

1st Semester	Hours
English 1a	3
Mathematics 300 or 301	3
Science	3
History 15a	3
Elective or Eco. 312	3
B. A. 4a	3
P. E.	1

2nd Semester	Hours
English 1b	3
Mathematics 303	3
Science	3
History 15b	3
Elective or Eco. 313	3
B. A. 4b	3
P. E.	1

SOPHOMORE YEAR

1st Semester	Hours
English 313	3
Accounting 611a	3
Government 310	3
Economics 312 or Elective	3
Psychology 310	3

2nd Semester	Hours
English 317	3
Accounting 611b	3
Government 311 or Elective	3
Economics 313 or Elective	3
Elective	3

DEPARTMENT OF ENGINEERING

FRESHMAN YEAR

1st Semester	Hours
English 1a	3
Chemistry 801a	4
Engr. 206a	1
Mathematics 301E	3
Mathematics 302	3
Engr. Drawing 301	3
P. E.	1

2nd Semester	Hours
English 1b	3
Chemistry 801b	4
Mathematics 308	3
Engr. 206b	1
Mathematics 312	3
Descriptive Geometry 302	3
P. E.	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
English 313	3	English 317E	3
Mathematics 313	3	Mathematics 314	3
Physics 510a	5	Physics 510b	5
Engineering 313	3	Engineering 310	3

U. S. History and Government for Texas Schools.

Some differentiation for various types of Engineering in the Sophomore year. Geology, Quantitative Chemistry, Economics, Speech may be required. Total 18-20 hours.

Drafting Technology

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
English 1a	3	English 1b	3
Mathematics 300	3	Mathematics 302	2
Engr. Draw. 301	3	Engr. Draw. 302	3
Engr. Draw. 201	3	Engr. Draw. 305	3
History 15a	3	Engr. Prob. 206ab	2
Engr. 307T	3	History 15b	3
P. E.	1	P. E.	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
Speech 305	3	English 317E	3
Engr. Draw. 303	3	Engr. Draw. 304 (Arch.)	3
Engr. Draw. (Sheet Metal)	3	Engr. Draw. 307 (Maps & Graphs)	3
Physics 801a	4	Physics 801b	4
Surveying	4	Government 310	3

DEPARTMENT OF MUSIC

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
Music Theory 401	4	Music Theory 402	4
Music Literature 610a	3	Music Literature 610b	3
Applied Music (minor)	1	Applied Music (minor)	1
English 1a	3	English 1b	3
History 15a	3	History 15b	3
Ensemble	2	Ensemble	2
P. E.	1	P. E.	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
Harmony 403	4	Harmony 404	4
Class Piano (non-pianists)	1	Class Voice (Music Ed. Majors)	1
Applied Music (minor)	1	Applied Music (minor)	1
English Literature	3	English Literature	3
Government 311	3	Psychology 310	3
Science 311	4	Science	4
Ensemble	2	Ensemble	2

For the A. B. Degree with a major in Music, Foreign Language (French) should be taken in both Freshman and Sophomore years.
*Enrollment as approved by the Department.

DEPARTMENT OF HOME AND FAMILY LIFE EDUCATION

(Homemaking)

FRESHMAN YEAR

1st Semester	Hours	2nd Semester	Hours
English 1a	3	English 1b	3
Homemaking 301	3	Homemaking 303	3
Homemaking 402	4	Homemaking 403	4
Biol. 404	4	Biol. 403	4
History 15a	3	History 15b	3
P. E.	1	P. E.	1

SOPHOMORE YEAR

1st Semester	Hours	2nd Semester	Hours
English Literature	3	English Lit. or Speech	3
Chemistry 1a	4	Chemistry 1b	4
Government 310	3	Government 311	3
Homemaking 303	3	Homemaking 302	3
Homemaking 304	3	Homemaking 412	4

Suggested electives: Homemaking 304 and Homemaking 310; Speech 303 and 304; Education 314; Sociology 302 and 311.

MEDICAL TECHNOLOGY

(Tentative Schedule)

1st Semester	Hours	2nd Semester	Hours	1st Summer	Hours
English 1a	3	English 1b	3	Chemistry 810a or Chemistry 410	4
Chemistry 801a	4	Chemistry 801b	4	Electives	3
Biology 404	4	Biology 403	4	Chemistry 801b	4
Mathematics 301	3	Mathematics 310	3	History 15b	3
Speech 303	3	Typing	3		

3rd Semester	Hours	4th Semester	Hours	2nd Summer	Hours
Chemistry 512	5	Psychology 310	3	English 313	3
Physics 801a	4	Physics 801b	4	Government 310	3
Biology 413	4	Biology 412	4	English 314	3
History 15a	3	Electives	3	Government 311 or Elective	3

DEPARTMENT OF NURSING

TENTATIVE CURRICULUM

1st Summer Session	Hours
English 1a	3
Science 401	4
Total	7

2nd Summer Session	Hours
English 1b	3
Biology 403	4
Total	7

1st Semester	Hours
Nursing 601	6
Biology 412	4
Psychology 310	3
P. E.	1
Total	14

2nd Semester	Hours
Nursing 602	6
Nursing Education 314	3
Sociology 302	3
Speech 303	3
P. E.	1
Total	16

3rd Summer Session (9 wks)	Hours
Nursing 412	4
Nursing 211	2
Total	6

4th Summer Session (3 wks)	Hours
Nursing 413 (a)	2

3rd Semester	Hours
Nursing 610	6
History 15a	3
Nursing 413 (b)	2
Nursing 411	4
Total	15

Fourth Semester	Hours
Nursing 612	6
Nursing 414	4
History 15b	3
Government 310	3
Total	16

COURSE DESCRIPTION BY DEPARTMENT

The college year is divided into two semesters for the long session and two terms of six weeks each for the summer session. In no case will a course be offered for which there is not sufficient demand. As a rule, registration of ten students will be required in any course for it to be offered.

Explanation of Numbering. — The first digit of a three-digit course indicates the value of a course in semester hours. Courses numbered 0 to 9 are primarily freshman courses. Second-year students may be allowed to take some courses in this group. However the major portion of a second-year student's work should include courses numbered from 10 to 19. In general, these courses are for second-year students and are not open for freshmen. However, in special cases where the prerequisites have been met, first-year students may be permitted to take such courses upon the recommendation of the instructor in the course and with approval of the Dean.

Terminal Courses. — Courses designed primarily to meet the vocational and cultural needs of students who do not plan to work for a degree are designed as terminal courses. Courses designated by a number with a T are ordinarily not transferable for college credit but do carry terminal credit toward a junior college diploma.

DEPARTMENT OF ART

301. — Basic Drawing. The fundamentals of drawing still life, landscape, and architectural subjects. Rendering in line, light and shade; and the study of aerial and linear perspective as related to form and space. Pencil, charcoal, pen and ink.

302. — Basic Drawing. Continuation of Art 301. Advanced problems in the fundamentals of drawing.

303 — Elementary Design. The basic principles of design and theory of color. The organization and arrangement of art elements and principles to express the artist's purpose. Pen and ink. tempera and water color.

304. — Elementary Design. A continuation of Art 303. Advanced problems in originating and rendering experimental designs using hand reproduction methods. Exploration of three dimensional design potentials.

306. — Introduction to Art. (Also listed as Public School Art 306) A survey of the development of art forms through history. A study of the basic principles of art, with special attention to the function of art in contemporary culture.

307. — Crafts. (Also listed as Art Education 307) A study of the philosophy of art in elementary education. Work in block printing techniques, weaving, batik, silk screen and modeling. Crayons, watercolor and graphic media. Pre-requisite Art 301 or 306 or consent of the instructor.

311, — Life Drawing. Prerequisites: Art 301 and 302. Study of gesture, contour and modeling of the human figure with concentration on integrating movement, construction, proportions and mass into a unified whole. Charcoal, pen and ink, and wash.

312. — Life Drawing. Continuation of Art 311. Advanced problems in figure drawing with concentration on rendering of character and likeness. Charcoal, pen and ink, and wash.

315. — Elementary Oil Painting. A disciplined study of the use of the oil medium. Color mixing, methods of application on canvas and panels using still life and landscape subjects. Prerequisite: Consent of instructor.

316. — Elementary Oil Painting. Continuation of Art 315. Advanced techniques in oil painting. Landscape, figure and character studies.

321. — Advertising Art. A study of commercial art practices and techniques. Utilization of letter forms and design to create psychological appeal appropriate to advertising. Comprehensive and finished work for various commercial media.

322. — Advertising Are. Continuation of Art 321. Advanced problems in commercial art media. Direct application of finished commercial art forms.

DEPARTMENT OF AGRICULTURE

306. — Introduction to Agricultural Economics. (3-0). Credit 3. Field of agricultural economics and its relationship to other sciences. The characteristics of our economic system and basic economic concepts. Survey of the farm and ranch firm and its organization and management; structure and operation of the marketing system; functional and institutional aspects of agricultural finance; and governmental policies and programs related to agriculture.

204. — Agricultural Engineering. (1-3). Credit 2. A course for students in agricultural education and general agriculture involving carpentry and woodwork, tool sharpening, preparation of simple drawings and bills of materials, blueprint reading, rafter cutting, welding, soldering, pipe fitting, and the preparation and use of concrete.

301. — Fundamentals of Crop Production. (2-3). Credit 3. Classification and distribution of farm crops; importance of good varieties and good seed; crop improvement; preparation of the seed bed; commercial fertilizers; manures and lime; seeding practices; crop tillage; harvesting; meadow and pasture management; weeds; crop rotation; diseases and insect enemies.

302. — General Animal Husbandry. (2-3) Credit 3. An introductory course stressing the importance of livestock and livestock farming. General factors influencing efficiency in feeding, market value, breeding, health, and adaptability of various species to geographical and climatic regions are emphasized.

310. — Dairy Science. (2-3). Credit 3. A survey of the dairy industry; dairy breeds, standards for selection and culling, herd replacements, feeding, management, and health maintenance. Food value of milk, tests for composition and quality, utilization and processing of market milk and dairy products. Prerequisites: Chemistry 801.

304. — Poultry Production. (2-3). Credit 3. The breeds and types of poultry, culling poultry for egg production, incubation, brooding and feeding for growth and egg production, winter and summer management, housing and hygiene, preparing poultry for market, methods of marketing, practical application of these subjects to farm conditions. The practice consists of the identification of breeds and varieties, judging poultry for egg production, plans for poultry farms and poultry houses, identification of feeds.

312. — General Entomology. (2-2). Credit 3. A study of the principal orders of insects; the relation of anatomy and physiology of insects to control methods; the principal insecticides and their uses; the development habits and economic importance of the more common insects with control methods for the injurious species.

303. — General Horticulture. (2-2). Credit 3 hours. A survey of the general field of horticulture; the growth and fruiting habits of

horticulture plants; a study of the principles and practices of propagation, including seedage, cuttage, graftage, and special methods; a study of the planting, care, culture, harvesting, handling, and utilization of fruit and vegetable crops. Prerequisite: Biology 406.

DEPARTMENT OF BUSINESS ADMINISTRATION

GENERAL BUSINESS

4ab. — Business Principles. An orientation course designed to acquaint the student with the modern business world. The course includes a brief presentation of characteristics of business organization, business records, financial organization risks, personnel, marketing, business association and business and its public.

315. — Commercial Law. A terminal course in business law on such subjects as contracts, negotiable instruments, insurance, agency bailments, property and carriers. The case-discussion-lecture method is used in teaching the course. Actual law cases are used as a basis for all subjects covered. For non-degree students.

306-A. — Office Practice. A course designed for students who are interested in clerical or secretarial work. Business ethics, grooming for business, proper work habits and attitudes, development of an employable personality, office mail, telephone techniques, receptionist duties, banking and financial duties, securing employment, and systems of filing. Assignments are given under actual conditions as nearly as possible.

306-B. — Office Machines. Instruction and practice in operating the office machines most often used in business. A working knowledge of calculating, adding, duplicating, and transcribing machines is required. Stencil preparation. Stress is given to developing skill on at least one type of calculator and one type of duplicator.

317. — Public Relations. Methods and policies used by business organizations to create and maintain public goodwill. Relation of the organization to public agencies, customers, suppliers, employees. Studies of public relations systems in current use.

Finance 326. — Money and Banking. Nature and functions of money, commercial banking, history of monetary standards and currency in the United States, credit and credit instruments, the money market, the Federal Reserve System, Agricultural Credit Institutions.

ACCOUNTING

305A. — Elementary Accounting. Elementary accounting covering a study of the basic principles of double entry bookkeeping and their application to business, including the organization of accounts and the preparation of accounting statements. Recommended for all business administration students who have not had one unit credit in high school bookkeeping.

305B. — Accounting for Secretaries. A course in practical bookkeeping designed to aid an owner or an employee of a small business in installing and maintaining a bookkeeping system. Also systems of bookkeeping for secretarial positions. Primarily a terminal course. Prerequisite B.A. 5a or one year of high school bookkeeping.

611-ab. — Principles of Accounting. The analysis and recording of business transactions; business vouchers and books controlling accounts; proprietorship; partnership and simple corporation accounting; financial statements.

321. — Intermediate Accounting. Designed to develop a better and more comprehensive knowledge of accounting; accounting records; end-of-period procedures; correction of profits of prior periods; acounting statements; comparative statements; analysis of working capital; miscellaneous ratios; profit and loss analysis; corporation accounting, including organization, capital stock transactions and surplus. Prerequisite, Business Administration 611b.

322. — Intermediate Accounting. A comprehensive examination of cash and receivables; inventories; tangible fixed assets; intangible fixed assets; investments; liabilities; reserves; determination of net income; statement of application of funds. Prerequisite, Business Administration 321.

308. — Income Tax Accounting. A course in Federal Income Taxation which includes a study of the development of this very important phase of our national economy, the laws concerning such taxation, the regulations issued thereunder, and the concept of taxable income as interpreted by the U. S. Department of Internal Revenue.

MANAGEMENT

311, — Industrial Supervision and Foremanship. The aim of this course is two-fold; first, to train students in the principles, methods and techniques of industrial supervision; and second, to offer students training in the principles, methods, and techniques for training supervisors and foremen. Students are given actual practice in group discussion methods for solving supervisory problems. Thirty-two phases of the supervisory job are considered, including giving of orders, safety and accident prevention; reducing wastes, discipline, orientation, planning job instruction, improving processes and methods, labor problems.

307. — Industrial Safety. A study of accident costs, causes of accidents, fundamentals of accident prevention, and the planning and operating of industrial plants for safety.

310. — Office Management and Practices. This course is a survey of the office from the standpoint of: Organization, Practices, Building and Equipment, Personnel and Supervision, and Executive Control of office work.

318 - 320. — Industrial Management, Production, Planning and Control. A study of the principles of plant layout, materials handling and control, production planning, production methods, and with consideration of present-day issues and new trends in production technique. Time and Motion studies.

321. — Training and Supervisory Techniques. Study of the responsibility of the supervisor for leadership in planning and directing the work of employees. Special attention is given to the training of new employees, including improvement of work operations, morale, and the methods and techniques of training that have been used successfully in business and industrial organizations.

MARKETING

312. — Retail Selling. Participation of each student in demonstration sales and analysis of practical selling cases. Study of selling principles. Includes what salespersons should know about customers; development of sales talks.

314. — Credits and Collections. Types of credit, credit terms, credit department organization and operation, source of credit information, credit appraisal, collection devices, creditors' legal aids, handling embarrassed and insolvent accounts. Emphasis on practical applications of credit and collection principles.

322. — Sales Management. Consideration of the methods and problems of sales department organization and administration. Includes sales research; selection, recruiting and training of personnel; sales territories or areas; pay off sales personnel; quotas; sales promotion; supervision; costs; operating policies.

319. — Fundamentals of Advertising. Relationship of advertising to other business functions; economic and social influence of advertising; study of campaigns; appropriations and media; survey of activities of those engaged in advertising work.

325. — Principles of Marketing. The survey course of the marketing function and institutions; consumer motivation, population trends and the market, retailing, wholesaling, marketing industrial goods, marketing research, marketing legislation, pricing.

SECRETARIAL

301. — Elementary Typewriting. Mastery of the keyboard by the touch method; a study of basic machine operation and care of the typewriter; corrective and accuracy drills; development of techniques; and an introduction to letter writing and simple tabulation.

301x — 1 hour credit. 301y — 2 hours credit.

302. — Intermediate Typewriting. A course designed to develop both speed and accuracy. Study includes special problems in letter arrangement, tabulated reports, problems in centering, rough drafts, and manuscript writing.

Prerequisite: Typing 301 or one year of typewriting in high school.

303. — Advanced Typewriting. An advanced course in typewriting with special emphasis on business correspondence, legal reports, statistical reports, telegrams, business forms, and duplication.

Prerequisite: Typing 302 or two years of typewriting in high school.

301. — Beginners' Shorthand. Emphasis is placed on brief forms and the most frequently used phrases. A reading knowledge of shorthand must be developed.

302. — Intermediate Shorthand. Emphasis is placed on dictation and transcription as well as vocabulary building and development of speed. Transcription acceptable for mailing is required.

303. — Advanced Dictation and Transcription. Continued speed

building with stress placed on rapid and accurate transcription acceptable for mailing. Special attention is given to advanced phrasing and to meeting requirements for civil service examinations.

304. — Specialized Dictation and Transcription. Terminology of specialized occupations; such as: legal, medical, petroleum, and insurance. Congressional record terms and expert shorthand speed shortcuts. Continued emphasis on speed building with rapid, accurate, mailable transcripts.

306-A. — Office Practice. A course designed for students who are interested in clerical or secretarial work. Business ethics, grooming for business, proper work habits and attitudes, development of an employable personality, office mail, telephone techniques, receptionist duties, banking and financial duties, securing employment, and systems of filing. Assignments are given under actual office conditions as nearly as possible.

306-B. — Office Machines. Instruction and practice in operating the office machines most often used in business. A working knowledge of calculating, adding, duplicating, and transcribing machines is required. Stencil preparation. Stress is given to developing skill on at least one type of calculator and one type of duplicator.

308. — Business Correspondence and English. Attention will be given to the composing of the different types of business letters and forms. The fundamentals of English mechanics — grammar, punctuation, spelling, sentence structure, paragraphing, and vocabulary building are included.

DEPARTMENT OF EDUCATION

305. — Introduction to Education. Brief survey of the field of Education. The teacher and the profession, the American school system, including the background, development, administrative organization, and supervision.

301. — Introduction to Educational Psychology. A brief summary of the psychological principles underlying the learning and teaching processes.

316. — Methods in El mentary Physical Education. The principles of physical education; the theory and practices in graded activities for the elementary school.

317. — Health Problems in the Elementary School. Personal and community Hygiene. Methods and materials for the health program and teaching of health in the elementary grades.

406-07. — Public School Art. The teaching of public school art in the elementary grades. Training in writing and drawing as requested by the State Department of Education construction work; elementary free-hand and mechanical perspective; elementary design and color; lettering and poster work; art appreciation in elementary grades.

308. — Public School Music. The same as Mu. Ed. 308.

309. — Music Teaching in the Elementary Grades. Same as Mu. Ed. 309.

100. — Handwriting Methods. This is a laboratory course in both cursive and manuscript writing designed particularly for students who want to learn how to write correctly through proper observance of muscular movement, slant, letter formations, alignment, and spacing. Methods for teaching penmanship in the grades are stressed.

312. — Adolescent Psychology. A study of the changes in development and behavior during the adolescent years. Special emphasis on psychological and sociological needs of the student in junior and senior high school level.

313. — Introduction to Secondary Education. A study of the development and organization of secondary education. Basic principles of high school teaching and management.

314. — Child Psychology and Development. A study of the development and behavior of the young child. Emphasis is given to the study of physical, psychological, and sociological needs for the child.

315. — Children's Literature. A survey of the field of children's literature and proper placement for creative reading in the various grade levels. Methods of teaching literature in the elementary grades.

DEPARTMENT OF ENGINEERING

206ab. — Engineering Orientation. An introduction to the engineering profession. Representatives of the various engineering professions will be available for group discussions. The application of logical thinking, neatness of work and form will be stressed throughout in the solution of problems involving the fields of engineering. Topics such as the Use of the Slide Rule, Dimensional Equations, Principles of Motion and Mechanics will be treated.

301. — Engineering Drawing. Technical drawing, including free hand lettering, theory of orthographic projections, auxiliary views, sections revolutions, intersections and development of surfaces. Axonometric projection, working drawings, tracings and duplication. Nine hours lecture, supervised study, and individual instructions.

302. — Descriptive Geometry. Principal views, auxiliary and oblique views, visualization of plans, insection of lines and planes, surfaces and developments, surface and intersections, and warp surfaces. Nine hours lecture, supervised study, and individual instruction. Prerequisite Engineering Drawing 301.

303. — Architectural Drawing. Standard architectural details, conventional representation and practice, detail and assembly drawing. The course includes the planning and execution of simple and practical architectural projects. Topographical drawing, tracing, and free-hand lettering constitute a part of this course. Prerequisite Drawing 301.

304. — Architectural Drawing. A continuation of Engineering Drawing 303; Architectural details in various types of construction; working drawings and techniques of presentation.

305. — Machine Drawing. Application of the graphic language to engineering purposes; engineering sketches; machine fastenings; conventional practice; machine details and working drawings. Prerequisite: Engineering Drawing 301.

306. — Sheet Metal Layout. A reveiw of geometric construction, followed by the three divisions of sheet metal pattern layout, namely; parallel line, radial line, and triangulation. Prerequisite: Engineering Drawing 301.

307. — Maps, Charts and Graphs. Map drafting, emphasis lettering, symbols, scales, lease maps, township maps, highway maps and pipe line maps; charts and graphs.

307T. — Basic Technical Mathematics. Includes a thorough review of arithmetic; basic algebra and trigonometry with the solution of problems related to shop, construction and drafting. Slide rule logarithms, and vectors with their applications. Same course as Mathematics 307T.

308. — Industrial Freehand Sketching. Basic techniques of freehand drawing in line and tone: delineation of form, texture, materials, sketching, and industrial application of freehand drawing.

310. — Engineering Mechanics. Statics, resultants and equilibrium of force systems, analysis of forces acting on structures and

machines, friction, centroids, movements of inertia of areas. Prerequisites: Mathematics 312.

312. — Fundamentals of Electronics. Electric circuits, vacuum tube characteristics, vacuum tube circuits, receiving and transmitting systems. Credit in algebra, trigonometry and analytical geometry highly recommended as a prerequisite.

411. — Surveying. Elementary Surveying. The fundamentals of the use of surveyor's tape, level, transit, and plane table. Calculation of land area and traverses. Application in field problems. 3 lectures, 3 hours field practice.

407. — Woodworking. A comprehensive course organized to give practice in the use of hand tools and information about lumber, glues, finishing materials, shop safety, and botanical structure of wood.

DEPARTMENT OF ENGLISH

601a. — Composition and Rhetoric. This is a practical course in the study of grammatical construction and writing for the purpose of teaching clarity and correct expression and to afford adequate practice in all forms of prose discourse. Since the main purpose of the course is to develop the ability to communicate with clarity, force, and correctness, many short themes are written both in and outside of class.

601b. — Composition with Rhetoric. Logical thinking stressed through the study of expository writing in connection with the formal and informal essay. Vocabulary building collateral reading.

612a. — English Literature. A general survey course of English literature from "Beowulf" to the Romantic movement, as it relates to the people and the country from which it comes. A comprehensive study of an English novel.

612b. — English Literature. A study of the English literature from the Romantic movement to the present time. A research paper on some phase of the English mode of life as it is reflected in the literature.

313. — English Literature Masterpieces. A study of the masterpieces that have contributed to the formation of present day English culture. A research paper on some phase of English mode of life as it is reflected in the literature.

314. — American Literature Masterpieces. A study of the mas-

terpieces that have contributed to the formation of present day American culture. A research paper on some phase of the American mode of life as it is reflected in the literature.

318. — World Literature. A study of the basic ideas of the world's greatest heritage, with emphasis on the common bonds of humanity, the common problems in living, and interrelations of literary thought. Masterpieces of Greek, Roman, and Continental authors. There is no duplication of materials covered in any other sophomore courses.

319. — World Literature. A study of the masterpieces of the western world from the Renaissance to the present time with emphasis upon the works of English and American authors. Credit will not be allowed for this course and English 313, 314, 12a, and 12b.

317. — Composition and Report Writing. Composition and report writing with emphasis on clear, logical, and objective writing. Practice in scientific and business exposition. Designed especially for engineering and science majors.

5ab. — Journalism, News Gathering and Reporting. Instruction and practice in interviewing and writing, discussion of news sources, news values, and various types of news stories. Laboratory work on college paper.

308. — Business English. Same as Business Administration.

301. — Bible - Survey of the Old Testament. The development of the religion of Israel, traced through the literature of the Old Testament; the major religious concepts and writings in historical settings.

302. — Bible - Survey of the New Testament. The meaning and message of the New Testament with a brief introduction to each of the books within it.

DEPARTMENT OF FOREIGN LANGUAGES

401. — Beginners' French. Three lectures and two practice hours a week for one semester. Intensive study of Frence grammar with emphasis on pronounciation, diction, conversation, and sight reading.

402. — Intermediate French. Prerequisite: French 401 or two units of high school French or an appropriate score on placement test. Three lectures and two practice hours a week for one semester.

312. — Composition and Reading. Prerequisite: French 402. Three lectures a week for one semester.

313. — Continuation of French 312. One semester. Three lectures a week.

401. — Beginners' Spanish. Three lectures and two practice hours a week for one semester. Intensive study of Spanish grammar with emphasis on pronounciation, diction, conversation, and sight reading.

402. — Intermediate Spanish. Prerequisite: Spanish 401, two units of high school Spanish, or an appropriate score on placement test. Three lectures and two practice hours a week for one semester. Continuation of Spanish 401.

312. — Composition and Reading. Prerequisite: Spanish 402. Three lectures a week for one semester.

313. — Continuation of Spanish 312. One semester. Three lectures a week.

300 - 301. — Practical Spanish. A course designed for those with little or no knowledge of Spanish and who wish to become acquainted with the practical side of the language rather than grammar. Emphasis on pronounciation, conversation, and practical easy reading. Vocabulary building.

DEPARTMENT OF HOME AND FAMILY LIFE EDUCATION

301. — Elementary Clothing. Includes planning a co-ordinated wardrobe, developing skill in the selection and care of clothing, improving techniques in the construction of garments.

302. — Clothing Construction. Emphasis on developing skill in construction of garments. Fabrics may include the new blends, and a tailored garment may be made.

303. — Principles of Design. To give basic knowledge of art principles and experience in art as it functions in the life of the individual, the home, the office, the school and the community. Field trips are made to study furniture, rugs, interior and exterior designs, and accessories. Open to men and women.

304. — Social Fundamentals. To develop an interest in, an understanding of, and a consideration for others. Class activities include the study of introductions, conversation, public manners, with practice provided in the form of class teas, cook-outs, and field trips. Open to men and women.

402 - 403. — Food and Nutrition. Emphasis on nutritive value of food, menu planning, selection, preparation and serving of family meals, storage of food, use of equipment, time and money.

412. — Textiles. Study of fibers, yarns, construction of fabrics and finishes with a view of helping the consumer to detect adulterations and aid one in selecting and caring for fabrics used for clothing and for the home.

310. — Problems in Family Living. Developing an awareness and understanding of personal problems facing college youth today, and the relationship these have to personal happiness now and successful family living now and later. Gaining skill in applying new techniques in areas of family budgeting, family conflict and family crises. Credit will not be allowed for both Hm. 310 and Sociology 312.

THE DEPARTMENT OF MATHEMATICS

104. — Slide Rule. The use of the slide rule and problems related to scales. Recommended for mathematics or science majors.

205. — Solid Geometry. The elements of solid geometry with applications. This course is offered as an elective and should be taken by students majoring in mathematics or engineering. Two class periods each week.

300. — Intermediate Algebra. Thorough review of the fundamental processes. Emphasis on factoring, equations and their solution, graphs, and function, system of equations, quadratics, ratio and proportion, progression, and logarithms. Solution of practical problems. Designed for those students who have only one year of high school algebra.

301. — College Algebra. Brief review of high school algebra, equations and their solution, function and graphs, system of equations, ratio, proportion, and variation, progressions, mathematical induction and the binominal theorem, inequalities, complex numbers, theory of equation, logarithms, permutations, combinations, and probabilities and determinants.

301E. — Engineering Algebra. Emphasis and intensive study of topics needed by engineering students. The course is designed for the pre-engineering student. The study will begin with quadratics and include sets, logic, permutations, combinations, probabilities, inequalities, partial fractions, and theory of equations. Two units in high school algebra and satisfactory scores on placement tests prerequisite.

302. — Plane Trigonometry. Functions of the acute angles, logarithms, logarithmic solution of right angles, trigonometric functions of any angle, radian measure, variations and graphs of the functions, the fundamental identities, addition formulas and related topics, oblique triangles, polar-co-ordinates, and inverse trigonometric functions.

303. — Mathematics of Finance. Review of the fundamental operations, application of equations, functions and graphs, ratio proportion and variations, simple interest, discounts, partial payments, logarithms, statistics, compounding interest, annuities, amortization and sinking funds, calculation of bonds and depreciation.

305. — Business Mathematics. This course covers the simpler exercises and everyday business calculation: drill in fundamentals, short methods, fractions, percentage, proportion, interest and discount, stocks and bonds, depreciation, taxes, and insurance are included.

306. — Basic Mathematics for General Education. Recommended for elementary education majors. A language of numbers, exponents, and variation. Comparing numbers, the arithmetic of measurement, ways of expressing relationships, people and mathematics.

308. — Analytic Geometry. Prerequisite: Mathematics 300 or 301 and 302. Co-ordinates and loci, the straight line, transformation of co-ordinates, the circle, tangents, equations of loci, parametric equations, polar co-ordinates, properties of the conic sections, transcendental curves.

310. — Fundamentals of Statistics. Collection and tabulation of data; charts, graphs; sampling; averages, dispersion, correlation; index numbers, normal curve; probability. Application to various fields particularly to business and management. Prerequisite college algebra.

312. — Calculus. Variables, functions, and limits. Derivatives and differentials for polynomials and applications. Differentiation and integration of algebraic functions. Mathematics 308 as a prerequisite or in parallel.

313. — Calculus. Differentiation and integration involving transcendental functions together with applications. Improper integrals, approximate integration, indeterminate forms, mean value theorems.

314. — Calculus. Centroids, moments of inertia, pressure, work, partial derivatives, Taylor's series, multiple integrals, hyperbolic functions, ordinary differentials equations.

307-T. — Basic Technical Mathematics. Includes a thorough review of arithmetic; basic algebra and trigonomtery with the solution of problems related to shop mechanics. Slide-rule, logarithms, and vectors introduced.

DEPARTMENT OF MUSIC

General Information

The Department of Music offers the first two years of a four year curriculum leading toward a Bachelor of Music degree, a Bachelor of Music Education degree, and a Bachelor of Arts or Bachelor of Science degree with a major in music.

Courses taught are those generally required for the first two years of a senior college, and under ordinary circumstances will offer no difficulty in tranfer to the senior college.

Since the study of music in the first two years is largely the accumulation of fundamental musical skills, a suggested course of study is offered which will encourage these skills to develop in a natural order. Taking these courses out of order or postponing courses until the junior or senior year may seriously jeopardize the student's degree plan and even prolong his term of study.

During the first semester of enrollment in the Department of Music each student will be assigned an advisor who will counsel him during his two years of study. This will normally be the faculty member who teaches the student's major instrument. This will assure an adherence to the prescribed curriculum and avoid confusion in planning the course of study.

Mu. 211. — Elementary Band and/or Orchestral Instruments. A course designed for those who wish to learn to play and teach the string, brass, woodwind and percussion instruments. Basic fundamentals of tone production as well as the mechanics of technique and articulation are emphasized. Method books of elementary nature and easy solos are covered. Three hours lecture and practice per week.

Mu. 314. — Piano Pedagogy. Methods of teaching piano privately or in schools. Materials and their practical application. Two lecture hours and one laboratory a week. Particularly recommended to students interested in piano teaching and to piano teachers desiring practical assistance or further technical knowledge.

APPLIED MUSIC

Each student planning to earn a music degree will choose an instrument or voice which he will study each semester during the two years. Those who wish to major in this instrument and who qualify will register for the two hour course of instruction.

ENSEMBLE

All music majors are required to perform in two ensembles, either the Band or the Chorus.

Mu. 101, 102, 103, 104. — The College Choir. A mixed chorus performing music from the traditional repertory and lighter musical comedy and program music. Three rehearsal hours a week. Open to all students on approval of the director. Performances throughout the four-states area.

All new singers will be interviewed at time of registration, or before by appointment.

Each year a number of scholarships are made available to students of superior voice, experience and musicianship. Those wishing information should contact Mr. Kyer during the Spring or summer before enrollment.

Mu. 132-133. — Voice Ensemble. Smaller vocal groups such as quartets and sextets with music drawn from the popular and operetta repertory. Two rehearsal hours a week. Performance with the college choir and at selected civic and school events in the Texarkana area. Scholarships available. Open to all students on approval of the director.

Mu. 105, 106, 107, 108. — Instrumental Ensembles — Bands. Maximum credit one hour each semester.

Section 1 — Band. Open to all students on approval of the director. Performance as a marching band during the fall semester and as a concert band during the remainder of the year.

Section 2 — Stage Band.

Section 3 — Jazz Octet.

Section 4 — Brass Choir.

Section 5 — Dance Band.

Scholarships are available to members of the band and the various band ensembles. Those interested should contact Dr. T. V. Jenkins during the Spring or Summer before registration.

PIANO

Private instruction in piano is offered each semester for students majoring in piano and for students whose principal instrument is piano but whose major lies elsewhere in the field of music.

All students wishing to register for private instruction in piano must demonstrate a reasonable degree of keyboard knowledge and skill.

Mu. 201P - 202P. — Freshman Piano (Major). Bach Inventions, Preludes, and Suites, Haydn Sonatas; Mozart Sonatas; Chopin Preludes, Valses, Mazurkas, Nocturnes; Representative works from other Classical, Romantic and Modern composers.

Technical plan of studies and exercises including scales, arpeggi, chords and octaves. Ensemble playing, sight-playing, and transposition.

For piano majors only. Two thirty-minute or one hour private lessons and a minimum of ten practice hours a week.

Mu. 210P - 211P. — Sophomore Piano (Major). Bach Three-part Inventions, Well-tempered Clavier; Beethoven early Sonatas and variations; Chopin Etudes, Impromptus, Scherzi, Ballades; Representative works from other Classical, Romantic and Modern composers. Continuation of technical plan of studies and exercises.

For piano majors only. Same lessons and practice hours as Freshman Piano.

Mu. 202P, 203P, 212P, 213P. — Piano (Non-majors). Required of all music majors not using piano as applied music concentration. An aid to the student in his study of related music courses such as Music Theory. Major and minor scales; keyboard harmony including chord structure; cadences and modulations. Methods and solos to be selected by instructor. One hour lesson per week. Credit: 2 semester hours per course.

ORGAN

Mu. 201-0 - 202-0 — Organ. Gleason Method of Organ Playing, manual and pedal technique; Little Preludes and Fugues, Bach;

Chorale Preludes, Bach. Two one-half hour lessons per week. Credit 2 semester hours per course.

Mu 210-0 - 212-0 — Organ. Continuation of Bach Preludes and Fugues; Bach, Chorale Preludes; Guilmant, Sonatas; French Pieces; A study of Hymn Playing. Two one-half hour lessons per week. Credit: 2 semester hours per course.

VOICE

Private instruction in voice is offered each semester for students majoring in voice and for students whose minor is voice.

Those registering for voice as a major must have voices which are capable of development in both size and quality. Those not meeting this requirement will register as voice minors.

Mu 201V - 202V. — Freshman Voice (Major). Beginning voice. The study of position, breath, control, the anatomy used for vocalization. Introduction of scales and exercises used for beginners and preparatory vocal method. Some songs will be used which are especially suited for individual pupils. Two one-half hour lessons per week. Credit: 2 semester hours per course.

Mu. 210V - 211V. — Sophomore Voice (Major). Development of scales and exercises. Stressing and vocalization suited for individual voices. Semi-difficult songs given basic musical sense development and training for students who have received more advanced standing. Two one-half hour lessons per week. Credit: 2 semester hours per course.

WIND INSTRUMENTS

Mu. 201W - 202W. — Description under each instrument heading. Freshman courses.

Mu. 210W - 211W. — Description under each heading. Sophomore courses.

Bassoon. Weissenborn; scales studies, Pare; Reveirie, Jancourt; Romanze, Klakhardt; The Carnaval, Hume. Two one-half hour lessons per week. Credit: 2 semester hours per course. Freshman.

Bassoon. Weissenborn studies. Studies Hopprasch; Sonatine, Weinberger; Concerto No. 14, Hassler. Two one-half hour lessons per week. Credit: 2 semester hours per course. Sophomore.

Saxophone. Method for Saxophone by DeVille.. Air from Suite in D by Bach-Leeson. Jota by Gurewich. Two one-half hour lessons per week. Credit: 2 semester hours per course. Freshman.

Saxophone. Continuation of DeVille Saxophone Method. Sonata by Gurewich. The Duchess by Rehl. Two one-holf hour lessons per week. Credit: 2 semester hours per course. Sophomore.

French Horn. Major and minor scales and arpeggios. Transposition. Band and orchestra repertoire. Methods: Alphonse, Kapprasch, Sansone. Solos according to technical advancement. Two one-half hour lessons per week. Credit: 2 semester hours per course. Freshman.

French Horn. Transposition. Band and orchestral repertoire. Methods: Alphonse, Clarke, Pottag-Andraud, Sansonne, Kapprasch. Solos: Mozart Concertos; Mendelsohn Nocturnes; Sicilienne, Pergolesi. Two one-half hour lessons per week. Credit: Two semester hours per course. Sophomore.

Oboe. Complete method for Oboe, Barrett; Scales Studies, Pare; Three Romances, Schumann. Two one-holf hour lessons per week. Credit: Two semester hours per course. Freshman.

Oboe. Method for Oboe, Niemann; 16 daily exercises, Labate; Orchestral studies, Reed making, Pastorale, Labate; Sonata No. 1, Naddel. Two one-holf hour lessons per week. Credit: Two semester hours per course. Sophomore.

Clarinet. Scales and arpeggios from Baermann Langenus Vol. III. Rose Forty studies; Canzonetta, Pierne, Concertino, Tartino-Jacob; Adagio-Tarantella, Cavallini; Fantasy Pieces, Schumann, Erwin Fantasy. Two one-half hour lessons per week. Credit: Two semester houre per course.

Cornet and Trumpet. Major and minor scales and arpeggios. Transposition. Methods: St. Jacome, Arban, Glantz, Hering, Sachse, Schlossberg. Andante and Allegro,R opartz; Petite Piece Concertante, Malay. Two one-half hour lesons per week. Credit: Two semester hours per course. Freshman.

Cornet and Trumpet. Transposition. Band and orchestral repertoire. Method: St. Jerome, Williams, Sachse, Schlossberg, Pietzch, Clarke, Laurent, Bosquet, Lantz. Sonata VIII, Corelli-Fitzgerald, Solo de concert, Hue. Two one-half hour lessons per week. Credit: Two semester hours per course. Sophomore.

Flute. Modern method of Boehm Flute, Sonata No. 3, Handel;

24 caprices, Boehm. Two one-half hour lessons per week. Credit: Twe semester hours per course. Freshman.

Flute. Orchestral Studies. Fourth Sonata, Bach; Minuet in D, Mozart; Concertino, Charminade. Two one-half hour lessons per week. Credit: Two semester hours per course. Sophomore.

STRING INSTRUMENTS

Mu. 201S - 202S. — Description under each instrument heading. Freshman courses.

Mu. 210S - 212S. — Description under each instrument heading. Sophomore courses.

Cello. Scales and arpeggios. Dotzauer book No. 1. Appropriate solos. Two one-half hour lessons per week. Credit: Two semester hours per course. Freshman.

Cello. Scales and arpeggios. Studies by Dotzauer, Duport, Klenger, Glutzmacher. Sonatas and concertos selected according to technical advancement. Two one-half hour lessons per week. Credit: Two semester hours per course. Sophomore.

String Bass. Scales and arpeggios. Studies by Simandl. Appropriate solo work. Two one-half hour lessons per week. Credit: Two semester hours per course. Freshman.

Violin. Scales and arpeggios. Studies and exercises by Kreutzer, Florillo, Dont, Sevcil, etc. Sonatas and concertos by Corelli, Handel, Nardini, Tartini, de Beroit, Rode and Veracini. Smaller pieces from the standard repertoire. Minimum practice: two hours daily. Two half-hour lessons per week. Credit: 2 semester hours per course. Freshman.

Violin. Scales and arpeggios. Studies and exercises selected according to individual needs of the student. Sonatas and concertos selected for technical and musical advancement. Minimum practice: two hours daily. Two half-hour lessons per week. Credit: 2 semester hours per course. Sophomore.

PREPARATORY DEPARTMENT

Private instruction in piano and voice is offered each semester to students below the age for college matriculation.

Piano instruction is offered to students of elementary, junior high and high school age on approval of instructor.

Voice is offered to students of senior high school age on approval of instructor.

High school credit may be applied toward graduation in grades nine, ten, eleven and twelve if student meets the requirements set up by the Arkansas and Texas Education Agencies.

On hour and two thirty-minute lessons per week with a minimum of six hours practice and a basic theory examination are required for credit.

DEPARTMENT OF NURSING

The Department of Nursing was established in 1959, for the preparation of students to enter the field of nursing.

With a balance of general education and nursing courses, the two year Associate Degree program prepares students to develop knowledge and skills to function as general duty staff nurses. Students receive co-ordinated clinical experience and instruction in the nursing care of patients at local hospitals and community agencies under supervision and guidance of the college faculty.

On completion of the two year course, the student receives the Associate in Science Degree from Texarkana College and is eligible to write the examination to become a registered nurse in the State of Texas.

The Department of Nursing is Accredited by the Board of Nurse examiners for the State of Texas and is a participant in the Sealantic Fund Project.

Nursing 602 - 411— Maternal and Child Health. This course is cincerned with the major problems in maternal and child health. Includes management and treatment of the normal and abnormal phases of pregnancy, parturition, and the puerperium and the care of the newborn infant through the normal stages of growth and development of childhood. Principles and techniques of guidance of the healthy child as well as the sick child, with adaptions of nursing in various diseases and conditions. Pharmacology, Diet Therapy, Mental Health and Community Aspects are correlated subject matter. Laboratory practice in hospitals and community agencies. First semester: Three hours lecture and nine hours laboratory. Six semester hours credit. Second semester: Three hours lecture and six hours laboratory. Four semester hours credit.

Nursing 412. — Psychiatric Nursing. The course is directed to-

ward guiding the student in gaining a better understanding of the basic development, the psychodynamics, and the principles of human behavior as exhibited by the psychiatricly ill patient. Content includes the management, treatment, and care of these patients. Four semester hours credit.

Nursing 413. — Operating Procedures and Nursing Care of Surgical Patients. Designed to acquaint the student with the care of the patient whose treatment includes surgical intervention. The student has learning experiences in the complete cycle of patient care, namely, students have the experience of caring for the same patients through the pre-operative, operative and post-operative period embodying the concept of progressive patient care. Two hours lecture and six hours laboratory per week each semester. Four semester hours credit each semester.

Nursing 414. — Seminar. A flexible course which provides opportunities for independent student inquiry centered around instructor or student-selected patients with problems which stimulate critical thinking and demand the use of more complex skills. One hour of lecture and nine hours of laboratory. Six semester hours credit.

Nursing 211. — History and Trends of Professional Nursing. Survey of nursing, with particular reference to contemporary movements. Includes the development in various fields of nursing, in international nursing, in professional organizations, and in nursing literature. Two semester hours credit.

Nursing 601. — Fundamentals of Patient Care. Designed as a foundation course in nursing to develop the concept of appropriate nursing care for the individual person through the application of scientific principles in relation to the normal needs of individuals. Introduces the student to the health facilities of the hospital and the community. Correlated in this course is the study of the basic principles of nutrition with emphasis given food as a source of nutrients in the maintenance of health. The study of the principles of pharmacology with particular application to source physiological action and affects and safe administration of drugs. Application is made of measurement of dosage including knowledge and use of the metric system and standardization and legal control of drugs. Three hours lecture and nine hours laboratory per week each semester. Six semester hours credit each semester. Prerequisite: Biology 403.

Nursing 610 - 612. — Medical-Surgical Nursing. Designed to assist the students to gain knowledge and skills to enable them to identifying nursing needs and give comprehensive care to patients with medical and surgical conditions. Includes manifestations of disease,

diagnostic and therapeutic procedures, preventive measures, and principles of rehabilitation. Pharmacology, Diet Therapy, and Community aspects are interrelated subject matter. Supervised laboratory in hospitals and community agencies and in the operating rooms. Three hours lecture and nine hours laboratory per week each semester. Six semester hours credit each semester.

DEPARTMENT OF PSYCHOLOGY

310. — Introduction to Psychology. A survey of the field of general psychology.

313. — Industrial Psychology. Principles of applied psychology; personality development; the adjustment concept — direct attack, substitution, evasion, and retreat; psychology applied to hiring-rating promoting, and supervising of workers; scientific testing, employee morale; principles of psychological research.

314. — Personnel Administration. A course in the principles and prevailing procedures in the selection, employment, placement, pay, training and separation of workers; problems in the administration of the personnel program, personnel accounting, employee incentives, etc.

315. — Ethics: Personal and Social Conduct. Origin and growth of moral ideas; the search for a moral standard; some of the historical moral philosophies; a theory of right and wrong, good and evil, ethical method, applications. Prerequisite: Sophomore standing.

306. — The Psychology of Personal Adjustment. A course designed to bring to students the practical principles of positive mental hygiene. Emphasis is on the application of mental hygiene principles to help individuals achieve efficiency, happiness, and fullness in their daily living.

317. — Logic. Nature and methods of correct reasoning; deductive proof, inductive proof, falacies, arguments. Prerequisites: Sophomore standing.

318. — Introduction to Philosophy. A consideration of the nature of meaning, knowledge, certainty, and reality, approached through the writings of such men as Plato, Des Cartes, Hume, Mills, James and Whitehead. Prerequisite: Sophomore standing.

DEPARTMENT OF SCIENCE

413. — Comparative Vertebrate Anatomy. Comparative ana-

tomy and physiology of vertebrate organ systems; adaptations; evolutionary history of Vertebrate. Three lectures and three hours laboratory a week.

412. — General Bacteriology. A study of the characteristics and activities of micro?organisms and their relation to health and disease. An introduction to pathogenic organisms with major emphasis on history, morphology, infection, control, immunization and laboratory techniques.

801ab. — General Biology. An introductory course. The morphology and physiology of representative plants and animals. General biology problems. Principles of hygiene and sanitation. Study of local flora and fauna. Three lectures, recitations, and quizzes; four hours laboratory each week. For medical and science students.

403. — Anatomy and Physiology. A study of physiology and human anatomy designed particularly for nurses, medical technicians, and physical education majors. Three lectures and three hours of laboratory.

404. — General Zoology. A general introduction into the history and branches of the biological fields. A brief survey of animal kingdom. Emphasis on human reproduction and principles of heredity. Three lectures and three hours of laboratory.

601ab. — General Chemistry. The fundamental principles of general chemistry. Emphasis on application to daily living. For the general student. Two hours lecture and three hours laboratory each week.

406. — General Botany of Seed Plants. The seed plant as a living unit; external and internal structures in relation to life processes, reproduction and life history; economic and ecological significance. Three hours lecture, three hours laboratory.

801ab. — General Inorganic Chemistry. The fundamental principles of pure chemistry. Applied and descriptive chemistry. Qualitative analysis. (**Note:** Chemistry 801ab satisfies the requirements for general chemistry for admission to Class A medical colleges.) Three lectures, recitations, quizzes; four hours laboratory each week.

810ab. — Principles of Organic Chemistry. Three hours lecture and four hours laboratory each week. Prerequisite: Chemistry 801ab.

410. — Chemistry. Designed for home economics and agriculture majors. An introduction to aliphic and aromatic compounds with particular emphasis on carbohydrates, proteins, and vitamins.

Three hours lecture and three hours labortory per week. Four semester hours credit.

512. — Quantitative Analysis. The theory and practice of fundamental quantitative analytical procedures. Gravimetric and volumetric methods are employed. Special emphasis on the development of laboratory techniques. Three lectures and eight hours of laboratory. Chemistry 801b with a "C" average prerequisite.

Science 401. — Physical Science. A survey of the principles of physics and cehmistry. The material for the two subjects is integrated where possible. Three hours lecture, three hours laboratory.

Science 402. — Physical Science. A survey of geology, meteorology; cosmogony; and astronomy. Three hours lecture, three hours laboratory.

601ab. — Geology - Physical Historical Geology. Processes modifying the earth's surface; material of the earth's crust; history of plant and animal life in geologic time. Importance in engineering problems.

801ab. — Physics. General Physics, designed primarily for students who will need additional work in science such as pre-medical pharmacy, geology, architecture, but who do not expect to do additional work in engineering or physics.

510ab. — Engineering Physics. A comprehensive course for students of engineering and the physical sciences, providing the background for engineering courses as well as for advanced courses in physics. Cultivation of the capacity to utilize the fundamental concepts in the solution of problems is emphasized. Elements of mechanics, heat, sound and acoustics, electricity and magnetism, light, and nuclear physics. Prerequisite or in parallel Mathematics 312. — Calculus.

DEPARTMENT OF SOCIAL SCIENCE

601ab. — Survey of Western Civilization. Historical survey of the origin and development of institutional cultural life from earliest times to the present. Movement of universal significance and the continuity of human history are emphasized. The course is designed primarily to stimulate the student's ability to understand modern problems.

615ab. — History of the United States. Review of political, economic, and social trends. First semester: History of the United States to the end of the Civil War. Second semester: Reconstruction to the present.

310. — American Government. Basic ideas of government, federal, state and interstate relations; individual rights; and political parties. Political structures of the national, state, and local governments as outlined in the Federal and Texas Constitutions. This course satisfies the statutory requirements for teacher certification. Open to students of sophomore standing.

311. — American Government. Legislative, executive, and Judicial functions in federal, state, and local governments. Survey and appraisal of such problems as civil service, taxation, fiscal policy, foreign relations, national defense, business and labor problems, welfare and social security, agriculture and conservation. Open to students of sophomore standing.

312. — Comparative Governments. A study of the governments of Great Britain, France, Russia, and other foreign countries with some comparisons with the government of the United States. A practical, up-to-date application of the workings of these governments will be made.

301 - 302. — Geography - Principles of Cultural and Economic Geography. The study of human society in relation to the physical conditions and the natural resources of the earth. This course should make clear such factors of natural environment as location, climate, relief and forests with emphasis on human response to these factors. Conservation of natural resources. Emphasis on economic factors the second semester.

313. — World Affairs. Chief problems confronting the world today. Relations with other nations. International trade. The United Nations, its organization, accomplishments, associate organizations, potentialities. Designed to give adults a comprehensive view of prese nt world problems.

312 - 313. — Principles and Problems of Economics. A general study of basic principles in economics. Production, distribution, exchange, consumption, business cycles, and their relationships to national annual income. Principles underlying monetary and banking systems. Mechanism and economy of international trade. Industrial unrest and conflict, labor units, and settlement of disputes. Social security. Problems of population. Diffusion of income. The second semester emphasizes the problem aspect.

314. — Labor Relations. Trends in industrial relations; the industrial relations policy; evolution of the management attitude toward labor; trends in labor-management relations; collective bargaining; negotiating a labor contract; administering the labor agreement; labor legislation; labor-management conflict and co-operation; fact-finding and the profit dollar; social, political and economic significance of labor-management relations.

302. — Principles of Sociology. A general introduction into the behavior of individuals in social groups, particularly a study of important phases of the life as culture, population, institutions, social control, and the major social processes. Analysis of the simpler relations of daily living as illustrative material. Reading, reports, and quizzes.

311. — Social Problems. Survey of some of the major difficulties to which American society is seeking adjustment. A detailed analysis of courses, social significance, and constructive programs pertinent to difficulties. One problem to be selected for intensive study. Prerequisite: Soc. 302 or sophomore standing.

310. — Marriage and the Family. A brief summary of the family as an institution. Problems of the marriage relationships and adjustments for a successful marriage.

313. — Introduction to Criminology. Introduction to the study of crime with special emphasis on increasing problems of Juvenile Crime. Theories of criminology and penology, criminal courts, punishment and treatment of criminals. Probation and parole. Special emphasis on local situations.

316. — Criminology and Juvenile Delinquency. Continuation of the study of problems in Sociology 313 with special emphasis on juvenile delinquency. Juvenile courts; extent, causes and prevention of juvenile crime. Punishment, special emphasis and survey of local situations.

DEPARTMENT OF SPEECH

303. — Public Speaking. Vocabulary building. Voice and diction. Selection of material for various types of speeches. Methods of speech organization and platform ethics.
Namely: Introductory, informative, entertaining, and persuasive. Public discussion methods.

304. — Public Speaking. Various types of platform speeches.

305. — Business and Professional Speech. Fundamentals of oral communication; study of special types and techniques of speeches most common to business and professional people; practice in business situations; oral reports; sales talks. Panel and committee discussions, and occasional speeches. Credit will not be allowed in both Speech 303 and 305.

306. - 307. — Dramatics. A thorough course in the technique of acting. A study of the fundamental principles of acting, body ex-

pression, characterzation. dramatic interpretation, pantomime, make-up, lighting, and play production. Practical application through work on scenes and one-act plays in class and public production.

308. — Radio and Television. A beginning course in announcing, programming, production, and copy writing. A study of word pronunciation, diction, interpretation, and effective communication. Prerequisite: six hours of Speech.

101. — Parliamentary Procedure. The correct procedure in forming an organization and conducting its meeting. Rules of order and proper handling of business matters of an organization.

316. — Discussion, Argumentation and Debate. Nature and purpose, and limitations of discussions; types; duties and responsibilities of leaders and participants; analysis of problems; evidence, reasoning, persuasion, and proof; relation to debate.

DEPARTMENT OF PHYSICAL TRAINING

101 - 102. — Physical Training for Men and Women. Freshman physical training course. Exercises, games, and athletics which contribute to the well being and happiness of the individual; tennis, hiking, badminton, dancing, golf, swimming, and archery are representative. Two hours per week. One hour credit each semester.

103. — First Aid. The American Red Cross Standard First Aid Course. A twenty-hour course open to all students. Meets requirements for Red Cross Certificate. Acceptable in lieu of one semester hour terminal credit.

103x — Standard. 103y — Advanced. 103z — Instructors.

111 - 112. — Physical Training for Men and Women. Sophomore physical training with activities similar to P. T. 101 - 102.

303. — Physical Education. Orientation and Introduction. De signed as a professional orientation in physical education and health education, safety and recreation. Brief history, philosophy and modern trends of physical education, teacher qualifications, vocational opportunities, expected competencies and skill testing comprise the contents of the course.

306. — Health and Safety Education. A study of personal and

community health and safety. Emphasis placed on causative factors of various diseases and accidents with a study of preventative measures. Special emphasis on the school child.

306x - 306y - 306z — One hour credit each.

Physical Education 316 and 317 are the same courses listed as Education with the same numbers.

TEXARKANA COLLEGE

THE EVENING SCHOOL AND ADULT DIVISION

TEXARKANA, TEXAS

1962 - 1963

"Learn a Better Living"

THE EVENING SCHOOL AND ADULT DIVISION

B. J. MURDOCK, Director

The national program of adult education is growing at a phenominal rate. People everywhere are learning that the need for more education does not end with the termination of full-time school attendance. New problems continue to appear and usually their solution requires additional study of the changing conditions which produce them.

Purpose of the Evening College: The Evening College is organized and designed to serve purposeful people of post high school age in this area. The purpose of the Evening College are three fold: (1) To provide the liberal arts of reading, writing, speaking and listening. (2) To provide adults with an opportunity to increase their understanding of the world through the humanities, the social sciences and the natural sciences. (3) To offer adults an opportunity to improve their usage of leisure time through the offering of courses designed to educate them about various hobbies and cultural matters. The standards maintained are the same as for those of the regular day classes of the college.

The Evening College makes it possible for residents of this area to continue their education without interrupting their normal daily activities. For those who wish to complete a specialized college program there are available many courses through which appropriate credit may be earned. If the major interest is in self-improvement or occupational readjustment, courses — credit and non-credit — designed for the specific purposes desired can be provided.

College credit courses are conducted on a semester basis and meet all the requirements of the accreditation organization with which the college is affiliated. Most of these classes meet on the college campus but during the past year some of them were organized and conducted at other centers. When the enrollment is sufficient and a qualified instructor is available, this plan may be extended to other communities in the college service area.

Non-credit courses may be organized when desired for any length of time necessary. They may be general in scope or directed toward a specific objective. They include discussion groups, technical training, hobby activities, and special interest groups and cover a wide range of subject matter and educational activity.

General Educational Development or High School Equivalency Tests: Several Educational and Development Tests are given each

month to adults who are 21 years of age or over. This examination is designated to provide a means by which these adults may obtain a high school equivalency certificate. The test scores are generally recognized by employers and colleges as the equivalent of a high school education.

GENERAL INFORMATION

Complete information regarding credit courses, including admission requirements, tuition, class attendance, the marking system, and other operating procedures will be found in the general catalogue.

Tuition for non-credit courses is determined by the actual cost of conducting each course, including instruction and any special facilities that may be required. As a result the cost per course varies but in no case is it great enough to constitute a problem for anyone whoh is genuinely interested in further education. Since all non-credit courses are operated at cost, necessary books and supplies are furnished by the student.

There are no prescribed educational requirements for non-credit courses. Interested students who can profit from the instruction to be given will usually be approved.

Veterans who wish to receive educational benefits under Public Law 550 should visit the Veteran's Administration office in the Employment Office or call at the college in advance of the registration date.

COLLEGE CREDIT COURSES

Courses from the class schedule (tentative) for the 1961 - 1962 Evening School are listed as follows. Course descriptions and information regarding such other items as college level of the courses and prerequisites may be found in the general catalogue.

Art — Commercial Art.

Business — Typewriting; Shorthand; Sales Management; Retail Sales; Business Law; Office Machines; Office Management; Income

Tax Accounting; Time and Motion; Industrial Training Methods; Credits and Collections; Advertising; Principles of Accounting; Intermediate Accounting; Public Relations; Freight Traffic Management (Fundamentals of Transportation); Elements of Statistics.

Education — Public School Art, Public School Music; Adolescent Psychology; Child Psychology.

Engineering — Engineering Drawing; Descriptive Geometry; Architectural Drawing; Blueprint Reading.

English — Composition and Rhetoric; English Literature; American Literature; Business English.

Mathematics — Slide Rule; Intermediate Algebra; College Algebra; Trigonometry; Analytic Geometry; Calculus; Basic Mathematics.

Psychology — Introduction to Psychology; Industrial Psychology; Personnel Administration.

Science — General Inorganic Chemistry; General Biology; Physics.

Science — General Inorganic Chemistry; General

Cocial Science — History of the United States; American Government (State and Federal); Geography; Principles and Problems of Economics; Principles of Sociology; Social Problems; Introduction to Criminology; Criminology and Juvenile Delinquency.

Speech — Business and Professional Speech.

Physical Education — First Aid; Recreation Planning and Direction.

NON-CREDIT COURSES

Non-credit courses may be planned for any subject or activity for such length of time as may be desired. Classes may start at any time and meetings may be held wherever suitable facilities are available. The length and frequency of class sessions can be adjusted to

serve the needs of the group. Some non-credit courses that were offered during the past year were:

1. **Basic Communication** — designed to improve the use of written and spoken word.
2. **Civil Defense Adult Education** — Classes to teach adults survival in case of either man-made or natural disasters.
3. **Credit Union Management Seminar** — discussion of managerial problems faced by Credit Union Personnel in the operation of Credit Union programs.
4. **Design in Flower Arranging** — Expression of Moods with flowers, balance in arrangements, coordination of flowers and containers.
5. **Electronics** — Including basic electricity and electronic circuitry with emphasis on T.V.
6. **Engineering Problems** — Introduction of students to types of mathematics and problems incurred in engineering college curricula.
7. **Family Life Education** — Seminars dealing with problems of the Elementary school age child and adolescent school age child.
8. **Great Books Discussion Group** — Discussion, as equals, of classical writings by the authors who have most affected the thought of the world.
9. **Small Business Management Seminars** — Discussion of problems of management faced by the small business people in our changing economy.
10. **Supervision** — Personal relations in supervisory situations.
11. **Vocational Nurses** — A one-year program that prepares the student to become a Licensed Vocational Nurse.

Other courses that can be organized include the following:

Agriculture — Practical evening courses, such as: Live Stock Nutrition — What and when to feed livestock for maximum profit.

Practical Arithmetic — A review of fundamentals of their application to the practical situations you encounter every day.

Blueprint Reading — How to read and use blueprints in skilled trades. Each course is planned for and uses actual blueprints of specific trade.

Economic Changes and Trends — Informal group discussion of vital subject led by a capable instructor.

Estimating — Basic principles applied to building trades.

Industrial Instruments — Pressure; Temperature; Process Controls; and other automatic devices used in industry.

Practical Philosophy — A review of basic principles applied to everyday living.

Auto Mechanics — Specialized courses for employed auto mechanics such as: Automotive Transmissions — Maintenance and repair of the difference types of automatic transmissions.

Carburetors — Theory of carburetion, maintenance and repair of common types of carburetors. Electrical System — Ignition, lighting, special circuits, accessories.

Landscaping — Homes, institution grounds, public areas.

Flower Arranging — Make sure your flowers tell the story you want told. Learn how to arrange them for any occasion.

Money Management — How to keep your credit good, your investments sound, and at the same time have most of the things you want.

Fundamentals of Electricity — Can be planned for skilled craftsmen or for any group that just wants to learn more about electricity.

Air Conditioning — Basic principles and installation, maintenance, and repair of equipment.

Everyday Law — Fundamental legal aspects of everyday business transactions. What to do in common procedures and when to seek the advice of an attorney.

Retail Sales Training — Instruction in sales techniques and public relations for sales employees in retail establishments. Trained salespeople are good for business.

Your Telephone — How to make it a business asset; not a liability.

Meet the Public — If you want to make a good impression on other people, you will profit from this course.

Building Trades Mathematics — Fundamentals applied to practical building trades problems.

Apprentice Training — Available for any of the skilled trades.

Show Card Writing — How to prepare show cards that attract customers.

Reading Improvement — A course designed for people who like to be efficient. If your work requires reading or if you read for self improvement, learn how to increase your reading speed.
ployees of small businesses. Accurate records mean more profit.

In-Service Vocational Nurse Training — Short refresher courses for employed licensed vocational nurses.

Self-Improvement — A course for women who want to take active measures to improve their posture, poise, general appearance, personality. Individual instruction, including make-up, wardrobe and styling, voice and diction.

Hobby Groups — As many different groups as desired. learn more about your favorite hobby or start a new one. Perhaps — Bidding Better Bridge, Photography Phor Phun; Rock Hounds; Loafing Time Art; Arguments, Unlimited; Growing Greener Grass; or, you name it. Let us know what courses YOU would like to have. Call or write THE EVENING SCHOOL, TEXARKANA COLLEGE, Texarkana, Texas. Telephone 32-6954.

"Learn a Better Living"

Application for Admission

TEXARKANA COLLEGE

SNAPSHOT

....., 19.....

Name .....

Name of parent or guardian .....

Date of birth .... Race .....

Mailing address ..... County .....

Post Office ..... State .....

What school or college did you last attend? .....

Date last attended high school or college ....

What grade do you think you can enter? .....

Have you ever been suspended or expelled from school?.....

If so, why? .....

Do you agree to refrain from the use of profane language, gambling and intoxicating drinks while connected with this institution?.....

If you enter this school do you promise to be a diligent student, to be loyal to the Institution, and obey all regulations? .....

Who will pay your expenses while here? .....

(Signed) .....

(Name of Applicant)

NOTE: The answers to the questions must be written by applicant. A small snapshot must be attached to application.

If you are entering this school for the first time, please have your high school principal forward immediately, direct to the Registrar of this college, a transcript of your record. This transcript must be sent to us before you arrive for classification.

Please secure the signatures of four ex-students of Texarkana College that will recommend you for admission to this school.

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