

# **SOUTHERN MISSIONARY COLLEGE**

**66-67 CATALOG**

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1967

**COLLEGE DALE  
TENNESSEE**

# At Your Service . . .

Inquiries by mail or telephone should be directed as follows:

ADMISSIONS and REGISTRATION—To the *Director of Admissions and Records*  
396-2136

MATTERS OF GENERAL INTEREST—To the *President*  
396-2171

MATTERS OF RESIDENCE HALL LIVING—To the *Dean of Students*  
396-2332  
396-2195 Women's Residence Hall  
396-2202 Men's Residence Hall

PUBLIC RELATIONS AND DEVELOPMENT—To the *Director of Public Relations and Development*  
396-2312

SCHOLASTIC MATTERS—To the *Academic Dean*  
396-2603

STUDENT FINANCE—To the *Director of Student Finance*  
396-2111

Although overnight accommodations are limited, parents and other friends of Southern Missionary College are cordially invited to visit the campus. Either the President's Office or the Public Relations Office will gladly arrange for you to see the college facilities, visit classes or other activities. Administrative offices are open from 8:00 A.M. to 5:00 P.M., Sunday through Thursday and until 12:00 A.M. on Friday.

NOT TO BE TAKEN

BULLETIN OF  
SOUTHERN MISSIONARY COLLEGE  
COLLEGEDALE, TENNESSEE 37315



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Volume XVI

"S.M.C." Second Quarter, 1966

No. 3

Published quarterly by Southern Missionary College, Collegedale, Tennessee.  
Entered as second class matter February 12, 1951, at Collegedale, Tennessee, under  
act of Congress August 24, 1912.

# Calendar for 1966-1967

## SUMMER SESSION, 1966

- JUNE**  
12 Registration 9:00 A.M.-5:00 P.M.
- JULY**  
8 Mid-Term Examinations
- AUGUST**  
5 Session Ends  
6 Commencement Exercises

## FIRST SEMESTER

- SEPTEMBER**  
7-9 Freshman Orientation  
11 Freshman Registration  
12-13 General Registration  
14 Classes Begin
- OCTOBER**  
11 Missions Promotion Day  
21-29 Religious Emphasis Week
- NOVEMBER**  
4-5 Alumni Homecoming  
11 End of Mid-Term  
22-27 Thanksgiving Vacation begins at 12:20 P.M., ends at 10 P.M.
- DECEMBER**  
20 Christmas Vacation begins at 12:20 P.M.
- JANUARY**  
3 Christmas Vacation ends at 10 P.M.  
23-26 Semester Examinations

## SECOND SEMESTER

- JANUARY**  
30 Registration of Former Students  
31 Registration of New Students
- FEBRUARY**  
1 Classes Begin  
16 Senior Recognition
- MARCH**  
3-11 Religious Emphasis Week  
29 End of Mid-Term  
29 Spring Vacation begins at 12:20 P.M.
- APRIL**  
3 Spring Vacation ends at 10:00 P.M.  
16-18 College Days
- MAY**  
22-25 Semester Examinations  
26-28 Commencement Services

## SUMMER SESSION, 1967

- JUNE**  
11 Registration 9:00 A.M.-5:00 P.M.
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- AUGUST**  
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# THIS IS SOUTHERN MISSIONARY COLLEGE

## PHILOSOPHY AND OBJECTIVES

The educational philosophy of Southern Missionary College is epitomized in the words *Intellect, Character, and Health*. The harmonious development of these three is the educational goal of the College.

SMC recognizes that intellectual competence is not alien to nor incompatible with a sincere Christian faith. On the contrary, the mental powers must be awakened if the Christian is to perceive the true nature of man and his relationship to God the Creator and to his fellow men. The development of the intellect means more than the pursual of scientific data or the acquisition of historical facts. *"Every human being, created in the image of God is endowed with a power akin to that of the Creator, individuality, power to think and to do. . . It is the work of true education to develop this power; to train the youth to be thinkers, and not mere reflectors of other men's thought. . . Let them contemplate the great facts of duty and destiny, and the mind will expand and strengthen. Instead of educated weaklings, institutions of learning may send forth men strong to think and to act, men who are masters and not slaves of circumstances, men who possess breadth of mind, clearness of thought, and the courage of their convictions."* E. G. White

Education at SMC is also concerned with the development of character as a code of moral and spiritual values in terms of which things or events may be judged as good or bad—right or wrong. Christian character reveals principles and standards by which man may recognize the imperative nature of duty to God and man. It demonstrates great-mindedness as the basis of tolerance; gentleness as the antidote to pride and arrogance; dependability as the power to make one's talents trusted; and motivation which gives form and intensity to effort.

The highest development of intellect and character is possible only if the body is physically fit. The mind cannot be disembodied and is therefore influenced greatly by the physical condition of the body. The development of intellect, character, and health must be considered as inseparable goals when providing for the student's total growth experience.

The Bible is accepted as the perfect standard of truth. The greatness of education must not be measured with the trappings of life, which are the product of scientific and technical achievement. These may well become the false symbols of civilization and the pagan idols of our age. Education is intended to preserve, transmit, and advance knowledge, but SMC also undertakes to develop competent Christian men and women who will readily identify themselves with a redemptive approach to the world's needs.

## THIS IS SMC

In harmony with this general statement of philosophy, the objectives of the College are:

- ▶ *Spiritual*—To acquaint the student with rays of truth emanating from the Sun of Righteousness, which will encourage the development of inner spiritual resources as a basis for the solution of his personal problems; to foster a sense of loyalty and devotion to God and nation; and to prepare responsible Christian citizens for participation in the program of the Seventh-day Adventist Church.
- ▶ *Intellectual*—To provide selected knowledge of classified facts and relationships which will help the student to sharpen his perceptions, to cultivate his powers of analysis, to develop the ability to use the scientific method of inquiry, to learn the habit of holding a valuable point of view; and to develop great-mindedness as opposed to dogmatism, intellectual smugness, and intolerance.
- ▶ *Ethical*—To inculcate concepts of Christian ethics and morality and to inspire tolerance of the rights and opinions of others.
- ▶ *Social*—To provide for the development of a well-balanced personality through participation in group activities, and to instill an appreciation of Christian graces and principles governing behavior.
- ▶ *Aesthetic*—To inspire an appreciation for that which is elevating and beautiful as revealed through God's handiwork and the best in the fine arts, and to nurture the creative talent of the student.
- ▶ *Civic*—To stimulate intelligent observation of world affairs, and to prepare responsible citizens for participation and leadership in a free society.
- ▶ *Health*—To develop attitudes and encourage practices which foster mental health and physical fitness.
- ▶ *Vocational*—To provide opportunity for work experience and vocational training as an integral part of the total educational experience in order to teach the student that labor is God-given, dignified and an aid to character development as well as a means of financial support.

*"Our todays are the blocks with which we build our future. If these are defective, the whole structure of our life will correspond. Your future will be exactly what you put into your todays."* E. G. White



## **HISTORY**

In 1892 the educational venture that developed into Southern Missionary College had its beginning in the Seventh-day Adventist Church in the small village of Graysville, Tennessee. The school became known as Graysville Academy. In 1896 the name was changed to Southern Industrial School and five years later to Southern Training School.

In 1916, because of limited acreage available for further expansion of plant facilities, the school was moved to the Thatcher farm in Hamilton County, Tennessee. The name "Collegedale" was given to the anticipated community. At its new location the school opened as Southern Junior College and continued as such until 1944 when it achieved senior college status and the name was changed to Southern Missionary College. Through the ensuing years the College has become known to its alumni and friends as SMC.

## **SETTING**

SMC is unique in its location. The main campus is nestled in the pleasing Collegedale valley, surrounded by some seven hundred acres of school property. The quietness and beauty of its peaceful surroundings is in keeping with the educational philosophy of its governing organization.

The community and campus post office address is Collegedale which is located eighteen miles east of Chattanooga and three miles from Ooltewah off Interstate Highway 75 (formerly U. S. 11 and 64). The Southern Railway line passes through the north side of the campus. A bus service operated by the Cherokee Lines serves the college campus.

The Orlando campus situated in the "City Beautiful" at the Florida Sanitarium and Hospital provides additional clinical facilities for the baccalaureate program of the Division of Nursing. The Madison campus offers many of the clinical facilities used in the Associate in Science program in nursing and the Medical Record Technology program.

## **CHURCH AFFILIATION**

SMC is a coeducational Christian liberal arts college governed by the members of the Seventh-day Adventist Church residing in the states of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee. These states comprise the Southern Union Conference of Seventh-day Adventists. The members of the controlling Board of Trustees are elected quadrennially by the constituency of the Southern Union Conference.

## **ACCREDITATION AND MEMBERSHIPS**

SMC is accredited by the Southern Association of Colleges and Schools and is approved by the Tennessee State Board of Education for the preparation of secondary and elementary teachers.

The curriculum of the Division of Nursing, including Public Health Nursing, is accredited by the National League of Nursing

## **THIS IS SMC**

as surveyed by the Collegiate Board of Review. It is an agency member of the Department of Baccalaureate and Higher Degree Programs of the Division of Nursing Education of the National League for Nursing. It is also accredited by the Tennessee Board of Nursing, and recognized by the Florida State Board of Nursing.

The College is a member of the Association of Seventh-day Adventist Colleges and Secondary Schools, the Association of American Colleges, the American Council on Education, the Tennessee College Association, and the American Association of Colleges for Teacher Education.

### **ACADEMIC PROGRAM**

The academic program consists of nineteen departments offering twenty-four majors and twenty-two minors in which students may qualify for the baccalaureate degree. Students may pursue programs of study leading to the Bachelor of Arts, Bachelor of Science and Bachelor of Music degrees. Various pre-professional and terminal curricula are available to students wishing to qualify for admission to professional schools and to those wishing to take a two-year terminal program of a technical or vocational nature.

### **THE FACULTY**

The faculty sets the quality of the academic program. The average teaching experience achieved of approximately eighteen years, the thirty some major universities attended in securing advanced degrees, and the varied interests and backgrounds of SMC instructors ensure teaching excellence and a rich cultural environment. A commitment to learning enables SMC teachers to keep abreast of new knowledge in their respective fields, and through research some instructors discover the pleasure of further developing the regions of knowledge yet unknown.

The aim of the College is to achieve a closeness of teacher and student which will encourage the student to expand his interests and deepen his course endeavors by chatting informally with his instructors in the offices or on the campus. The faculty consists of well-trained men and women devoted to teaching and counseling in their areas of specialization.

### **SMC STUDENTS**

Approximately seventy-five per cent of the students of SMC come from the eight states comprising the Southern Union Conference of Seventh-day Adventists. However, more than twenty-five additional states and eight to ten overseas countries are also represented in the college community. Generally the student group is fairly equally divided between men and women.

It is significant to note that in recent years SMC freshmen students scored above the national average on the Scholastic College Ability

Test. Even more noteworthy is the observation that over forty per cent of SMC graduates are sufficiently motivated to take graduate or professional training. In anticipation of advanced training, a number of graduates have qualified for scholarships and fellowships, including awards from the National Science Foundation, the National Defense Graduate Fellowship program, and the Woodrow Wilson Foundation.

Former SMC students are now serving in the ministerial, teaching, medical, and other services of the Seventh-day Adventist Church at home and abroad. Others are engaged in business pursuits, government service, research activities, private and institutional medical services, and in the teaching professions on all levels.

## FACILITIES

*Administration Building*—Completed in the fall of 1966, this facility houses all the major administrative offices. Academic, business, and student personnel offices are located in the two story colonial structure. The third floor will be completed at a later date as part of the second phase of the building program.

*Lynn Wood Hall*—The instructional building, named in honor of Dr. Lynn Wood, president of the College from 1918-1922, is a three-story structure housing teachers' offices and classroom facilities.

*Daniells Memorial Library*—The A. G. Daniells Memorial Library was completed in 1945. This is a modern library containing more than forty-two thousand books and about three hundred and fifty current periodicals conveniently arranged and adequately housed for study, reference, and research. The library is adjacent to the administration building and is readily accessible from the residence halls.

*Hackman Hall*—Earl F. Hackman Hall, modern in arrangement and appointment, a commodious, two-story, fireproof building, contains various well-equipped lecture rooms and laboratories of the Division of Natural Sciences. The first phase of this building was completed in 1951. An addition, comparable in size to the first unit, was completed in 1961.

*Miller Hall*—The Harold A. Miller Hall, completed in 1953, houses the music department. This two-story, fireproof building provides studios, practice rooms, and an auditorium equipped with a Baldwin grand piano and a Schantz pipe organ installed in 1962. The building was named in honor of Harold A. Miller, who for many years headed the Music Department.

*Jones Hall*—Jones residence hall provides housing facilities for about 150 men. Somewhat extensive remodeling of a recent date has added considerably to the housing capacity and to the attractiveness of the building. Originally the women's residence, Jones Hall was named after Miss Maude Jones, a favorite English teacher, as well as a personal counselor and advisor to many students.

## THIS IS SMC

*Talge Hall*—The primary men's residence hall, named for John H. Talge, provides accommodations for 160 men. The panelling of the entrance and lounge has added much to the attractiveness of the building.

*Women's Residence Hall*—This modern, fireproof structure, completed in 1961, provides living accommodations for approximately 275 women. New room furnishings, built-in closets and chests of drawers, with lavatory facilities in each room, provide a home-like atmosphere. A new wing completed in the fall of 1964 houses an additional 125 women. The spacious and beautiful chapel with adjoining prayer rooms, the parlors, the kitchenette, and the infirmary facilities are but a few of the attractive features which provide for enjoyable and comfortable living.

*College Auditorium*—This building serves for chapel and assemblies. It is owned by the Georgia-Cumberland Conference and has a seating capacity of 1,200. A Hammond electric organ and a full concert Baldwin grand piano are part of the equipment.

*Spalding Elementary School*—This modern one-story elementary school is named for Arthur W. Spalding. The six classrooms, auditorium, and recreation room serve as a vital part of the teacher-training program and in the education of the boys and girls residing in Collegedale.

*Home Arts Center*—This building houses the Cafeteria and Student Center on the upper floor and Ellens' Hall (Home Economics Department) on the lower floor. The building is modern and nicely appointed throughout.

*McKee Hall*—This modern, well-equipped Industrial Arts facility completed in the summer of 1964, was a gift of the McKee Baking Co. The one-story brick structure contains teacher offices, a classroom, and auto mechanics, welding, drafting, machine shop and printing labs.

*Physical Education Building*—This new facility, made possible by the Committee of 100 for the development of Southern Missionary College, incorporates the latest advancements in design and equipment. It contains a large gymnasium with three basketball courts, a classroom, teacher offices, shower facilities, and a fully enclosed olympic size swimming pool. The pool was contributed by the students who raised \$30,000 in a special campaign to finance the project.

*Collegedale Church*—The new Collegedale church completed in the fall of 1965 is the spiritual home of the students and faculty of Southern Missionary College and the residents of the local community. Of modern architecture, the church seats approximately 1,800 in the main sanctuary, in addition to Sabbath School rooms and offices for the pastor and assistant pastor.

*Collegedale Academy*—This building contains all the facilities for operating the day program of the secondary laboratory school. The academy serves commuting students from Hamilton and Bradley counties.

*College Plaza*—The beautiful College Plaza shopping center completed in the spring of 1963 contains the College Super-Market, Southern Mercantile, Collegedale Distributors, Campus Kitchen, Georgia-Cumberland Conference Branch Book and Bible House, Washateria, Barber Shop, Beauty Parlor, Collegedale Credit Union, Collegedale Insurance, U.S. Post Office, and a modern service station.

*Auxiliary and Vocational Buildings*—The auxiliary and vocational buildings include the College Press, Laundry, Cabinet Shop, Broom Shop, Bakery, and Bindery.

*Student Apartments*—The college maintains a number of housing units as well as a trailer park for married students. Additional facilities are available in the community.

## STUDENT LIFE AND SERVICES

A college is not only classroom instruction but also a mode of association. The effectiveness of the college program is enhanced if students choose to develop their particular interests and to meet their needs through significant participation in the non-academic activities provided. Advisers are available to give counsel and direction in planning the total college program. Students are encouraged to take advantage of the facilities and opportunities planned for their cultural, social, and spiritual growth.



### RESIDENCE HALL LIVING

Living in a college residence hall with its daily and inevitable "give and take" prepares the student to meet the vicissitudes of life with equanimity, teaches respect for the rights and opinions of others, and affords a first hand experience in adjusting to a social group.

To assure students this beneficial experience, the College requires those unmarried and not living with their parents in the vicinity to reside in one of the halls, Jones or Talge with a capacity of 300 for the men, or the recently constructed Women's Residence Hall accommodating approximately 400.

### DINING

For the promotion of student health and simultaneous cultural development, SMC provides a complete cafeteria service, organized to serve the student's schedule with utmost consideration. Outstanding service by the cafeteria staff is available for the many student and faculty social functions of the school year.

The modern decor of the spacious dining hall and its commanding view of the Collegedale Valley make it an inviting center of the social and cultural life of the College. An auxiliary dining room is available for meetings of various student or faculty organizations.

### HEALTH SERVICE

The Health Service is administered by the Director of Health Service in cooperation with the College Physician. Regular office hours

## STUDENT LIFE AND SERVICES

are maintained in Lynn Wood Hall by the service director. The College Physician is on call at the Clinic which is located on the campus.

The room rental charge for residence hall students covers the cost of routine services and non-prescription medications, infirmary care, and health and accident insurance as provided under the College group plan. In case of major illness, students may be referred to off-campus hospital facilities. The residence hall student when accepted will be supplied with a brochure in which complete information is given concerning the benefits of the health and accident insurance group plan. The College is not responsible for injuries sustained on or off the campus, but is prepared to render first aid assistance as needed.

It is required that all new students submit to a medical examination before coming to SMC. The medical examination form sent out with the acceptance letter must be used by the examining physician and returned to the College. Complete physical examinations are available on campus at the Collegedale Medical Center for \$4.00 plus \$2.00 for the required laboratory tests. These may be obtained prior to or during registration.

### GUIDANCE AND COUNSELING SERVICE

During registration each student is assigned a curriculum adviser to assist in program planning. Throughout the school year the curriculum adviser will be available for advice and guidance on academic questions.

Although curriculum advisers may be consulted on questions and problems other than academic ones, students are invited to seek counsel from any member of the faculty. Personal problems will be given thoughtful consideration. Members of the faculty deem it a privilege to discuss with the student great principles, concepts, and ideas in an atmosphere of informality and friendliness. Students are urged to become personally acquainted with as many members of the faculty as possible.

Students with personal problems who wish assistance from a professional counselor should consult the Dean of Students. Personnel trained in psychology and counseling are available to those with serious social and personal problems.

The testing service works in close cooperation with the counseling service in providing guidance information to both students and counselors. Students are urged to take advantage of the testing service as a means of obtaining information useful in choosing a profession or occupation.

### ORIENTATION PROGRAM

SMC has a personal interest in the success of the student desiring a college education. There is much that the student must do for himself in getting acquainted with the academic, social, and re-

## **STUDENT LIFE AND SERVICES**

ligious life of the College by perusing this bulletin and the social policy handbook *SMC and You*. Instruction and counsel is given which will help the student better understand the college program and what is expected of him as a citizen of the college community.

Orientation for new students is held prior to the opening week of the fall term. It includes examinations and instruction helpful in course planning. The student is introduced to the facilities, purposes, and functions of the college. Social occasions are also provided when students may meet faculty members and fellow students. All new and transfer students are required to attend the orientation program.

### **STUDENT EMPLOYMENT SERVICE**

The College operates a variety of auxiliary and vocational services and enterprises where students may obtain part-time employment to defray a portion of their school expenses. Opportunities to engage in productive and useful labor can help to develop character traits of industry, dependability, initiative and thrift. Students may also take advantage of these employment opportunities to acquire vocational skills by contacting The Director of Student Finance.

Employment grades are issued regularly by the superintendents of the several enterprises and services. These grade reports become a part of the student's permanent file and are available for study by prospective employers. Students who accept employment assignments are expected to meet all work appointments with punctuality. To be absent from work appointments without cause or previous arrangement, or notification of illness is sufficient reason for disciplinary action or discharge.

Residence hall students may not secure off-campus employment without permission of the College.

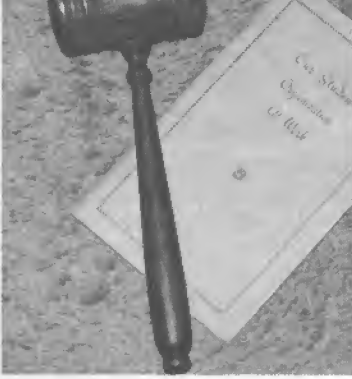
### **SENIOR PLACEMENT SERVICE**

One of the personnel services of the College is that of assisting graduates in securing appointments for service. The Placement Service distributes information concerning each senior student to a wide list of prospective employers. The Academic Dean serves as the liaison officer in bringing graduate and employer together.

### **STUDENT ASSOCIATION**

Every student at SMC is a member of the Student Association, with voting privileges in the election of officers. Opportunities for leadership development and for cooperation in achieving the objectives of SMC are afforded by the Association. The Association assists the College administration and faculty in the implementation of policies and assumes





## STUDENT LIFE AND SERVICES

responsibility in giving direction to campus activities entrusted to it.

The Association's activities are coordinated and communicated through the Student Senate and its several committees. The activities include the publishing of the bi-weekly newspaper, *Southern Accent*; the yearbook, *Southern Memories*; the chapel announcement sheet,

*Campus Accent*; and the student-faculty directory, *The Joker*.

The activities and responsibilities of officers and the detailed organization of the Student Association are outlined in the *Student Association Constitution and By-laws*.

### CAMPUS ORGANIZATIONS

Aside from the Student Association and its committees, more than thirty campus organizations provide opportunity for leadership training. They may be classified under four divisions: church-related organizations, social clubs, professional clubs, and special interest or hobby clubs.

The church-related organizations are the Missionary Volunteer Society, Ministerial Seminar, Christ's Foreign Legion, American Temperance Society, the Colporteur Club, and the Usher's Club.

The professional clubs are organized by the instructional departments of the College under the sponsorship of department heads.

The social clubs are organized according to place of residence. These are the Married Couples' Forum; Upsilon Delta Phi, the men's club; and Sigma Theta Chi, the women's club.

### CONCERT-LECTURE SERIES

Each year students have the privilege of attending a concert-lecture series featuring distinguished artists, lecturers, and film travelogues. These programs are generally scheduled for Saturday or Sunday nights. The cost of season tickets issued to students at the beginning of each year is included in the advanced payment.

### FINE ARTS SERIES

To cultivate an appreciation for that which is elevating and beautiful in the fine arts, five evening concerts by visiting musicians



## STUDENT LIFE AND SERVICES

are sponsored by the Fine Arts Department. Art exhibits by prominent artists in the area are opened to the public after the programs, presenting an opportunity to meet the artist. Season tickets are provided without charge to all students.

### STANDARD OF CONDUCT

In harmony with the objectives of the College, high standards of behavior are maintained to encourage the development of genuine Christian character. Mature Christian students of sound spiritual and social integrity delight in standards that elevate and ennoble. Admission to SMC is a privilege that requires the acceptance of and compliance with published and announced regulations. Only those whose principles and interests are in harmony with the ideals of the College and who willingly subscribe to the social program as ordered are welcomed.

A student who finds himself out of harmony with the social policies of the College, who is uncooperative, and whose attitudes give evidence of an unresponsive nature may be advised to withdraw without specific charge. The use of tobacco or alcoholic beverages, theatre attendance, card playing, dancing, profane or vulgar language, and improper associations are not tolerated.

Each student is expected to acquaint himself with the standard of conduct published in the student handbook *SMC and You*. A copy may be obtained from the Dean of Student Affairs. Interim announcements of policies adopted by the faculty are of equal force with those listed in official publications.

### CHAPEL AND WORSHIP SERVICES

The student is encouraged to communicate daily with his Creator. Time spent in contemplation of high and ennobling themes, in prayer, and in Bible reading is priceless to the student seeking a happy life.

The daily worship services in the residence halls, the chapel services, the religious emphasis weeks, and the weekend church services provide for the spiritual growth of the students comprising the college community. Students are expected to attend these services regularly. Failure to do so will jeopardize the student's current status and readmission privileges.

### USE OF MOTOR VEHICLES

Since the free and unrestricted use of automobiles has a definite tendency to interfere with the student's spiritual and scholastic life on the campus of SMC, residence hall students are encouraged to leave their automobiles at home. Unless twenty years of age or older, freshmen are not permitted to use or park automobiles at the College or in the vicinity.

Automobiles must be registered at the Dean of Students' office

## STUDENT LIFE AND SERVICES

during registration week. No charge is made for registration, but when satisfactory arrangements are made, a permit will be issued and a parking fee of \$10.00 a semester, or any part of a semester, will be charged.

### **MARRIAGES**

Early or hasty marriages are often the product of a lovesick sentimentalism which blinds youth to the high claims of true love as a principle rather than a feeling. True affection is neither unreasonable nor blind.

To discourage early or hasty marriages, permission to marry during the regular school year will not be granted. Any student secretly married will be asked to withdraw from the college.



## ADMISSION TO SMC

SMC welcomes applications from young people regardless of race, color, or national origin whose principles and interests are in harmony with the ideals and traditions of the college as expressed in its objectives and policies. To qualify, applicants must give evidence of Christian character, intelligence, health, and a will to pursue the program outlined in this bulletin and the student handbook, *SMC and You*. Although religious affiliation is not a requirement for admission, all students are expected to live by the policies and standards of the college as a church-related institution. Only those who by their conduct and attitudes respect the total program may have the privilege of student citizenship on the SMC campus.

pected to live by the policies and standards of the college as a church-related institution. Only those who by their conduct and attitudes respect the total program may have the privilege of student citizenship on the SMC campus.

### PREPARATION FOR FRESHMAN STANDING

An applicant for admission as a freshman must submit evidence of graduation or completion of a minimum of eighteen units from an approved secondary school and participation in the American College Testing Program (ACT). To be considered for admission, the student must also have a composite average of at least "C" in the total secondary school courses taken in English, Mathematics, Science, Social Science, and Foreign Language and a composite and English raw score of 15 or more on the ACT.

Applicants not meeting the requirements for regular admission will be given individual consideration and may be admitted under either of the following schedules:

- a. A summer semester in which a minimum of 6 semester hours will be required as designated by the college and selected from English, Social Science, Mathematics, Science, or Foreign Language. Students achieving a composite average of at least "C" on all courses attempted may then enroll for the fall semester, subject to the published regulations of the college.
- b. A spring semester in which a minimum of 12 semester hours will be required including three hours in Freshman English, six additional hours selected from Social Science, Mathematics, Science or Foreign Language, and three hours which the student may elect. Admission will be on a probational basis. Students achieving a composite average of at least "C" at the end of the semester will be permitted to re-register for the next term. Those who do not reach this academic level will not be re-accepted.

## ADMISSION TO SMC

While the College does not recommend specific subjects for admission, the following minimum preparation, with quality performance in evidence, is required:

- ▶ A minimum of three units of English as a preparation to reading, writing, and speaking the English language effectively and accurately.
- ▶ Two or more units of mathematics including algebra—algebra and geometry preferred.\*
- ▶ Two units of science—laboratory experience required in at least one unit†. Students planning to enter the Associate in Science Program in Nursing must have taken high school chemistry.
- ▶ Two units of social studies—A unit in U. S. History is highly recommended.

Two units of one foreign language, and a course in typing are strongly recommended. Students admitted with less than three units of religion and two units of one foreign language will be required to complete additional courses in these areas beyond the general education requirements for the baccalaureate degrees. An exception to the policy involving foreign language study may be noted in certain curricula leading to the Bachelor of Science and Bachelor of Music degrees.

Other deficiencies revealed by transcript and entrance examinations will be given individual attention. Make-up work involving remedial non-credit courses and college level courses intended to satisfy secondary unit deficiencies, will be assigned as part of the academic program during the freshman year. In general, four semester hours of college course work taken in the area of deficiency will be required to satisfy one unit of deficiency.

### ADMISSION OF TRANSFER STUDENTS

Students wishing to transfer to SMC from another accredited college or university must follow the same application procedure as other students. Transfer credits may be applied toward the requirements for a degree when the student will have satisfactorily completed a minimum of twelve semester hours in residence. A maximum of seventy-two semester hours may be accepted from a junior college. Background deficiencies revealed by transcripts and entrance examinations will be given individual attention. Students transferring from non-accredited institutions of higher education are given conditional status until the level of their academic performance in residence warrants promotion to regular status. Grades of less than "C" from such institutions will not be accepted toward meeting graduation requirements. A student who has

\* For those wishing to major in chemistry, mathematics, or physics, or take professional work in engineering, medicine and certain other pre-professional courses, the second unit must be either algebra II or geometry. Students wanting to take the above curricula are advised to include as much mathematics as possible in the secondary program.

† The two units must be selected from biology, chemistry, or physics for those wishing to major in science, mathematics, or nursing, or take pre-professional work in engineering, medicine, dentistry or other medical arts curricula.

## **ADMISSION TO SMC**

been dismissed from another institution because of poor scholarship or citizenship, or who is on probation from that institution, is not generally eligible for admission until he can qualify for readmission to the institution from which he has been dismissed.

### **ADMISSION BY EXAMINATION**

Students who are 21 years of age or older and who are unable to provide evidence of having completed the requirements for secondary school graduation are encouraged to seek admission if personal qualifications for success in college are in evidence. The results of college entrance examinations as advised by the College and the educational background of the applicant will be considered necessary criteria for admission.

### **ADMISSION OF SPECIAL STUDENTS**

Mature individuals who do not meet the above college admission requirements and who do not wish to become degree candidates, or otherwise-qualified students who may desire limited credit for transfer to another institution of higher learning may register as special students.

### **APPLICATION PROCEDURE FOR ADMISSION**

- ▶ Request application forms from the Office of Admissions and Records.
- ▶ Return the completed application to the Office of Admissions and Records with the application fee of \$5, which is not refundable. After July 31, the application fee is \$10.
- ▶ Transcripts of credits and other documents must be obtained by the applicant and forwarded to the Office of Admissions in support of an application. These will become the property of the College.
- ▶ To permit a more effective program of counseling for admission, applicants must submit scores from the American College Testing Program (ACT). Test scores are valuable in determining ability to pursue a college program, and in discovering areas in which the student may be deficient.
- ▶ Upon receipt of the application, transcripts of credits, recommendations and test scores, the Admissions Committee will notify the applicant of the action taken.

### **WHEN TO APPLY OR REAPPLY**

New students are urged to submit applications not later than the last term of the senior year of high school. Applications submitted at the beginning of the senior year will sometimes enable the College to suggest ways of strengthening the student's preparation. Because of the difficulty sometimes encountered during the summer months in obtaining necessary transcripts, test scores, and recommendations, more time will be necessary for processing late applications.

Students in residence may submit re-applications without charge until April 30. Thereafter the regular application fee of \$5 will be required until July 31, after which the fee becomes \$10.

## PROGRAMS OF STUDY DEGREES AND CURRICULA

As a Christian liberal arts college, SMC intends that God be placed at the center of all learning experience. Through the direct classroom approach, the emphasis assigned to spiritual matters in college life, and through the planned social program for the student, a satisfying perspective of the universe may be achieved.

A Christian liberal education at SMC makes central its concern for character and intelligence, neither of which it can create. It attempts to provide the atmosphere and conditions under which both can be discovered and nurtured to maturity. In essence, it seeks to:

- ▶ Engender a considered sense of judgment values involving commitments to *a priori* moral positions based on Christian philosophy, religion and experience.
- ▶ Liberate the individual human mind as essential to the discovery and acquisition of truth.
- ▶ Reveal that education is both discipline and delight, and that meaningful, lasting benefits flow from men and women who have become involved in the pleasures of learning.
- ▶ Provide knowledge of classified facts pertaining to man's relationship to his physical and social universe.
- ▶ Develop basic abilities and skills that are widely transferable and needed in nearly all of man's pursuits. To understand people, to be able to organize and communicate effectively, and to possess a will to follow through with the assigned task at hand are all essential tools for successful living.

### PLANNING A COURSE OF STUDY

When planning for college, the student should consider in detail the course of study desired as a preparation for a specific profession or occupation. It is not always necessary to have made firm decisions about the choice of life's work before entering college. Some students prefer to take a general program of education during the freshman year while exploring several fields of knowledge. This approach need not result in loss of credits if carefully planned.

Students planning to teach should include courses in teacher education as a part of their program of study in order to qualify for denominational and state certification.

The programs of study and the over-all graduation requirements outlined in this bulletin should be diligently considered by students in advance of registration. Think about the desired program in detail, then consult the faculty adviser. If convenient, freshman students may wish to consult faculty advisers during the summer months prior to the beginning of the fall term.

The College offers programs of study leading to the Bachelor of Arts, Bachelor of Science, and Bachelor of Music Degrees. Although SMC is essentially a liberal arts college, pre-professional and terminal curricula are offered for students planning to enter professional schools

## PROGRAMS OF STUDY

and for those who, because of limited resources and qualifications, may wish to pursue a two-year terminal program of a technical nature. These curricula are described following the degree programs.

### GENERAL DEGREE REQUIREMENTS

The general degree requirements for a baccalaureate degree are:

- ▶ A minimum of 128 semester hours including 40 hours of upper biennium credits, with a resident and cumulative grade point average of 2.0 (C) or above. Courses completed with grades lower than a "C" may not be applied on a major or minor.
- ▶ Completion of a major and minor (two majors accepted), the general education requirements, and electives to satisfy the total credit requirements for graduation.
- ▶ Thirty semester hours of credit must be completed in residence immediately preceding conferment of the degree. Sixteen of the thirty hours must be in the upper biennium with at least eight hours in the major and three in the minor.
- ▶ Completion of the general education requirements.
- ▶ Completion of a senior comprehensive examination provided by the College.

### GENERAL EDUCATION REQUIREMENTS

The well-educated individual must possess an understanding of the broad outlines of human knowledge as well as of his chosen field of specialization. It is the purpose of general education to provide the student with a capability for critical thinking and a knowledge of his cultural heritage. Thus all degree candidates are required to select certain general education courses as a part of the total educational program. It is expected that every student will take courses in Religion and English during the freshman year. While it is not expected that students complete all the general education requirements during the freshman and sophomore years, a total of 45 hours must be completed before registering for upper biennium courses, with six hours in each of the following areas: Language arts, foreign language, science and mathematics, social science, and religion. Any variance from the general education program outlined below for the Bachelor of Arts degree may be found in the departmental description of the specific curriculum and degree sought.

#### GENERAL EDUCATION REQUIREMENTS

Applied Arts and Vocational Training .....	4 hours
Fine Arts .....	4 hours
Foreign Language .....	6-14 hours
Health, Physical Education and Recreation .....	4 hours
Language Arts .....	12 hours
Religion .....	12 hours
Science and Mathematics .....	12 hours
Social Science .....	12 hours



## PROGRAMS OF STUDY

### APPLIED ARTS AND VOCATIONAL TRAINING. Four hours

Opportunity for work experience and vocational training is provided as an integral part of the total educational experience in order to teach the student that labor is God-given, dignified and an aid to character development. Productive and useful labor can aid in developing character traits of industry, dependability, initiative, cooperation and thrift. This requirement may be satisfied by selecting courses from Home Economics, with the exclusion of courses 2, 161, 162, 61, 131, 5, 119 and 191; Industrial Education, Library Science, and Office Administration, with the exclusion of courses 72,73, 78, 141, 146, 174 and 181.

As an alternative, the student may elect work experience in *one* of the auxiliary enterprises or departments of the college. This would not carry academic credit but would constitute a waiver of applied arts and vocational training requirements. The work experience shall consist of satisfactory employment for a minimum of 300 hours during each of two years in residence. Although not entered as academic transcript items, labor grades are issued at the close of each nine-week period. Hours of labor earning less than a grade of "S" may not be considered in completing this requirement. Students wishing to meet the requirement through vocational work experience must declare their intention to do so in writing to the registrar during regular registration periods.

### FINE ARTS. Four hours

To provide for a better understanding and appreciation of the creative arts, the following courses are required:

- a. Music 61 or Art 60 ..... 2 hours
- b. Applied Music or Art ..... 2 hours

### FOREIGN LANGUAGE. Six hours

To broaden the student's knowledge of other peoples and cultures, courses in foreign language are required. Since a degree of competence in one language is expected, the student must complete one of the following courses:

- a. Spanish 93-94
- b. German 93-94
- c. French 93-94
- d. Greek 101-102

Students entering college with inadequate preparation as determined by a standardized proficiency test for one of the above courses must first complete an elementary course in the chosen foreign language.

Any student whose native tongue is not English must meet the six-hour requirement by taking additional studies in English, speech and courses dealing with American culture.

### HEALTH, PHYSICAL EDUCATION AND RECREATION. Four hours

To provide him with the necessary skills for acceptable leisure time recreational activities and physical fitness, the student is required to take the following courses:

## PROGRAMS OF STUDY

P. E. 7, 8; and 53 ..... 4 hours

During the first year in residence students taking eight hours or more each semester are required to take P.E. 7, 8. To complete the requirement, students may choose an additional hour from P.E. 54, 55, 56, 57, 61, 62 or 63 during the second year in residence.

### LANGUAGE ARTS. Twelve hours

To prepare the student more fully in the effective and accurate use of spoken and written English and to acquaint him with the beauty of selected literary masterpieces, the following courses in the Language Arts are required:

- a. English 1-2 ..... 6 hours
- b. Literature ..... 4 hours
- c. Speech 5, 31, 63 or 64 ..... 2 hours

Admission to English 1 depends upon the student's satisfactory performance on the English section of the American College Test. Students achieving a college bound percentile score of 20 or less on the ACT English section will be required to take remedial work in conjunction with or prior to English 1. All candidates for a baccalaureate degree are required to pass a standardized test in English usage, spelling and reading. The test will be administered as a part of the course English 1-2. Students who fail to obtain satisfactory scores will not be accepted in regular academic standing for the sophomore year until they have successfully met the requirement.

### RELIGION. Twelve hours

To better understand the nature and destiny of man and his relationship to his Creator, the student presenting three or more units of Bible credit from any approved secondary school is required to take the following courses:

- a. Religion 11, 12; 50; 105 ..... 9 hours
- b. Additional courses selected from  
Bible and religion only ..... 3 hours

Students presenting only two units of Bible credit from an approved secondary school must take two hours and those having one unit or less must take four hours of religion in addition to the above requirements.

Those without previous Bible study must elect Religion 1, 2 to meet the four-hour additional requirement in religion. Transfer students from other than Seventh-day Adventist colleges will take four hours for each year in residence with a minimum of six hours for graduation.

### SCIENCE AND MATHEMATICS. Twelve hours

An understanding of the scientific method and the universe in which he lives is vitally important to the well-educated individual.

## PROGRAMS OF STUDY

This requirement must be met in part by selecting a minimum of six hours in sequence with a laboratory from the following courses:

- a. Biology 7, 8; 11, 12; 45, 46; 51, 52
- b. Chemistry 7-8, 11-12; 13-14
- c. Physics 51-52; 61-62

To complete this requirement, additional hours may be selected from appropriate courses in Mathematics, Biology, Chemistry, and Physics.

### **SOCIAL SCIENCE, Twelve hours**

To acquaint him with the social and cultural aspects of man and his environment, the heritage of western civilization and current social concepts, the student is required to take the following courses:

- a. History 1, 2 or 53, 54 ..... 6 hours
- b. Additional courses selected from economics, geography, history, political science, psychology, sociology or anthropology ..... 6 hours

Students who have not taken World History at the secondary level school must include History 1, 2.

### **THE BACHELOR OF ARTS**

Ten majors for the Bachelor of Arts degree are offered:

- Biology
- Chemistry
- Communications
- English and Literature
- German
- History
- Mathematics
- Music
- Physics
- Theology

### **THE BACHELOR OF SCIENCE**

Thirteen majors for the Bachelor of Science degree are offered. For general education requirements in variance with those previously outlined for the Bachelor of Arts degree, the student should consult the specific department of interest as listed in the section "Departments and Courses of Instruction."



## PROGRAMS OF STUDY

The majors are:

Accounting	Foods and Nutrition	Medical Technology
Business Admin.	Health, Phys. Ed. and	Nursing
Chemistry	Recreation	Office Admin.
Community Services	Home Economics	Physics
Elementary Education	Industrial Arts	

### THE BACHELOR OF MUSIC

The Bachelor of Music degree is available to students planning to major in music with special emphasis in music education or music performance. The detailed requirements for this professional degree are outlined under the Department of Music in the section "Departments and Courses of Instruction."

### MAJOR AND MINOR REQUIREMENTS

The College offers twenty-four majors and twenty-two minors for students wishing to qualify for a baccalaureate degree. Minors are offered in Art, Economics, Journalism, Speech, Spanish and Psychology, as well as in most major fields of study listed under the degree programs. Each major for a baccalaureate degree consists of thirty hours or more in the chosen field of specialization of which a minimum of fourteen must be upper biennium credit. The total of semester hours required for each major for the Bachelor of Science and Bachelor of Music degrees varies with the field of specialization chosen.

All minors consist of eighteen semester hours. Six hours of a minor must be upper biennium credit.

The specific requirements for majors and minors are given under the respective departments in the section "Departments and Courses of Instruction."

### GRADUATION WITH HONORS

Upon the recommendation of the Academic Policies Committee and the approval of the faculty, a degree candidate in good and regular standing, having attained an overall grade point average of 3.5 or higher, may have the degree conferred *cum laude*.

### GRADUATION IN ABSENTIA

It is expected that degree graduates participate in the commencement services unless granted written permission by the President of the College to be graduated *in absentia*. Written application for exemption should be made early in the second semester of the senior year. Permission will be granted only in instances of obvious necessity. A fee of ten dollars is assessed for graduating *in absentia*.

### RESPONSIBILITY OF THE STUDENT

The responsibility for satisfying degree requirements rests with the student. Each student is expected to acquaint himself with the various requirements published in the bulletin and to plan his course of study accordingly. The student may choose to meet the requirements of any one bulletin in effect during the period of residency preceding the senior year. If he discontinues for a period of twelve

## PROGRAMS OF STUDY

months or more, he must qualify according to a single bulletin in force subsequent to his return.

A student may become a degree candidate when he enters upon the school term during which it will be possible to complete all requirements for graduation. Formal application for graduation must be made at the Office of Records during the second semester of the junior year. Students transferring to SMC for the senior year must file a request at the time of registration. All resident candidates must be members of the senior class.

### PRE-PROFESSIONAL CURRICULA

SMC offers pre-professional and pre-technical programs in a wide variety of fields which may prepare students for admission to professional schools or to enter upon technical careers. Below are listed the pre-professional curricula most frequently chosen by students.

Dentistry	Medical Technology	Pharmacy
Dental Hygiene	Medicine	Physical Therapy
Engineering	Occupational Therapy	Social Work
Inhalation Therapy	Optometry	Veterinary Medicine
Law	Osteopathy	X-Ray Technology
Medical Record Technology		

Pre-professional and technical admission requirements may vary from one professional school to another. The student is, therefore, advised to become acquainted with the admission requirements of the chosen school.

Detailed requirements for the pre-professional curricula are outlined in the section on "Pre-Professional Curricula."

### TERMINAL CURRICULA

In addition to the degree programs and pre-professional curricula, the College offers seven terminal curricula intended to meet the needs of students with limited resources and qualifications who wish to experience the benefits of one or two years on a college campus. The following terminal curricula qualify the student for an Associate in Arts or an Associate in Science diploma

Editorial Office Administration	Medical Office Administration
Home Economics	Nursing
Industrial Education	Office Administration
Medical Record Technology	

Complete details of course requirements for the terminal curricula are outlined in the departmental descriptions in the bulletin section "Departments and Courses of Instruction" or under "Pre-Professional Curricula."



# ACADEMIC INFORMATION

## REGISTRATION

Students are expected to register during the scheduled registration periods designated in the school calendar. The registration process is complete only after all procedures have been met and registration forms are returned to the Office of Records. Freshmen and transfer students are required to participate in the Orientation Week activities.

*Late Registration.* Permission to register late must be obtained from the Academic Dean. Students failing to register during the scheduled registration periods will be assessed a late registration fee of \$10.00 and \$2.00 for each additional day. The course load of a late registrant will be reduced by one to two semester hours of each expired week of instruction. No student should expect to register after two weeks of the semester have elapsed.

*Changes in Registration.* To avoid changes in registration the student should carefully consider the program of courses necessary to meet his objectives. To avoid subsequent adjustments, a balance must be maintained between the course load, work program, and extra-curricular activities.

If expedient, changes in the student's program may be made during the first full week of instruction by the Director of Records with the approval of the course instructor. Subsequent changes must also have the approval of the Academic Dean. To effect a change in courses, the student must obtain the appropriate change of registration voucher at the Office of Records. After having the proposed change of program approved, the student must return the form to the Office of Records. Course changes and complete withdrawals from the school become effective on the date the voucher is filed at the Office of Records. A fee of \$5.00 will be assessed for each change in the course program following the first full week of instruction.

A student may not change from one course section to another without the approval of the instructor and the Director of Records.

A student may withdraw from a course up to the fourth week of a semester with a grade of "WP." From the fourth week to the twelfth week a grade of "WP" or "WF" will be recorded. Thereafter a grade of "F" will be recorded unless the withdrawal is due to unavoidable circumstances, or disciplinary action in which case a grade of "WP" or "WF" will be applied, depending upon the student's grade at the time of withdrawal.

## ACADEMIC INFORMATION

No tuition adjustment will be permitted for reductions in course loads after the twelfth week of a semester term.

*Auditing Courses.* A student may register on an audit basis with the approval of the department in courses for which he is qualified. Class attendance is expected but examinations and reports may be omitted. With the approval of the instructor a student may change a course registration for audit to credit, or for credit to audit, during the first week of instruction only. No credit is given for courses audited, and the fee is half the regular tuition charge.

### COURSE LOAD

The measure of a college course is expressed in semester hours. A semester hour usually consists of one fifty-minute class period per week for one semester. Thus, two semester hour classes are scheduled to convene twice a week and three semester hour classes three times a week. A laboratory period of two or three hours is equal to one class period. Exceptions may be made only by action of the Academic Policies Committee.

To qualify for a baccalaureate degree in four years, a student must take an average load of sixteen hours per semester. The summer term may be used to advantage by students wishing to complete degree requirements in less than four years or by students having to take reduced programs of studies during the regular academic year.

Except by permission of the Academic Dean, a resident student may not register for more than sixteen or less than eight semester hours. By permission, students of superior scholastic ability may register for a maximum of eighteen hours. Freshmen may not exceed seventeen hours. A student is expected to pursue a program of studies equal to his ability.

*Study-Work Program.* It is exceedingly important that the student adjust the course load to achieve a reasonable balance in study and work. During registration the student should confer with his adviser or major professor in planning the proper balance of study and work. In determining an acceptable study-work program, the student's intellectual capacity and previous scholastic record are considered. Exceptions to the following schedule of study and work must receive the approval of the Academic Dean.

Course Load	<i>Maximum Work Load</i>
16 hours .....	16 hours
14 hours .....	20 hours
12 hours .....	26 hours
10 hours .....	32 hours
8 hours .....	38 hours



## ACADEMIC INFORMATION

Students of average scholastic ability are advised to plan a study-work program involving less than the maximum hours of labor permitted. Freshmen in particular need more time for orientation and adjustment to the college academic program.

### GRADING SYSTEM

Mid-semester and semester grade reports are issued to the student and his parent or guardian. Only semester grades are recorded on the student's permanent record at the College. The following system of grading and grade point values is used:

A	Superior	4 grade points per hour
B	Above average	3 grade points per hour
C	Average	2 grade points per hour
D	Below average	1 grade points per hour
F, FA	Failure, Failure due to absences	0 grade points per hour
S	Satisfactory	
I	Incomplete	
WP	Withdrew passing	
WF	Withdrew failing	0 grade points per hour
AU	Audit	
NC	Non-credit	

The grade "S" may be given in group organizations and problem courses but may not be used as a final grade. An "I" is given only when unavoidable circumstances prevent the completion of the course. The Incomplete automatically becomes an "F" if not removed during the following semester. Academic dishonesty may result in the lowering or loss of a grade.

A course in which the student received a grade of "D" or "F" may be repeated before he takes a more advanced course in the same field. A course may be repeated for credit in residence only. In computing the grade point average, both the original grade and the grade received in the repeated course will be included.

The grade point average may be calculated by dividing the total number of grade points earned by the course load.

### ACADEMIC PROBATION

Students are placed on academic probation whenever their cumulative grade point average in residence falls below a 2.0 (C). Transfer, or returning students admitted with less than a cumulative grade point average of 2.0 (C) are automatically placed on academic probation. Probation covers a trial period, which unless otherwise stated, is the current academic year during which it is determined whether the student is returned to good standing having met the stated requirements or having been dismissed or suspended at the end of the probation period for failure to meet them. As a general rule a student

## ACADEMIC INFORMATION

may not continue beyond the sophomore level unless the cumulative grade point average is "C" or better.

The case of each probationary applicant will be given individual attention. Students admitted on academic probation are required to limit their extra-curricular activities and part-time employment. The college reserves the right to ask any student whose academic progress is in general unsatisfactory to withdraw or transfer to another field.

### CLASS AND CHAPEL ATTENDANCE

*Class Attendance.* Regular attendance at all class and laboratory appointments is required. Class skips are not permitted, and if the total number of absences, regardless of reason, exceeds twice the number of the class credit hours, the grade of "FA" may be recorded. To avoid a course grade of "FA" the student may request the instructor to review the case with the Academic Dean if the cumulative absence record was primarily due to illness or unavoidable emergency.

Class make-up work will be permitted only if absences are incurred because of illness, authorized school trips, or emergency. Excuse requests must be presented to the Academic Dean within 24 hours after the student resumes class attendance. All make-up work involving examinations and other class assignments must be completed within two weeks unless otherwise arranged with the instructor.

Absences immediately preceding or following a vacation, school picnic, field day, or from the first class appointment of the second semester by one in residence, carry a double penalty. Three tardinesses are equivalent to an absence.

*Chapel Attendance.* The chapel service is provided for the spiritual and cultural benefit of the college family, to promote the interests of SMC, and to develop and conserve a spirit of campus unity. In essence the chapel attendance policy is the same as for class attendance in that no absences are permitted except for illness, authorized school trips, or emergency. Excuses must be presented at the Dean of Students office within 48 hours after the absence. It is the responsibility of each student to keep check of his chapel absences. Upon receiving the fourth unexcused absence, the student will receive a letter of advice, and upon receiving the fifth, a letter of warning. Additional unexcused absences will result in suspension from all classes pending review by the Student Affairs Committee. Continued absences may disqualify the student as a citizen on this campus. A student leaving chapel after record is taken will be considered absent. Absences immediately preceding or following vacations, school picnics, field days or from the first chapel appointment of the second semester carry a double penalty. Three tardinesses are equivalent to an absence.

A satisfactory chapel attendance record is required for readmission to SMC.

## ACADEMIC INFORMATION

### SPECIAL EXAMINATIONS

Upon recommendation of the instructor and the approval of the Academic Policies Committee, a student may obtain a waiver of curricular requirements by successfully completing comprehensive examinations—written, oral, manipulative or otherwise, as determined by the instructor. A fee of \$5.00 is assessed.

### COLLEGE CREDIT BY EXAMINATION

In recognition of the needs of the exceptionally gifted student, college credit by examination is permitted in curricular course requirements which follow in sequence in the chosen major and minor. The following rules of procedure apply:

- ▶ Application in writing to the Academic Dean with the approval of the major professor and department chairman at least four weeks in advance of the proposed examination date.
- ▶ Payment to the accounting office of a special examination fee of \$25.00.
- ▶ Sitting for the comprehensive examinations, written, oral, manipulative or otherwise as determined by the instructor in collaboration with the department chairman.
- ▶ A grade of "B" must be achieved by the student to have course credits recorded as college credit.

### CORRESPONDENCE AND EXTENSION COURSES

A maximum of twelve semester hours of correspondence or extension work credit may apply toward a baccalaureate degree program and eight hours toward a two-year terminal curriculum.

A student will be permitted to carry correspondence or extension work while in residence only if the required course is unobtainable at the College. All correspondence work must be completed one full semester prior to graduation. Correspondence work whether taken while in residence or during the summer, must be approved in advance by the Academic Dean.

Correspondence work may not apply on the upper biennium requirements of the major or minor. A minimum grade of "B" must be earned to apply on the lower biennium requirements for a major. Correspondence credit with a "D" grade is unacceptable and a course in which the student earned a grade of "D" or "F" while in residence may not be repeated by correspondence. No correspondence credit will be entered on the student's record until he has earned a minimum of twelve hours in residence with an average of at least "C".

### CLASS ORGANIZATIONS

Student classes are organized early in the first semester according to the following levels of academic achievement:

## ACADEMIC INFORMATION

Freshmen .....	0-23 semester hours
Sophomores .....	24-55 semester hours
Juniors .....	56-95 semester hours
Seniors .....	96- semester hours

The class standing for which a student qualifies generally continues through the entire school year. Eligibility for office requires an acceptable scholastic and citizenship record.

A student may not be classified as a senior until he has filed a formal request with the Office of Records for spring or summer graduation candidacy. All candidates for graduation must join the senior class organization and meet the non-academic requirements voted by the class membership.

### HONORS

The following honors program has been devised in recognition of quality scholarship and a commitment to learning.

*Dean's List.* Students who carry a minimum of twelve semester hours and attain a grade point average of 3.5 or above for two consecutive semesters in residence are listed on the official Dean's List. At the discretion of the instructor, students on the Dean's List may be given the opportunity to pursue planned programs of independent study in certain upper biennium courses designated by the instructor.

*Honorable Mention.* Students who achieve a grade point average of 3.0 or above for a single semester with a minimum course load of twelve hours are given honorable mention.

### TRANSCRIPTS

Copies of a student's academic record may be obtained by the student upon request to the Office of Records. The first copy of the transcript is issued without charge. Thereafter, a charge of \$1.00 is assessed for each additional copy.

## DIVISIONS OF INSTRUCTION

For administrative purposes the several departments and areas of instruction have been organized by related fields into divisions as indicated below.

### I. APPLIED ARTS AND SCIENCES

Chairman: WAYNE VANDEVERE

1. Business Administration.
2. Home Economics.
3. Industrial Arts—Library Science.
4. Office Administration.

### II. EDUCATION-HEALTH AND PHYSICAL EDUCATION

Chairman: KENNETH M. KENNEDY

1. Education.
2. Health, Physical Education and Recreation.

### III. FINE ARTS

Chairman: MARVIN L. ROBERTSON

1. Art.
2. Music.

### IV. LANGUAGE ARTS

Chairman: Gordon Hyde

1. Communications.
2. English and Literature.
3. Modern Languages and Literature.

### V. NATURAL SCIENCES-MATHEMATICS

Chairman: JOHN CHRISTENSEN

1. Biology.
2. Chemistry.
3. Mathematics.
4. Physics.

### VI. NURSING

Chairman: HARRIET SMITH-REEVES

### VII. RELIGION, THEOLOGY, AND RELATED STUDIES

Chairman: BRUCE JOHNSTON

1. Religion and Theology.
2. Biblical Languages.

### VIII. SOCIAL SCIENCES

Chairman: EVERETT T. WATROUS

1. History.
2. Political Science.
3. Behavioral Sciences.

For convenience of reference the departments and related areas are listed alphabetically throughout the following pages.



# DEPARTMENTS AND COURSES OF INSTRUCTION

## COURSE NUMBERS

Courses numbered 1 to 49 are lower biennium courses taken mainly by freshmen, and 50 to 99 mainly by sophomores; those numbered 100 to 149 are upper biennium courses open primarily to juniors; and 150 to 199 are open primarily to seniors.

Course numbers that stand alone (e.g., 56) represent courses of one semester which are units in and of themselves.

Course numbers separated by a hyphen (e.g., 1-2) represent year courses, the semesters to be taken in sequence. Credit for the first semester only will not apply toward graduation from any curriculum.

Course numbers separated by a comma (e.g., 41, 42) represent units in and of themselves either one of which may be counted for graduation without reference to sequence.

Course numbers separated by a colon (e.g., 11:12) are year courses in which credit for the first course is a prerequisite to the second; however, credit may be given for the first semester when taken alone.

Course numbers followed by a letter (e.g., 165r., 166r) may be repeated for credit, because of difference in subject matter.

## ALTERNATING COURSES

Throughout the following section, courses which are not offered during the school year 1965-66 will be starred to the left of the course number (e.g., \*57, 58). This arrangement of offering courses in alternate years (generally on the upper biennium level) makes possible the enrichment of curricula without a proportional increase of instructional expense.

## ART

Olivia Dean, Nellie Jo Williams, Ruth Zoerb

*Minor:* Eighteen hours including courses 1:2; 60; 143:144; and eight hours of applied art including two hours of advanced painting.

### 1, 2. FUNDAMENTALS OF DRAWING AND DESIGN

4 hours

An introductory course in drawing, composition and design. Emphasis on the basic art elements and their functions in composition, using various media: pencil, charcoal, pastel and ink.

### 9, 10. DESIGN AND ILLUSTRATION

4 hours

A course that develops the ability to design two-dimensional forms in preparing posters, advertising brochures, lettering, and magazine layout. This course is taught in alternate years.

## BEHAVIORAL SCIENCE

- 48. GENERAL CRAFTS** 2 hours  
A laboratory course introducing a variety of materials and techniques, such as, clay modeling, weaving, enameling, glass and aluminum etching, mosaics, and graphic arts. This course is taught in alternate years.
- 51, 52. BEGINNING PAINTING** 2 or 4 hours  
Recommended prerequisite: Art 1, 2.  
Introduction to water color and oil paint with emphasis on landscapes, still life, and flowers; originality will be stressed.
- 55, 56. CERAMICS** 4 hours  
Basic techniques of ceramics and pottery; stressing creative expression as well as different forms of glazing.
- \*7, 8r. SCULPTURE** 4 hours  
The various expressions in three dimensional forms are studied. Portrait sculpture, building up in soft materials as well as direct plaster techniques. This course is taught in alternate years.
- 57, 58. ART EDUCATION AND SKILLS** 4 hours  
Exploratory activities designed to acquaint the prospective teachers with art materials and the skills and techniques necessary for their effective use at the various instructional levels.
- 123, 124. DRAWING** 4 hours  
Prerequisites: Art 1, 2 or permission of the instructor.  
A course designed to give a wider range of techniques and media involved in still-life, landscape and clothed figure drawing.
- 145r, 146r. PAINTING** 4 hours  
Prerequisite: Art 51, 52.  
Here a student may desire to study further the use of the various media and explore the relationships of abstract representation to realism. Instruction in clothed figure painting; landscapes and animal life.

## ART HISTORY

- 60. SURVEY OF ART** 2 hours  
An introductory course to art experience. A survey of art media with illustrated lectures, discussion, and analysis of important masterworks.
- \*143:144. HISTORY OF ART** 4 hours  
Prerequisite: Art 60.  
A study of the arts of western civilization from antiquity to the present with an emphasis on the pivotal figures in art history. Representative examples of painting, sculpture, and architecture will be studied as well as some examples from the graphic and decorative arts. Taught on demand.

## BEHAVIORAL SCIENCE

Alma Chambers, James Ackerman, John Cassell, Kenneth Kennedy  
LeVeta Payne, Everett Watrous

## BACHELOR OF SCIENCE IN COMMUNITY SERVICES

This major is intended for those with an interest in the behavioral sciences. Students wanting to enter the fields of social work, psychology, personnel and guidance work, sociology or anthropology should consider this curriculum. In most cases, to achieve a professional level in these fields the student must seriously consider further preparation at the graduate level.



## BEHAVIORAL SCIENCE

*Major:* Forty hours including a core requirement comprised of Sociology 20 and 156; History 115; Psychology 1; Economics 71, 72; Religion 157 and Biology 11, 12. The additional fifteen hours may be selected in consultation with the adviser, from the following areas and courses: Psychology, Sociology, Education 162, and Business Administration 82 and 147.

Statistics highly recommended for those seeking a major.

*Minor:* Eighteen hours selected from the courses identified as psychology, including six hours of upper biennium.

### PSYCHOLOGY

#### 1. GENERAL PSYCHOLOGY

3 hours

An introduction to the basic principles and concepts in psychology. The development of the mental process including the principles of motivation, learning and perception are stressed. The course is designed to help the student understand and explain the behavior of others and thereby be better able to predict and control his own life and affect the lives of those about him.

#### 20. DEVELOPMENTAL PSYCHOLOGY

2 hours

A basic course in growth, development and learning from childhood through adolescence. Factors involving biological, psychological and sociological maturation are presented.

#### \*53. MENTAL HYGIENE

2 hours

A study of the emotional, spiritual, and intellectual factors affecting mental health and contributing to a sound psychological adjustment. Emphasis is on an analysis of personality dynamics. The prevention of mental illness is considered and the attainment of emotional maturity is stressed. This course is taught in alternate years.

#### \*54. PSYCHOLOGY OF PERSONALITY

2 hours

A systematic study of the development, dynamics, and structure of personality. Heredity, physio-chemical factors, and experience in the typical crucial situations of infancy, childhood and adolescence are considered. Methodology, theory and empirical research are studied in relation to personality development. This course is taught in alternate years.

#### 80. GUIDANCE AND COUNSELING

3 hours

Prerequisite: Psychology 1

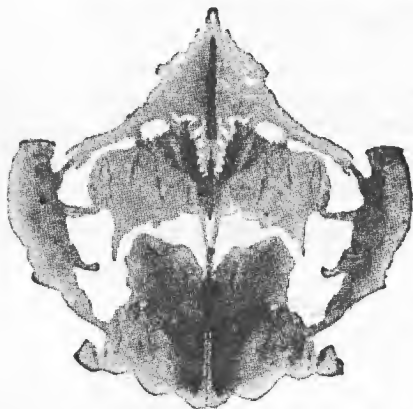
A survey of the current aims of counseling and guidance in school and community. Basic principles, procedures, and policies of counseling and guidance are emphasized. Directive and non-directive methods are stressed.

#### 107. PSYCHOLOGICAL EVALUATION

3 hours

Systematic study of the principles underlying the construction and validation of the major varieties of tests and an introduction to the statistics of test interpretation. Emphasis is given to the utilization of test results in individual educational and therapeutic settings.

## BEHAVIORAL SCIENCE



and a wide variety of disabling conditions and individual adjustment in relation to disability are considered. This course is taught in alternate years.

### 160. PHYSIOLOGICAL PSYCHOLOGY

3 hours

An examination of the physiological correlates of behavior. A study of the general nature of the response mechanism and the internal environment including the role of the sense organs, nervous system, muscles and glands in human behavior and personality development. This course is taught in alternate years.

### \*170. SOCIAL PSYCHOLOGY

2 hours

A study of the interrelationships of individuals in social situations and the effects upon the behavior and attitudes of individuals and groups. Dynamics of groups, social roles communication and mass behavior are foci of consideration. This course is taught in alternate years.

### \*183. ABNORMAL PSYCHOLOGY

3 hours

Prerequisite: Psychology 1 and 112.

An examination of pathological behavior including the etiology symptoms and treatment of personality disturbances and mental disorders. The psychoneuroses, the functional and organic psychoses, character and behavior disorders and mental deficiency are explained. This course is taught in alternate years.

### 190. PROBLEMS IN PSYCHOLOGY

1-2 hours

Prerequisites: Fifteen hours in psychology with a grade point average of 3.00 and consent of the instructor and department head. Individual investigation of a special problem under the direction of a staff member. Library, laboratory or field work will be required in meeting the requirements.

## SOCIOLOGY

### 20. INTRODUCTION TO SOCIOLOGY

2 hours

A study of the problems of society and group behavior patterns.

### 82. MARRIAGE AND THE FAMILY

2 hours

A course in the ethics or human relationships including the place of the family in society, a Christian approach to the problem of marriage and family life and inter-relation of parents and children.

### 112. CHILD AND EDUCATIONAL PSYCHOLOGY

3 hours

Endeavors to establish an understanding of the development of the child's personality as affected by physical, social, and cultural factors. Emphasis on the importance of the child's interpersonal relationships in his family and peer group.

### 115. ADOLESCENT PSYCHOLOGY

3 hours

Prerequisite: Psychology 112.

Developmental study of the problems of socialization with special emphasis on peer culture, puberty, physical development, learning, and adjustments of adolescence. This course is taught in alternate years.

### 155. PSYCHOLOGY OF EXCEPTIONAL CHILDREN

2 hours

The psychological and educational problems of exceptional children. The etiology of exceptionality. Nature and degree of conditions which characterize the atypical child

and a wide variety of disabling conditions and individual adjustment in relation to disability are considered. This course is taught in alternate years.

## BIOLOGY

### 156. FIELD OF SOCIAL WORK

3 hours

The historical background, methods, and functions of public and private programs in the field of social welfare.

## ANTHROPOLOGY

### 61. CULTURAL PATTERNS

2 hours

A study of cultural development based on regional environment, the factors that create certain cultural patterns. The origin and nature of contemporary cultures.

## BIOLOGY

Huldreich Kuhlman, Elbert Wescott, Edgar Grundset, James Zeigler

*Major:* Thirty hours excluding Biology 7, 8, but including Biology 45, 46; 51, 52; 111; and 195. Chemistry 171 or 172 may apply on a Biology major. Cognate requirement: Chemistry 11-12. A minor in Chemistry is recommended. A course in General Physics is highly desirable.

*Minor:* Eighteen hours including six hours of upper biennium. Course number 195 is required.

### 5. FIELD NATURAL HISTORY

3 hours

An introductory treatment of the fundamental principles of plant and animal life. Topics of special emphasis will include the study of birds, insects, flowers, trees, heredity, ecology and conservation. This course will not apply on any curriculum if Biology 7 or 8 is taken. Two hours lecture, three hours laboratory each week.

### 7, 8. GENERAL BIOLOGY

6 hours

An introductory treatment of the fundamental principles of plant and animal life. A course designed for students whose interest is not primarily in science, but who wish to understand the basic concepts of science, especially as they relate to biology in its broadest aspects. Biology 7 pertains primarily to the plant kingdom and Biology 8 primarily to the animal kingdom. Two hours lecture, three hours laboratory each week.

### 11, 12. ANATOMY AND PHYSIOLOGY

6 hours

A study of the fundamentals of human anatomy and physiology. Two hours lecture, three hours laboratory, each week.

### 22. MICROBIOLOGY

4 hours

A study of micro-organisms; their relation to the production of disease in man and their modes of transmissions; methods used in specific prevention or treatment of disease. Three hours lecture, three hours laboratory, each week.

### 45, 46. GENERAL ZOOLOGY

8 hours

A study of the general biological principles of animal life including their general structure, physiology, habitat, classification, and life history. Three hours lecture, three hours laboratory, each week.

### 51, 52. GENERAL BOTANY

6 hours

A study of the general biological principles of plant life including their general structure, physiology, habitat, classification and life history. Special attention will be given to seed plants during the first semester and to spore plants the second semester. Two hours lecture, three hours laboratory each week.

## BIOLOGY

### **\*105 MAMMALOLOGY**

3 hours

Prerequisite: Biology 8 or 45 or equivalent.

Classification, distribution, life history and population of mammals. Two hours lecture and three hours laboratory or field trip each week. This course is taught on alternate years.

### **107. PARASITOLOGY**

3 hours

Prerequisite: Biology 8, or 46, or equivalent.

A general survey of the more important parasites of man and domestic animals. Two hours lecture, three hours laboratory, each week. This course is taught on alternate years.

### **108. ORNITHOLOGY**

3 hours

Prerequisite: Biology 8 or 45 or equivalent.

An introduction to the external structure, classification, behavior, nesting, migration, and phylogeny of birds. Laboratory periods are spent studying birds in the field. Two hours lecture, three hours laboratory work each week.

### **\*110. ENTOMOLOGY**

Summer session, 3 hours

Prerequisite: Biology 8 or 46, or equivalent.

An introduction to the study of insects with emphasis on development and behavior. Classification of important orders and families and the use of insect keys will be stressed in laboratory work. Two hours lecture and three hours laboratory work each week. This course is taught on alternate years.

### **111. GENETICS**

3 hours

Prerequisite: Biology 7 and 8 or equivalent.

A study of heredity as related to man and some domestic plants and animals. Two hours lecture, three hours laboratory, each week.

### **112. ECONOMIC BOTANY**

2 hours

Prerequisite: Biology 7 or 51 or equivalent.

A study of the major useful plants and plant products of the world from the standpoint of their history, cultivation, preparation and utilization. Two hours lecture each week.

### **120. ECOLOGY**

3 hours

Prerequisite: Biology 7 and 8 or equivalent.

A study of plants or animals in relation to their natural environment. Two hours lecture and three hours field work each week.

### **127. CRYPTOGAMIC BOTANY**

3 hours

Prerequisite: Biology 7 or 52 or equivalent.

A study of the non-flowering plants of the Collegedale area. Two hours lecture and three hours field work each week.

### **128. SYSTEMATIC BOTANY**

3 hours

Prerequisite: Biology 7 or 51 or equivalent.

The identification of seed plants of the Collegedale area with a view of the acquisition of familiarity with the distinguishing features of the great plant groups. Two hours lecture, three hours laboratory, each week.

### **143. ICHTHYOLOGY AND HERPETOLOGY**

3 hours

Prerequisites: Biology 8 or 45 or equivalent.

A study of fish, amphibians, and reptiles with emphasis on classification, identification, distribution, life histories and economic importance of local species. Two hours lecture, three hours laboratory each week.



Hurt BIBLIOGRAPHY AND FOOTNOTES California

SOCIOLOGY  
Horton and Hunt McGraw-Hill

ABNORMAL PSYCHOLOGY  
AND ABNORMAL BEHAVIOR

## BUSINESS ADMINISTRATION

### 145. GENERAL EMBRYOLOGY

3 hours

Prerequisite: Biology 45, 46 or equivalent.

An introduction to the development of the vertebrate animal with emphasis on the development of the chick. Two hours lecture, three hours laboratory, each week.

### 146. COMPARATIVE ANATOMY

3 hours

Prerequisite: Biology 45, or equivalent.

A comparison of the anatomy of the various organ systems of vertebrates. The dogfish shark, mud puppy, cat, and/or fetal pig are used for laboratory study. Two hours lecture and three hours laboratory each week. (Credit will not be given for both this course and the former Zoology 104.)

### 176. PLANT PHYSIOLOGY

3 hours

Prerequisites: Biology 51, 52 or equivalent and Chemistry 1-2 or equivalent.

A study of the functions of plant organs. Topics covered include water relations, mineral nutrition, photosynthesis, transpiration, translocation, respiration and growth. Two hours lecture, three hours laboratory, each week. This course is taught on alternate years.

### \*177. MICROTECHNIQUE

3 hours

Prerequisite: Biology 45, 46 or 51, 52 or equivalent.

Preparation, mounting, and staining of various plant and animal tissues on slides for microscopic study. One hour lecture, six hours laboratory, each week. This course is taught on alternate years.

### 178. ANIMAL HISTOLOGY

3 hours

Prerequisite: Biology 45, and 46, or equivalent.

A descriptive study of normal tissues, including those of man. The microscopic identification and characteristics of stained sections is emphasized in the laboratory. One hour lecture, six hours laboratory, each week.

### 191, 192. PROBLEMS IN BIOLOGY

1 or 2 hours a semester

This course is for biology majors and minors only and consists of individual research work in some field of biology. Content and method of study to be arranged. Approval must be secured from the department head prior to registration.

### 195. BIOLOGY SEMINAR

1 hour

Open to Biology majors or minors only.

Reports are made on some specific problem in the field of Biology and on current literature in the field. One hour a week.

## BUSINESS ADMINISTRATION

Wayne VandeVere, Cecil Rolfe, Robert Merchant,  
Glenn McColpin, Kenneth Spears

*Major*—Business Administration: Forty hours for the Bachelor of Science with a major in business administration including courses 31:32; 61:62; 71, 72; 129; 142; 152; 155, 156; and Office Administration 14 (typewriting) or equivalent, college level mathematics (six hours), and statistics (three hours), are required as cognates.

*Major*—Accounting: Forty-five hours for the Bachelor of Science with a major in accounting including courses 31:32; 61:62; 71, 72; 102; 112; 131; 155, 156; 160; 171, and Office Administration 76 and 14 (typewriting) or equivalent, are required as cognates.

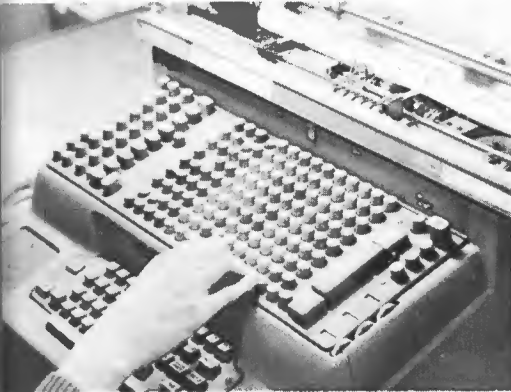
## BUSINESS ADMINISTRATION

Students preparing for the C.P.A. examinations are advised to take course 191, 192—C.P.A. Review Problems.

The general education requirements for the above degree programs are the same as those listed for the Bachelor of Arts degree with the exception of foreign language study.

*Minor—Business Administration:* Eighteen hours including courses 31:32; 71, 72; and six hours of upper biennium from courses listed as accounting or general business.

*Minor — Economics:* Eighteen hours including courses 71, 72; 133; and 134 and six other hours from courses listed as economics. Economics 71, 72 may not apply on a major in Business Administration or Accounting if the student has an economics minor.



## ACCOUNTING

- 31:32. PRINCIPLES OF ACCOUNTING** 6 hours  
A course in the fundamentals of accounting theory.
- 61:62. INTERMEDIATE ACCOUNTING** 6 hours  
Prerequisite: Accounting 31:32.  
Accounting principles and theory. Preparation of statements. Intensive study and analysis of the classification and evaluation of balance sheet accounts. Two hours lecture, three hours laboratory each week.
- 102. COST ACCOUNTING** 3 hours  
Prerequisite: Accounting 61.  
The general principles of job order and process cost accounting, including the control of burden. This course is taught in alternate years.
- 103. ADVANCED COST ACCOUNTING** 3 hours  
Prerequisite: Accounting 102.  
A study of standard costing, direct costing, break-even analysis, estimated costs, distribution costs and specialized problems in cost determination. This course is taught in alternate years.
- \*112. ADVANCED ACCOUNTING** 3 hours  
Prerequisite: Accounting 61:62.  
Consideration of problems concerned with consolidated financial statements, partnerships, businesses in financial difficulty, estates and trusts. This course is taught in alternate years.

## BUSINESS ADMINISTRATION

- 131. GOVERNMENTAL ACCOUNTING** 3 hours  
Prerequisite: Accounting 61:62.  
A course designed to show and explain the accounting principles and procedures applicable to both state and local governments, including counties, townships, cities and villages, school districts, and certain institutions such as hospitals, colleges and universities. This course is taught in alternate years.
- \*160. AUDITING** 3 hours  
Prerequisite: Accounting 61:62.  
Accepted standards and procedures applicable to auditing and related types of public accounting work. This course is taught in alternate years.
- \*171. FEDERAL INCOME TAXES** 4 hours  
Prerequisite: Accounting 31:32.  
This course of study is designed to provide a comprehensive explanation of the Federal Tax structure, and to provide training in the application of the tax principles to specific problems. The attention of the student is directed mainly to those taxes applicable to the Federal Government, which includes the Income Tax, Social Security, Estate and Gift Tax. Mention is made of state and local taxes applicable to the State of Tennessee. This course is taught in alternate years.
- 182. ACCOUNTING SYSTEMS** 2 hours  
Prerequisites: Accounting, 61, 102.  
A study of the problems involved in the design and installation of accounting systems, including the systematizing and detailing of clerical departments of a business. Accounts, forms, reports, charts, and other materials needed will be prepared. This course is taught in alternate years.
- 191, 192. C.P.A. REVIEW PROBLEMS** 6 hours  
Prerequisite: By permission of instructor.  
Includes a study of accounting theory as exemplified by the accounting research bulletins of the American Institute of Certified Public Accountants.

## ECONOMICS

- 71, 72. PRINCIPLES OF ECONOMICS** 6 hours  
A survey course in the fundamentals of economics; the institutions, forces, and factors affecting production, evaluation, exchange, and distribution of wealth in modern society.
- \*133. THE PRICE SYSTEM** 3 hours  
A study of the behavior of business firms under fully and imperfectly competitive conditions. Pricing of products and productive resources. This course is taught in alternate years.
- 134. INCOME AND EMPLOYMENT THEORY** 3 hours  
An analysis of the forces that determine general level of prices, output and employment. This course is taught in alternate years.
- 139. MONEY AND BANKING** 3 hours  
Prerequisite: Economics 71, 72.  
Mediums of exchange, money and credit, banks and their services, the Federal Reserve System, and other financial institutions are considered. This course is taught in alternate years.
- \*176. COMPARATIVE ECONOMIC SYSTEMS** 3 hours  
A study of the characteristics and functions of economic systems. Analysis of alternative patterns of economic control, planning and market structure. Consideration of their theories and philosophies. This course is taught in alternate years.



## GENERAL BUSINESS

- \*57. SELLING AND SALES MANAGEMENT** 2 hours  
A study of the principles underlying the personal selling process in relation to modern sales practices. This course is taught in alternate years.
- \*82. STATISTICS** 3 hours  
Prerequisites: Mathematics 11:12 or permission of instructor.  
A general survey of the field of statistical procedures and techniques, with major emphasis upon the use and interpretation of statistical data and the mechanics of computation. This course is taught in alternate years.
- 129. MARKETING** 3 hours  
A study of the nature and functions of marketing. Includes marketing institutions, basic problems in the marketing of commodities and services, price policies, and competitive practices. This course is taught in alternate years.
- 138. ADVERTISING** 2 hours  
Salesmanship principles as applied to advertising. Analysis and preparation of various types of advertising. Study of advertising media. Principles of advertising campaign organization. This course is taught in alternate years.
- \*142. BUSINESS POLICY AND MANAGEMENT** 3 hours  
An analysis of business policies viewed from the standpoint of the functional characteristics of management processes and current ethics. This course is taught in alternate years.
- \*147. PERSONNEL ADMINISTRATION** 2 hours  
An introduction to the organization, training, motivation, and direction of employees with a view to maintaining their productivity and morale at high levels. Among topics covered are: selection, training, compensation and financial incentives, work standards, techniques of supervision and leadership. This course is taught in alternate years.
- 152. BUSINESS FINANCE** 3 hours  
Prerequisite: Accounting 61:62.  
A study of the fundamental principles of financial organization. Emphasis on instruments of finance, policies of capitalization, problems pertaining to working capital, and corporate expansion and reorganization. This course is taught in alternate years.
- 153. SECURITY ANALYSIS** 3 hours  
Analysis of individual issues and the various classes of securities through the use of financial data. Derivation of investment values for individual securities, including intrinsic and market values, through application of analytical principles and techniques. This course is taught in alternate years.
- 155, 156. BUSINESS LAW** 6 hours  
The nature and social functions of law; social control through law; the law of commercial transactions and business organization.
- \*175. BUSINESS ADMINISTRATION PROBLEMS** 2 hours  
A seminar course in management problems including budgets and financial reports. Offered on demand.

## CHEMISTRY

John Christensen, Clarence Chinn, Norman Peek, Mitchel Thiel

*Major:* Thirty hours including courses 11-12 and 22 (or 13-14),

## CHEMISTRY

113-114, 117 (4 hours), 190; Mathematics 11:12 and Chemistry 144 (Chemistry 133 may be substituted for Chemistry 144) as cognate requirements. Chemistry 144 may count toward the applied arts requirement. To complement the major in chemistry a minor in biology, mathematics or physics is recommended. Mathematics through calculus and Physics 51-52 are advised. German is recommended in fulfillment of the foreign language requirement.

The bachelor of arts degree does not necessarily prepare the student for graduate work in chemistry unless 150, 151, 152, 153, and 154 are included.

*Major:* Forty hours for the Bachelor of Science with a major in chemistry including courses 11-12, 22 (or 13-14), 113-114, 117 (4 hours), 121, 133, 144, 150, 151, 152, 153, 154, 190\*; and cognate requirements of Mathematics 11:12; 99:100 and Physics 51-52. To complement the major in chemistry a minor should be chosen from mathematics, biology, physics or foods and nutrition.\*\*

The following general education requirements apply only to students pursuing a Bachelor of Science degree in Chemistry.

	hours
Applied Arts .....	2-3
Fine Arts .....	2
Foreign Language—German 93-94 .....	6
Language Arts .....	8
Physical Education and Health .....	4
Religion .....	12
Science and Mathematics .....	12
Social Science .....	9

This degree is intended to prepare the student for graduate work in Chemistry or for a professional career in Chemistry. Except by special arrangement, German is to be chosen in fulfillment of the foreign language requirement.

*Minor:* Eighteen hours including courses 22, and 113-114 or 81, except for Home Economics or Dietetics students minoring in Chemistry. Chemistry 117 is highly recommended.

The normal sequence of courses in a chemistry major are: First year, 11-12 and 22 (or 13-14); second year 113-114; third year, 117, 150, 144; fourth year, 151, 152, 153, 154 and/or electives.

### 5. INTRODUCTION TO CHEMISTRY

3 hours

An introduction to the elementary principles of chemistry and their applications to everyday life. Especial emphasis is given to chemical demonstrations with simple equipment. This course will not apply on any curriculum if Chemistry 11-12 or 13-14 is taken. Two hours lecture, three hours laboratory each week.

\*Students planning to do graduate work in Biochemistry should elect 171:172 as part of the major and should also take Biology 22, 45 and 46.

\*\*Students minoring in Foods and Nutrition should also elect 171:172 as part of the major.



**6. SURVEY OF NUTRITIONAL CHEMISTRY**

2 hours

A descriptive study of the chemistry of foods and nutrition, particularly as it applies to dietary requirements. Does not apply on a major or minor in chemistry. Not open to nursing students following the baccalaureate program. This course will not apply on any curriculum if Chemistry 11-12 or 13-14 is taken.

**7-8. SURVEY OF CHEMISTRY**

6 hours

Prerequisites: High school algebra, and either high school physics or chemistry, or instructor's permission.

A survey course designed to familiarize the student with the basic principles of chemistry. Attention is given particularly to solutions, chemistry of nutrition, digestion, and metabolism. Of special interest to students who need a survey course in chemistry. It will also fulfill the natural science requirement. It is a terminal course and may not be used as a prerequisite for advanced chemistry courses. This course will not apply on any curriculum if Chemistry 11-12 or 13-14 is taken. Two hours lecture, three hours laboratory, each week. Students who fail to make a satisfactory grade may be asked to attend class an extra day per week.

**9. NUTRITIONAL CHEMISTRY**

2 hours

Prerequisites: Chemistry 7-8.

This course presents the fundamentals of human nutrition by utilizing elementary biochemistry. Does not apply on a major or minor in chemistry. This course will not apply on any curriculum if Chemistry 11-12 or 13-14 is taken.

**11-12. GENERAL CHEMISTRY**

8 hours

Prerequisite: High school algebra and either high school physics or chemistry.

Mathematics 11-12 must be taken concurrently with General Chemistry or preferably before, with the exception of Home Economics or dietetics majors, who must take Mathematics 11. Any exception to the above requirement will require the instructor's permission.

An introduction to the elements and their principal compounds; the fundamental laws and accepted theories of chemistry. Three hours lecture, three hours laboratory, and one hour quiz section each week. Students who maintain a required grade in the course will be excused from the quiz section after the first test.

**13-14. GENERAL CHEMISTRY—HONOR SECTION**

8 hours

Prerequisites: High school algebra and chemistry and the passing of a test for

## CHEMISTRY

admission to the class. Mathematics 11:12 must be taken concurrently or previously.

A study of the principles of chemistry, the elements, principal compounds, and reactions of chemistry. The second semester includes the study of qualitative analysis. Three hours lecture, three hours laboratory per week.

- 22. QUALITATIVE ANALYSIS** 2 hours  
Prerequisites. Chemistry 11-12. Mathematics 11:12 or equivalent.  
To be taken concurrently with Chemistry 12. A study of the principles and methods of separation and identification of inorganic ions. The lectures and laboratory work will be incorporated with that of Chemistry 2. One hour lecture, three hours laboratory each week.
- †81. ORGANIC CHEMISTRY** 4 hours  
Prerequisites: Chemistry 11-12 or 13-14.  
A brief study of simple organic compounds, both aliphatic and aromatic and their reactions. Three hours lecture, three hours laboratory, each week.
- 113-114. ORGANIC CHEMISTRY** 8 hours  
Prerequisites: Chemistry 11-12 or 13-14.  
A study of the aliphatic and aromatic compounds of carbon and their reactions. The laboratory work includes typical syntheses of various compounds. Three hours lecture, three hours laboratory, each week.
- 117. QUANTITATIVE ANALYSIS** 3 or 4 hours  
Prerequisites: Chemistry 11-12, 22 (or 13-14).  
This course includes the study of typical volumetric and gravimetric methods, quantitative determinations of acidity, alkalinity, and percentage composition of a variety of unknowns with the related theory and problems. Two hours lecture, three or six hours laboratory, each week.
- †121. ORGANIC QUALITATIVE ANALYSIS** 2 or 3 hours  
Prerequisite: Chemistry 113-114.  
Application of solubility principles, classification reactions and the preparation of derivatives for the identification of both pure compounds and mixtures. Two hours of lecture for nine weeks, and three or six hours of laboratory each week.
- †122. ADVANCED ORGANIC CHEMISTRY** 2 hours  
Prerequisite: Chemistry 113-114.  
A study of advanced topics in organic chemistry such as heterocyclic compounds, bonding theory, mechanisms, natural products, etc. Two hours lecture each week.
- †123. ORGANIC PREPARATIONS** 1 hour  
Prerequisite: Chemistry 113-114.  
A course in the preparation of representative organic compounds, either synthetically or by isolation from natural sources. One laboratory period each week.
- †133. INSTRUMENTAL ANALYSIS** 4 hours  
Prerequisite: Chemistry 117.  
A study of the theories, techniques and instruments involved in spectrophotometry, chromatography, conductimetry, electrodeposition, radiochemistry and polarography. Three class periods per week, one of which is a laboratory discussion period, and one five-hour laboratory period each week.
- 144. LABORATORY GLASS BLOWING** 1 or 2 hours  
Training is given in the manipulation of glass for the fabrication of laboratory apparatus. Three or six hours laboratory each week. This course does not count on basic science requirements nor on the major.

## COMMUNICATIONS

- 150. PHYSICAL CHEMISTRY** 2 hours  
Prerequisites: Physics 51-52, Mathematics 11, 12, 99 (100 recommended previously or currently). A study of gases, kinetic theory, thermodynamics. Two hours of lecture each week.
- 151. PHYSICAL CHEMISTRY** 2 hours  
Prerequisites: Chemistry 150 or instructor's permission.  
A study of solids, liquids, reaction kinetics, electrochemistry, and conductivity. Two hours lecture each week.
- 152. PHYSICAL CHEMISTRY** 2 hours  
Prerequisites: 150, 151, or instructor's permission. A study of atomic, molecular and nuclear chemistry, absorption and colloids. Two hours of lecture each week.
- 153, 154. PHYSICAL CHEMISTRY LABORATORY** 2 hours  
Prerequisites: Chemistry 102, also Chemistry 151, 152 must be taken concurrently or previously. Experiments chosen to illustrate material in Chemistry 151, 152. One laboratory period each week.
- †162. ADVANCED INORGANIC CHEMISTRY** 2 hours  
Prerequisite: Chemistry 117 or instructor's permission.  
A study of selected topics such as quantum theory, wave mechanics, chemical bonding, periodic properties, coordination, stereochemistry, and nonaqueous solvents. Two hours lecture each week.
- †163. INORGANIC PREPARATIONS** 1 hour  
Prerequisite: Chemistry 117 or instructor's permission.  
A variety of laboratory syntheses of inorganic compounds and complexes and their characterization, in some cases. One laboratory period each week.
- 171:172. BIOCHEMISTRY** 6 hours  
Prerequisite: Chemistry 113-114 or 81.  
The materials, mechanisms, and end-products of the processes of life under normal and pathological conditions are studied. Two hours lecture, three hours laboratory, each week.
- 190. INTRODUCTION TO RESEARCH** 1 to 2 hours  
Prerequisite: 20 hours of Chemistry.  
Individual research under the direction of the members of the staff. Problems are assigned according to the experience and interest of the student.

†Offered on sufficient demand.

## COMMUNICATIONS

Gordon M. Hyde  
Douglas Bennett  
James C. Hannum  
Bruce J. Johnston  
Genevieve McCormick  
Jon Penner  
William H. Taylor  
F. Donald Yost



## COMMUNICATIONS

*Major:* Thirty hours including (a) basic requirements of Speech 5, 63 (or 64, by permission of the department), 113; Journalism 53:54, 165; Communications 101, 102 and (b) 12 hours in either a Speech or a Journalism emphasis:

Speech Emphasis—Speech 75, 117, plus 6 hours elected within the over-all departmental offerings. At least 2 of these elected 6 hours must be in Speech.

Journalism Emphasis—Journalism 62, 126, plus 6 hours elected within the over-all departmental offerings. At least 2 of these elected 6 hours must be in Journalism.

Cognate requirements include: Industrial Education 17:18, Applied Theology 73 (exception: Theology majors), Business Administration 138, and Office Administration 13 (or qualifying test).†

Recommended courses include: English 123, Psychology 170, History 148, Geography 41,42, and Political Science 115, 162.

*Minor—Communications:* Eighteen hours including Speech 5; Journalism 53; Communications 101, 102; with a minimum of six hours of upper biennium work from over-all departmental offerings. Efficiency in typing highly recommended.

*Minor—Journalism:* Eighteen hours including Journalism 53:54, 165; Communications 102; with a minimum of six hours in the upper biennium in Journalism. Typing 13 or qualifying test required.

*Minor—Speech:* Eighteen hours including Speech 5, 63 (or 64 by permission of the department), 113; Communications 101; with a minimum of six hours in the upper biennium in Speech.

*Two-Year Curriculum in Editorial Office Administration:* Sixty-four hours of office management and communications courses and general education courses leading to a diploma in Editorial Office Administration. Includes Journalism 53:54, 62, and three hours of journalism electives. See Office Administration Department section for details.

## RADIO STATION AND SCHOOL PUBLICATIONS

Communications students at Southern Missionary College have opportunities for realistic learning experiences in connection with the college's educational radio station, WSMC-FM, and the several publications of the institution.

The studios and electronic equipment of the radio station are a part of the laboratory facilities purchased and maintained by the Communications Department. They are adequate for high-quality program-

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† Qualifying test in typing requires 35 w.p.m. net for five minutes.

## COMMUNICATIONS

ming of considerable versatility. The operation of the station is under the direction and sponsorship of the Communications Department of the college.

The journalistic output of the Public Relations office of the college, the editing of the UPI teletype newservice for WSMC-FM, and the publications, *The Campus Accent*, *The Southern Accent*, *The Southern Memories*, and *The Joker* all provide the Communications student with abundant and varied opportunities to put journalistic principles into practice during his college career.

It is recommended that Communications majors concentrate their extra-curricular activities in the areas outlined above. By enrollment in Special Projects in Communications 199, in consultation with the department head, it may be possible for majors or minors to receive academic credit in working out specific assignments in the activities described above.

### COMMUNICATIONS

#### **101. INTRODUCTION TO COMMUNICATIONS THEORY** 2 hours

Introducing the processes and effects of communication, this course gives attention to models of communication, to the psychology, sociology, and semantics of the communications process.

#### **102. SURVEY OF MASS COMMUNICATIONS** 2 hours

A study of the communications process in professional journalism and in the mass communications industries of modern society, with special consideration of the Christian segment of society, both as consumers and dispensers of information.

### JOURNALISM

#### **53:54. NEWSWRITING AND COPY EDITING** 4 hours

Prerequisite: English 1-2.

Practice in newswriting and general reporting of church, school, and community affairs for the public press. Study is given to the duties of the reporter in news-gathering and to his relationship to editorial requirements. Instruction is given in preparing manuscripts and seeing them through the various phases of printing.

#### **62. PHOTOGRAPHY IN COMMUNICATIONS** 3 hours

Introduction to photography. The use of pictures in publications and as visual aids to the speaker. Experience in taking, developing, and printing pictures and preparing them for submission to editors. Editorial selection and display of pictures. Two hours lecture, four hours laboratory each week.

#### **126. ARTICLE WRITING** 3 hours

Prerequisite: English 1-2.

Preparation and marketing of feature articles for newspapers and magazines; market analysis; writing for specialized markets.

#### **\*153. RELIGIOUS WRITING** 3 hours

Prerequisite: Journalism 53, 54 or permission of instructor. Writing news releases and articles on religion for the secular press, and writing stories, articles, poetry, programs, and devotional material for religious publications. This course is taught in alternate years.

## COMMUNICATIONS

- 157. EDITING AND PRODUCTION OF PUBLICATIONS** 3 hours  
Prerequisites: Industrial Arts 17:18, Journalism 53:54.  
Editorial techniques and problems from the arrival of the manuscript in the editor's office until the publication reaches the reader. Relationships with authors, manuscript handling, payment, layout and illustrations; relationships with art, composing, proofreading, and press rooms; circulation and distribution problems as they affect the editor. This course is taught in alternate years.
- 165. PUBLIC RELATIONS** 3 hours  
Designed to give professional competence in the theory and practice of public relations, the course is a study of the plans and methods of disseminating news from business establishments and from institutions through all the media of communications.
- \*166. PUBLIC RELATIONS CAMPAIGNS** 2 hours  
A study of successful public relations campaigns, analyzing plans, methods, and materials used. Emphasis is put on development programs for all types of institutions. This course is taught in alternate years.
- 168. EDITORIAL WRITING** 2 hours  
Prerequisite: Journalism 53:54.  
A study of editorials, their purposes, structure and style, this course gives practice in writing all types of editorials for denominational and secular publications. This course is taught in alternate years.
- 199J. SPECIAL PROJECTS IN JOURNALISM** 1-2 hours  
(In the series of 199 courses, not more than 2 hours may apply on the Communications major, and not more than 2 hours may be taken in any one of the 4 areas in the series: Journalism, Public Relations, Speech, Radio/TV/Film. Basic courses in the respective areas are prerequisites to the 199 series of courses, and must be approved by Head of Department.)
- 199PR. SPECIAL PROJECTS IN PUBLIC RELATIONS** 1-2 hours  
(See note above.)

## SPEECH

- 5. FUNDAMENTALS OF SPEECH** 2 hours  
Establishment of a basic approach to speech, an elementary survey of the area, and an opportunity to develop speaking ability in various speech situations.
- 31. RADIO-TV ANNOUNCING** 2 hours  
Prerequisite: Permission of instructor.  
A speech-oriented introduction to the art of broadcasting, including announcing, Newscasting, recording, and control room techniques. One hour lecture and three hours laboratory. (Laboratory may be fulfilled by on-the-air performance for those qualified.)
- 63. VOICE AND DICTION** 2 hours  
An introductory study of the speech mechanism and the improvement of its functioning, with special attention to individual problems.
- 64. ORAL INTERPRETATION** 2 hours  
Theory and practice in the art of conveying to others the full meaning of selected readings in literature.



## COMMUNICATIONS

- 75. ELEMENTS OF RADIO AND TV** 3 hours  
A survey of the radio and TV media and their roles in society, with training and practice in development, writing and production of various types of radio programs. Two hours lecture, three hours laboratory each week.
- 80. INTRODUCTION TO PREACHING** 2 hours  
Prerequisite: Speech 5.  
Lectures, reading and practice designed to introduce ministerial students to the principles and methods of preaching.
- \*108. TV PRODUCTION AND WRITING** 3 hours  
Prerequisites: Speech 5, Speech 75 or 31 or equivalent experience.  
A study of TV and Film as means of communication with emphasis on the development, writing, production and analysis of the TV program. Two hours lecture, three hours laboratory each week. This course is taught in alternate years.
- 113. PSYCHOLOGY OF PERSUASIVE SPEECH** 3 hours  
Prerequisite: Speech 5, or permission of instructor.  
A study and development of the art of discovering all the available means of persuasion in a variety of communication situations, both religious and secular. This course is taught in alternate years.
- \*117. DISCUSSION AND DEBATE** 3 hours  
Prerequisite: Speech 5, or permission of instructor.  
Analysis of the role of discussion and debate in modern society and the church, and development of the attitudes and skills essential to their useful practice. This course is taught in alternate years.
- 119, 120. HOMILETICS AND PULPIT DELIVERY** 4 hours  
Prerequisite: Speech 5, Speech 80.  
Training in the preparation and delivery of the various types of talks and addresses the Christian worker or preacher is called upon to present.
- 132. RELIGIOUS BROADCASTING AND FILM** 2 hours  
Prerequisite: Speech 5.  
A survey of current usage of radio, TV and film by various religious denominations. Special attention given to program and audience analysis. This course is taught in alternate years.
- \*163. INTRODUCTION TO SPEECH CORRECTION** 2 hours  
Prerequisite: Speech 5, or equivalent.  
A basic study of the classification, causes, and treatment of speech disorders, with special attention paid to functional disorders. Designed to introduce the field of speech therapy to those who may wish to do professional work in this area, and to orient teachers to speech problems encountered in the classroom. This course is taught in alternate years.
- 164. ADVANCED ORAL INTERPRETATION** 2 hours  
Prerequisite: Speech 64 or permission of instructor.  
Analysis of the philosophy and the performance of special types of literature. Consideration of literary interpretation as a fine art. Planning the oral reading recital and program. This course is taught in alternate years.
- 199S. SPECIAL PROJECTS IN SPEECH** 1-2 hours  
(See note under Journalism 199J.)
- 199R. SPECIAL PROJECTS IN RADIO/TV/FILM** 1-2 hours  
(See note under Journalism 199J.)

## EDUCATION

Kenneth Kennedy, James Ackerman, Clifford Brown, Thelma Cushman, Olivia Dean, LaVeta Payne, Lilah Lilley, Delmar Lovejoy, Carolyn Luce, Richard Stanley, Drew Turlington, William Young



### SUPERVISORY INSTRUCTORS—SECONDARY

F. H. Hewitt	Clifford Brown
Roy Battle	Olive Westphal
Thelma Cushman	Dennis Nooner
John Merry	

### SUPERVISORY INSTRUCTORS—ELEMENTARY

John Baker	Helen Sauls
Richard Christoph	Thyra Sloan
Willard Clapp	Juanita Sparks
Lilah Lilley	Mildred Spears
Bernice Pittman	Elmyra Stover

The SMC program of Teacher Education is approved by the Tennessee State Board of Education, the General Conference of Seventh-day Adventist Department of Education, and the American Association of Colleges for Teacher Education. Students taking the teacher education curriculum are affiliated with the Student National Education Association.

### DEPARTMENTAL AIMS

Courses in education are offered to provide the necessary professional preparation to meet certification requirements for public and church related elementary and secondary school teaching, to afford a general understanding of the school as a social institution for those entering services other than teaching, and to serve as prerequisites to graduate programs.

### PROGRAMS AND ADMISSION PROCEDURES

The teacher education programs are founded upon a liberal arts demand for breadth and depth of knowledge and experience, and on the idea that a teacher should be a good example in health, intellect, and character.

A student who wishes to be admitted to the teacher education program must file a formal application with the Department of Education prior to the end of his sophomore year. Upper class transfer students must file application the first semester in residence. The applicant must show a 2.0 average for all courses taken during the first two years, demonstrate competence in basic English communication skills, and show evidence of physical, moral, and mental fitness, emotional maturity, and professional commitment.

The Teacher Education Council will admit competent individuals to take professional courses in education, and recommend them for certification and graduation.

Several state departments of education request scores from the National Teachers Examination as a certification requirement. It is highly recommended that each teacher education student take this test in his last semester before graduation.

The criteria for admission to teacher education, together with outlines of teaching majors in secondary education and other pertinent materials, may be obtained from the Office of Admission and Records and from the Department of Education.

**MAJOR—ELEMENTARY EDUCATION**

Education courses required are 5, \*21, 125, 142, 163, 171, 191 and psychology 112 for the Bachelor of Science Curriculum.

Students may elect to take a major in a subject matter field and a minor or a composite major consisting of 15 hours each in four teaching fields. An over-all grade point average of 2.0 is required with a 2.25 grade point average required in the four teaching fields and professional education.

Each student will be responsible for determining the additional courses that may be required for certification in the state of his choice. This information can be obtained at the office of Admissions and Records or the Department of Education.

The following requirements apply only to students pursuing a Bachelor of Science degree in Elementary Education.

Applied Arts (Industrial Education 31, 32 recommended) .....	4 hours
Fine Arts—Art 27, 28; Edu. 65-66 .....	8 hours
Language Arts .....	15 hours
Natural Science and Mathematics (including Biology 5, Chemistry 5, Physics 1, Math. 1, 2) ....	15 hours
Physical Education (including 22; and 152; Sociology 82) .....	12 hours
Religion .....	12 hours
Social Science (including 41-42, 148) .....	15 hours

**SECONDARY PROGRAM**

Admission to the Department of Teacher Education is the same as for the major in Elementary Education.

In the first semester of the junior year the student, in consultation with his major professor and the chairman of the Department of Education, must work out a program of studies leading to a degree and meeting certification requirements. The program forms may be obtained in the Office of Admission and Records.

\* Education 21 not accepted for Tennessee state certification.

## EDUCATION

Certification requirements vary from state to state. The following courses are required to meet the minimum state and denominational certification standards: Education\* 21, 142, 165, 167, 173, 191, and psychology 112. Each student will be responsible to determine the additional courses that may be required for certification in the state of his choice. This information can be obtained at the Office of Admissions and Records or the Department of Education.

Students who desire State of Tennessee certification should meet the above requirements plus four additional hours of professional education. In the area of general education, two fields must be represented in social science; two additional semester hours should be taken in family development for the area of physical education, health and family development; three hours of the science and mathematics requirements must be mathematics 1.

### COURSES IN EDUCATION

- 5. INTRODUCTION TO TEACHING** 2 hours  
The student is given an opportunity to become acquainted with the needed personal and professional traits, duties, and responsibilities of the teacher. Observation and participation in classroom at all grade levels. Two class periods per week plus special assignments.
- 21. FUNDAMENTALS OF EDUCATION** 2 hours  
A survey of the basic principles of education. The course examines the fundamental philosophy of Christian education.
- 65-66. ELEMENTARY SCHOOL MUSIC** 4 hours  
A course designed to prepare teachers to direct the music activities in the elementary school. The content includes fundamentals, appreciation, singing, playing, and rhythmic activities. Observation and participation in the music of the elementary school is required.
- 125. TEACHING OF READING** 3 hours  
A study is made of the materials and methods used in teaching reading in the elementary grades. Opportunity to observe and participate in the laboratory school will be scheduled.
- 138. AUDIO-VISUAL EDUCATION** 2 hours  
The survey of aims, methods, and materials involved in use and evaluation of audio-visual instruction aids.
- 142. SCHOOL ORGANIZATION AND ADMINISTRATION** 2 hours  
This course is designed to help elementary and secondary teachers and theology majors to understand the organization and administration of classroom and school management.
- 162. ADMINISTRATIVE AND PERSONNEL WORK OF DEANS** 2 hours  
A basic professional course in the administration of the school home. (Offered on demand.)
- 163A. MATERIALS & METHODS OF TEACHING IN THE ELEMENTARY SCHOOL** 3 hours  
Prerequisite: Admission to Teacher Education.  
This course will be offered the first nine weeks of the semester. Double periods are required. Emphasis is placed on general methods and materials for the teaching of Bible, social studies and English. Directed observation in selected schools.

- 163B. MATERIALS & METHODS OF TEACHING IN THE ELEMENTARY SCHOOL** 3 hours  
 Prerequisite: Admission to Teacher Education.  
 Effective techniques, methods and evaluation in the teaching of Mathematics, Science and Health. Directed observation in selected schools.
- 165. THE SECONDARY SCHOOL CURRICULUM** 2 hours  
 This course will be offered the first nine weeks, double periods. A study of the purposes and organization of the secondary school curriculum and some of the promising practices in curriculum development.
- 167. METHODS AND MATERIALS OF SECONDARY TEACHING** 3 hours  
 Prerequisite: Admission to Teacher Education.  
 This course will be offered double periods during the first nine weeks. Team teaching will be incorporated between the teacher education faculty and subject matter specialists in the areas of concentration. Following a survey of major theories and practices of instruction, each student will give attention to basic aims and learner activities. Materials will be collected and organized, teaching methods and evaluation procedures will be studied. The areas that offer programs toward certification are: (A) Bible, (B) Business Education, (C) English, (D) History, (E) Home Economics, (F) Industrial Arts, (G) Music, (H) Physical Education, (I) Science and Mathematics. Two hours of observation each week will be scheduled in areas of specialization.
- 171. STUDENT TEACHING, GRADES 1-9** 8 hours  
 Prerequisite: Admission to Teacher Education. Education 142, 163; Psychology 112; grade point average 2.25 in areas of concentration and professional subjects. Recommend student-teacher report for observation the first week of fall semester at the A. W. Spalding School.  
 This course is offered the second nine weeks of the first semester. Directed observation and participation in classroom activities, including full day classroom teaching in on-campus and off-campus laboratory schools. The summer session is open only to those with previous teaching experience. A minimum of two hours must be earned in residence.
- 173. STUDENT TEACHING, GRADES 7-12** 6 hours  
 Prerequisite: Admission to Teacher Education. Education 165, 167; Psychology 112; grade point average 2.25 in teaching areas and professional subjects.  
 This course to be offered the second nine weeks of the first semester. Directed observation and participation in classroom activities, including full day classroom teaching in on-campus and off-campus laboratory schools. A minimum of two hours must be earned in residence by degree candidates.
- 191. SOCIAL FOUNDATIONS OF AMERICAN EDUCATION** 2 hours  
 A study of the sociological, historical, and philosophical foundations of American education.
- 193. DIRECTED STUDY** 1-2 hours  
 This course permits the advanced student with adequate preparation to pursue independent study in special fields.
- 197. WORKSHOP IN ELEMENTARY EDUCATION** 2 hours  
 Opportunity is provided for students to work under supervision on curriculum problems.

1966-67

## ENGLISH LANGUAGE AND LITERATURE

Gordon Madgwick, Olivia Dean, Bruce Gerhart  
Evelyn Lindberg, Carolyn Luce, Lynn Sauls, Minon Hamm

*Major:* Thirty hours, excluding College Composition, including courses 51, 52; 61, 62; 123, 124. Four hours, excluding Speech 5, may be chosen in this major from courses offered by the Communications Department. English History 151, 152 to be taken as a cognate requirement.

*Minor:* Eighteen hours, excluding College Composition, including courses 123; 124; and a survey course in literature.

### 01-02. BASIC GRAMMAR

1 hour

Students whose scores on the English placement test indicate definite weakness in mechanics and structure are required to register for this course both semesters. A minimum of a "C" average in each semester of Basic Grammar will be the prerequisite for subsequent enrollment in College Composition.

### 03. PROGRAMMED ENGLISH

1 hour

Students whose scores on the English placement test indicate a need for reinforcement in mechanics and structure are required to register for this class. Concurrent registration in College Composition is permissible. Since the material is carefully programmed, the student, progressing at his own rate of speed, may complete the course within a shorter time. Repetition of Programmed English will be required of anyone whose semester grade in the course is below "C." Failure to achieve a minimum "C" grade will forfeit that semester's credit and will also disqualify the student from continuing in College Composition.

### 04. READING TECHNIQUES

1 hour, elective credit

At least one semester of Reading Techniques is required of all students who do not reach the standard set for the reading section of the freshman placement tests.



## ENGLISH LANGUAGE AND LITERATURE

### 1-2. COLLEGE COMPOSITION

6 hours

A study of the fundamental principles of composition: syntax, sentence structure, paragraph development with attention also given to interpretive and evaluative reading, vocabulary development, organization of material, and effective, functional writing.

Admission to College Composition 1 depends upon the student's satisfactory performance on the English section of the American College Test. Students achieving a college bound percentile score of 20 or less on the English section of the ACT will be registered for remedial work in conjunction with or prior to College Composition 1. A student failing College Composition 1 will not be permitted to enroll for the second semester of the course.

### 20-21. ADVANCED COLLEGE COMPOSITION

6 hours

A course designed for those students whose placement tests indicate a mature grasp of the fundamentals of English grammar. In such cases it substitutes for College Composition 1-2. Although some review will be given to syntax and mechanics, the emphasis of the course will be on effective expression and enrichment of diction, an understanding of writing types and skills, and practice in the achieving of these in the student's own composition.

### 41, 42. LITERATURE AND LIFE

4 hours

Study of literature and the nature of literature through the reading of great prose and poetry.

### 51, 52. SURVEY COURSE IN AMERICAN LITERATURE

4 hours

A study of the chief writers in America from colonial times to the present.

### 56. RAPID READING

2 hours

A course designed to increase the speed and comprehension of the average reader.

### \*101, 102. WORLD LITERATURE

4 hours

Designed to introduce the best classics in the literatures of the Western world and the philosophy of their periods. This course is taught in alternate years.

### 123. CREATIVE WRITING

3 hours

A study of the principles, techniques, and types of personalized writing, providing the student with opportunity to develop his own style and to find possible markets for his manuscripts that may be worthy of publication.

### 124. ADVANCED GRAMMAR

3 hours

A detailed survey of descriptive grammar as it pertains to parts of speech, sentence construction, syntax and punctuation. Designed to aid any student who wishes to strengthen his skill in grammar analysis, it is also especially helpful for prospective teachers and writers.

### 127. BIBLICAL LITERATURE

3 hours

A study of the types of literature in the English Bible, particularly emphasizing passages of outstanding literary genius and grandeur. This course is taught in alternate years.

### 134. CONTEMPORARY LITERATURE

2 hours

A study of outstanding writers, both English and American, since 1900, with special consideration of works showing the trends of the time. This course is taught in alternate years.

### 140. ELIZABETHAN LITERATURE

3 hours

A study of the major English writers of the Elizabethan age. This course is taught in alternate years.

### 142. MILTON

3 hours

The poetry and prose of this outstanding Puritan writer. This course is taught in alternate years.

## HEALTH, PHYSICAL EDUCATION AND RECREATION

### \*147. THE ROMANTIC MOVEMENT

3 hours

Historical and philosophical background of the period, changing attitudes in life and literature. Poets from Wordsworth to Keats. Prose writers from Lamb to Macaulay. This course is taught in alternate years.

### \*148. THE VICTORIAN PERIOD

3 hours

Continuation of 147. Poets from Tennyson to Kipling, and prose writers from Carlyle to Stevenson. This course is taught in alternate years.

### 161. SPECIAL PROBLEMS IN ENGLISH

1 or 2 hours

The content of this course will be adjusted to meet the particular needs of the individual student. Open only to English majors, or minors with the approval of the department head.

## HEALTH, PHYSICAL EDUCATION AND RECREATION

Cyril Dean, Delmar Lovejoy, Ruth Kroschel, Virginia Nelson

*Major in Health, Physical Education and Recreation:* Thirty-six hours including courses 22, 35, 99, 100, 155, 156, 158, 160, 161, 170, 172, 174, 190, and four hours of activity courses including P.E. 7, 8, and cognate requirement of Biology 11, 12.

All general education requirements apply to students pursuing this program except the language requirement.

Majors training for teaching positions must meet the secondary school state certification requirements set forth by the Education Department.

*Minor in Health, Physical Education and Recreation:* Eighteen hours including 35, 99, 100, 155, 156, 158, 172, and four hours of activity courses including P.E. 7, 8.

The physical education activity program is conducted to satisfy the need for recreation and physical exercise as a diversion from the sedentary classroom program. During the freshman and sophomore years students are required to take two hours of activity courses including P.E. 7, 8 to learn the skills and techniques associated with acceptable





## HEALTH, PHYSICAL EDUCATION AND RECREATION

recreational activities. In subsequent years students are encouraged to participate in the recreation program.

Students enrolled in activity courses must wear regulation suits and shoes to all class appointments. Regulation gym wear for both men and women is available at the college store, Southern Mercantile. For full particulars, see your dormitory dean or the director of physical education.

The activities program consists of the following indoor and outdoor carry-over games:

### Team Sports

Basketball  
Flagball  
J-ball  
Softball  
Soccer  
Volleyball

### Individual and Dual Sports

Apparatus and Tumbling  
Archery  
Badminton  
Golf  
Handball  
Swimming  
Tennis  
Track and Field

### ACTIVITY COURSES

#### **7, 8. FRESHMAN PHYSICAL EDUCATION** 1 hour

Required of all freshmen.

Introduction to four team sports and conditioning activities.

#### **\*9, 10. ADAPTED PHYSICAL EDUCATION** 1 hour

A course offered for those physically unable to take part in the basic required program. A "B" medical rating automatically upon registration classifies the student for this part of the program.

### SOPHOMORE PHYSICAL EDUCATION

#### **54. BADMINTON AND TENNIS** ½ hour

#### **55. TRACK AND FIELD** ½ hour

#### **56. GOLF** ½ hour

#### **57. APPARATUS AND TUMBLING** ½ hour

#### **61. BEGINNING SWIMMING** ½ hour

For the novice, both beginning and intermediate swimming skills will be included.

#### **62. ADVANCED SWIMMING** ½ hour

A review of swimming strokes and conditioning.

#### **63. WATER SAFETY** 1 hour

Prerequisites: P.E. 62 or equivalent. Leads to Red Cross Senior Life Saving certification.

# HEALTH, PHYSICAL EDUCATION AND RECREATION

## THEORY COURSES

### HEALTH

#### 4. HOME NURSING

1 hour

Lecture and demonstrations will be based on the American Red Cross textbook in home hygiene and care of the sick. Red Cross Home Hygiene Certificates are issued to those successfully completing the course. In addition, hydrotherapy will be taught.

#### 22. SAFETY EDUCATION

2 hours

The nature and causes of accidents, safety measures for the prevention of common accidents of the home, school, industry, transportation, and recreation. The standard and advanced Red Cross Certificates will be issued to those completing the required work in first aid.

#### 53. HEALTH AND LIFE

2 hours

A study of physiology, mental health, diet and health, and other subjects vital to healthful living, with special emphasis given to denominational health standards as revealed by Ellen G. White and corroborated by scientific research today.

#### 73. ATHLETIC INJURIES

2 hours

The study of treatment and prevention of athletic injuries. This course is taught in alternate years.

#### \*127. FIRST AID INSTRUCTOR

1 hour

Prerequisite: Advanced Red Cross Certificate or P.E. 22.

The Red Cross Instructor Certificate will be issued to those completing the required work. This course is taught in alternate years.

#### \*160. KINESIOLOGY

3 hours

Prerequisite: Biology 11, 12.

A study of joints and muscular structure and their relation to physical exercise. This course is taught in alternate years.

#### \*161. PHYSIOLOGY OF EXERCISE

3 hours

A nonlaboratory course emphasizing the physiological effects of muscular exercise, physical conditioning, and training. Significance of these effects for health and for performance in activity programs. This course is taught in alternate years.

### PHYSICAL EDUCATION

#### 35. INTRODUCTION TO HEALTH, PHYSICAL EDUCATION AND RECREATION

2 hours

A study into the aspect of physical education as a career, its relationship to related fields of education, general principles and philosophies, historical background, and professional preparation.

#### 152. METHODS AND MATERIALS OF TEACHING PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL

2 hours

This course is designed primarily for elementary teachers and minors in Physical Education. Methods and materials, graded activities in games of low organization, team games, self-testing and rhythmic activities, and safety measures. Observation and teaching of elementary school children will be scheduled.

## HEALTH, PHYSICAL EDUCATION AND RECREATION

- 155. TEACHING INDIVIDUAL ACTIVITIES** 2 hours  
Prerequisite: At least 2 hours of individual or dual activities.  
Theory and techniques of individual and dual activities.
- 156. TEACHING TEAM ACTIVITIES**  
Prerequisite: P.E. 7, 8.  
Theory and techniques of team activities.
- \*158. ORGANIZATION AND ADMINISTRATION OF PHYSICAL EDUCATION AND RECREATION** 2 hours  
The relationship of the field of physical education to modern educational theory. Details of the organization of physical education activities, organization and classification of pupils, and emphasis on the arrangement and construction of equipment, and planning of school programs suitable to denominational schools. This course is taught in alternate years.
- \*170. HISTORY OF PHYSICAL EDUCATION** 2 hours  
A study of the background of physical education. This course is offered in alternate years.
- 172. PRINCIPLES OF HEALTH AND PHYSICAL EDUCATION** 3 hours  
An examination of the principles underlying current concepts of health and physical education. This course is offered in alternate years.
- \*174. MEASUREMENTS IN HEALTH AND PHYSICAL EDUCATION** 3 hours  
A study of the testing program in health and physical education. This course is offered in alternate years.
- 190. SEMINAR** 1-2 hours  
Taught on demand.  
A study of special problems in the fields of health and physical education.
- RECREATION**
- 50. CAMP EDUCATION** 2 hours  
A course designed to promote outdoor recreation and provide experience for those who are interested in Pathfinder summer-camp work. Campouts, hikes, practice in camping techniques.
- 70. RECREATIONAL LEADERSHIP** 2 hours  
A study of activities for community recreational programs and the development of recreational leadership.
- 99-100. RECREATIONAL SUPERVISION AND OFFICIATING** 4 hours  
Study and participation in organizing and officiating in the intramural program.
- 125. WATER SAFETY INSTRUCTOR** 1 hour  
Prerequisite: P.E. 63 or Senior certificate.  
Leads to Red Cross Instructor certification.

changed from Feb 8, 1968 chairman  
acting chairman  
May 1967-acting head  
HISTORY—POLITICAL SCIENCE  
Everett Watrous, Jerome Clark, Floyd Greenleaf, James Ackerman,  
Cyril Futcher, Douglas Bennett, Frank Holbrook

*Major:* Thirty hours including courses 1, 2; 53, 54; 115, and 183. The remainder of the requirement must be in the fields of history and political science and may include three hours of geography. A minor in Business and Economics, Religion, or English is recommended.

*Minor:* Eighteen hours including courses 1, 2; 53, 54; and six hours of upper biennium, three hours of which should be in Political Science. The remainder of this requirement must be in the fields of history and political science except for those wishing to certify for the teaching of History who must take all 18 hours in history.



- 1, 2. SURVEY OF WESTERN CIVILIZATION** 6 hours  
An introductory consideration of the ancient classical and medieval contributions to our own civilization and a consideration of modern and current developments.
- 2A. EUROPEAN HISTORY BACKGROUNDS** 2 hours  
A study of the cultural, political and social history of Europe by means of a guided tour to outstanding historical sites.
- 51. CURRENT AFFAIRS** 2 hours  
A course in current political developments of significance both domestic and international. Newspapers and current periodicals are used as materials.
- 53, 54. AMERICAN HISTORY AND INSTITUTIONS** 6 hours  
A study of the development of the character and civilization of the American people, including their politics and social institutions reaching to the present time.
- +56. HISTORY OF THE ADVENT AWAKENING** 2 hours  
A study of the world-wide Advent Awakening of the 19th century, and of the consequent rise of the Great Second Advent Movement.  
† Will not apply on state teacher certification.
- 110. MEDIEVAL EUROPE** 3 hours  
Prerequisite: History 1 or equivalent.  
European History from 500-1200 A.D. This course is taught in alternate years.
- 111, 112. RENAISSANCE AND REFORMATION** 4 hours  
Prerequisite: History 1, 2.  
An analysis of the revival of learning, from medieval to modern conditions, and of the causes, substance, and effects of the Reformation and Counter Reformation.
- \*131. HISTORY OF ANTIQUITY** 3 hours  
Prerequisite: History 1, or equivalent.  
A study of the ancient nations, chiefly Babylonia, Assyria, Egypt, Persia, and Israel. This course is taught in alternate years.

## HISTORY—POLITICAL SCIENCE

- \*132. HISTORY OF THE CLASSICAL WORLD** 3 hours  
Prerequisite: History 1, or equivalent.  
A consideration of Greek culture, of Alexander's Hellenistic empire, of Roman institutions, and of the impact of Christianity upon the ancient world. This course is taught in alternate years.
- 145, 146. HISTORY OF LATIN AMERICA** 4 hours  
Prerequisite: History 53 and 54, or equivalent.  
A survey of the colonial period, and a careful analysis of the political, economic, social, religious, and cultural development of the Latin-American Republics, and their present relation to world affairs.
- 147. AGE OF REFORM** 2 hours  
Prerequisite: History 53.  
A study of the religious, social, intellectual, cultural movements prominent in the America of the Age of Jackson.
- 148. HISTORY OF THE SOUTH** 3 hours  
A study of the Old South from the discovery through the war between the states, the reconstruction and the subsequent developments and recent changes, including the current scene.
- \*148a. SOUTHERN HISTORY BACKGROUNDS** Summer Field School, 1 hour  
A study of the cultural, political, social, and military history of the deep south by means of a guided tour to a number of the historical sites within this region.
- 151, 152. ENGLISH HISTORY** 4 hours  
Prerequisite: History 1, 2.  
An analysis of the political, social, economic, religious and cultural development of Great Britain and its contributions to the world, especially in constitutional and democratic institutions. This course is taught in alternate years.
- \*154. MODERN AMERICA** 3 hours  
Prerequisite: History 54.  
A study of American history from 1900 to the present with particular emphasis on social, cultural, intellectual, and political developments. This course is taught in alternate years.
- 155, 156. HISTORY OF CHRISTIANITY** 6 hours  
A study of the development of the Christian Church from its apostolic origin to the present time with emphasis on the internal problems that eventually formed the background for present-day Christianity and its various divisions.
- 161. MODERN EUROPE** 3 hours  
Prerequisite: History 2.  
Historical developments in Europe since the rise of the new imperialism and the unification of Italy and Germany, with particular emphasis on the political, economic, and social implications for the second half of the 20th century.
- \*171-172. THE FAR EAST** 4 hours  
The course provides a general survey of the history of Japan, Korea, China and the Philippine Islands and traces the development of their national and cultural institutions. Chief consideration is given to the impact of the West on these great nations of Eastern Asia during the past two-hundred years, preparing the way for these races and people to receive the Christian gospel.
- 183. SEMINAR IN HISTORY** 2 hours  
Historical research methods, procedures and materials are examined in conjunction with the preparation of a research project. Open to history majors only in their senior year.

## HOME ECONOMICS

### 191. PROBLEMS IN HISTORY

1-2 hours

This course is for history majors only and consists of individual research work in some field of history. Content and method of study to be arranged. Approval must be secured from the department head prior to registration.

## POLITICAL SCIENCE

### 115. AMERICAN NATIONAL AND STATE GOVERNMENT

3 hours

Prerequisite: History 53, 54.

The establishment and operation of the Federal Constitution; the national and local judiciary; state, county, and local governments.

### 116. AMERICAN DIPLOMATIC HISTORY

3 hours

Significant developments in American Diplomatic History from the Revolutionary Period to the present are examined with emphasis on trends since 1930.

### \*162. CONTEMPORARY INTERNATIONAL RELATIONS

3 hours

Prerequisite: History 1 and 2 or 53 and 54 or equivalent.

A critical analysis of the chief factors influencing present-day world affairs, with special emphasis on the ideological and religious background of current conflicts. This course is taught in alternate years.

## GEOGRAPHY

### 41, 42. WORLD GEOGRAPHY

6 hours

Maps, land forms, soil, mineral resources, weather, and climate are considered. Man's adjustment to various physiographic regions is studied.



## HOME ECONOMICS

Harriette Hanson, Thelma Cushman

*Major—Home Economics:* Thirty hours for the Bachelor of Science degree in Home Economics including courses 1, 2, 5; 21: 22; 26, 40, 42, 131, and 180. Psychology 1 and Physical Education 4 must be taken as cognate requirements.

Those who plan to do graduate work in Home Economics should include Chemistry 11-12; Biology 12 and 22; and Economics 71, 72.

*Major—Foods and Nutrition:* Thirty hours for the Bachelor of Science degree in Foods and Nutrition including courses 1, 2, 26;

## HOME ECONOMICS

101, 102; 161, 162, 171, and 172. Business Administration 31 and 147, Psychology 112, Biology 12 and 22, and Chemistry 11-12; 81, and 171 to be taken as cognate requirements (Chemistry 172 required for a chemistry minor). Home Economics 126 and 131 and courses in Economics, Psychology, and Education are recommended as electives.

The general education requirements for the above degree programs are the same as those listed for the Bachelor of Arts degree with the exceptions of foreign language study.

Home Economics majors who wish to qualify for hospital dietetic internships approved by the American Dietetic Association must take the major in Foods and Nutrition. To qualify for American Dietetic Association membership in other areas of food and nutrition the student must meet the current specific requirements for A.D.A. membership Plan III. This should be arranged by the individual student in consultation with the head of the Home Economics Department.

*Minor—Home Economics:* Eighteen hours including courses 1, 2, 21, 22 or 5, 26 or 42 plus six hours of upper biennium.

*Minor—Foods and Nutrition:* Eighteen hours including courses 1, 2, 26, 161, and six hours of upper biennium.

### TWO-YEAR CURRICULUM IN HOME ECONOMICS

*Non-Professional Two-Year Curriculum in Home Economics:* Sixty-four hours are required for the two-year diploma in Home Economics including Home Economics 1, 2; 21, 22; 26; 40; 42; 131; 180, English 1-2; eight hours of Religion; ten hours of Social Science including Sociology 82; four hours of Fine Arts including 60 or 61; three hours of Health and Physical Education including 4 and 7, 8; Biology 12; Industrial Arts 31; and six hours of electives.

### FOODS AND NUTRITION

- |  |                |
|--|----------------|
| <b>1. FOODS</b>  | <b>3 hours</b> |
| Basic principles of food composition, selection, and preparation. Two hours lecture and one laboratory period each week.   |                |
| <b>2. NUTRITION</b>  | <b>3 hours</b> |
| Principles of nutrition and their application to everyday living. Offered both semesters.  |                |
| <b>26. MEAL PLANNING</b>   | <b>2 hours</b> |
| Prerequisites: Home Economics 1, 2, or by approval. Menu planning, marketing, meal preparation, and table service. One hour lecture, three hours laboratory each week.               |                |
| <b>50. ADVANCED FOODS</b>  | <b>1 hour</b>  |
| A course in food preparation for non Home Economics students. Effort will be made to meet the specific needs of the group. One three-hour discussion and laboratory period per week. |                |

## HOME ECONOMICS

- 101, 102. EXPERIMENTAL FOODS** 4 hours  
Prerequisite: Home Economics 1, 2, 26, and chemistry 1 and 2 or by approval.  
Individual and class problems in food preparation, calculating costs, preparing and serving meals for special occasions. One hour lecture and one laboratory period each week. This course is taught in alternate years.
- 126. DEMONSTRATION TECHNIQUES** 2 hours  
Prerequisite: Home Economics 1, 2 or by approval.  
Designed to present purposes, standards, and techniques of demonstrations with application to teaching, business, and conducting cooking schools for adult groups. Two 2-hour periods each week. This course is taught in alternate years.
- 161. ADVANCED NUTRITION** 3 hours  
Prerequisite: Home Economics 1, 2, 26, and Chemistry 1 and 2 or by approval.  
A study of the principles of normal nutrition as they apply to individuals at different ages. Two hours lecture and one laboratory period each week.
- 162. DIET THERAPY** 3 hours  
Prerequisite: Home Economics 161.  
A study of the principles of nutrition as applied to physiological conditions altered by stress, disease, or abnormalities. Two hours lecture and one laboratory period each week.
- 171. QUANTITY COOKERY** 3 hours  
A study of quantity food, purchasing, production, and service, with experience in the college cafeteria. One hour lecture each week. Laboratory work by appointment in the various areas of food preparation.
- 172. INSTITUTION MANAGEMENT** 3 hours  
A study of equipment selection, maintenance and layout, and management and personnel relationships in institution food service. Laboratory experience in college and hospital food services. One hour lecture each week. Laboratory by appointment.

## HOME MANAGEMENT AND CHILD CARE

- \*40. HOME MANAGEMENT** 2 hours  
A study of family problems and goals with emphasis on planning personal and family schedules, conserving time and energy, financial plans and family housing. This course is taught in alternate years.
- 42. ART IN EVERYDAY LIVING** 2 hours  
The study of principles of art as they are related to everyday problems such as house design and decoration, selection of furniture, flower arrangement, pictures, accessories, and other home furnishings.
- 44. PERIOD FURNISHINGS** 1 hour  
Home furnishings of historic periods are studied in depth. Emphasis given to furniture and accessories. One hour lecture per week.
- 61. SOCIAL ETHICS** 1 hour  
Principles of Christian courtesy. Prepares for poised family, social and business relations. One and one-half hours a week.
- 112. APPLIED HOME FURNISHINGS** 3 hours  
Laboratory experience in simple upholstering and professional drapery making. Two 3-hour combined lecture and laboratory periods.



## HOME ECONOMICS

- 131. CHILD CARE AND DEVELOPMENT** 3 hours  
A study of the young child, beginning with prenatal care through the years of infancy and early childhood with the family as a background for growth and development. The physical, mental, and social development are studied with emphasis on nutrition of the mother and child. Two class periods and three hours observation in nursery school and homes each week.
- 180. PRACTICE IN HOME MANAGEMENT** 3 hours  
Prerequisites: Home Economics 1, 2, 26, 40, or approval.  
Experience in solving problems of family living, care of a home, budgeting, laundering, entertaining, planning, marketing, preparing and serving meals in the home management apartment for six weeks. One class period each week.

## TEXTILES AND CLOTHING

- 5. CLOTHING SELECTION** 2 hours  
Artistic and economic factors are studied and applied to adult wardrobe planning and selection. Special emphasis is placed on wardrobe needs of college girls. Two one-hour lectures each week.
- 19. ELEMENTARY TEXTILES** 2 hours  
A study of factors essential to intelligent selection of textile materials, identification of fibers and fabrics. Two one-hour lectures per week.
- 21:22. CLOTHING CONSTRUCTION** 4 hours  
A course in fundamental clothing construction. Basic construction techniques are demonstrated and practiced. Use and alteration of commercial patterns is studied and practiced. Second semester emphasis is on fitting and techniques of construction using difficult to handle fabrics. One hour lecture and three hours laboratory each week.
- 119. ADVANCED TEXTILES** 2 hours  
Prerequisite: Textiles 19 or approval of instructor.  
A study of textile fibers and fabrics, and factors influencing their construction, finish, and design and certain chemical and physical tests. A study of decorative textiles. Two one-hour lectures per week. This course is taught in alternate years.
- 120. FLAT PATTERN DESIGN AND DRESS CONSTRUCTION** 2 hours  
Prerequisites: Home Economics 21, 22.  
The use of the basic pattern in dress designing and construction with emphasis on fitting. One hour lecture and one laboratory period each week.
- \*121. TAILORING** 2 hours  
Prerequisites: Home Economics 21, 22 and 121 or by approval.  
A study of the techniques of tailoring and their practical application to women's suits and coats. One hour lecture and one laboratory period each week. This course is taught in alternate years.
- 191. PROBLEMS IN HOME ECONOMICS** 1 or 2 hours  
To permit the advanced student majoring in Home Economics to do individual work in the field under the direction of a staff member. Students minoring in Home Economics are limited to one hour.

## INDUSTRIAL EDUCATION

Drew Turlington, Jerald Bromback

Dan McBroom

*Major — Industrial Arts:* Thirty-five hours for the Bachelor of Science degree including courses 1:2; 7; 101:102 or 103:104; 124; 195; 196; and a cognate requirement of Art 55 or 56. Courses in two of the following three areas must be selected in addition, for a minimum of eight semester hours in each area: Woods and Construction, Metals, and Mechanics.



Students planning to teach are required to take a minimum of 20 semester hours of professional education for denomination certification. Additional hours may be required for state certification depending upon the state in which the student plans to teach.

The general education requirements are the same as those for a Bachelor of Arts degree with the exception of the foreign language requirement.

*Minor:* Eighteen hours including six hours upper biennium. It is recommended that the student divide the hours between two of the three areas listed above.

### TWO-YEAR CURRICULUM IN INDUSTRIAL EDUCATION

*Two-year Curriculum in Industrial Education:* Select one of the two following areas of concentration: Mechanic Arts, 20 semester hours or Building and Woodcraft Trades, 20 semester hours plus the following general requirements: English 1-2; six hours of Religion; six hours of Social Science; four hours of Health and Physical Education including 7, 8; and 53; Fine Arts 60 or 61 and sufficient hours of electives for a total of 64 semester hours.

#### MECHANIC ARTS

##### **1:2. MECHANICAL DRAWING**

4 hours

A basic course in drafting, training the student in the use of instruments and the principles of orthographic projection, surface development, sectioning, pictorial drawings and dimensioned working drawings. Four hours laboratory each week. Lectures as announced by the instructor.

##### **\*15:16. GENERAL METALS**

4 hours

Designed to acquaint the student with the many aspects of the metal-working industry. Instruction will be in the use of metal cutting and forming tools, forging, tempering, sheet metal, art metal and welding. One hour lecture and three hours laboratory each week. This course is taught in alternate years.

##### **25:26. MACHINE SHOP I**

4 hours

Instruction in the operation and maintenance of engine lathes, bench lathes,

## INDUSTRIAL EDUCATION

shapers, milling machines, surface grinders, drill presses, and power hack saws, together with hand tools, semi-precision and precision tools used by the machinist. One hour lecture, three hours laboratory each week. This course is taught in alternate years.

### **141:42. ELECTRIC AND OXY-ACETYLENE WELDING** 4 hours

A very practical course in arc and acetylene welding, teaching the student to weld skillfully in all positions: flat, vertical and overhead. One hour lecture, three hours laboratory each week.

### **51:52. AUTOMOTIVE MECHANICS I** 4 hours

A basic course in the fundamentals, functions, and operation of the various systems of the automobile with minor and emergency trouble shooting, repair, and maintenance of these systems; with additional emphasis on the increased competence in the selection, operation, care, and service of an automobile. One hour lecture and three hours laboratory each week.

### **103:104. ADVANCED MECHANICAL DRAWING** 4 hours

Prerequisite: Industrial Arts 1, 2 or equivalent.  
Emphasis will be placed on drawing parts of machinery, assembly drawings, using orthographic projection, isometric, oblique, perspective, and free hand sketching.

### **121. AUTOMOTIVE MECHANICS II** 2 hours

Prerequisite: Industrial Arts 51:52.  
Automobile engine theory and engine overhaul, with emphasis on maintenance and repair. One hour lecture and three hours laboratory each week.

### **143:144. MACHINE SHOP II** 4 hours

Prerequisite: Industrial Arts 25:26 or 15:16.  
Advanced problems on the various machine tools. Machining of castings. The construction of a project such as a bowl-lathe, disc sander, drill press, etc., is required of each student. One hour lecture, three hours laboratory each week.

### **153. AUTOMOTIVE MECHANICS III** 2 hours

Prerequisite: Industrial Arts 51:52.  
Automotive tune-up and trouble shooting with the use of modern electronic engine testing equipment. The advanced student will trouble shoot, test and tune up the automobile engine with emphasis on: Compression, Ignition, Fuel, Starting, and Charging systems. One hour lecture and three hours laboratory each week.

## BUILDING AND WOODCRAFT TRADES

### **\*3. MASONRY** 2 hours

A fundamental course in concrete work, mortar, concrete block and brick laying, footing, foundations, floors, sills, walks. One hour lecture, three hours laboratory each week. This course to be taught on demand.

### **\*6. PLUMBING** 2 hours

Instruction in code requirements, procedures in dwelling house plumbing, waste, maintenance, proper methods of sewage disposal, soil pipe and clay tile work. One hour lecture, three hours laboratory each week. This course to be taught on demand.

### **7. GENERAL ELECTRICITY** 2 hours

Designed to give the student a practical knowledge of the basic fundamentals of electricity, including electro-magnetism, induction, A.C. and D.C. current, transformers, solenoids, motors, appliances and circuitry. Laboratory as required.

## INDUSTRIAL EDUCATION

- 50. HOUSE WIRING** 2 hours  
Instruction in the National Electric Code, basic electrical principles, complete instruction and practice in residential wiring, including electric heating. Some industrial wiring techniques will also be included. One hour lecture, three hours laboratory each week.
- 11:12. WOOD WORKING** 4 hours  
The study of hand and machine tools, joinery and proper methods of cabinet making. Wood turning and finishing. Opportunity to make projects of your choice. One hour lecture, three hours laboratory each week.
- 79:80. CARPENTRY** 6 hours  
Instruction and practice in blueprint reading, building layout, foundations, wood framing, finished carpentry, floors, ceilings and walls, roof coverings, protective finishes, new methods of construction and latest building materials. A basic tool kit is required. One hour lecture and six hours laboratory each week. This course is to be taught in alternate years.
- 101:102. ARCHITECTURAL DRAFTING** 4 hours  
Prerequisite: Industrial Arts 1:2.  
An outline study of architectural styles involving an understanding of house construction and modern materials, and an appreciation of good design. Emphasis on floor plans, elevations, section details, and foundation plans. A full set of plans will be developed with a structural model required. Four hours laboratory each week. Lectures as announced by the instructor.
- 133:134. ADVANCED WOODWORKING AND FURNITURE MAKING** 4 hours  
Prerequisite: Industrial Arts 11 and 12 or equivalent.  
One hour lecture, three hours laboratory each week.
- 191:192. ADVANCED ARCHITECTURAL DRAFTING** 4 hours  
Prerequisite: Industrial Arts 101:102.  
Students will be expected to work out for a full-sized structure a complete set of plans, details, specifications, bill of materials and labor, and total cost of the structure. The structure will be designed by the student. A finished model is required by the student. Four hours laboratory each week. Lectures as announced by the instructor.

## GRAPHIC ARTS

- \*9. 10. ADVERTISING LAYOUT AND LETTERING** 4 hours  
A course that develops the ability to design two-dimensional forms in preparing posters, advertising brochures, lettering, and magazine layout.
- 17:18. TYPOGRAPHY** 4 hours  
A study of the common processes of typesetting, hand and machine composition, presswork with special consideration for proper grouping and spacing of jobs, layout, and design. The second semester's work will lead into the fundamentals of proofreading and copy preparation, the study of rules and practices regarding book, magazine, and newspaper publishing and job work. Open to men and women.
- 65:66. FUNDAMENTALS OF LINOTYPE OPERATION** 4 hours  
Prerequisite: Industrial Arts 17 and 18, or by permission of instructor.  
The function, maintenance, and operation of the linotype machine. Emphasis is on keyboard operation. One hour lecture, three hours laboratory each week.  
Note: For those interested in following a career in Graphic Arts, an additional semester hour may be earned by a laboratory period of six hours each week.

## INDUSTRIAL EDUCATION

### PROFESSIONAL COURSES

- 124. INDUSTRIAL ARTS DESIGN** 2 hours  
Open only to Industrial Arts majors and minors. A study of the fundamental principles of structural and decorative design, with emphasis on the application of design in various materials and processes in the Industrial Arts Field, using problem solving skitchin, details and work drawings in the development of the design. Two one-hour lectures each week. This course is to be taught in alternate years.
- \*195. HISTORY AND PHILOSOPHY OF INDUSTRIAL EDUCATION** 2 hours  
The development of Industrial Education in Europe and America, and its place in our society. Two hours lecture each week. This course is to be taught in alternate years.
- \*196. SHOP ORGANIZATION AND MANAGEMENT** 2 hours  
While this course deals with both the general shop and the unit shop, emphasis will be on the comprehensive general shop. Laboratories will be scheduled as required. This course is to be taught in alternate years.
- 199. INDUSTRIAL ARTS PROBLEMS** 1-2 hours  
The study of a particular problem in the field of Industrial Arts. A term paper is required. Offered on demand.

### HOME ARTS COURSES

- 31. PRACTICAL HOME ARTS** 2 hours  
A course designed to prepare teachers in methods and materials used in teaching home mechanics and crafts. Important to all elementary teachers for teaching vocational subjects. One hour lecture, three hours laboratory each week.
- 32. PRACTICAL HOME GARDENING** 2 hours  
This course will include school gardening on the elementary level. Special attention will be given to gardening, landscaping, soil building, fertilizers, horticulture, and organic gardening. One hour lecture, three hours laboratory each week.

### LIBRARY SCIENCE

- 53. INTRODUCTORY REFERENCE AND BIBLIOGRAPHY** 3 hours  
The basic reference books and the techniques for finding information and research materials. Useful not only as an introduction to librarianship but also for the general student who desires to know how better to use the library.
- 54. ORGANIZATION OF LIBRARY MATERIALS** 3 hours  
The cataloging, classification, and preparation for the shelves of books; and the care and organization within the library of other kinds of library materials.
- 105. LIBRARY MATERIALS FOR CHILDREN AND YOUNG PEOPLE** 3 hours  
The composition of the school library collection; and the selection, appreciation, and presentation of books and other library materials that are particularly suited to the needs of children and also of materials that are particularly suited to the needs of young people.
- 156. SCHOOL LIBRARY ADMINISTRATION** 3 hours  
Prerequisites: Library Science 53, 54; or the permission of the instructor.  
Designed to impart a practical knowledge of how to organize and administer a school library and how to relate the library to the needs of the pupils.

## MATHEMATICS

Lawrence Hanson, Cecil Davis,  
Alfred Watt, Ray Hefferlin



*Major:* Thirty hours excluding Math 1:2 but including courses 11:12 and 99:100, and including at least 14 hours of upper biennium courses. A minor in Physics or Chemistry is recommended.

*Minor:* Eighteen hours excluding Math 1:2 but including courses 11:12; 99:100; and including six hours of upper biennium courses.

### 1:2. MODERN CONCEPTS OF MATHEMATICS

6 hours

This course is designed for those students who are pursuing a general education program and do not need specific training in any one branch of mathematics. It is also designed for the teacher education program. It emphasizes mathematical reasoning and fundamental mathematical operations. It deals with such topics as sets, the number system, number theory, the decimal system and other bases, equations, geometry and measurement.  
taking Math 12.

### 11:12. FRESHMAN MATHEMATICS

6 hours

Prerequisite: Two units of secondary mathematics including algebra, geometry or algebra II.

A unified course built on material selected from topics in algebra, trigonometry, and analytic geometry which are commonly taught in beginning college mathematics courses. Emphasizes deductive reasoning and fundamental concepts and is taught from a contemporary point of view. An honors section will be taught for qualified students.

### 19. SET THEORY AND LOGIC

2 hours

Prerequisite: Two units of secondary mathematics including algebra.

Includes logical systems, quantifiers, truth tables, implications, tautologies, sets and set operations, algebra of sets, infinite sets, cardinality and number, and applications.

### 20. PROBABILITY

2 hours

Prerequisite: Two units of secondary mathematics including algebra.

Includes permutations, combinations, the binomial and normal distributions, random samplings, regression and correlation and Chi-square distributions.

## MATHEMATICS

- †97. WORKSHOP IN MATHEMATICS** 2 hours  
A brief survey of Mathematics 1:2. Those who have taken previous workshops in mathematics or course 1:2 may not take this course for credit.
- †98. ADVANCED WORKSHOP IN MATHEMATICS** 2 hours  
Prerequisite: Mathematics 1:2 or 97.  
The emphasis in this course will be on modern trends in algebra, especially as taught in grades 7 and 8.
- 99:100. CALCULUS** 8 hours  
Prerequisite: Mathematics 11:12.  
Elementary functions, ordinary and partial derivations, anti-derivatives, definite and multiple integrals, vectors and applications.
- 111. DIFFERENTIAL EQUATIONS** 3 hours  
Prerequisite: Mathematics 99:100.  
Classification and solution of common types of ordinary differential equations. Applications to problems arising in the physical sciences.
- 112. METHODS OF APPLIED MATHEMATICS** 3 hours  
Prerequisite: Mathematics 111.  
Vector analysis, introduction to complex variables, characteristic value problems, Laplace transforms, and Bessel functions.
- \*121:122. ADVANCED CALCULUS** 6 hours  
Prerequisite: Mathematics 99:100.  
Introduction to point set topology, continuity, uniform continuity, properties of derivatives and integrals, convergence, uniform convergence, sequences of functions, and infinite series. This course is taught in alternate years.
- 151:152. INTRODUCTION TO MODERN ALGEBRA** 6 hours  
Prerequisite: Mathematics 99:100.  
Groups, rings, fields, integral domains, vector spaces, matrices, algebraic solution of equations. This course is taught in alternate years.
- 191:192. INDEPENDENT STUDY** 1-2 hours  
Prerequisite: Senior Mathematics major.  
Individual reading, problem solving, and research in a field chosen in consultation with the instructor.

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† Taught in summer session only.

## MODERN LANGUAGES

Rudolph Aussner, Olive Westphal, Minon Hamm

Southern Missionary College makes available to its students a well-rounded program in language instruction through the media of the classroom, language laboratory and extension school studies. A modern language laboratory provides the student with a realistic approach to understanding and speaking the language of his choice while on the campus of Southern Missionary College.

*Major—German:* Thirty hours excluding course 1-2 but including course 93-94.

*Minors in Spanish or German:* Eighteen hours excluding course 1-2, but including course 93-94 and six hours of upper biennium.

### GERMAN

- 1-2. ELEMENTARY GERMAN** 8 hours  
A foundation course in grammar, pronunciation, and reading. May be waived by examination. Two one-hour lab sessions per week.
- 93-94. INTERMEDIATE GERMAN** 6 hours  
Prerequisite: Entrance by standardized examination at required level.  
Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises. Two one-hour lab sessions per week. The second semester there will be two sections: a. Literary Program, b. Science Readings.
- 117:118. COMPOSITION AND CONVERSATION** 4 hours  
Prerequisite: German 93-94.  
An intensive training course aiming at a practical knowledge of stylistics and an ability in free composition. (Not open to German-speaking nationals.)
- 120. GERMAN CULTURE AND CIVILIZATION** 3 hours  
The literary, artistic, intellectual, social, religious, economic, and political scene of present day Germany with a study of its development from the recent past.
- 123. SURVEY OF GERMAN LITERATURE** 3 hours  
A prerequisite for all subsequent literature courses; history and development of German Literature; reading of representative works. This course is taught in alternate years.
- 132. GERMAN LITERATURE OF THE AGE OF ENLIGHTENMENT** 3 hours  
Foreign (French) and philosophical background of the period, changing attitudes in life and literature. Anacreontic poets. Young Goethe, Wieland, and Lessing. This course is taught in alternate years.
- \*134. GERMAN ROMANTICISM** 3 hours  
The poetry and prose of outstanding writers of this period, from Holderlin to Heine. This course is taught in alternate years.
- \*161. CONTEMPORARY GERMAN LITERATURE** 2 hours  
A course dealing with the different literary schools and periods from Naturalism to the Aftermath of World War II. (Naturalism, Impressionism, and the related trends of Neoromanticism and Neoclassicism, Expressionism, and the Neo Matter-of-Factness, Literature and National Socialism (1933-1945), Aftermath of World War II.) This course is taught in alternate years.
- \*162. GERMAN CLASSICISM** 2 hours  
A course offering a comparison of Goethe and Schiller. Goethe's Classical Period



## MODERN LANGUAGES

(1787-1805), Schiller's Classical Period (1787-1805), Goethe's Old Age (1805-1832). This course is taught in alternate years.

- \*163. GERMAN LYRIC POETRY** 2 hours  
From the greatest German lyric poet before Goethe, Walter van der Vogelweide, to Brecht. This course is taught in alternate years.
- 164. GERMAN SHORT STORIES** 2 hours  
A course giving the student a survey of German Short Stories from Goethe's death (romanticism) to the present. This course is taught in alternate years.
- 197. DIRECTED READINGS IN GERMAN LITERATURE** 4-6 hours  
The content of this course will be adjusted to meet the particular needs of the individual student. Open only to German majors, or minors with the approval of the department head.

### SPANISH

- 1-2. BEGINNING SPANISH** 8 hours  
A foundation course in grammar, pronunciation, and reading. May be waived on basis explained above. Two one-hour lab sessions per week.
- 93-94. INTERMEDIATE SPANISH** 6 hours  
Prerequisite: Entrance by standardized examination at a required level. Advanced grammar; intensive and extensive reading of moderately difficult Spanish texts; oral and written exercises. At discretion of the department, this course may be closed to Spanish speaking persons with three credits in Secondary Spanish. Two one-hour lab sessions per week.
- 117:118. SPANISH CONVERSATION AND COMPOSITION** 4 hours  
Prerequisite: Spanish 93-94.  
(Not open to Latin-American nationals.)  
Development of skill in speaking, understanding, and writing idiomatic Spanish.
- 123. SURVEY OF SPANISH LITERATURE** 3 hours  
Prerequisite: Spanish 93-94.  
History and development of Spanish literature; reading of representative works. This course is taught in alternate years.
- \*133. SURVEY OF SPANISH-AMERICAN LITERATURE** 3 hours  
Prerequisite: Spanish 93-94.  
History and development of Spanish-American literature; reading of representative works. This course is taught in alternate years.
- \*145; 146. THE GOLDEN AGE OF SPANISH LITERATURE** 4 hours  
Prerequisite: Spanish 93-94.  
A study of the classical period of Spanish literature. This course is taught in alternate years.

### FRENCH

- \*1-2. BEGINNING FRENCH** 8 hours  
A foundation course in grammar, pronunciation, and reading. May be waived by examination. Two one-hour lab sessions per week.
- 93-94. INTERMEDIATE FRENCH** 6 hours  
Prerequisite: Entrance by standardized examination at required level. Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises. Two one-hour lab sessions per week.
- 117:118. FRENCH CONVERSATION AND COMPOSITION** 4 hours  
Development of skill in speaking, understanding and writing idiomatic French.

## MUSIC

Marvin L. Robertson, Dorothy Ackerman, Don Crook, Stewart Crook,  
James McGee, James Schoepflin, William Young, Lois Rowell

### **BACHELOR OF MUSIC CURRICULUM:**

The Bachelor of Music curriculum is a professional program designed to give the student the choice of preparing as a professional musician with emphasis in music literature and performance, or to qualify for teaching on the secondary level by emphasizing music education. The student may choose the area of emphasis desired.

*Major:* A core requirement of 48 hours including sixteen hours in music theory; eight hours in music history and literature; twenty hours in applied music including twelve hours of major instrument or voice beginning with course 21, music ensembles for one-half credit each semester to a total of four. Organ majors must take four hours of piano and piano majors must take four hours of organ. See paragraph under applied music for the piano proficiency requirements.

Choice of one of the following areas of emphasis:

- A. Emphasis in Music Education: Music 174; 12 hours of music education including 181, and 22 hours of education including 66, 167G, and 173. The four hours of applied music minor may be in any combination of instruments and/or voice.
- B. Emphasis in Music Performance: Music 177, 178; 12 additional hours in applied major; pedagogy or materials and techniques in major and minor performance areas; two additional hours in music history and literature. The student may choose 6-14 hours in language\* (French or German), or 13 hours consisting of Music Education 181, Psychology 112 and Education 165, 167G and 173. The four hours of the applied music minor must be taken in one area.

The following general education requirements apply only to students pursuing a Bachelor of Music degree.

Fine Arts .....	2 hours
Language Arts including English 1-2, Speech 5 and 2 hours of literature .....	10 hours
Physical Education and Health .....	4 hours
Religion .....	12 hours
Science and Mathematics .....	8 hours
Social Science .....	10 hours

### **BACHELOR OF ARTS CURRICULUM:**

*Major:* Forty hours including Music Theory 45:46; 101:102; and four hours of upper biennium music theory electives; Applied Music—major instrument or voice twelve hours; music organizations—two hours; and ten hours of history of music including course 91:92.

## MUSIC

Two hours in Art 60 are required in fulfillment of the general education fine arts requirement listed for the regular Bachelor of Arts degree.

*Minor:* Eighteen hours in music to include courses 21, 22; 45:46; 71, 72; 121, 122, two hours of music organizations; two hours of upper division history and literature; and two hours of upper division music education.

### MUSIC THEORY

- 1. ELEMENTS OF MUSIC** 1 hour  
Basic music notation and theory. (Does not apply toward major or minor.)
- 45:46. MATERIALS AND ORGANIZATION OF MUSIC, I AND II** 6 hours  
Prerequisite: Music I or examination.  
A concentrated study of the elements which render music of all periods aurally and visually comprehensible. I: Within the framework of one-voice and two-voice textures: tonality, key relationships, clefs, rhythm and pitch notational procedures, meters, structure of melody, intervals, triads, cadences, instrumental transpositions, consonance and dissonance, decorative pitches, contrapuntal principles, modulation, etc. II: Three-voice and four-voice textures are added: more contrapuntal and harmonic principles, chord relationships, variations of vertical textures and spacing, more involved aspects of rhythm and meters, inversions, simple forms, vocal and instrumental writing, etc.
- 47:48. APPLIED KEYBOARD AND MUSIC READING SKILLS, I AND II** 2 hours  
Keyboard and sight-singing applications of the materials introduced in Music 45-46. (Music majors must take this concurrently with Music 45:46.)
- 101:102. THEORY II** 6 hours  
Prerequisite: Music 45:46.  
Construction and function of ninth, eleventh, thirteenth chords, altered chords and modulation; correlated analysis and keyboard harmony; continuation of ear training.
- \*101:102. MATERIALS AND ORGANIZATION OF MUSIC, III AND IV** 6 hours  
Prerequisites: Music 45:46 and 47:48.  
An expanded and intensified examination of the structure of music as begun in Music 45:46. III: Modulation; tonality, form, seventh chords, motivic and thematic development, larger forms, some contrapuntal forms, embellishing chords, etc. IV: Additional altered chords, contrapuntal and fugal textures, more complex formal designs, broadening tonal spectrum and harmonic vocabulary, and contemporary aspects, etc.
- \*103:104. APPLIED KEYBOARD AND MUSIC READING SKILLS, III AND IV** 2 hours  
Keyboard and sight-singing applications of materials studied in Music 101:102. Music majors must take this concurrently with Music 101:102.
- 141. ORCHESTRATION** 2 hours  
Prerequisite: Music 101:102.  
The ranges, capabilities and limitations, transpositions of orchestra and band instruments. Idiomatic scoring of short works for vocal and instrumental chamber groups, small orchestra and band. Performance of exercises and analysis of scores is emphasized.

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- \*171:172. COUNTERPOINT** 4 hours  
Prerequisite: Music 45:46; 101:102 concurrently.  
Species counterpoint in two or more parts: imitation, double counterpoint, canon and correlated analysis.
- \*176. MUSIC COMPOSITION, I** 2 hours  
Prerequisite: I: 101:102. Music 171:172 recommended.  
Notation and calligraphy, organization of musical ideas, simple forms, various small performance media.
- 177:178. ANALYSIS OF MUSIC FORM** 4 hours  
Prerequisite: Music 101:102.  
A study of musical form progressing from the smallest units of music structure to the complex structures of the sonata and the symphony. Compositions of various historical periods and varied performance media will be analyzed.

## MUSIC HISTORY

- 61. SURVEY OF MUSIC LITERATURE** 2 hours  
The impact of musical thought on western civilization during the past one thousand years. Illustrated lectures, discussions, and recordings.  
(Does not apply toward major or minor.) One listening period per week is required.
- 91:92. HISTORY OF MUSIC** 6 hours  
A study of music literature from antiquity to the present, cultural backgrounds, development of music form and style, analysis of representative masterworks from each major period of music history. Two listening periods per week are required.
- 161. SYMPHONIC MUSIC** 2 hours  
Development of the orchestra from the Baroque to the present. A study of symphonic music literature. Analysis of scores, recorded music listening, and attendance at live performances required.
- 162. KEYBOARD MUSIC** 2 hours  
Evolution of keyboard instruments, a study of the literature from 1500 to the present, analysis and performance of representative clavier compositions.
- 163. VOCAL MUSIC** 2 hours  
Literature of Western vocal music from the middle ages to the present; study of forms and style of solo, ensemble and dramatic works for voice, analysis of music through recordings, scores, and live performance.
- \*164. CHAMBER MUSIC** 2 hours  
Music for all instrumental combinations, excluding keyboard solo music, from Haydn to the present; study and analysis of scores, recordings and live performances; history of instruments in Western culture.

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\*Voice majors must take 14 hours in language and are urged to study additional literature.

## CHURCH MUSIC

- 24. PRINCIPLES OF CONDUCTING** 1 hour  
Prerequisite: Music 1 or examination.  
The study and application of principles of song leadership. This class meets two periods per week.

## MUSIC

### 63. SURVEY OF CHURCH MUSIC

2 hours

A course designed to meet the needs of religion majors and church musicians. A study of church music from Biblical times to the present. One listening period per week is required.

## MUSIC EDUCATION

The studies in methods and materials involve not only development in actual performance ability and evaluation of available teaching materials; but also, and pre-eminently, a quest for pedagogical soundness and understanding of how to help individuals solve their musical problems. All students must enroll in the methods or the pedagogy courses in their major and minor performance areas.

### \*33. VOICE MATERIALS AND TECHNIQUES

2 hours

A study of voice production in class, testing and classification of voices; the examination of suitable literature for ensemble and solo use in the elementary and secondary school.

### 34. STRING MATERIALS AND TECHNIQUES

2 hours

A study of the stringed instruments in class and a survey of teaching materials for class and private instruction.

### 36. PERCUSSION MATERIALS AND TECHNIQUES

2 hours

The use of percussion instruments in the band and orchestra. Techniques of performing with percussion instruments. Interpretation of band scores, balance, and special effects of the percussion section.

### 37. BRASS MATERIALS AND TECHNIQUES

2 hours

A study of tone production, embouchure, fingerings, and practical pedagogic technique. A survey of the literature for the instruments and evaluation of teaching methods.

### \*39. WOODWIND MATERIALS AND TECHNIQUES

2 hours

A study of tone production, embouchure, fingerings, and practical pedagogic technique. Survey of the literature for the instruments and evaluation of teaching methods.

### \*130. PIANO PEDAGOGY

2 hours

Prerequisite: Music 72 or equivalent.

Methods, materials and procedures for private and class piano instruction; planning a complete program for pupils on various grade levels including technic, repertoire and musicianship.

### 131. ORGAN PEDAGOGY

2 hours

Prerequisite: Music 72 or equivalent.

Methods, materials and procedures for instruction in organ; accompaniment of church services; registration of organ literature on various types of organs.

### 132. VOICE PEDAGOGY

2 hours

Prerequisite: Music 72 or equivalent.

Methods, materials and procedures for private and class voice instruction; testing and classification of voices; physiological and psychological problems of voice production and diction.



## MUSIC

### 181. CONDUCTING TECHNIQUES

2 hours

This course is designed to give the music student the requisite skills for conducting choral and instrumental groups.

### APPLIED MUSIC

- †3, 4. 2 hours  
Private instruction in voice, piano, organ, or orchestral instrument.
- †5, 6. 2 hours  
Class instruction in voice, piano, or orchestral instruments. This course is designed for the beginning student who would like to take applied music in small groups of from two to five at a reduced fee.
- 21, 22. 2 or 4 hours  
Prerequisite: Examination for freshman standing.  
Private instruction in voice, piano, organ, or orchestral instrument.
- †53r., 54r. 2 hours  
Prerequisite: Music 3, 4 or 5, 6.  
Private instruction in voice, piano, organ, or orchestral instrument.
- 71, 72. 2 or 4 hours  
Prerequisite: Music 21, 22.  
Private instruction in voice, piano, organ, or orchestral instrument.
- 121, 122. 2-8 hours  
Prerequisite: Music 71, 72.  
Private instruction in voice, piano, organ, or orchestral instrument.
- 151, 152. 4 or 8 hours  
Prerequisite: Music 121, 122.  
Private instruction in voice, piano, organ, or orchestral instrument.

†Courses 3, 4; 5, 6; 53, 54 are open to any student of the college as elective credit toward the B.A. or B.S. degree. The music major or minor may not apply these toward his major performance area.

Courses 21, 22; 71, 72; 121, 122; and 151, 152 are courses primarily for the music major and minor, but they may be elected by anyone who passes the examination for freshman standing.

Instruction in voice, piano, organ, or orchestral instruments is offered both privately and in small classes. The following performance areas may be studied: violin, viola, cello, flute, oboe, clarinet, saxophone, bassoon, trumpet, French horn, trombone, baritone, and percussion instruments.

The major in music education and the liberal arts student will present a joint senior recital in which each plays 30 minutes. The performance major will present a full-length, memorized recital. The student may elect to have an assisting soloist or an assisting small ensemble in which he participates.

## MUSIC

One semester hour will be allowed for a minimum of 15 half-hour lessons with four hours of practice per lesson. Participation in and attendance at student recitals, public and studio, will be considered a part of the regular work. Music majors and minors are required to attend a large percentage of the concerts and recitals on the campus, and each is urged to take advantage of the outstanding musical events sponsored by the SMC Lyceum Committee, the Fine Arts Series, and the Community Concerts or the Chattanooga Symphony.

Freshman standing for the music major or minor will be given by the music faculty at the time of the first semester examinations. Each student majoring in music must appear before the music faculty at the end of each semester to present a prepared program of technic and memorized compositions as his final examination. A music minor should pass freshman standing as well as take the applied examination at the completion of his applied music credit.

All music majors except those concentrating in keyboard instruments are required to pass an examination in piano. The student must be able to play hymns, moderately easy accompaniments and the major scales. At the time of the regularly scheduled semester examinations the student is to play before a committee of the music faculty. The piano examination should be passed during the first week of the first semester in residence or the student must register for applied piano instruction. No credit earned in piano before the proficiency test is passed can apply toward the applied music credit of a music major or minor.

### MUSIC ENSEMBLES

Although there is no charge for participation in music organizations if credit is not desired, *students should register for entrance in the organization*. All students pursuing a music major must participate in a music organization each year of residence.

Each musical ensemble meets two periods per week and offers one-half hour credit each semester. Non-music majors may accumulate not more than two hours credit in music organizations unless this credit is balanced by an equal number of hours in music theory or history. Admission to any musical organization is by audition. Regular attendance at rehearsals is required.

Ensembles on campus are organized and sponsored by members of the staff.

- 9r., 10r. LADIES' CHORUS**
- 11r., 12r. CONCERT BAND**
- 13r., 14r. ORCHESTRA**
- 15r., 16r. COLLEGE CHOIR**
- 17r., 18r. THE ENCOMIUM SINGERS**
- 19r. 20r. COLLEGIATE CHORALE**
- 112r, 113r. BRASS ENSEMBLE**
- 114r, 115r. WOODWIND ENSEMBLE**
- 153r., 154r. KEYBOARD ENSEMBLE**





## DIVISION OF NURSING

Chairman: Harriet Smith-Reeves

Associate Chairmen — baccalaureate degree program: Catherine Glatho,  
Carl Miller

Associate Chairman — associate degree program: Del LaVerne Watson

Faculty—Brenda Botts, Geneva Bowman, Miriam Bruce, Elfa Ed-  
mister, Helen Emori, Patricia Gillett, Zerita J. Hagerman,  
Louise Montgomery, Maxine Page, Mary Waldron,  
Kathryn Wooley, Theresa Wright.

In the past, the concept of a “nurse” has usually been that of the Registered Nurse who has been a member of a rather homogeneous group with comparable educational backgrounds and common responsibilities for patient care. Today, we face a period of change and transition. Expanding scientific and medical knowledge plus technological advances are making demands on all health workers for new kinds of learning and understanding. Hospitals and health agencies need nurses with differing educational backgrounds, prepared for varying levels of responsibility in patient care. In harmony with these developments, the Division of Nursing is offering two levels of preparation for the practice of nursing.

The philosophy and objectives of Christian education as stated by the college, being based on a belief in God and Jesus Christ as the Creator and Redeemer, emphasize the brotherhood and individual worth of man. The philosophies and objectives for both programs in the Division of Nursing are built on this foundation. Each student is considered a unique individual with a varied background of educational and personal experiences, attitudes and abilities. Education is thought of as a modifica-

## **NURSING**

tion of behavior thus enabling the individual to make appropriate adjustment and contribution to the world in which he lives. Nursing education should enable the student to recognize his unique role of social assistance to man in a dynamic society. Thus each of these curricula seeks to offer quality education in harmony with the specific goals of its own program.

The faculties reserve the right to make curriculum changes at any time. The number of students permitted to enroll in any program offered by the Division of Nursing is limited by available clinical facilities. Students interested in applying for admission to either of the two programs should consult the Director of Admission and Records.

### **ACCREDITATION**

The baccalaureate degree program in nursing is fully accredited (including Public Health Nursing) by the Board of Review for Baccalaureate and Higher Degree Programs of the National League for Nursing; is registered with the Board of Regents of the Department of Education of the General Conference of Seventh-day Adventists; and is approved by the Tennessee Board of Nursing. Graduates of the program meet the requirements for admission to the state board examination for licensure.

The associate of science degree program in nursing has received reasonable assurance of accreditation following the graduation of the first class, by the Board of Review of the Department of Associate Programs of the National League for Nursing; is registered with the Board of Regents of the Department of Education of the General Conference of Seventh-day Adventists; and is approved by the Tennessee Board of Nursing. Graduates of the program meet the requirements for admission to take the state board examination for licensure.

### **BACCALAUREATE DEGREE PROGRAM**

The baccalaureate degree program offers professional preparation for nursing. The curriculum covers four academic years and nine weeks of summer school. The first three semesters are spent on the Collegedale campus. The second semester of the sophomore year and the entire junior year and all summer sessions are spent on the Orlando Extension campus. Both semesters of the senior year are offered from the Collegedale campus. Selected hospitals, public health departments and other community agencies located in close proximity to both campuses are used as student learning laboratories.

Students from other accredited colleges who have completed a comparable freshman year may be eligible to register for the sophomore year of the curriculum in nursing.

### **PHILOSOPHY AND PURPOSES**

The curriculum is built on the premise that education for the practice of professional nursing is best accomplished by a combined liberal arts and professional program. The faculty believes that the professional

practice of nursing requires the graduate to be able to take competent action based on scientific knowledge and critical thinking; therefore the majority of the nursing courses are taught on the upper division level. In order to individualize, plan, implement and evaluate this type of nursing care, such nursing courses should require constant application of knowledge from the physical, biological and social sciences and the humanities.

Throughout the curriculum an effort is made to promote learning through observation and individual investigation, and to guide the student in obtaining and applying knowledge in an atmosphere which seeks to stimulate a spirit of inquiry. Since medical and nursing functions are rapidly changing, the emphasis is given to learning to adapt and to work in a variety of settings.

The faculty believes that Christian professional nursing is a service that contributes to the betterment of health, the preservation of life and the prevention of disease. Such care is directed toward restoring man to wholeness and may be implemented through remedial measures, health teaching, and the exemplary life of the nurse.

The baccalaureate degree graduate should be prepared to assume professional responsibility in providing for patient care in all areas of nursing, including public health. This program provides the basic preparation for missionary nursing service and the foundation for graduate work leading to a master's degree.

*Major — Bachelor of Science in Nursing:* Sixty-seven hours including courses 27, 29, 54, 56, 60, 101, 105, 107, 111, 120, 130, 141, 160, 165, 170, and 192. Cognate requirements include: Education 21 and Psychology 1 and Sociology 20. The following general education requirements apply only to students pursuing this curriculum leading to the Bachelor of Science degree in nursing:

Applied Arts—Home Economics 61 .....	1 hour
Fine Arts—Music 61 or Art 60 .....	2 hours
Language Arts—English 1-2; speech; and two hours of literature .....	10 hours
Physical Education .....	1½ hours
Religion .....	12 hours
Science—Biology 11, 12;22; Chemistry 7-8 and 9 .....	18 hours
Social Science—History 53 or 54; Sociol- ogy 20, 82 and Anthropology 61 .....	9 hours
Electives (humanities recommended) ....	5 hours



**27. INTRODUCTION TO NURSING**

A brief orientation to the field of nursing and the responsibilities of the nurse as a member of the health team. This course is designed to help the student to become aware of his own health needs and those of the public. It includes an

## NURSING

introduction to some basic principles and skills of assessing a person's health status.

- †29. **INTRODUCTION TO NURSING FUNCTIONS** 3 hours  
Designed to introduce the student to nurse-patient and nurse-colleague relationships and to acquaint the student with professional communication techniques. Includes exploration of primary stress situations common to man in the home and hospital.
- †54. **NURSING I** 6 hours  
An introduction to the care of patients manifesting common nursing care problems. Emphasis is placed on comfort, hygiene, and rehabilitative measures in nursing and the principles underlying the nursing care. Consideration is given to diet therapy, pharmacology, and physical therapy.
- †56. **NURSING II** 6 hours  
A continuation of Nursing I. The student is introduced to the care of selected patients with relatively simple nursing needs. Emphasis is placed on a beginning ability to identify and meet nursing problems and to cooperate with the health team in providing for continuity of patient care in the home, hospital and other agencies.
60. **PHARMACOLOGY** 2 hours  
This course is designed to orient the student to the general principles of pharmacology. Opportunity is provided for the study of medications commonly used during illness and to apply logical thinking in solving problems of medication preparation and administration.
- †101. **NURSING III** 2 hours  
An introduction to nursing care of the patient in the surgery suite. Instruction is given in specific pre-operative, operative and immediate post anesthesia nursing care. Emphasis is on aseptic techniques and procedures as they apply in meeting the needs of the patient. (Offered summers only.)
- †105. **NURSING IV** 6 hours  
A continuation of Nursing II with emphasis on assisting the student to assess and plan in meeting the more complex nursing needs of patients. Increased emphasis is given to individual patient health instruction.
- †107. **NURSING V** 6 hours  
Advanced nursing content. The student is allowed to become increasingly self-directed in planning and giving patient care in complex nursing situations, thus continuing development toward becoming a professional practitioner of nursing.
111. **NURSING PROBLEMS** 2 hours  
Study is given to the application of specific principles of the natural and social sciences to patient care problems. It is designed to supplement basic science content offered in the lower division. Continued emphasis is also given to the professional development and relationships of the nurse with patients and co-workers.
- †120. **MATERNAL-CHILD NURSING I** 6 hours  
A study of combined medical and social scientific principles involved in the reactions of family members to their experiences encountered during the periods of reproduction and hospitalization of the mother and her newborn infant. Active experience in family relationships and in care of mother and infant are given to each student. Emphasis is placed on nursing contributions to the family as a unit.
- †122. **MATERNAL-CHILD NURSING II** 6 hours  
Concepts of family unity and contributions to the family are carried into the student's experiences with sick children of all ages. Opportunities are given to test and apply formerly acquired knowledge of normal growth and development.

## NURSING

Deviations from normal are dealt with through study and laboratory experience. Maternal-Child Nursing I provides helpful foundation knowledge but is not a prerequisite.

The role of the nurse in giving support during family crises is emphasized.

### **130. INTRODUCTION TO INVESTIGATIVE TECHNIQUES** 2 hours

A seminar with practice in problem solving in which the student selects and investigates a nursing care problem as an exercise in the use of beginning research skills.

### **†141. ORIENTATION TO NURSING LEADERSHIP** 2 hours

Principles of team leadership and the administration of a nursing unit are considered. Includes investigation of pertinent questions which arise in the care of selected patients. Guided experience is provided in team leadership and in related activities. (Offered summers only)

### **†165. PUBLIC HEALTH NURSING** 8 hours

The history and development of public health nursing and its responsibilities and activities are studied in the context of community health. Trends of public health and principles of organization and administration in community health services are included. Emphasis is placed on the epidemiological approach to health problems both in home and community. Laboratory experience is in a public health agency with family centered practice and varied opportunities for applying previously learned concepts of nutrition, environmental sanitation and health education. Application is made to S.D.A. health programs and mission work.

### **†170. PSYCHIATRIC NURSING** 6 hours

Prerequisite: Nursing I, Nursing II

Instruction covers knowledge, understanding, skills, and attitudes essential to the nursing care of patients with psychiatric disorders. Psychological first aid, preventative and rehabilitative aspects are included. Supervised clinical experience is planned to provide opportunity for the application of psychiatric nursing skills to patient care.

### **192. PROFESSIONAL NURSING TODAY** 2 hours

The development of nursing through the ages, including the progress of the Seventh-day Adventist health program; trends in nursing; opportunities for the graduate nurse; job selection placement after graduation, and advanced education available for nurses.

### **192. ex PROFESSIONAL NURSING TODAY** 2 hours

A course designed to introduce the graduate nurse student to the development of nursing, stressing current concepts, trends and issues, research in nursing practice and opportunities for advanced education.

## ASSOCIATE DEGREE PROGRAM

The emphasis of the associate degree curriculum is on preparing the graduate with the competencies necessary for giving direct patient care as a registered nurse. This education is provided in an academic center where the student may take advantage of a rounded college experience.

The curriculum includes both general education and nursing education with content and instruction at the college freshman and sopho-

† Course includes correlated laboratory practice or field work. A semester hour of credit for laboratory practice or field work is defined as a three- or four-hour period of weekly practice for one semester or approximately 18 weeks.

## NURSING

more levels. Even though general education courses have transfer credit for advanced preparation, the program is self-contained.

Clinical experience in several hospitals and community agencies is selected on the basis of student needs and program objectives with correlation of theory and practice. The freshman year and the summer session is offered on the Southern Missionary College campus, and the sophomore year on the Madison Extension campus.

### PHILOSOPHY AND PURPOSES

The faculty believes that the curriculum should provide opportunity for the student to develop his potential as an individual, as a citizen and as a practitioner of nursing. His role as a nurse should be based upon understanding and application of principles from natural and social sciences and the humanities.

Nursing experiences are planned to provide continuity, sequence and integration which enable the student to attain an understanding of the "how" and the "why" of giving patient care and to develop concepts values and skills. The student should be stimulated to become self-directive within his sphere, to become flexible, and socially sensitive, and to develop an interest in learning.

The graduate of the associate degree program is prepared to function at the side of the patient requiring care that a registered nurse can give in a hospital, clinic, or similar health agency. He should recognize his obligations and limitations in meeting the nursing needs of patients. He should be able to cooperate with other members of the health team in the preservation of life, prevention of disease, and promotion of health.

### PREREQUISITE

Academy, or high school chemistry is required for admission to the program. High school chemistry is offered during the summer session.

*Course Requirements—Associate of Science in Nursing:* Thirty-four hours including courses 11, 12, 23, 65, 66, 67, 68, and 79. General education courses would include the following.

Biology 11, 12 and 22 .....	10 hours
Chemistry 6 .....	2 hours
English 1-2 .....	6 hours
History .....	3 hours
Psychology 1 and Sociology 20 .....	5 hours
Religion .....	6 hours
Sociology .....	2 hours
Speech 5 .....	2 hours
Electives .....	2 hours

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- †11. **NURSING A I** 5 hours  
Orientation to the broad concepts of nursing, its heritage and role in our changing society. Maintenance of personal health and well-being is emphasized. The student learns to meet normal health needs of patients, to identify and solve nursing problems, and to apply techniques in giving individualized nursing care.
- †12. **NURSING A II** 4 hours  
A family centered approach to the normal aspects of the maternity cycle and the nursing needs of mother and infant. Experience in the hospital and community agencies provides opportunity for care and education of the mother.
- †23. **NURSING A III** 6 hours  
The handling of nursing problems involved in the care of the mother with complications and the premature infant. Emphasis is placed upon normal growth and development of the child from infancy and on the individualized care and teaching of children in health and disease.
- †65. **NURSING A IV** 3 hours  
The study of the meaning of behavior, its development and changes from birth through senescence. A study of the functions and roles of the nurse in interpersonal relations effecting behavioral change. Social and community aspects of mental illnesses are explored. Students are given assistance in understanding their own feelings and reactions while giving nursing care to patients.
- †66. **NURSING A V** 7 hours  
A study of the nursing needs of moderately ill young adults and middle aged patients. Emphasis is placed on preventive, curative and restorative aspects of care. The student gains understanding and develops beginning skill in the use of physical-psychological ministrators in identifying and fulfilling patients' needs. Concepts concerning the patient's personality behavior patterns are strengthened by concurrent learning in Nursing A IV (65).
- †67. **NURSING A VI** 2 hours  
Continuation of Nursing A IV (65) dealing with more advanced mental and emotional disorders.
- †68. **NURSING A VII** 6 hours  
A study of nursing needs of moderately ill patients of the older age group and of all age groups with more complex nursing needs. The student develops increased ability to recognize situations which demand resourceful and imaginative thinking to identify and seek solutions to the individual patient's needs. The student gains concepts concerning the role of the nurse in a multi-disciplinary approach to patient care. [con-current with Nursing A V (66)]
79. **NURSING TRENDS A** 1 hour  
Study of the influence of social, political, religious, health and scientific movements on the progress of nursing. Orientation to the problems and responsibilities of the registered nurse as an individual practitioner, a member of the nursing profession and an active member of the community.

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†Course includes correlated laboratory practice or field work. A semester hour of credit for laboratory practice or field work is defined as a three or four-hour period of weekly practice for one semester or approximately 18 weeks.

## OFFICE ADMINISTRATION

Richard Stanley, John Merry,  
Lucile White

*Major:* Thirty hours for the Bachelor of Science degree including courses 15, 40, 51, 56, 63, 64, 72, 76, 141, 146, 159 and 160. Courses 9, 10, 13, and 14 do not apply toward this major. Business Administration 31:32; 71, 72; and 155, 156 and Home Economics 61 are to be taken as cognate requirements. Psychology 1 is highly recommended.



The general education requirements, with the exception of foreign language study, are the same as those listed for the Bachelor of Arts degree.

A student looking forward to service as a medical secretary should plan to take courses 58, 73, 78, 174, 175, and 176, and Biology 11, 12, and 22 in partial fulfillment of the general education natural science requirement. Courses 72, 159, and 160 may be omitted in pursual of this program.

*Minor:* Eighteen hours including courses 55, 56 (or equivalent), 63, 64 and 72. Courses 9, 10, 13, and 14 do not apply. Course 73 may be substituted for 72 if the student prefers the medical secretarial emphasis.

### TWO-YEAR CURRICULUM IN OFFICE ADMINISTRATION

Two-Year Curriculum in Office Administration: Sixty-four hours are required for the two-year diploma in Office Administration including Office Administration\* 15, 40, 51, 55, 56, 63, 64, 72, 76, and Business Administration 31; English 1-2; Fine Arts 60 or 61; Physical Education including 7, 8; and 53; six hours of Religion; six hours of Social Science; and electives sufficient to make a two-year total of 64 semester hours.

### TWO-YEAR CURRICULUM IN MEDICAL OFFICE ADMINISTRATION

Two-Year Curriculum in Medical Office Administration: Sixty-four hours are required for the two-year diploma in Medical Office Administration including Office Administration\* 15, 40, 51, 55, 56, 58, 63, 64, 73, 76, 78, and Business Administration 31; English 1-2; Biology 11, 12; Fine Arts 60 or 61; Physical Education including 7, 8; and 22; six hours of religion; three hours of Social Science; and electives sufficient to make a two-year total of 64 semester hours.



## OFFICE ADMINISTRATION

### TWO-YEAR CURRICULUM IN EDITORIAL OFFICE ADMINISTRATION

Two-Year Curriculum in Editorial Office Administration: Sixty-four hours are required for the two-year diploma in Editorial Office Administration including Office Administration\* 40, 51, 55, 56, 63, 64, 72, 76; Journalism 53:54, 62; Speech 5 or 63 or 64; English 1-2, 42; Religion 5, Fine Arts 60 or 61; Home Economics 61; Library Science 53; two hours of Physical Education including 7, 8; Industrial Arts 17:18; four additional hours of religion; six hours of social science; three additional hours of journalism; and electives sufficient to total 64 semester hours. To meet the social science requirement the following courses are recommended: History 53, 54, 56; Sociology 20, and Psychology 53.

- 9. SHORTHAND** 4 hours  
Prerequisite: Office Administration 13 must be taken concurrently with this course unless the student has had the equivalent.  
Fundamental principles of Gregg Shorthand. Five class periods each week. One hour lab each week.
- 10. SHORTHAND** 4 hours  
Prerequisite: Office Administration 9 or equivalent to one unit of high school shorthand. Office Administration 14 must be taken concurrently with this course unless the student has had the equivalent. Seventy words a minute required. Five class periods each week. One hour lab each week.
- 13. TYPEWRITING** 2 hours  
Five class periods each week. One hour laboratory a week is required. Basic keyboard fundamentals; development of manipulative techniques; development of speed and accuracy on straight copy material and problems; introduction to business letters; simple tabulation. For students with no previous training in typewriting. Students with one year of high school typewriting receive no credit. Thirty-five words a minute for 5 minutes is required.
- 14. TYPEWRITING** 2 hours  
Prerequisite: Office Administration 13 or equivalent.  
Three class periods each week. Two hour laboratory a week is required. Continuation of 13; improvement of basic skills; business letter production; tabulated reports; manuscripts; special business forms. Students with two years of high school typewriting receive no credit. Fifty words a minute for 5 minutes is required.
- 15. TYPEWRITING** 2 hours  
Prerequisite: Office Administration 14 or equivalent.  
Three class periods each week. Two hour laboratory a week is required. Preparation of final copy from rough drafts; and typing of financial statements, and simple and complex statistical and similar tables. Sixty words a minute for 5 minutes is required.
- 40. FILING** 2 hours  
A course in the theory and practice of modern systems of filing.
- 51. VOICE TRANSCRIPTION AND DIRECT PROCESS DUPLICATORS** 2 hours  
Prerequisites: Freshman Composition; typing speed of 60 words a minute; Office Administration 63 or permission of the instructor.  
A course in the operating of voice-writing equipment emphasizing mailable transcriptions and direct-process duplicators.

## OFFICE ADMINISTRATION

- 55. INTERMEDIATE SHORTHAND** 3 hours  
Prerequisite: "C" standing in Office Administration 10; simultaneous registration, Office Administration 63. Four class periods each week. 100 words a minute required. Two hour lab each week.
- 56. INTERMEDIATE SHORTHAND** 3 hours  
Prerequisite: Office Administration 55 or equivalent; simultaneous registration, Office Administration 64. Four class periods each week. 120 words a minute required. Two hour lab each week.
- 58. MEDICAL TERMINOLOGY** 3 hours  
Prerequisites: Office Administration 55, or equivalent, simultaneous registration, Office Administration 56 and 64, and permission of the department.  
A study of medical terms—their pronunciation, their spelling, and their meaning. Four class periods each week.
- 63. SECRETARIAL TYPEWRITING AND TRANSCRIPTION** 2 hours  
Prerequisite: Office Administration 15 or two units of high school typewriting. Simultaneous registration, Office Administration 55.  
A course in rapid transcription from shorthand notes. Emphasis is also placed on special letter-writing problems. Five class periods each week. One practice period is required.
- 64. SECRETARIAL TYPEWRITING AND TRANSCRIPTION** 2 hours  
Prerequisite: Office Administration 63; simultaneous registration, Office Administration 56.  
Mailable transcripts. Five class periods each week. One practice period is required. 65 words a minute for 10 minutes required.
- 72. OFFICE ADMINISTRATION PROCEDURES** 2 hours  
Prerequisite: Ten hours of Office Administration, or the consent of the instructor.  
A study of business ethics, procedures, and techniques used by the secretary.
- 73. MEDICAL OFFICE ADMINISTRATION PROCEDURES** 3 hours  
Prerequisite: Ten hours of Office Administration, or the consent of the instructor.  
A course to prepare students to be a receptionist in a physician's office.
- 76. BUSINESS MACHINES** 2 hours  
The theory of and practice in the use of the following office machines; key-driven and rotary calculators, full keyboard and ten-key adding machines, bookkeeping machines, and key punch machines.
- 78. CLINICAL OFFICE PRACTICE** 1 hour  
Prerequisites: Office Administration 73.  
This course is based on supervised practice in handling actual medical office routine. Three hours of laboratory work each week.
- 141. BUSINESS AND OFFICE MANAGEMENT** 3 hours  
Major emphasis is placed on application of business management principles to the problems of the businessman and on the organizing of business and secretarial offices. Attention is given to the training of office employees, selection of equipment, and flow of work through the office.
- 146. BUSINESS COMMUNICATIONS** 3 hours  
Prerequisite: English 1-2.  
A study and application of the modern practices in oral and written business communications. Accuracy in grammar, spelling, and punctuation, and the writ-

## PHYSICS

ing of well-knit sentences and clear paragraphs are taught as a means of effective expression in business-letter writing.

- 159. SHORTHAND REPORTING AND TRANSCRIPTION** 3 hours  
Prerequisite: Office Administration 55 and 56.  
Rapid dictation and transcription of congressional, denominational, and other technical materials. Three class periods each week. Two-hour laboratory a week is required. This course is taught in alternate years.
- 160. ADVANCED SHORTHAND REPORTING AND TRANSCRIPTION** 3 hours  
Prerequisite: Office Administration 159.  
Three class periods each week. Two hour laboratory a week is required. This course is taught in alternate years.
- 174. APPLIED OFFICE PRACTICE** Either Semester, 1-2 hours  
For Office Administration majors and prospective business teachers. This course is based on an activity program which provides practical experience in representative types of office situations. Students wishing emphasis in the medical office area will be placed in a medical organization to receive this experience.
- \*175. MEDICAL DICTATION AND TRANSCRIPTION** 3 hours  
Prerequisite: Twelve hours of Office Administration (including 55, 56, 58, 63, and 64 or equivalent).  
A course emphasizing medical terminology and continuation of special medical dictation and transcription of technical case histories, medical news articles, and lectures. Three class periods each week. Two hour laboratory a week is required. This course is taught in alternate years.
- \*176. ADVANCED MEDICAL DICTATION AND TRANSCRIPTION** 3 hours  
Prerequisite: Office Administration 175.  
Three class periods each week. Two hour laboratory a week is required. This course is taught in alternate years.
- 181. PROBLEMS IN OFFICE ADMINISTRATION** Either Semester, 1 or 2 hours  
Prerequisite: Open only to seniors majoring in Office Administration.  
Problems are assigned according to the experience and interests of the student.

## PHYSICS

Ray Hefferlin, Joe Hutcherson,  
Alfred Watt

*Major:* Thirty hours including courses 51-52 and cognate requirements of Mathematics 11:12; 99: 100. This is an "S" type degree, and exists for those whose interest

in Physics is from a cultural standpoint, or who are preparing for a field in the medical arts, or who plan to teach on the secondary level.



## PHYSICS

*Major:* Forty hours for the Bachelor of Science with a major in Physics including courses 51-52; 53-54, 151:152, 161:162 and 181:182 (2 hours minimum). Physical Chemistry 150, 151, and 152 may count toward the major in Physics. A mathematics minor including Mathematics 112 is required.

The following general education requirements for this degree apply only to students pursuing a Bachelor of Science degree in Physics. Students planning to proceed with graduate work in Physics or employment in the profession should take the program leading to the Bachelor of Science degree, which is an "R" type degree.

Applied Arts .....	4 hours
Fine Arts (Art 60 or Music 61) .....	2 hours
Foreign Language (German or French Recommended) .....	6 hours
Language Arts .....	8 hours
Physical Education and Health .....	4 hours
Religion .....	12 hours
Science and Mathematics .....	12 hours
Social Science .....	9 hours

*Minor:* Eighteen hours including six hours of upper biennium.

### 1. INTRODUCTION TO PHYSICS

3 hours

A general education course stressing a simple approach to the basic concepts of physics. The laboratory emphasized learning from readily available materials. Applies on natural science requirement but not as part of the six-hour laboratory sequence. Does not apply on major or minor in physics. This course will not apply on any curriculum if Physics 51-52 is taken. Two hours lecture, three hours laboratory each week.

### \*11:12. DESCRIPTIVE ASTRONOMY

6 hours

Prerequisite: High school algebra.

The relationship between science and revelation; method of scientific inquiry. laboratory each week. Does not apply on B.S. major in Physics. This course is taught in alternate years

An elementary study of our solar system and its relation to the stellar universe. Two hours lecture, three hours laboratory each week. Does not apply on the B. S. major in Physics.

### \*21. ELECTRONICS

4 hours

Prerequisite: High school algebra.

A non-mathematical treatment of common receivers, transmitters, and transducers as the microphone, speaker, and antenna. Three hours lecture, three hours laboratory each week. Does not apply on B. S. major in Physics. This course is taught in alternate years.

### 51-52. GENERAL PHYSICS

8 hours

Prerequisite: Math. 11:12 or permission of instructor in cases of exceptionally high score on mathematics placement test; secondary school physics or chemistry. An introduction to the traditional and modern fields of physics including Newtonian laws, electricity and magnetism, electromagnetic theory, and atomic and nuclear physics. Principles and applications are discussed using algebra and trigonometry and introducing elementary calculus as needed. Direct experience is given in laboratory work. Three hour lecture, three hour laboratory each week.

## PHYSICS

### **53-54. EXTRA HOUR OF GENERAL PHYSICS FOR MAJORS AND ENGINEERING STUDENTS** 2 hours

One class period per week on advanced problems and derivations relevant to the coursework in Physics 51-52, Geometric and Fourier and Taylor series. Open only to those who have taken or are taking Physics 51-52 and Math. 99, 100.

### **\*92. ASTROPHYSICS** 3 hours

Prerequisites: Physics 51; Physics 52 concurrently.

Experimental information about the light from the stars is studied using the concepts developed in General Physics. Various states of matter; diffusion and scattering of radiation through matter. The material in this course does not depend heavily upon that of Descriptive Astronomy, and hence Physics 11-12 is not prerequisite to this course. This course is taught in alternate years.

### **\*102. PHYSICAL OPTICS** 4 hours

Prerequisites: Physics 51-52; Math. 99, 100.

Refraction, reflection, interference, and absorption of light are discussed from the standpoint of the particle and especially of the wave theories of light. The modern concept of the photon and of matter waves are used. Three hours lecture and three hours laboratory each week. This course is taught in alternate years.

### **103. KINETIC THEORY** 3 hours

Prerequisites: Physics 51-52; Math. 99, 100.

Many properties of gases, liquids, and solids are derived from the assumption that matter is composed of small particles in motion. Three hours lecture each week. This course is taught in alternate years.

### **104. NUCLEAR PHYSICS** 3 hours

Prerequisites: Physics 51-52; Math. 100 concurrently.

The contributions of each of several models of the nucleus to our understanding of radioactivity, fusion and fission. Discussion of the source of stellar energy, and of age dating the universe. The inductive nature of our understanding of the nucleus will be stressed. This course is taught in alternate years.

### **\*123. ATOMIC PHYSICS** 3 hours

Prerequisites: Physics 51-52; Math. 111 concurrently.

Analysis of atomic spectra from Bohr-Sommerfeld-vector model of the atom, the Thompson model of the atom, and the Fermi-Dirac model of the atom. This course is taught in alternate years.

### **\*124. WAVE MECHANICS** 3 hours

Prerequisites: Physics 51-52; Math. 111.

"Derivation," application of boundary conditions, and solutions of Schroedinger's equation. Perturbation theory to obtain transition probabilities. This course is taught in alternate years.

### **126, 127. NUCLEAR PHYSICS INSTRUMENTS LABORATORY** 1-2 hours

Prerequisite: Physics 52.

Electromagnetic measurements and radiation measurements; gamma ray intensity and absorption; dosimetry. Three hours laboratory each week. May be taken for one or two semesters.

### **151:152. ANALYTIC MECHANICS** 6 hours

Prerequisites: Physics 51-52; Math. 111 and 112.

The mechanics of general physics is reformulated in more advanced terms, and

\* Students who have worked in the department research project as research assistants may, with the approval of the department, waive an equivalent part of this requirement.

## RELIGION

problems such as that of the gyroscope are discussed. Introduction to the theory of relativity. Vectors, tensors, and transforms are discussed as needed. This course is taught in alternate years.

### \*161:162. ELECTRICITY AND MAGNETISM

8 hours

Prerequisites: Physics 51-52; Math. 111 and 112.

The electromagnetic principles of general physics are reformulated in advanced terms so that problems may be discussed such as wave guides. Vectors, tensors, and transforms are introduced as needed. Three hours lecture and three hours laboratory each week. This course is taught in alternate years.

### 181, 182. SPECTROSCOPY

1-4 hours

The student takes part in privately sponsored aspects of the research project under way in the Physics department and becomes familiar with research procedure and reporting. This course is limited to majors and minors, and permission of department chairman is required.

### 191. PROBLEMS IN PHYSICS

1 hour

Individual research work in some field of physics elected by the student, with permission of department chairman.



## RELIGION

Bruce Johnston, Douglas Bennett,  
Robert Francis, Gerhard Hasel,  
Gordon Hyde, Frank Holbrook,  
Jon Penner, Herman Ray

Training for the ministry of the Seventh-day Adventist Church involves a four year undergraduate academic program, a recommended two-year course of study at the Theological Seminary of Andrews University, Berrien Springs, Michigan, and an internship in the field.

Admission to the theological curriculum and recommendations to the ministry involve initial and periodic applications to the subcommittee on Ministerial Recommendations. Information and applications will be supplied by the Division of Religion.

*Major—Theology:* Thirty hours in religion and Bible including Bible courses 11, 12; 131, 132; 151, 152; 165, 166, and Religion courses 50, 190, 191. Applied Theology 73 may also apply.

Cognate requirements include: Applied Theology courses 80, 119, 120; 175, 176, 195, 196; Education 21, 142; and History 155, 156.

## RELIGION

*Minor—Religion:* Eighteen hours in Bible and religion, six of which must be upper biennium. Applied Theology 73 and Religious History 56 may also apply.

The following general education requirements apply only to students pursuing a major in theology.

Applied Arts .....	4 hours
Fine Arts, Music 1, 24 and 63 .....	4 hours
Foreign Language (Greek 31-32; 101-102) .....	14 hours
Language Arts .....	12 hours
Physical Education and Health .....	4 hours
Science and Mathematics .....	12 hours
Social Science (14 hours of history, including courses 1, 2) Recommended courses: 56, 131, 155, 156.	
Psychology 112 required, and Sociology 82 is recommended .....	17 hours

### BIBLE INSTRUCTOR

Students preparing to serve the church as Bible instructors will major in theology and will omit Applied Theology courses 80, 119, 120, 175, 195, 196, but will include courses 73 and 173 in Applied Theology. (Mature women wishing to receive a basic preparation for work as Bible instructors, in connection with the evangelistic work of a conference, may arrange for a two-year curriculum on an individual basis).

The following general education requirements apply to women students pursuing a major in Theology:

Applied Arts (including Home Economics 2; 26; 126); Home Economics 40 and 61 recommended .....	10 hours
Language Arts (including Speech 5 and course 53 or 64 is recommended) .....	4 hours
English 1-2; and literature .....	10 hours
Fine Arts (including Music 63) .....	4 hours
Foreign Language (Greek 31-32; 101-102) .....	14 hours
Science and mathematics .....	12 hours
Social science (including Sociology 20, 82; History 1, 2; 56; Psychology 112); History 155, 156 recommended .....	18 hours
Physical Education and Health .....	4 hours

### BIBLE

#### 1. 2. BIBLE SURVEY

4 hours

An introduction to the Scriptures, required of those who have not had Old or New Testament history in the secondary school. Exemption may be obtained by examination. Credit for this course does not apply on a major or minor in religion.

## RELIGION

- 11, 12. TEACHINGS OF JESUS** 4 hours  
A systematic study of the teachings of the Christian faith as found in the four gospels.
- 105. GREAT THEMES OF DANIEL AND REVELATION** 3 hours  
Related prophecies of Daniel and Revelation that are especially applicable to the issues of our modern times compose the materials of study in this course. This course does not apply toward a major in theology.
- 131, 132. OLD TESTAMENT PROPHETS** 6 hours  
A survey of the major and minor prophets of the Old Testament including a background of their lives and teaching, with the application of their messages for modern man.
- 151, 152. PAULINE EPISTLES** 6 hours  
An exegetical study of the Pauline epistles in the order of their composition, including a background survey of the book of Acts.
- 165. DANIEL** 2 hours  
Prerequisite: Social Science 1, 2 or 131, 132.  
A comprehensive study of the great prophecies of the book of Daniel and their lessons for our day, including a survey of its background and historical setting. Special attention is given to the defense of the book against modern critics. Open to theology majors only.
- 166. REVELATION** 3 hours  
Prerequisite: Social Science 1, 2 or 131, 132.  
A study of the prophecies and symbolisms of this book with their historical fulfillments and their intimate relationships to the prophecies of the book of Daniel. Open to theology majors only.

## RELIGION

- 50. PROPHETIC GIFT** 2 hours  
A study of the Scriptural background of the Spirit of Prophecy in the Old and New Testament with special emphasis on its manifestation in the remnant church in harmony with prophetic predictions. Objections and problems connected with its manifestation will be given consideration.
- \*53. ARCHAEOLOGY AND THE BIBLE** 2 hours  
A survey of archaeological methods, discoveries in relation to the Bible, and historical backgrounds. This course is taught in alternate years.
- †59, 60. FUNDAMENTALS OF CHRISTIAN FAITH** 4 hours  
A study of the doctrines of the Christian faith and their application to life.
- 76. DOCTRINE OF THE SANCTUARY** 2 hours  
An investigation of the Christian teachings revealed in the sanctuary service.
- \*154. CHRISTIAN APOLOGETICS** 2 hours  
A study of the defense of the Christian faith and Biblical doctrines of a polemical nature such as predestination, the problem of suffering, the nature of Christ. This course is taught in alternate years.
- \*157. COMPARATIVE RELIGIONS** 2 hours  
A survey of the history and distinctive characteristics of the numerous religious denominations of the modern era. This course is taught in alternate years.



## RELIGION

- +160. DOCTRINE OF THE ATONEMENT** 2 hours  
A study of the great underlying principles of the plan of salvation.
- \*+174. MANUSCRIPTS OF THE BIBLE** 2 hours  
A study of the ancient sacred writings of Israel and their preservation and development into our present Bible, with emphasis on the discovery and classification of manuscripts and the various versions and revisions. This course is taught in alternate years.
- 184. ESCHATOLOGY** 2 hours  
A study of the concepts in prophetic literature that pertain to the end of the world and the consummation of the Christian hope.
- 190, 191. CHRISTIAN THEOLOGY** 4 hours  
Prerequisite: Bible 11, 12.  
An introduction to theology designed to give the pre-seminary student a foundational base for advanced study in the area of systematic theology. Open to theology majors only.
- +194. PROBLEMS IN RELIGION** 2 hours  
Guided research in religious problems. Open only to religion majors with 20 semester hours credit in religion.

## APPLIED THEOLOGY

- 73. PRINCIPLES OF PERSONAL EVANGELISM** 2 hours  
A study of methods for doing personal work in winning men to Christ, including the preparation and art of giving Bible studies.
- 80. INTRODUCTION TO PREACHING** 2 hours  
Prerequisite: Speech 5  
Lectures, reading and practice designed to introduce ministerial students to the principles and methods of preaching.
- 119, 120. HOMILETICS AND PULPIT DELIVERY** 4 hours  
Prerequisite: Speech 5  
Training in the preparation and delivery of the various types of talks and addresses the Christian worker or preacher is called upon to give. One hour lecture and two hours laboratory each week.
- \*173. WORK OF THE BIBLE INSTRUCTOR** 2 hours  
A course designed to introduce the Bible Instructor to the work she will be called upon to perform as a professional person. This course is taught in alternate years.
- 175. INTRODUCTION TO THE MINISTRY** 2 hours  
A study of the man who performs as a minister, including the call to the ministry, intellectual and spiritual qualification and ways in which he should be prepared in order to render successful service to the church.
- 176. EVANGELISTIC METHODS** 3 hours  
A study of the principles and practice of evangelism.
- 195, 196. PRACTICUM IN APPLIED THEOLOGY** 2 hours  
A program of supervised experience in field work in which the student is assigned to a local church. One lecture per week.



## RELIGION

### RELIGION COURSES OFFERED ON THE ORLANDO CAMPUS

- 54. PRINCIPLES OF SPIRITUAL THERAPY AND WORLD RELIGION** 2 hours  
An understanding and use of the basic principles of Christianity as taught and applied in the medical ministry of Christ. A survey of the non-Christian religions with a more detailed study of the major Christian religions emphasizing how a knowledge of these beliefs may assist the nurse in professional relationships.
- 93. FUNDAMENTAL BIBLE PRINCIPLES** 2 hours  
A study of the teaching of the Bible as related to modern life.
- 95. PERSONAL EVANGELISM** 2 hours  
Basic Bible truths and methods of sharing these truths effectively with others are studied with special consideration given to recognizing and developing opportunities for spiritual ministry in Christian nursing service.

### BIBLICAL LANGUAGE AND LITERATURE

*Minor:* A minor in Biblical Languages may be obtained with 18 hours in Greek or with 14 hours of Greek plus 6 hours of Hebrew.

### GREEK AND HEBREW

- 31-32. ELEMENTS OF NEW TESTAMENT GREEK** 8 hours  
A study of the grammar and syntax of the vernacular *koine* Greek of New Testament times, with readings in the Epistles of John.
- 101-102. INTERMEDIATE NEW TESTAMENT GREEK** 6 hours  
A course in advanced studies and grammar and syntax of *koine* Greek with translation of readings from the Gospel of John, the Synoptics and the Pauline Epistles.
- \*121-122. BEGINNING HEBREW** 6 hours  
The elements of Hebrew grammar, including the vowel system, vocabulary, writing, and selected reading from the Old Testament.
- 180, 181. GREEK EXEGESIS** 4 hours  
Prerequisite: Biblical Languages 102.  
A course in exegesis of selected passages from the Synoptic Gospels, Pauline and General Epistles, based on a grammatical and syntactical analysis of the original text with an introduction to textual criticism. Credit from this course may apply on a major or minor in Religion, providing it is not applied toward a minor in Biblical languages.

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†Will not apply for state teacher certification.

## PRE-PROFESSIONAL CURRICULA

Pre-professional and pre-technical curricula are offered in a wide variety of fields. Below are listed the curricula most frequently chosen. If other pre-professional programs are desired, faculty advisers are prepared to assist the student in working out a satisfactory sequence of courses needed to meet the admission requirements of the chosen professional school.

### DENTISTRY

Although preference will be given to students with a broad academic experience, a minimum of two years of college work is required for admission to schools of dentistry. Students seeking admission to the Loma Linda School of Dentistry would do well to consider the advantages of a four year degree program. A minimum grade point average of 2.5 (C=2.00) should be maintained in both science and non-science courses. The following courses must be included to meet the minimum requirements for admission to the Loma Linda University School of Dentistry:

Beginning Language .....	8 hours
Biology 45, 46 and 145 .....	11 hours
Chemistry 11-12; (or 13 & 14); 113-114 .....	16 hours
English 1-2 .....	6 hours
Mathematics 11:12 .....	6 hours
Physics 51-52 .....	8 hours
Physical Education including 7, 8 .....	2 hours
Religion .....	8 hours

### DENTAL HYGIENE

A career as a dental hygienist is of special significance to young women desiring employment as dental assistants. Students planning to take the Dental Hygiene program at Loma Linda University should take two years of college work (60 semester hours) including the following courses:

Behavioral Sciences including 1 and 20 .....	8 hours
Biology (including 7, 8 or 45, 46) .....	10 hours
Chemistry 7-8 .....	6 hours
English 1-2 .....	6 hours
History 53, 54 .....	6 hours
Speech 5 .....	2 hours
Religion .....	8 hours
Physical Education including 7, 8 .....	2 hours
Electives .....	14 hours
	64 hours

## PRE-PROFESSIONAL CURRICULA

### ENGINEERING

Although SMC does not offer an engineering degree, a two-year preparatory curriculum is offered which will enable students to transfer to an engineering school without loss of time. For the first two years all engineering students take approximately the same natural sciences, mathematics, and general education courses. The following courses embody the basic requirements.

Chemistry 11-12 (or 13 & 14) .....	8 hours
English 1-2 .....	6 hours
Mathematics 11:12; 99:100 .....	14 hours
Physical Education including 7, 8 .....	2 hours
Physics 51-52; 53-54; 21 .....	14 hours
Industrial Education 1:2 .....	4 hours
Religion .....	8 hours

### INHALATION THERAPY

One year of college work (33 semester hours) is required for admission to the Madison Hospital School of Inhalation Therapy. The minimum course requirement is as follows:

Biology 11, 12 and 22 .....	10 hours
Chemistry 7-8 .....	6 hours
English 1-2 .....	6 hours
Psychology 1 .....	3 hours
Religion .....	4 hours
Sociology 20 .....	2 hours
Elective (Suggested Speech 5) .....	2 hours

### LAW

The student interested in the study of law as a profession should become acquainted with the entrance requirements of various law schools. A free copy of the brochure entitled "Law School Admission Test" may be secured by writing to the Educational Testing Service, Box 944, Princeton, New Jersey 08540. This will make possible the planning of a pre-professional program which will qualify the student for admission to several schools. Although admission is granted by some schools to gifted students after three years of college, it is wise to plan a degree program with a major and minor preference in business administration (including accounting), economics, social science, mathematics or English. Certain courses recommended by all institutions include: American history, freshman composition, principles of economics, American government, creative writing, principles of accounting, English history, business law, speech, and mathematics.

The student is advised to obtain the booklet "Law Schools and Bar Admission Requirements" published by the Section of Legal Education and Admissions to the Bar, American Bar Association, 1155 East 60th Street, Chicago, Illinois, which provides information concerning the desired pre-professional backgrounds.

## PRE-PROFESSIONAL CURRICULA

### MEDICAL TECHNOLOGY

Students interested in a career in medical technology should complete three years of college in residence and twelve months of clinical training at the Florida Sanitarium and Hospital, Orlando, Florida; the Baroness Erlanger Hospital, Chattanooga, Tennessee; or Madison Hospital, Madison, Tennessee. Upon completion of the clinical program, the degree Bachelor of Science with a major in Medical Technology is conferred. Students who wish to transfer to the Loma Linda University School of Medical Technology for the clinical training must also include courses in bio-chemistry, vertebrate physiology, comparative anatomy, and a beginning language, to qualify for admission.

The Bachelor of Science degree will be conferred by Loma Linda University upon completion of the clinical year.

Candidates for the Bachelor of Science degree from SMC with a major in Medical Technology must complete the following requirements:

<i>First Year</i>		<i>Second Year</i>	
	<i>hours</i>		<i>hours</i>
Biology 45, 46 .....	8	Biology 22 .....	4
Chemistry 11-12 and 22 (or 13 & 14) .....	8	Chemistry 113-114 .....	8
English 1-2 .....	6	History 53, 54 or 1, 2 .....	6
Mathematics 11:12 .....	6	Literature .....	4
Physical Education 7, 8 .....	1	Physics 51-52 .....	8
Religion .....	4	Religion .....	4
	33		32
 <i>Third Year</i>		 <i>Fourth Year</i>	
	<i>hours</i>	Clinical training at Baroness Erlanger Hospital, Madison Hospital or the Florida Sanitarium and Hospital.	
Behavioral Science (upper biennium) .....	3		
Biology 107, 111 and 177 ....	9		
Chemistry 117 .....	4		
Fine Arts 60 or 61 .....	2		
Religion (upper biennium) ..	4		
Typewriting 13, 14 (or equivalent) .....	4		
Electives (upper biennium)	2		
	32		

## PRE-PROFESSIONAL CURRICULA

### MEDICAL RECORD TECHNOLOGY

Students interested in medical record technology may receive an Associate in Science degree in Medical Record Technology by completing the following two-year program. Although the curriculum is planned as a two-year terminal program, the general education courses taken during the first year could be transferred to an institution offering a four-year baccalaureate curriculum in Medical Record Science. The first year is spent on the Collegedale campus and the second year on the Madison campus.

<i>First Year</i>	<i>hours</i>	<i>Second Year</i>	<i>hours</i>
Biology 11, 12 .....	6	Medical Terminology .....	4
Office Administration 76 .....	2	Medical Record Science .....	6
English 1-2 .....	6	Directed practice	
Fine Arts 60 or 61 .....	2	Medical Record Science ..	12
History .....	3	Medical Transcription .....	4
Physical Education 7, 8 .....	1	Lecture & practice combined	
Religion .....	6	Medical Legal Aspects .....	2
Sociology .....	2	Disease Classification	
Typing 13, 14 .....	4	Systems .....	2
	—	Filing .....	2
	32		—
Recommended electives			32
Modern Concepts of Math.			
General Psychology			

### MEDICINE

Medical colleges, as a rule, require the completion of academic requirements for a baccalaureate degree. Along with the completion of stated admission requirements, a broad college program of liberal education is preferred to give balance to professional studies and later service.

Applicants for admission to the Loma Linda University School of Medicine are expected to maintain a grade point average of at least 2.5 (C=2.00) in both science and non-science courses. The following courses must be included in the applicant's academic program.

Biology 45, 46; and 145 .....	11 hours
Chemistry 11-12; and 22; or (13 & 14); 113-114; 117 .....	20 hours
English 1-2 .....	6 hours
Foreign Language .....	6-14 hours
Mathematics 11:12 .....	6 hours
Physics 51-52 .....	8 hours
Religion .....	12-16 hours

## PRE-PROFESSIONAL CURRICULA

### OCCUPATIONAL THERAPY

Two years of college work are required for admission to the Loma Linda University School of Occupational Therapy. The Bachelor of Science degree is conferred by Loma Linda University upon completion of two additional years of professional training. The pre-professional curriculum should include the following courses:

Behavioral Sciences (including Psychology 1) .....	8 hours
Biology (including 45, 46) .....	11 hours
Chemistry 7-8 .....	6 hours
English 1-2 .....	6 hours
History (including 53, 54) .....	8 hours
Physical Education including 7, 8 .....	2 hours
Religion .....	8 hours
Speech .....	2 hours
Electives .....	13 hours

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64 hours

Information concerning occupational therapy opportunities, etc., may be obtained by writing the American Occupational Therapy Association, 250 West 57th Street, New York City 19, New York.

### OPTOMETRY

The optometry program of study usually consists of a five-year curriculum, the first two years of which should be taken in an accredited college. The following courses which should be included in the two years' work will fulfill the entrance requirements for most colleges of optometry. The student, however, should check with the requirements of the school of his choice. A list of approved colleges may be secured by writing to The American Optometry Association, 4030 Chouteau Avenue, St. Louis 10, Missouri.

Biology 45, 46 and 146 .....	11 hours
Chemistry 11-12 (or 13 & 14) .....	8 hours
English 1-2 .....	6 hours
Mathematics 11:12 .....	6 hours
Physics 51-52 .....	8 hours
Psychology 1 .....	3 hours
Religion .....	8 hours
Electives (should include courses in social science, literature, speech, fine arts, and additional hours in mathematics and biology). .....	14 hours

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64 hours



## PRE-PROFESSIONAL CURRICULA

### OSTEOPATHY

A minimum of three years of study (96 semester hours) is required for admission to the Kansas City College of Osteopathy and Surgery. The minimum course requirement is as follows:

Biology 45, 46 and 146 .....	11 hours
Chemistry 11-12 and 22; or (13 & 14), and 81 or (113-114) .....	14 hours
English 1-2 .....	6 hours
Mathematics 11:12 .....	6 hours
Physics 51-52 .....	8 hours
Electives (to be taken in courses of cultural rather than scientific emphasis including twelve hours of religion). .....	51 hours
	<hr/>
	96 hours

### PHARMACY

Since admission requirements vary considerably, the student should acquaint himself with the entrance requirements of the school of his choice. A list of accredited colleges of pharmacy may be obtained by writing to the American Pharmaceutical Association, 2215 Constitution Avenue, N.W., Washington 7, D. C.

### PHYSICAL THERAPY

Two years of college work is required for admission to the Loma Linda University School of Physical Therapy. After the completion of two additional years of professional training, the Bachelor of Science degree is conferred by Loma Linda University. The following courses should be included in the pre-physical therapy curriculum to qualify for admission to L. L. U.

Behavioral Sciences (including Psychology 1) .....	8 hours
Biology (including 45, 46) .....	11 hours
Chemistry 7-8 .....	6 hours
English 1-2 .....	6 hours
History (including 53, 54) .....	8 hours
Physical Education including 7, 8 .....	2 hours
Religion .....	8 hours
Speech .....	2 hours
Electives .....	13 hours
	<hr/>
	64 hours

### SOCIAL WORK

Social work refers to "services related to the prevention of social ills and the strengthening of the capacity of people to use their potentialities productively." The undergraduate program of general and liberal education should provide the broad foundation upon which the professional social work education and in-service training programs can be built.

## PRE-PROFESSIONAL CURRICULA

Curriculum content on the undergraduate level should acquaint the student with all aspects of human growth and behavior—social, physical, spiritual, cultural, intellectual and emotional; provide an understanding through the social sciences of man interacting in society; familiarize the student with the cultural heritage of man as seen through philosophical and social thought (the arts, philosophy and literature); foster a spirit of scientific inquiry and develop ability to systematically organize ideas taught in mathematics, logic and scientific method; and develop the ability to use spoken and written English with accuracy, inasmuch as the medium of language is central to successful performance as a social worker.

A student interested in preparing for social work should take the Community Services major which includes a range of the social sciences (history, political science, psychology, education, sociology, economics, etc.), and the humanities (English, literature, communications, religion, language study, philosophy, music, art, etc.), with an introduction to the professional field through courses in social welfare and social work. Courses in home economics and the science of human physiology are highly recommended. For further information the student is invited to write to the National Association of Social Workers, 95 Madison Avenue, New York 16, New York.

### VETERINARY MEDICINE

Since admission requirements vary, the student should obtain a list of the accredited veterinary colleges by writing to American Veterinary Medical Association, 600 South Michigan Avenue, Chicago 5, Illinois.

As a rule, most schools of veterinary medicine require two years of college work. Upon completion of four additional years of professional study, the student should be eligible for the Doctor of Veterinary Medicine. The student is advised to acquaint himself with the entrance requirements of the professional school of his choice.

### X-RAY TECHNOLOGY

The Loma Linda University School of X-ray Technology requires the following hours of college work for admission:

Biology 11, 12 .....	6 hours
Chemistry 7-8 .....	6 hours
Mathematics 11:12 .....	6 hours
Physics 51-52 .....	8 hours
Religion .....	4 hours

A list of approved schools of X-ray technicians may be obtained by writing to the American Society of X-ray Technicians, 16 Fourteenth Street, Fond du Lac, Wisconsin.

## FINANCIAL INFORMATION

At SMC the student has the privilege of obtaining excellence in education even though the basic expenses—tuition, room, and board—are considerably lower in comparison to other private liberal arts colleges. Church gifts and other grants provide a substantial resource from which operational deficits and capital expansion needs are met. The commitment of teachers and staff personnel to a life of service in education as designed by the Seventh-day Adventist denomination makes it possible to provide low-cost quality education without the sacrifice of teaching competence.

The large investment in auxiliary and vocational enterprises at SMC makes it possible for the student with limited financial resources to defray a substantial portion of his school expenses through part-time employment. As a fulfillment of the basic objectives of the College, all students are encouraged to participate in the study-work program even though the number of hours of labor performed weekly may be limited.

### FINANCIAL PLANS

Each student making application for admission to Southern Missionary College indicates a plan number under which he is requesting admission. The plan number indicates both the course load desired and the hours of employment desired. Before indicating a plan on your application blank, please study carefully the budget guide on page 113 and prepare a tentative personal budget.

The financial plans are defined as follows:

<i>Financial Plan</i>	<i>Course Load</i>	<i>Hours of Employment Per Week</i>
I	16 hours	0
II	16 hours	10
III	16 hours	16
IV	12 hours	26
V	8 hours	38
VI	For non-residence hall and married students who must make personal arrangements regarding financial budget with the Director of Student Finance.	

When a student is accepted under a given plan (except No. I) the director of student finance will make a reasonable effort to assist that student in finding work to the extent called for above. The student is not to regard this acceptance as a guarantee that he shall be provided with work. It is up to the student to make a personal effort to secure employment, to prove that he can render value received on the job, and to arrange a class schedule that is compatible with a reasonable work program.

Community students are considered on a cash basis, and it should be understood that students living in residence halls will be given

## FINANCIAL INFORMATION

employment preference in the assignment of work opportunities in the auxiliary and vocational enterprises operated by the College. Only a few students can be accepted on financial plan V.

Students applying from outside the Southern Union Conference will be considered for acceptance on financial plans, I, II, III, and VI only unless their scholastic records and character references are unusually high.

An advance payment on or before the date of registration is required of all students including veterans, and those expecting colporteur, teaching, nursing or other scholarships. The amount of the payment required is listed below. Of this payment \$60 is applied to cover the Student Association budget, health and accident insurance, lyceum and fine arts series, class dues, etc. The balance is credited to the student's statement at the close of the school year or upon withdrawal from school.

Those being charged housing, tuition and board ..... \$250.00

Those being charged any two of the above three ..... 225.00

Those being charged any one of the above three ..... 200.00

Students registering for four hours or less are required to pay in advance the total tuition expense for the semester in lieu of the advance payment. Also, students registering for music only are not required to pay any advance deposit. A \$2 registration fee will be charged all such music students.

*Married Couples as Students*—For a married couple, enrolled for a total of eighteen hours or more of school work, the regular advance payment and schedule of tuition charges shall apply to each.

When a married couple enrolls for a combined total of seventeen hours or less of school work, they shall be charged as one person in the areas mentioned above.

### STATEMENTS AND METHOD OF BILLING

Statements will be issued about the 5th day of each calendar month covering transactions through the end of the preceding month. The balance due the College is to be paid by the 20th for discount privileges. Should a student's account be unpaid by the 15th of the succeeding month, he may not continue attending classes until the due balance is paid or other satisfactory arrangements are made. The College is unable to carry student accounts for any length of time: therefore, before registering at the beginning of the school year, the student must plan his financial program carefully.

#### EXAMPLE OF CREDIT POLICY

Period covered by statement .....	October 1-31
Approximate date of billing .....	November 5
Discount period ends .....	November 20
Class attendance severed if still unpaid .....	December 15

The above schedule of payment must be maintained since the College budget is based upon the 100 per cent collection of student

## FINANCIAL INFORMATION

charges within the thirty-day period following date of billing. A student may not register for a new semester or participate as a senior in commencement exercises unless his account is current according to the preceding regulations (see example of credit policy). No transcript will be issued for a student whose account is not paid in full.

*Discounts*—A cash discount on tuition is allowed when payment is made on or before the 20th of the month for the previous month's charge. The amount of the discount varies with the number of children enrolled in school on the SMC campus for which a parent is financially responsible. The following rates apply:

<i>Number of Dependents</i>	<i>Amount of Discount</i>
1	2 per cent
2	5 per cent
3	10 per cent
4	15 per cent
5 or more	20 per cent

A college student, to qualify as a dependent, must be enrolled for a minimum of 8 semester hours.

### TUITION

The schedule of tuition and general fee charges are as follows:

<i>Semester Hours</i>	<i>Semester Tuition</i>	<i>Tuition Both Sem.</i>	<i>General Fees*</i>	<i>Grand Total</i>
1	\$ 35	\$ 70	—	\$ 70
2	70	140	—	140
3	105	210	—	210
4	140	280	45	325
5	175	350	45	395
6	210	420	45	465
7	245	490	45	535
8	280	560	60	620
9	315	630	60	690
10	350	700	60	760
11	385	770	60	830
12	420	840	60	900
13	460	920	60	980
14	460	920	60	980
15	460	920	60	980
16	460	920	60	980
17	485	970	60	1030
18	510	1020	60	1080

\* General Fee charged to students registering for the second semester only is \$45 for those taking 8 or more semester hours and \$35 for those taking 4-7 semester hours.

\* The General Fee is refundable only if a student, entering in September, drops classwork on or before September 30. It is refundable to those students entering for the second semester who drop classwork on or before February 15.

## FINANCIAL INFORMATION

It is assumed that the students will pursue course loads equal to their financial and scholastic ability. Those residing in the residence halls or as married students living in other college housing are required to take a course load of at least eight hours, which is one half of a full-course program. The student should observe that the most economical tuition rates are applied to course loads of thirteen hours or above.

Tuition for the first semester is charged  $\frac{1}{8}$  in September,  $\frac{1}{4}$  in October,  $\frac{1}{4}$  in November,  $\frac{1}{4}$  in December, and  $\frac{1}{8}$  in January. Tuition for the second semester is divided equally ( $\frac{1}{4}$  each) between the months of February, March, April and May.

No reduction for tuition will be made for a reduction in class load after the twelfth week of a semester term. Students auditing a class will be charged half the regular tuition charge.

# A GUIDE IN PLANNING YOUR COLLEGE BUDGET FOR 1966-67

(From the information contained below you may complete your budget on the opposite side of this page.)

	Sept. Billing Due 10-20-66	October Billing Due 11-20-66	November Billing Due 12-20-66	December Billing Due 1-20-67	January Billing Due 2-20-67	February Billing Due 3-20-67	March Billing Due 4-20-67	April Billing Due 5-20-67	May Billing Due 6-20-67	Total Billing
Entrance Deposit Due (A)	250.00								CR.	250.00
Tuition (B) Based on 16 semester hrs.	57.50	115.00	115.00	115.00	57.50	115.00	115.00	115.00	115.00	920.00
Room (C)	28.00	28.00	28.00	28.00	28.00	28.00	28.00	28.00	28.00	252.00
Board (D)	25.00	45.00	45.00	45.00	45.00	45.00	45.00	45.00	45.00	385.00
Laundry (E)	2.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	42.00
Books and Supplies (F)	40.00	10.00				25.00				75.00
Music Lessons (G)										
Deposit Refunded (A)									190.00	190.00
Total Expense	250.00	152.50	193.00	193.00	135.50	218.00	193.00	193.00	3.00	1734.00
Labor Credit (H)	25.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	425.00
Net Cost	250.00	127.50	143.00	143.00	85.50	168.00	143.00	143.00	47.00	1309.00

### — Explanation of Budget Above —

- A—Entrance Deposit. See page 106 for complete information on the deposit refunded. It is refunded on the May statement.
- B—Tuition. See page 111 for schedule of tuition charges. First semester tuition is charged  $\frac{1}{8}$  in September,  $\frac{1}{8}$  in January, and  $\frac{1}{4}$  in October, November and December. Second semester tuition is charged  $\frac{1}{4}$  each in February, March, April, and May.
- C—Room Charge. See page 116 for complete information on housing charge. This computation based on a girl in the new residence hall.
- D—Board Charge. See page 117 for complete information on board charges. This computation based on a girl eating somewhat more than average. September is approximately  $\frac{1}{2}$  month.
- E—Laundry. See page 117. Figures above are an estimate.
- F—Books and School Supplies. These may be charged to a student account or paid in cash. The above figures are an estimate. If the student comes with cash to purchase books and supplies, naturally the September statement would be \$40.00 less.
- G—Music Lessons. See page 115 for complete information. The student above did not register for private music lessons.
- H—Labor Credit. See page 118 for further information on work opportunities available and the labor rates paid. On this example we are assuming that the student involved is working 14 hours per week at McKee Baking Company. Very little labor will get on the September statement. Be sure to read the section on page 118 regarding work opportunities; it is vitally imperative in preparing your budget.

*Note:* Please bear in mind when preparing your budget that there are incidental expenses not included in the summary above; such as clothes, toilet articles, a few special fees and miscellaneous charges which may apply (set forth on page 115) etc.





## FINANCIAL INFORMATION

### MUSIC TUITION

The charge for private music instruction is \$42.00 per semester, or \$84.00 for the year, for a minimum of 15 lessons per semester. This charge is made in eight installments of \$10.50 each, October through May. In addition to private instruction in voice, classes of from two to five students are arranged at a cost per student of \$22.00 per semester. All persons who wish to take music must enroll for it at the Office of Records even if they are not taking it for credit or if music is all they are taking. There is a \$2.00 registration fee for those who are taking music only.

Students are expected to enroll for private lessons or class instruction in an instrument or voice by the semester. Each student will receive a minimum of 15 lessons per semester. After the second full week of school, refunds will be permitted only in cases of prolonged illness or withdrawal from school. Music majors will not be charged for private music instruction in their applied major during their last two years in residence but will be charged at the regular rate.

### SPECIAL FEES AND MISCELLANEOUS CHARGES

The following special fees and charges are assessed separately inasmuch as they may not apply to all students nor do they occur regularly:

Application for admission .....	\$ 5.00
Automobile parking fee .....	per semester 10.00
Change of course program (after Registration Week) .....	5.00
Late registration .....	5.00
Credit by examination .....	25.00
Special examination for course waiver .....	5.00
Transcript .....	1.00
Graduation in absentia .....	10.00
Laboratory breakage deposit .....	5.00
Refunded at the close of the course provided no breakage of equipment has resulted and locker and equipment is cleaned as prescribed.	
Late return of organizational uniform .....	1.00
The full cost will be charged if irreparably damaged or not returned.	
Student Teaching Transportation Fee .....	5.00

The following expense items may be charged to the student's account upon his request:

- a. Books.
- b. Approved uniforms for physical education classes and recreation.
- c. Subscriptions to professional journals as required by departments of instruction.

## FINANCIAL INFORMATION

### HOUSING

*Residence halls*—Single students not living with parents are required to reside in one of the college residence halls. These accommodations are rented for the school year and charged to the student in nine equal payments September through May. The monthly room charges are as follows:

Women's Residence Hall .....	\$28.00
Talge and Jones Halls—men .....	24.00
Room with adjoining bath .....	26.00

The room charges listed above include infirmary care in the residence halls and basic services provided by the Director of Health Service at the Health Service Center in Lynn Wood Hall.

The room charge is based on two students occupying a room. A student may be granted the privilege of rooming alone when sufficient rooms are available. The surcharge for this arrangement is \$5.00 monthly. No refund is made because of absence from the campus either for regular vacation periods or for other reasons.

To be assured of room accommodations in one of the residence halls, the student, when notified of acceptance, is requested to send to the Office of Admissions and Records a \$10.00 room deposit which will be refunded on the September statement. Students will be charged for damage to rooms and furnishings beyond ordinary wear and tear.

This deposit is not refundable to students who do not register unless notice of nonattendance is received by the College on or before August 15.

*Housing for Married Students*—The college provides approximately forty-five apartments for married students. These range in size from one room to four rooms and most are unfurnished. Rents range from \$26.00 to \$75.00 per month. Prospective students are invited to write to the Director of Student Finance for details.

Married students accepted for the ensuing term should contact the Director of Student Finance if housing reservations are desired from the College. Once a housing accommodation is agreed upon, it can be reserved by mailing a \$10.00 room deposit to the attention of the Director of Student Finance. This deposit will be refunded on the September statement. In case the student's application is not accepted; or if notice of nonattendance is given on or before August 15, the deposit will be refunded. Students will be charged for damage to housing accommodations beyond ordinary wear and tear.

## FINANCIAL INFORMATION

There are fifty or more privately owned apartments in the Collegedale community. These also are available to students. Information may be obtained from the Director of Student Finance upon request.

### FOOD SERVICES

The cafeteria plan of boarding is used which allows the student the privilege of choosing his food and paying only for what he selects. Board charges for students vary greatly. The average monthly charge is approximately \$48.00 for men and \$40.00 for women. Individual charges have exceeded these averages by as much as \$25.00 per month. The College applies no minimum monthly charge, but all students are urged to eat healthfully by avoiding between-meal snacks and by eating at the cafeteria where balanced meals are available.

### LAUNDRY AND DRY CLEANING SERVICE

The College operates a modern laundry and dry cleaning plant. Students are invited to patronize this service. Charges for service rendered will be entered on the student's account to be settled monthly.

### ORLANDO CAMPUS EXPENSES—DIVISION OF NURSING

The Division of Nursing offers part of its program on the Collegedale campus, part on the Orlando, Florida, campus and part on the Madison, Tennessee, campus. Charges for tuition and other expenses follow the same schedule as for any college work. Students of nursing are responsible for transportation expenses incurred while traveling to and from clinical practice assignments.

Approximately \$56.00 will be needed for uniforms and \$25.00 for cape if cape is desired. The uniform will be purchased the first semester of the sophomore year by those enrolled in the Baccalaureate program and in the first semester of the freshman year by those in the Associate in Sciences program. The cost of the uniforms only may be charged to the student's account if desired.

### STUDENT TITHING

SMC encourages the payment of tithe and church expense by its student workers. In order to facilitate this practice, arrangements may be made by the student to have ten per cent of his school earnings charged to his account as tithe and two per cent for church expense. These funds are then transferred by the College to the treasurer of the Collegedale Seventh-day Adventist Church. Tithe on earnings at the McKee Baking Co. must be withdrawn at the College Business Office and paid in cash.

### BANKING AND CASH WITHDRAWALS

The accounting office operates a deposit banking service for the convenience of the student. Financial sponsors should provide students

## FINANCIAL INFORMATION

with sufficient funds through the banking service to cover the cost of personal items of an incidental nature and travel expenses off campus including vacation periods. Withdrawals may be made by the student in person only as long as there is a credit balance. These deposit accounts are entirely separate from the student's school expense account. Withdrawals from regular expense accounts are discouraged and permitted only under special arrangement with the Director of Student Finance and with the permission of the financial sponsor.

Each student should bring approximately \$40.00 for books and supplies at the beginning of each semester, if he desires to pay cash for these items.

## STUDENT LABOR REGULATIONS

Believing in the inspired words that "systematic labor should constitute a part of the education of youth," (E. G. White) SMC has made provision that every student enrolled may have the privilege of organizing his educational program on the "work-study" plan. "Jesus the carpenter, and Paul the tent-maker, . . . with the toil of the craftsman linked the highest ministry, human and divine" (E. G. White). The College not only provides a work-study program, but strongly recommends it to each student enrolled.

The College will assign students to departments where work is available and cannot shift students from one department to another merely upon request. It should be understood that once a student is assigned to work in a given department, he will remain there for the entire school year except in rare cases where changes are recommended by the school nurse or are made at the discretion of the College.

Should a student find it necessary to be absent from work, he must make prior arrangements with his work superintendent. In case of illness, he will also inform the Health Service.

In order to provide work opportunities to students, industries are operated by the College and its subsidiary corporations. These industries must serve their customers daily, necessitating a uniform working force. To continue these industries in operation, students assigned thereto must continue their work schedules to the end of the term. (Preparation for tests should be a day-by-day matter.) Any student who drops his work schedule without making proper arrangements will be suspended from class attendance until proper arrangements are made with the Director of Student Finance.

The Director of Student Finance for the college strives to place students on jobs to the best of his ability. For various reasons the college cannot guarantee work to a student even though his application may have been accepted on a plan calling for an approximate number of hours of work per week. Some students choose class schedules with classes so scattered that a reasonable work program is impossible.

## FINANCIAL INFORMATION

Some are physically or emotionally unable to work, others are erratic at meeting work assignments. It is the responsibility of the student to render acceptable service to his employer in order to maintain a job. Most beginning students start at 80¢ per hour (higher in interstate commerce departments) but the department superintendent reserves the right to reduce that rate or dismiss the student if his service is unsatisfactory.

*Birth Certificates and Work Permits*—All students who expect to work and are under twenty years of age must present a Birth Certificate upon registration. This certificate must be left on file in the office of the Director of Student Finance. No student will be permitted to work until the Birth Certificate is on file at the College. This is imperative under the laws of the State of Tennessee.

Whenever a student seventeen years of age or under is registered, the College issues a Tennessee Employment Certificate. This must be signed and on file at the College before a student may start work.

### SCHOLARSHIPS

Grants, gifts, and other contributions to SMC for operating purposes, capital expansion, or for student scholarships are deductible from income subject to federal income taxes.

### PARENT'S CONFIDENTIAL FINANCIAL STATEMENT

In order for the college to establish a definite financial need for each student who applies for financial assistance, a *Parent's Confidential Statement* must be completed and mailed to College Scholarship Service before funds can be committed from any scholarship or loan fund.

This form can be obtained from a local high school or by writing to the Director of Student Finance.

*Educational Opportunity Grants*—The Federal Government has made available limited funds to accredited colleges from which they may provide grants to full-time students of academic or creative promise who have exceptional financial need. These grants are available in amounts of \$200-\$800 and must be awarded by June 30 of each year for the succeeding school year. For complete information write to the Director of Student Finance.

*Literature Evangelist Scholarships*—The College participates in the Seventh-day Adventist denominational student colporteur scholarship program. Information concerning this program may be obtained from the local conference Publishing Department or the Director of Student Finance. Students interested in applying for loans or scholarships should contact the Director of Student Finance. Available funds are approved by the Student Loans and Scholarship Committee on the basis of financial need, scholarship, and character.

## FINANCIAL INFORMATION

*College Work-Study Scholarships*—Funds have been provided by the Federal Government to provide jobs to full-time students of academic promise at a wage scale above the normal student rates. Benefits to students are extended particularly to students from low-income families. For information and application forms, contact the Director of Student Finance.

*Academy Tuition Scholarships*—Each year the College, in conjunction with the several local conferences of the Southern Union Conference, awards \$100 tuition scholarships to students graduating from the Southern Union academies on the following basis: one scholarship for each academy senior class of twenty-five graduates or less, and for each additional twenty-five graduates or major fraction thereof, another \$100 scholarship is offered. These scholarship funds will be credited to the student's account at the rate of one-half at the close of each semester. The following schools are eligible to participate in this plan:

Bass Memorial Academy	Harbert Hills Academy
Collegedale Academy	Highland Academy
Fletcher Academy	Laurelbrook Academy
Forest Lake Academy	Little Creek Academy
Georgia-Cumberland Academy	Madison Academy
Greater Miami Academy	Mount Pisgah Academy
	Pine Forest Academy

The candidates shall be selected by the administration and faculty of the school involved on the basis of character, scholarship, personality, and promise of future leadership.

*Teacher Education Scholarships*—As an aid to young people who possess talents and interest in the field of elementary school teaching, scholarships amounting to \$300 for the junior year and \$600 for the senior year each are made available by the Southern Union and local conferences of Seventh-day Adventists. SMC will provide opportunity for students on these scholarships to work a part of their remaining school expenses. For further details write to the Educational Secretary of the local conference where you reside in the Southern Union. If you reside outside the Southern Union, write to the Superintendent of Education, Southern Union Conference, Box 849, Decatur, Georgia.

*Doctor Ambrose L. Suhrie Scholarship for Elementary Teachers*—The amount of at least \$250 is available each year to worthy students in training in Elementary Education.

*William Iles Scholarship Fund*—This fund of \$250 is applied in behalf of needy students of promise.

*A. E. Deyo Memorial Scholarships*—Each year the faculty of the Division of Nursing selects a graduating senior student to receive this

## FINANCIAL INFORMATION

award of \$50. The student who is selected must have given evidence of good scholastic standing and Christian character and show promise of making a contribution to the Seventh-day Adventist medical work.

*W. B. Calkins Student of the Year Awards*—Each year an award of \$150 is made to an outstanding graduating senior student of nursing and a \$50 award is made to an outstanding junior student of nursing. The selection of the recipients is made by the faculty in cooperation with the student body of the Division of Nursing. The selection is based on quality of nursing care rendered, leadership, and citizenship.

*Southern Union Conference Grant-in-Aid for Students of Nursing*—This fund provides \$150 for the freshman year and \$150 for the sophomore year in the associate degree program. For the baccalaureate degree program the fund provides \$600. The student receiving this financial aid will agree to enter nursing service at a sanitarium or hospital within the Southern Union for one year after graduation. This one year of service at the regular wage scale paid graduate nurses will amortize the grant-in-aid. Students who are interested should contact the Chairman of the Division of Nursing.

*McKee Scholarship Fund*—One thousand dollars is available each year to Sophomore, Junior, and Senior students who have a grade point average of at least 2.25, who are of good character and who show a need. Recipients of this scholarship must be employees of the McKee Baking Company either part or full time. The selection of the recipient is made by the Scholarship Committee of Southern Missionary College in cooperation with personnel from the McKee Baking Company.

*Martin Foundation Scholarship*—Students who are permanent residents of the State of Arkansas may apply for a scholarship from the Jane and John Martin Foundation. Students applying from high schools or academies in Arkansas must have a cumulative grade point average of 2.75 or better in Mathematics, English, Social Science, and Natural Science. College applicants must have a cumulative collegiate grade point average of 2.75 or better and must have good citizenship standing. Inquiries should be directed to the Director of Student Finance at Southern Missionary College.

### LOAN FUNDS

*National Defense Student Loan Fund*—The Federal Government has made loan funds available under the National Defense Student Loan Program for the purpose of providing financial assistance to qualified students seeking a college education. For complete information and application forms, please see the Director of Student Finance.

*Government Guaranteed Loans Program*—The Federal Government has made available a program through which loans from private banks to students will be guaranteed by the Federal Government. Inter-

## FINANCIAL INFORMATION

est on these loans will be paid by the government until the student has completed his course of study. For complete information and application forms, please contact the Director of Student Finance.

*Alvin Christensen Memorial Loan Fund*—This fund of \$300 has been made available by Doctor and Mrs. L. N. Christensen for loan purposes to a college junior or senior majoring in biology or related fields who gives evidence of Christian sincerity, industry, satisfactory scholarship, and financial need. The interest rate of three per cent becomes effective one year after the borrower severs relationship with the College, and the principle with interest is due and payable within three years.

*The Denmark Fund*—This fund has been made available for loans to needy students by physicians interested in assisting young people in gaining a college education.

*Alumni Loan Fund*—A revolving fund is maintained by the alumni of the College. Allocations are made to working students in the junior or senior year on the basis of proved need, character, leadership potential, and good scholarship. Loans are usually limited to \$100 per student.

*Educational Fund*—Many young people are deprived of the privilege of attending college because of a lack of necessary means. To aid these, an earnest effort has been made to obtain donations for the establishment of an educational fund, from which students worthy of help may borrow money for a reasonable length of time. Faithfulness in refunding these loans will make it possible for the same money to assist other students in school. There have been some gifts, and these have been used to help several young men and women complete their work in this College. But the needs of worthy students have been greater than the funds on hand; consequently, it has been impossible in many instances to render the needed assistance. It has therefore been decided to direct the attention of patrons and friends of the school to these facts and to invite them to give such means as they may desire to devote to this purpose. The College will be glad to correspond with any who think favorably of this plan, and will continue to use the gifts so that the wishes of the donors may be fulfilled and the best results obtained.

*Nurses Loan Fund*—A student loan fund has been established to aid a limited number of qualified students of nursing. Requests for the loan should be made to the Chairman of the Division of Nursing.

*Nursing Student Loan Fund*—The Federal Government has made loan funds available under the Nursing Student Loan Program for the purpose of providing financial assistance to qualified nursing students seeking a college education. For complete information and application forms, please see the Director of Student Finance.



## FINANCIAL INFORMATION

*Deferred Payment of Education Costs*—For students and parents desiring to pay education expenses in monthly installments, a low cost deferred payment program is available through Education Funds, Inc., a nationwide organization specializing in education financing. Repayment of funds for 4 years of college may be made over a period of 60 months.

All EFI plans include insurance on the life of the parent and the student, total and permanent disability insurance on the parent, plus trust administration in event of the parent's death or disability. Agreements may be written to cover all costs payable to the school over a four-year period in amounts up to \$14,000.

Parents desiring further information concerning this deferred payment plan should contact the financier of the school or Education Funds, Inc., 10 Dorrance Street, Providence, Rhode Island 02901.

Bona fide residents of the state of Tennessee may obtain private loans through the Tennessee Educational Loan Corporation. These funds are available through affiliated banks throughout Tennessee. For complete information please contact your local bank or see the Director of Student Finance. Many other states have private loan agencies. Write to the State Education Department in your home state for information.

"In each conference a fund should be raised to lend to worthy poor students who desire to give themselves to the missionary work; and in some cases they should receive donations. When the Battle Creek College was first started, there was a fund placed in the Review and Herald office for the benefit of those who wished to obtain an education, but had not the means. This was used by several students until they could get a good start; then from their earnings they would replace what they had drawn, so that others might be benefited by the fund. The youth should have it plainly set before them that they must work their own way as far as possible and thus defray their expenses. That which costs little will be appreciated little. But that which costs a price somewhere near its real value will be estimated accordingly." *Testimonies*, Vol., VI, pages 213, 214.

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SMC TRUSTEES

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### ACADEMIC

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Cyril F. W. Futch, Ed.D. .... Director of Admission and Records

Mary Elam, M.A. .... Assistant Director of Admission and Records

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Robert Merchant, M.B.A., C.P.A. .... Treasurer

Louesa R. Peters, B.A. .... Assistant Treasurer

Kenneth Spears, B.S. .... Director of Student Finance

### STUDENT PERSONNEL SERVICES

Gordon Madgwick, M.A. .... Dean of Student Affairs

Jack Upchurch, B.A. .... Dean of Men

Bruce Freeman, B.S. .... Assistant Dean of Men

Evaline West, M.A. .... Dean of Women

Mary Mooy, B.A. .... Associate Dean of Women

Ina Dunn, B.S. .... Assistant Dean of Women

Edna Stoneburner, B.S. .... Associate Dean of Women  
(Orlando Campus)

Marian Kuhlman, R.N. .... Director of Health Service

T. C. Swinyar, M.D. .... College Physician

Roy Thurmon .... College Chaplain

### PUBLIC RELATIONS AND DEVELOPMENT

William H. Taylor, M.A. .... Director of College Relations

Don Crook, M.S. .... Associate Director of College Relations

Mabel Wood, M.A. .... Assistant Director of Alumni Relations

LIBRARY

S. D. Brown, M.A. .... Librarian  
Eileen Drouault, B.A. .... Assistant Librarian  
Marion Linderman, M.S. in L.S. .... Assistant Librarian

AUXILIARY SERVICES

Marianne Evans, M.A. <sup>*Harley*</sup> ..... Assistant Librarian  
(Orlando Campus)  
Elizabeth Cowdrick, M.A. .... Assistant Librarian  
(Madison Campus)

SUPERINTENDENTS OF  
AUXILIARY AND VOCATIONAL SERVICES

Harley Wells ..... Custodian  
Francis Costerisan ..... Building and Grounds  
Grover Edgmon ..... Collegedale Laundry  
Ivan Groulik ..... Collegedale Bindery  
Frank Fogg ..... College Broom Factory  
John Goodbrad ..... Collegedale Distributors  
Noble Vining ..... College Press  
Ransom Luce ..... College Cafeteria  
W. W. Platt ..... Security Officer  
Bruce Ringer ..... Southern Mercantile  
H. A. Woodward ..... College Market

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## FACULTY DIRECTORY

### EMERITI

- Theresa Rose Brickman, M.Ed., *Associate Professor Emeritus of Secretarial Science*  
B.A., Union College; M.Ed., University of Oklahoma.
- Ruby E. Lea, B.A. *Registrar Emeritus*  
B.A., Union College.
- Don C. Ludington, M.A., *Associate Professor Emeritus of English*  
B.A., Emmanuel Missionary College; B.S., George Peabody College for Teachers; M.A., George Peabody College for Teachers.
- Harold A. Miller, M. Music, *Professor Emeritus of Music*  
B.Music, Otterbein College; M.Music, Eastman School of Music, University of Rochester.

### PROFESSORS

- John W. Cassell, Ph.D., *Professor of Education and Psychology*  
B.A., Columbia Union College; M.Ed., University of Maryland; Ph.D., Michigan State University. (1963)
- Jerome Clark, Ph.D., *Professor of History*  
B.Th., Atlantic Union College; M.Ed., University of Maryland; M.A., S.D.A., Theological Seminary; Ph.D., University of Southern California. (1959)
- John Christensen, Ph.D., *Professor of Chemistry*  
B.A., Union College; M.A., University of Nebraska; Ph.D., Michigan State University. (1955)
- Cyril Dean, Ed.D., *Professor of Physical Education*  
B.S., Pacific Union College, M.Ed., University of Maryland; Ed.D., Peabody College for Teachers. (1961)
- Cyril F. W. Fitcher, Ed.D., *Professor of Education*  
B.A., Andrews University; M.Ed., Maryland University; Ed.D., Maryland University. (1962)
- Ray Hefferlin, Ph.D., *Professor of Physics*  
B.A., Pacific Union College; Ph.D., California Institute of Technology. (1955)
- Gordon M. Hyde, Ph.D., *Professor of Speech*  
B.A., Emmanuel Missionary College; M.S., University of Wisconsin; Ph.D., Michigan State University. (1956)

## FACULTY DIRECTORY

- Bruce J. Johnston, B.D., *Professor of Religion*  
B.Th., Walla Walla College; M.A., S.D.A. Theological Seminary;  
B.D., Andrews University. (1963)
- K. M. Kennedy, Ed.D., *Professor of Education*  
B.A., Valparaiso University; M.Ed., University of Chattanooga;  
Ed.D., University of Tennessee. (1951)
- Huldreich H. Kuhlman, Ph.D., *Professor of Biology*  
B.A., Emmanuel Missionary College; M.A., George Peabody Col-  
lege for Teachers; Ph.D., University of Tennessee. (1946)
- LaVeta Payne, Ph.D., *Professor of Education and Psychology*  
B.A., Union College; M.A., University of Nebraska; Ph.D., Uni-  
versity of Nebraska. (1966)
- Jon Penner, Ph.D., *Professor of Speech and Religion*  
B.A., Andrews University; B.D., Andrews University; M.S., Purdue  
University; Ph.D., Purdue University. (1965)
- C. N. Rees, Ph.D., *Professor of Education*  
B.A., Union College; M.A., University of Nebraska; Ph.D., Uni-  
versity of Nebraska. (1958)
- Harriet Smith-Reeves, Ed.D., *Professor of Nursing* ~~1961-61 Ed~~  
B.A., Pacific Union College; M.A., Teachers' College, Columbia  
University; Ed.D., University of Southern California. (1960)
- Wayne E. VandeVere, M.B.A., C.P.A., *Professor of Business Adminis-  
tration*  
B.A., Andrews University; M.B.A., University of Michigan. (1956)
- Everett T. Watrous, Ed.D., *Professor of History*  
B.A., Atlantic Union College; M.A., University of Chicago; Ed.D.,  
University of Tennessee. (1948)

## ASSOCIATE PROFESSORS

- Dorothy Evans Ackerman, M.Music, *Associate Professor of Music*  
B.A., Atlantic Union College; M.Music, University of Chattanooga.  
(1957)
- James M. Ackerman, Ed.D., *Associate Professor of Education*  
B.S., Union College; M.A., University of Nebraska; Ed.S. George  
Peabody College for Teachers; Ed.D., University of Tennessee.  
(1957)
- Douglas Bennett, B.D., *Associate Professor of Religion*  
B.A., Southern Missionary College; M.A., Andrews University;  
B.D., Andrews University. (1961)

## FACULTY DIRECTORY

- Geneva Bowman, M.S., *Associate Professor of Nursing*  
B.S., Madison College; M.S., Loma Linda University. (1964)
- Stanley D. Brown, M.A., *Associate Professor of Library Science*  
B.A., Columbia Union College; B.A. in L.S., University of North Carolina; M.A., University of Maryland; M.A., Ohio State University. (1935)
- Alma Chambers, M.A., *Associate Professor of Psychology*  
B.A., Columbia Union College; M.A., University of Redlands. (1966)
- Clarence Chinn, Ph.D., *Associate Professor of Chemistry*  
B.A., Walla Walla College; M.A., Oregon State College; Ph.D., Oregon State College. (1956)
- Olivia Brickman Dean, M.Ed., *Associate Professor of Education*  
B.A., Union College; M.Ed., University of Oklahoma. (1943)
- Elfa Edmister, M.N., *Associate Professor of Nursing*  
B.S., Madison College; M.N., Emory University. (1963)
- Charles Fleming, Jr., M.B.A. *Associate Professor of Business Administration*  
B.A., Emmanuel Missionary College, M.B.A., Northwestern University. (1946)
- Catherine Glatho, M.S., *Associate Professor of Nursing*  
B.S., College of Medical Evangelists, 1955; M.S., College of Medical Evangelists, 1960.
- Edgar O. Grundset, M.A., *Associate Professor of Biology*  
B.A., Emmanuel Missionary College; M.A., Walla Walla College. (1957)
- Zerita Hagerman, M.S., *Associate Professor of Nursing*  
B.S., Union College; M.S., University of Colorado. (1963)
- Harriette B. Hanson, M.S., *Associate Professor of Home Economics*  
B.S., Columbia Union College; M.S., Iowa State College. (1963)
- Lawrence E. Hanson, M.A., *Associate Professor of Mathematics*  
B.A., Los Angeles State College; M.A., University of California. (1966)
- Evlyn Lindberg, M.A., *Associate Professor of English*  
B.A., Willamette University; M.A., Texas Christian University. (1959)
- Gordon Madgwick, M.A., *Associate Professor of English*  
B.A., Columbia Union College; M.A., S.D.A. Theological Seminary; M.Ed., University of Maryland. (1958)

## FACULTY DIRECTORY

- Carl Miller, M.S., *Associate Professor of Nursing*  
B.S., Columbia Union College; M.S., University of Maryland.  
(1964)
- Marvin L. Robertson, M.A., *Associate Professor of Music*  
B.Mus., Walla Walla College; M.A., Colorado State College. (1966)
- Cecil Rolfe, Ph.D., *Associate Professor of Business Administration*  
B.A., Columbia Union College; M.B.A., University of Maryland;  
Ph.D., University of Maryland. (1964)
- William H. Taylor, M.A., *Associate Professor of Journalism*  
B.A., Union College; M.A., University of Nebraska. (1958)
- Drew Turlington, M.S., *Associate Professor of Industrial Arts*  
B.S., Southern Missionary College; M.S., University of Tennessee.  
(1960)
- Del LaVerne Watson, M.S., *Associate Professor of Nursing*  
B.S., Union College; M.S., University of Colorado (1965)
- Olive Westphal, M.A., *Associate Professor of Spanish*  
B.A., Pacific Union College; M.A., University of Southern California.  
(1960)
- J. Mabel Wood, M.A., *Associate Professor of Music*  
B.A., Union College; M.A., University of Nebraska. (1949)

## ASSISTANT PROFESSORS

- Rudolph Aussner, M.A., *Assistant Professor of Modern Languages*  
B.Th., Canadian Union College; M.Ed., Andrews University; M.A.,  
University of Notre Dame. (1964)
- Jerald Bromback, M.Ed., *Assistant Professor of Industrial Arts*  
B.S., Southern Missionary College; M.E.D., University of Cincinnati.  
(1966)
- Miriam Bruce, M.S., *Assistant Professor of Nursing*  
B.S., Columbia Union College; M.S., New York University. (1963)
- Don Crook, M.S., *Assistant Professor of Music*  
B.A., Southern Missionary College; M.S., University of Tennessee.  
(1958)
- Stewart J. Crook, M.S., *Assistant Professor of Music*  
B.S., Madison College; M.S., University of Tennessee. (1964)
- Thelma Cushman, M.A., *Assistant Professor of Home Economics*  
B.A., Pacific Union College; M.A., Pacific Union College. (1957)



## FACULTY DIRECTORY

- C. E. Davis, M.A., *Assistant Professor of Mathematics*  
B.S., Walla Walla College; B.S., University of Washington; M.S.,  
Andrews University. (1963)
- \*Helen Emori, M.S., *Assistant Professor of Nursing*  
B.S., Loma Linda University; M.S., Loma Linda University. (1961)
- R. E. Francis, M.A., *Assistant Professor of Religion*  
B.A., Columbia Union College; M.A., Andrews University. (1960)
- Patricia Gillit, M.S.N., *Assistant Professor of Nursing*  
B.S., Loma Linda University; M.S.N., Vanderbilt University.  
(1965)
- \*Gerhard Hasel, B.D., *Assistant Professor of Religion*  
B.A., Atlantic Union College; M.A., Andrews University; B.D.,  
Andrews University. (1963)
- Frank Holbrook, M.Th., *Assistant Professor of Religion*  
B.A., Columbia Union College; M.A., Andrews University; B.D.,  
Andrews University. (1964)
- \*Joseph Hutcherson, M.S., *Assistant Professor of Physics*  
B.A., University of Chattanooga; M.S., Vanderbilt University.  
(1966)
- Lilah Lilley, M.A., *Assistant Professor of Education*  
B.S., Southern Missionary College; M.A., George Peabody College  
for Teachers, (1965)
- Marion Linderman, M.S. in L.S., *Assistant Professor of Library Science*  
B.A., Southeastern Louisiana College; M.S. in L.S., Louisiana State  
University. (1962)
- Carolyn Luce, M.A., *Assistant Professor of English*  
B.A., Southern Missionary College; M.A., Andrews University.  
(1964)
- Genevieve McCormick, M.A., *Assistant Professor of Speech*  
B.A., Walla Walla College; M.A., University of Washington. (1966)
- James McGee, M.A., *Assistant Professor of Music*  
B.A., Andrews University; M.A., Indiana University. (1965)
- Robert W. Merchant, M.B.A., C.P.A., *Assistant Professor of Business  
Administration*  
B.A., Emmanuel Missionary College; C.P.A., American Institute  
of Certified Public Accountants; M.B.A., University of Arkansas.  
(1961)
- Norman Peek, Ph.D., *Assistant Professor of Chemistry*  
B.S., Southern Missionary College; Ph.D., University of Tennessee.  
(1963)

## FACULTY DIRECTORY

- Herman C. Ray, M.A., *Assistant Professor of Religion*  
B.A., Southern Missionary College; M.A., Stetson University.  
(1960)
- Richard C. Stanley, M.A., *Assistant Professor of Office Administration*  
B.A., Union College; M.A., Michigan State University. (1964)
- Mitchel Thiel, Ph.D., *Assistant Professor of Chemistry*  
B.A., Union College; M.S., University of Maryland; Ph.D., University of Maryland (1966)
- Mary Waldron, M.S., *Assistant Professor of Nursing*  
B.S., Union College; M.S., Loma Linda University. (1961)
- Alfred L. Watt, M.A., *Assistant Professor of Physics*  
B.A., Union College; M.A., University of Nebraska. (1960)
- Elbert Wescott, Ph.D., *Assistant Professor of Biology*  
B.A., Walla Walla College; M.A., Walla Walla College; Ph.D., University of Maryland. (1962)
- Lucile White, M.A., *Assistant Professor of Office Administration*  
B.S., Emmanuel Missionary College; M.A., Michigan State University. (1962)
- Nellie Jo Williams, M.A., *Assistant Professor of Art*  
B.S., University of Michigan; M.A., University of Michigan. (1960)
- Don Yost, M.A., *Assistant Professor of Journalism*  
B.A., Emmanuel Missionary College; M.A., The American University. (1964)
- William Young, M.Mus., *Assistant Professor of Music*  
B.Mus.Ed., Andrews University; M.Mus., Michigan State University. (1964)
- James Zeigler, M.A., *Assistant Professor of Biology*  
B.S., Madison College; M.A., George Peabody College for Teachers. (1965)

## INSTRUCTORS

- Brenda Botts, B.S., *Instructor in Nursing*  
B.S., Southern Missionary College. (1964)
- \*Kenneth Burke, M.S.Ed., *Instructor in Chemistry*  
B.S., Southern Missionary College; M.S.Ed., Clemson University. (1963)
- Doris Davis, B.S., *Instructor in Nursing*  
B.S., Loma Linda University. (1966)
- Kathryn Dillon, B.S., *Instructor in Nursing*  
B.S., Southern Missionary College. (1965)
- \*Bruce Gerhart, B.A., *Instructor in English*  
B.A., Southern Missionary College. (1965)

1966-67

FACULTY DIRECTORY

- Floyd Greenleaf, M.A., *Instructor in Social Science*  
B.A., Southern Missionary College; M.A., George Peabody College  
for Teachers. (1966)
- Minon Hamm, B.A., *Instructor in English and Spanish*  
B.A., Southern Missionary College. (1966)
- James Hannum, B.A., *Instructor in Communications*  
B.A., Southern Missionary College. (1965)
- Ruth Kroschel, B.S., *Instructor in Physical Education*  
B.S., Walla Walla College. (1966)
- Delmar Lovejoy, M.A., *Instructor in Physical Education*  
B.A., Emmanuel Missionary College; M.A., Michigan State Uni-  
versity. (1965)
- John Merry, M.Ed., *Instructor in Office Administration*  
B.S., Walla Walla College; M.Ed., Oregon State University. (1963)
- Louise Montgomery, M.S., *Instructor in Nursing*  
B.S., Pacific Union College; M.S., Loma Linda University. (1966)
- Maxine Page, M.S., *Instructor in Nursing*  
B.S., Madison College; M.S., Loma Linda University. (1965)
- Lois Rowell, M.Mus., *Instructor in Music*  
B.A., Pacific Union College; M.Mus., University of Southern Cali-  
fornia. (1966)
- Lynn Sauls, M.A., *Instructor in English*  
B.A., Southern Missionary College; M.A., George Peabody College  
for Teachers. (1964)
- James Schoepflin, M.Mus., *Instructor in Music*  
B.M., University of Idaho; M.Mus., University of Idaho. (1965)
- Nancy Steen, M.S., *Instructor in Nursing*  
B.S., Loma Linda University; M.S., Loma Linda University. (1966)
- Kathy Wooley, B.S., *Instructor in Nursing*  
B.S., Loma Linda University. (1963)
- Theresa C. Wright, B.S., *Instructor in Nursing*  
B.S., Columbia Union College. (1966)
- Ruth Zoerb, B.S., *Instructor in Art*  
B.S., Southern Missionary College. (1966)
- Ruth Zollinger, M.S., *Instructor in Nursing*  
B.S., Columbia Union College; M.S., Vanderbilt University. (1964)

## FACULTY DIRECTORY

### LECTURERS

- Gerald Boynton, M.S.S.W., *Lecturer in Behavioral Science*  
B.A., Columbia Union College; M.S.S.W., University of Tennessee.  
(1965)
- Dan McBroom, *Lecturer in Graphic Arts* (1959)
- Glenn T. McColpin, L.L.B., *Lecturer in Business Administration*  
B.A., Southern Missionary College; L.L.B., University of Tennessee. (1963)
- Virginia Nelson, R.N., *Lecturer in Health*  
R.N., Glendale Sanitarium and Hospital. (1965)
- Clifford A. Reeves, B.D., *Lecturer in Social Science*  
B.Th., Canadian Union College; M.A., S.D.A. Theological Seminary; B.D., Potomac University-Seminary. (1958)
- Betty Thorgeson, B.A., *Lecturer in Office Administration*  
B.A., Columbia Union College. (1965)
- Ted C. Swinyar, M.D., *Lecturer in Health Education*  
B.A., Columbia Union College; M.D., Loma Linda University.

### SUPERVISORY INSTRUCTORS IN SECONDARY EDUCATION

- F. H. Hewitt, M. Ed., *Principal*  
B.S., Madison College; M. Ed., University of Arkansas. (1964)
- Roy Battle, M.Ed., *Guidance and Counseling*  
B.A., Southern Missionary College; M.Ed., Andrews University.  
(1964)
- Clifford Brown, M.A., *Religion*  
B.A., Columbia Union College; M.A., Andrews University. (1963)
- Thelma Cushman, M.A., *Home Economics*  
B.A., Pacific Union College; M.A., Pacific Union College. (1957)
- Bernice Gearhart, B.S., *Librarian, English*  
B.S., Southern Missionary College. (1964)
- Fae Rees, B.A., *English*  
B.A., Union College. (1962) OK
- Donna Kanna, B.Mus.Ed., *Music*  
B.Mus.Ed., Andrews University. (1965) ~~67~~ OK
- Dennis Nooner, M.Ed., *Mathematics and Science*  
B.S., Oklahoma State University; M.Ed., Henderson State Teachers College. (1966) -68 add OK

## FACULTY DIRECTORY

Olive Westphal, M.A., *Spanish*  
 B.A., Pacific Union College; M.A., University of Southern California. (1960)

## SUPERVISORY INSTRUCTORS IN ELEMENTARY EDUCATION

Lilah Lilley, M.A., *Principal*  
 B.S., Southern Missionary College; M.A., George Peabody College for Teachers. (1965)

John Baker, M.Ed.  
 B.S., Southern Missionary College; M.Ed., George Peabody College for Teachers. (1964)

Richard Christoph, M.Ed.  
 B.A., Emmanuel Missionary College; M.Ed., University of Chattanooga. (1961)

Willard Clapp, B.S.  
 B.S., Southern Missionary College. (1966)

Helen Sauls, B.S.  
 B.S., Southern Missionary College (1966)

Thyra Sloan, M.Ed.  
 B.S., Southern Missionary College; M.Ed., George Peabody College for Teachers. (1966)

Juanita Sparks, M.Ed.  
 B.S., Southern Missionary College; M.Ed., University of Maryland. (1964)

Mildred Spears, B.S.  
 B.S., Stephen F. Austin State College. (1964)

Elmyra Stover, M.Ed.  
 B.S., Southern Missionary College; M.Ed., University of Chattanooga. (1953)

\*On leave.

## FACULTY COMMITTEES

The President serves as ex officio member of all faculty committees. The person listed first serves as the chairman.

**Administrative Council:** C. N. Rees, J. W. Cassell, Charles Fleming, Jr., Gordon Madgwick, W. H. Taylor, Robert Merchant.

**President's Council:** C. N. Rees, J. W. Cassell, John Christensen, Jack Upchurch, Cyril Dean, Charles Fleming, Jr., Cyril Futcher, Bruce Johnston, Ransom Luce, Gordon Madgwick, Carl Miller, W. H. Taylor, R. B. Thurmon, Evaline West, Gordon Hyde, Kenneth Kennedy.

**Admissions:** J. W. Cassell, Cyril Futcher, Cecil Rolfe, Gordon Madgwick, Kenneth Spears, W. H. Taylor, Evaline West, Ray Hefferlin, Jack Upchurch.

**Curricula and Academic Policies:** J. W. Cassell, Cyril Futcher, S. D. Brown, Heads of Divisions, Heads of Departments by invitation for curricula studies.

**College Relations and Development:** W. H. Taylor, J. W. Cassell, Don Crook, Charles Fleming, Jr., Gordon Hyde, Gordon Madgwick, Marvin Robertson, Mabel Wood.

**Social Affairs:** Gordon Madgwick, J. L. Clark (Associate Chairman), Stewart Crook, Edgar Grundset, Gordon Hyde, H. H. Kuhlman, Delmar Lovejoy, Robert Merchant, Marvin Robertson, William Taylor, Jack Upchurch, Wayne Vandevere, Evaline West, Student Association President, Student Programs Committee Chairman, Student Health and Recreation Committee Chairman, Student Social Education Committee Chairman.

### Social Affairs Sub-Committees:

**Lyceum and Fine Arts:** J. L. Clark, Stewart Crook (Associate Chairman—Fine Arts), H. H. Kuhlman (Associate Chairman—Lyceum), Dorothy Ackerman, Thelma Cushman, Frank Holbrook, Gordon Hyde, Robert Merchant, Jon Penner, James Schoepflin.

**Film:** Wayne Vandevere, James Ackerman, Douglas Bennett, Carolyn Luce, Robert Merchant, Evaline West.

**General Programs:** Edgar Grundset, Robert Francis, Cyril Futcher, Zerita Hagerman, Ransom Luce, Lynn Sauls.

**Recreation:** Delmar Lovejoy, Cyril Dean, James Hannum, Jack Upchurch, Bert Wescott, Evaline West.

**Student Affairs:** Gordon Madgwick, J. W. Cassell, Cyril Futcher, Ray Hefferlin, Gordon Hyde, Kenneth Spears, William Taylor, Jack Upchurch, Evaline West.

## FACULTY COMMITTEES

**Religious Interests:** Bruce Johnston, Douglas Bennett, Jon Penner, Robert Francis, Gordon Hyde, Frank Holbrook, Gordon Madgwick, Roy Thurmon, Evaline West, Jack Upchurch.

**Health and Safety:** Kenneth Spears, Lilah Lilley, Cyril Dean, Zerita Hagerman, Harriette Hanson, F. H. Hewitt, William Hulsey, Marian Kuhlman, Ransom Luce, Gordon Madgwick, William Platt, T. C. Swinyar, Roy Thurmon, Evaline West, Jack Upchurch.

**Counseling and Guidance Service:** Gordon Madgwick, J. M. Ackerman, J. W. Cassell, Jack Upchurch, Bruce Freeman, Frank Holbrook, Carl Miller, Mary Mooy, Everett Watrous, Evaline West.

**Student Loans, Scholarships and Grants:** J. W. Cassell, W. H. Taylor, Cyril Futcher, Gordon Madgwick, Carl Miller, Kenneth Spears, Evaline West, Jack Upchurch, Wayne VandeVere, Del Watson.

**Honors:** Gordon Hyde, J. W. Cassell, Clarence Chinn, J. L. Clark, Wayne VandeVere.

**Teacher Education Council:** K. M. Kennedy, Vernon Becker, J. W. Cassell, Olivia Dean, Cyril Futcher, F. H. Hewitt, Lilah Lilley, Richard Stanley, C. E. Davis, Carolyn Luce, William Young.

The following special committees function under the general supervision of the Academic Dean: Ministerial Recommendations and Medical Student Recommendations.

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