

VOL. LXXXVIII

NUMBER 1

BULLETIN

CHOWAN
COLLEGE
MURFREESBORO, N. C.



CATALOGUE, 1937-1938
ANNOUNCEMENTS, 1938-1939


MARCH, 1938

80

BULLETIN
OF
Chowan College

FOR 1937-1938

ANNOUNCEMENTS FOR 1938-1939



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Published by the Board of Trustees, Chowan College, New Bern, N. C.

1938

CHOWAN COLLEGE

NEW BERN, N. C.

Published by the Board of Trustees

COLLEGE ALUMNAB

1928

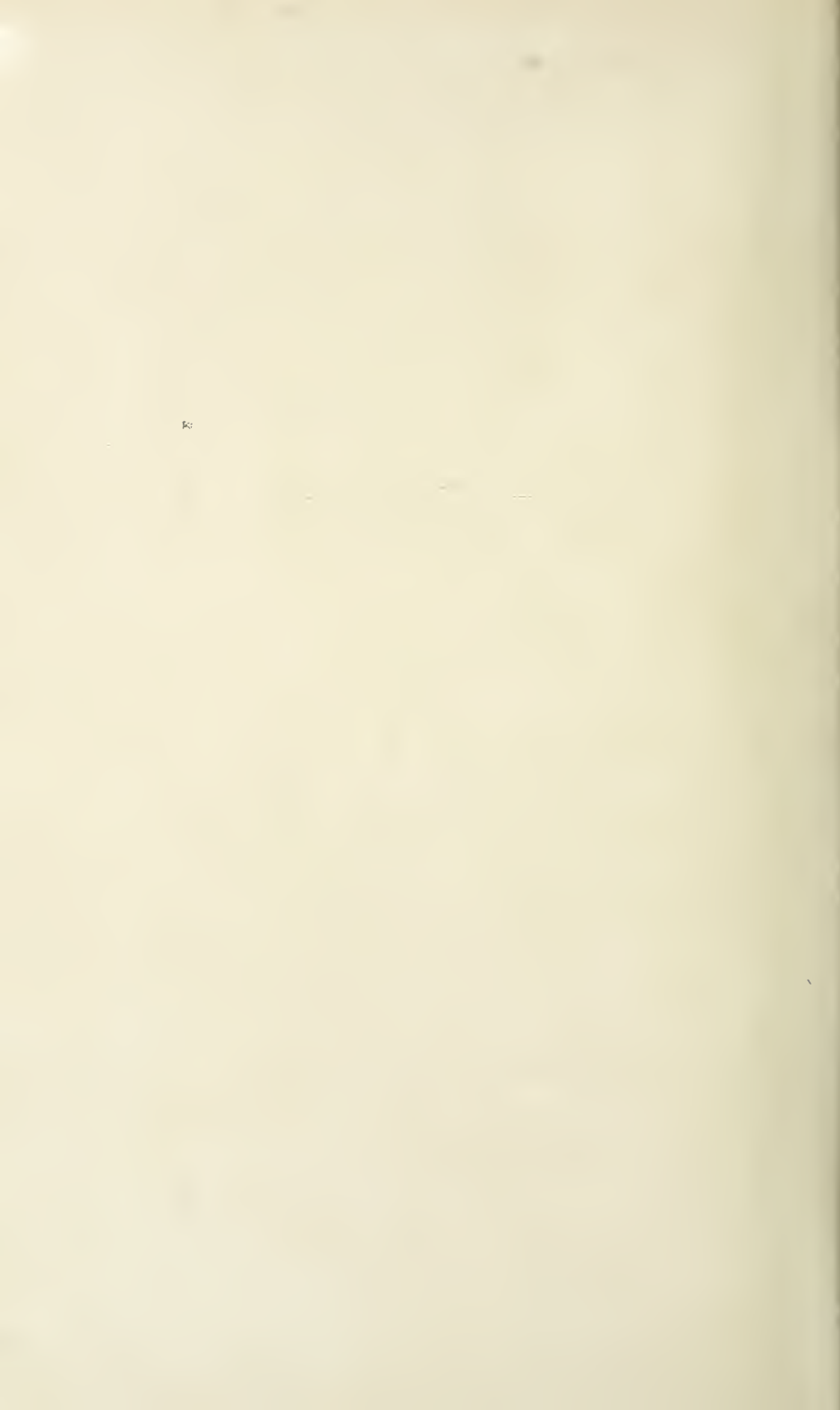
September 22, Day - Reception of Students
September 23, Tuesday - Class with Board
October 6, Tuesday - Board Meeting
October 20, Wednesday - Class with Board
November 1, Monday - Presentation of Papers
November 17, Tuesday - Class with Board

1929

January 2, Monday - Christmas Celebration 8:00 P. M.
January 12, Wednesday - Day Committee Meeting
January 20, Tuesday - Board Meeting 8:00 P. M.
February 14, Thursday - Sports Day
February 28, Thursday 1:00 P. M. - Thursday before
March 1, Friday 8:00 A. M. - Tuesday
March 8, Sunday - Service 10:00 A. M.
March 15, Sunday - Service 10:00 A. M.
March 22, Sunday - Service
March 29, Sunday - Day
April 20, Friday - Annual Commencement

*Note: All dates are subject to change without notice.

*Particulars of the calendar are subject to change without notice.





UNIVERSITY OF MICHIGAN

211 Tenth St., Ann Arbor, Mich.

LIBRARY OF THE UNIVERSITY OF MICHIGAN

W. A. HARRIS, Librarian

C. W. BRADY, Asst. Librarian

EDUARDO BAYLOR, Librarian

FRANK WOODS, Librarian

WILLIAM HENRY, Librarian

L. H. WATSON, M. D., College Physician

G. E. BURDICK, M. A., Director of Library

OFFICERS OF ADMINISTRATION AND INSTRUCTION

- J. E. CAMPBELL, D. D. _____ President
B. S. Wake Forest College, D. D. University of Pennsylvania & D. D. Secretary, D. D. Church College
- JAMES H. HARRIS, D. D. _____ Professor of Bible
B. S. Wake Forest College, D. D. University of Pennsylvania, D. D. Secretary, D. D. Church College
- GEORGE D. BARNICK, M. A. _____ Professor of Science
B. S. Wake Forest College, D. D. University of Pennsylvania, D. D. Secretary, D. D. Church College
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- GRACE CHAMBERLAIN, B. S. _____ Head Commercial Department
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B. S. Wake Forest College, D. D. University of Pennsylvania, D. D. Secretary, D. D. Church College
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B. S. Wake Forest College, D. D. University of Pennsylvania, D. D. Secretary, D. D. Church College
- CHARLES ALFRED SPENCER, M. A. _____ Professor of English
B. S. Wake Forest College, D. D. University of Pennsylvania, D. D. Secretary, D. D. Church College
- ECLA MCDONALD BRUCE, M. A. _____ Professor French and German
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- ELIZABETH LEWIS _____ Librarian
B. S. Wake Forest College, D. D. University of Pennsylvania, D. D. Secretary, D. D. Church College

BOARD OF TRUSTEES

J. W. [Name] _____
 [Name] _____
 W. L. [Name] _____

TRUSTEES 1892

J. W. [Name] _____
 [Name] _____
 J. F. [Name] _____
 J. T. [Name] _____
 J. B. [Name] _____

TRUSTEES 1893

J. V. [Name] _____
 W. L. [Name] _____
 [Name] _____
 J. M. [Name] _____
 J. B. [Name] _____

TRUSTEES 1894

Mr. S. T. [Name] _____
 J. L. [Name] _____
 F. J. [Name] _____
 W. D. [Name] _____
 S. B. [Name] _____

TRUSTEES 1895

W. J. [Name] _____
 Mrs. W. M. [Name] _____
 W. H. [Name] _____
 J. D. [Name] _____
 J. E. [Name] _____

EXECUTIVE COMMITTEE

J. M. [Name], Chairman

J. V. [Name]	W. D. [Name]
J. S. [Name]	J. B. [Name]
W. L. [Name]	S. T. [Name]

HONORARY LIAISON

Dr. J. L. [Name], Chairman

W. L. [Name]	J. T. [Name]	W. D. [Name]
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STUDYING COMMITTEE

W. L. [Name], Chairman

S. T. [Name]	W. D. [Name]
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METHODS

The first part of the book is devoted to a study of the historical background of the subject. It is shown that the subject has been treated in various ways by different writers. The author's method is based on a study of the historical background of the subject. It is shown that the subject has been treated in various ways by different writers. The author's method is based on a study of the historical background of the subject.

The second part of the book is devoted to a study of the historical background of the subject. It is shown that the subject has been treated in various ways by different writers. The author's method is based on a study of the historical background of the subject. It is shown that the subject has been treated in various ways by different writers. The author's method is based on a study of the historical background of the subject.

The third part of the book is devoted to a study of the historical background of the subject. It is shown that the subject has been treated in various ways by different writers. The author's method is based on a study of the historical background of the subject. It is shown that the subject has been treated in various ways by different writers. The author's method is based on a study of the historical background of the subject.

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GENERAL INFORMATION

LOCATIONS

Caracas College is located upon the corner of the street of Government, at 11, the 11th, intersection of the 11th street, which is a half block from the intersection of the 11th street with the 11th street. The building is situated on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street. The building is situated on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street.

The Government is situated at the intersection of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street. The building is situated on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street.

TRANSPORTATION

The college is located on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street. The building is situated on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street.

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BUILDINGS AND EQUIPMENT

The Administration Building, located at the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street. The building is situated on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street.

The East Building is a modern building located on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street. The building is situated on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street.

The New Building is a modern building located on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street. The building is situated on the corner of the street of Government, at 11, the 11th, intersection of the 11th street with the 11th street.

be permitted.

IV. Smoking is prohibited.

5. All students are required to observe the usual precautions of fire. These include not smoking in places prohibited, smoking in the open, and not smoking.

VI. Students are required to leave without unreasonable delay their rooms upon leaving school. Schools are under no greater liability for fire, permission or penalty. Except in case of emergency, no student can be permitted to remain in his room after hours during the year.

1. Occupants of dormitory rooms will be held responsible for the good order of their rooms. Careless use of electricity or detachment of wires may result. Changes from occupancy of rooms may be allowed by the Dean of Women, but not of students without her consent.

2. If a student neglects to care for his room, or causes property, or sink and other fixtures to be damaged, such student will be held financially responsible for the loss. The student will be charged pro rata for all damages and maintenance charges for. This pro rata is to be taken from the student's wages.

3. No clubs or societies shall be formed unless the Faculty on application made, approve the design of such association, the rule by which it is proposed to be governed, and the method of meeting.

In the observance of these rules and in all matters not specifically mentioned, the department of a body and government is to be observed and to which every one is expected to conform. The student's sense of honor is the main reliance, and the student's conduct in matters touching the student's conduct may be judged by the discretion of the Dean or President. In disciplinary matters the College reserves the right to require the suspension or withdrawal of any student who is found to be guilty.

RELIGIOUS LIFE

A religious atmosphere pervades the College and the general welfare of the students is one of the primary considerations. It is the purpose of the College to maintain high standards of Christian life and devotion, so that students may be prepared with qualifications favorable to the development of spiritual life and service. This purpose pervades every department of instruction and activity. An effort is made to develop a desire for service, and to train for active Christian life.

To this end the various organizations are given a prominent place in the College activities. Under the auspices of the Y. P. U. and the Y. W. A., study courses are held each year. In addition to these, there is a Life Service Band made up of students who are especially interested in Home and Student Activities.

Department Library, West Virginia University, has been the first to provide the greatest example of the use of the book in the field of the library. Encouraging the use of the book in the field of the library is the first step in the development of a library service which will be of benefit to the community.

GENERAL DATA

The general data of the Department of Library Service, West Virginia University, is as follows: The Department is located in the main building of the University, and makes available to the community the following services:

The Department is a part of the University of West Virginia, and is a part of the Department of Library Service. The Department is a part of the University of West Virginia, and is a part of the Department of Library Service.

The Department is a part of the University of West Virginia, and is a part of the Department of Library Service. The Department is a part of the University of West Virginia, and is a part of the Department of Library Service.

The Department is a part of the University of West Virginia, and is a part of the Department of Library Service. The Department is a part of the University of West Virginia, and is a part of the Department of Library Service.

DETAILS

The following details are given in general:

The Department of Library Service, West Virginia University, is a part of the University of West Virginia, and is a part of the Department of Library Service. The Department is a part of the University of West Virginia, and is a part of the Department of Library Service.

LIBRARY

The Library and reading room occupy the entire second floor of the Main Building. The room is well lighted with windows on three sides. Half the space is occupied by the library, and the other half by the reading room.

The library is a part of the University of West Virginia, and is a part of the Department of Library Service. The library is a part of the University of West Virginia, and is a part of the Department of Library Service. The library is a part of the University of West Virginia, and is a part of the Department of Library Service.

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THE LIBRARY STUDENT GROUP

The Department of Library Service, West Virginia University, is a part of the University of West Virginia, and is a part of the Department of Library Service. The Department is a part of the University of West Virginia, and is a part of the Department of Library Service. The Department is a part of the University of West Virginia, and is a part of the Department of Library Service.

Section 101. (a) The Secretary shall, in accordance with the provisions of this section, determine the amount of the contribution to be made by the donor for the purpose of this section.

Section 102.

(a) The Secretary shall, in accordance with the provisions of this section, determine the amount of the contribution to be made by the donor for the purpose of this section.

Section 103.

(a) The Secretary shall, in accordance with the provisions of this section, determine the amount of the contribution to be made by the donor for the purpose of this section.

Section 104.

(a) The Secretary shall, in accordance with the provisions of this section, determine the amount of the contribution to be made by the donor for the purpose of this section.

Section 105.

(a) The Secretary shall, in accordance with the provisions of this section, determine the amount of the contribution to be made by the donor for the purpose of this section.

Supplementary provisions.

The Secretary shall, in accordance with the provisions of this section, determine the amount of the contribution to be made by the donor for the purpose of this section.

Item	Amount	Item	Amount
1. Salary	100.00	11. Pension	50.00
2. Cost of living	150.00	12. Medical	25.00
3. Housing	200.00	13. Dental	15.00
4. Transportation	100.00	14. Life insurance	30.00
5. Education	120.00	15. Unemployment	10.00
6. Health	80.00	16. Disability	20.00
7. Entertainment	60.00	17. Workers' compensation	15.00
8. Travel	40.00	18. Unpaid wages	10.00
9. Food	30.00	19. Unpaid vacation	10.00
10. Clothing	20.00	20. Unpaid sick leave	10.00

Note.—The Secretary shall, in accordance with the provisions of this section, determine the amount of the contribution to be made by the donor for the purpose of this section.

MINUTES OF ACADEMIC

- a. By certificate.
- b. Graduate of high school studied in preparation of course. Amounts are advanced in receiving credit for previous work done. Amounts for such credit cannot exceed 75 percent of total requirements of the college program.
- c. By examination. All admissions examinations are given by admission at the option of the student.
- d. By course permission. A student of good standing in the program may be approved by the Dean for transfer of credit without examination or permission of the instructor and be considered as "regular" and attendance required to other institutions.

Withdrawal

If approved for withdrawal by permission of the Registrar, an withdrawal should occur within 10 days from the start of the course. If the course is not completed within the 10 days, the student will not be granted withdrawal from the course unless previously attended.

Students should be advised when withdrawing of their obligations toward the requirements of higher institutions and might consider withdrawing with a view to a chosen vocation. No student should be allowed to take more than 12 hours per semester without special permission of the Dean.

Withdrawals

Students leaving college after the first 10 days of classes will not be refunded any money that may have been deposited unless such withdrawal is authorized by college authorities.

Change of Course

A course may be added without any credit as a student has completed within 2 weeks after registration or returning from leave from the Registrar's office and bearing the signature of the instructor concerned and the Registrar or his agent.

No credit will be allowed in any course in which a student has not been registered. The grade of the student who leaves a course without permission of the Dean for transfer and the Registrar is recorded officially as "failure". Failure is also indicated by "withdrawal".

Grade Book

At the close of each semester the grades of all regular and labeled Regular students meeting a grade of B or better will

...the student's progress in the course shall be determined by the average of the grades in the course of not less than two semesters...

...The student's progress in the first semester will not be considered unless the student has passed...

Final Examination

...The student's final grade will be determined by the average of the grades in the course...

1. The student's progress in the course will be determined by the average of the grades in the course...

2. The student's progress in the course will be determined by the average of the grades in the course...

Examinations

...Written examinations are held in all courses at the end of each semester. Examination records compiled with records made in the laboratory constitute the student's final grade.

...Examinations from the examination program is presented during the special week of the month.

A fee of \$1.00 is charged for all special examinations except such as is recommended by students or other authoritative organizations. This fee must be paid in advance and a receipt from the Student Union be presented before admission to class.

Records

Records are kept monthly in both career and portable. The monthly report summarizes the progress of all the student made by quiz and recitation. The report at the end of the semester is the only one that is recorded in the college file. These records are at least kept available and parents informed as to the progress and standing of the student in his own career record.

Admission Process

The student will be allowed to reappear for admission for any other course... provided that he meet the approval of the faculty. Prerequisite and restriction on the course that are not waived.

Exclusions

All incomplete grades of the first semester must be repeated during the next semester, otherwise the student's academic progress will be considered as a failure.

CHARGES FOR THE YEAR

I. Tuition	\$ 50.00
Text & Library (Living 540)	150.00
Books (Per cent) (Structure & Materials)	7.00
Laboratory Fee	1.00
Continental Council Fee	2.50
Students Activity Fee	1.50

_____ \$100.00
 Total amount for first semester per Contract _____ \$153.00

Total for the Year _____ \$310.00

Total in 1924 (See Item) _____ \$220.00

Amount needed for Secondary Rooms per occupant _____ \$9.00

Total for the Year _____ \$276.00

Non-Resident Students

II. Library Tuition	\$ 35.00
Library Fee	1.00
Continental Council Fee	2.50
Students Activity Fee	2.00

Total for the Year _____ \$40.50

Special Courses and Fees

III. Additional Library Subjects	\$ 20.00
Laboratory Fee (Biology or Chemistry)	10.00
Laboratory Fee (Home Economics)	_____
Total	12.00
Coding	0.00

Flare _____ \$5.00

Voile _____ \$5.00

Wicks _____ \$3.00

Discipline _____ \$0.00

Music History, Theory, Pedagogy, Analysis,
 Harmony, Counterpoint, Appreciation, each _____ \$2.00

Graduation Fee (Diploma, Cap and Gown Rental) _____ \$5.00

Gate Registration Fee _____ 2.00

Fee for changing course _____ 2.00

Payments

All fees are to be paid upon registration in the fall. All of the expenses may be paid in monthly or in quarterly installments at the discretion of each student or each quarter.

What to Bring

Each dormitory student should bring for her own use the following articles: 3 pairs of sheets, 1 pair of blankets, 2 counterpane, 1 pillow, 2 pillow cases, 2 towels, dresser and table mat, 2 glass & spoon, and a 25 Watt light bulb.

Table 1

Table 2

Table 1. Summary of results for the first set of experiments.

Condition	Mean	SD
Control	1.2	0.3
Group 1	1.5	0.4
Group 2	1.8	0.5
Group 3	2.1	0.6
Group 4	2.4	0.7

Condition	Mean	SD
Control	1.2	0.3
Group 1	1.5	0.4
Group 2	1.8	0.5
Group 3	2.1	0.6
Group 4	2.4	0.7

Table 3

Table 3. Summary of results for the second set of experiments.

Table 3. Summary of results for the second set of experiments.

Table 3. Summary of results for the second set of experiments.

Condition	Mean	SD
Control	1.2	0.3
Group 1	1.5	0.4
Group 2	1.8	0.5
Group 3	2.1	0.6
Group 4	2.4	0.7

Condition	Mean	SD
Control	1.2	0.3
Group 1	1.5	0.4
Group 2	1.8	0.5
Group 3	2.1	0.6
Group 4	2.4	0.7

Table 4

Table 4. Summary of results for the third set of experiments.

Table 4. Summary of results for the third set of experiments.

Condition	Mean	SD
Control	1.2	0.3
Group 1	1.5	0.4
Group 2	1.8	0.5
Group 3	2.1	0.6
Group 4	2.4	0.7

Condition	Mean	SD
Control	1.2	0.3
Group 1	1.5	0.4
Group 2	1.8	0.5
Group 3	2.1	0.6
Group 4	2.4	0.7

SCHEDULE OF EXCITATIONS

Grade	Books	Topics	Midwinter	Final	Term
1st	Book 1, 2, 3, 4 and 5 (French)	Period 1, 2	January 24 and 31 (French)	May 15	1st Term
2nd	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	2nd Term
3rd	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	3rd Term
4th	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	4th Term
5th	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	5th Term
6th	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	6th Term
7th	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	7th Term
8th	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	8th Term
9th	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	9th Term
10th	Book 1, 2, 3, 4, 5 and 6 (English)	Book 1, 2, 3, 4, 5 and 6 (English)	Jan. 24, Feb. 7 and 14 (English)	May 15	10th Term

COURSE OF STUDIES

1914

1. **First Semester.** The course is designed to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States.

2. **Second Semester.** The study of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States.

3. **Third Semester.** The course is a study of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States.

4. **Fourth Semester.** The course is a study of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States.

5. **Fifth Semester.** A student in one year will be required to do a certain amount of work in the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States.

ENGLISH

1. **First Semester.** The course is a study of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States.

2. **Second Semester.** The course is a study of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States.

3. **Third Semester.** The course is a study of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States, and to give a general knowledge of the history of the United States.

DIVISION OF INSTRUCTION

PHILOSOPHY

1.1. *Philosophy*. This course is designed to give a general knowledge of the philosophical methods as practiced by a variety of the sciences, and the theories advanced in regard to the nature of matter, energy, time, space and motion, of the physical world as revealed to the senses, and the nature and laws of natural morality and the philosophic theories thereof, of the nature of the free will, of the soul, of the immortal life.

1.2. *Practical Philosophy*. The study of the best interests of individuals, social progress, or the *Life of Man*. The student will study the works of Plato and Aristotle to acquire the general principles of logic, metaphysics, ethics, and politics, and the study of the works of Aristotle to study the general principles of logic, metaphysics, ethics, and politics. The student will study the works of Plato and Aristotle to acquire the general principles of logic, metaphysics, ethics, and politics. The student will study the works of Plato and Aristotle to acquire the general principles of logic, metaphysics, ethics, and politics.

1.3. *Practical Philosophy of the Soul*. This course is a study of the soul from the standpoint of metaphysics, ethics, and a general study of the nature of the soul's immortality. All students in the Division of Instruction will be required to take this course. Credit for previous work.

1.4. *Practical Philosophy*. This course is intended for students who wish to specialize in philosophy, and is designed to give the student a general knowledge of the nature of the soul, of the nature of the soul's immortality, and of the nature of the soul's immortality. The student will study the works of Plato and Aristotle to acquire the general principles of logic, metaphysics, ethics, and politics.

1.5. *Practical Philosophy*. A student of this course will be required to take all subjects in this course. It is designed for the study of the nature of the soul, of the nature of the soul's immortality, and of the nature of the soul's immortality. The student will study the works of Plato and Aristotle to acquire the general principles of logic, metaphysics, ethics, and politics.

ENGLISH

1.1. *Elementary English I and II*. and composition courses. A student is required to take both of these courses for the degree of Bachelor of Arts and Bachelor of Science.

1.2. *Composition*. A practical course in the preparation of effective speech and writing, including analysis and general principles of composition, including the study of the nature of the soul, of the nature of the soul's immortality, and of the nature of the soul's immortality. The student will study the works of Plato and Aristotle to acquire the general principles of logic, metaphysics, ethics, and politics.

1.3. *The Development of English Literature*. The history of English literature from the beginning in the twelfth century, with special attention to social and historical backgrounds. Study of important English literature, including chronological consideration of the nature of the soul, of the nature of the soul's immortality, and of the nature of the soul's immortality. The student will study the works of Plato and Aristotle to acquire the general principles of logic, metaphysics, ethics, and politics.

SECTION 1

The first section of the document discusses the general principles of the law, including the importance of justice and the role of the courts in maintaining the rule of law.

The second section of the document discusses the specific provisions of the law, including the rights and obligations of citizens and the powers of the government.

The third section of the document discusses the enforcement of the law, including the role of the police and the courts in ensuring that the law is followed.

SECTION 2

The first paragraph of the second section discusses the role of the government in providing public services and maintaining the welfare of the people.

The second paragraph of the second section discusses the role of the courts in interpreting the law and resolving disputes between citizens.

The third paragraph of the second section discusses the role of the police in enforcing the law and maintaining public order.

The fourth paragraph of the second section discusses the role of the citizens in participating in the democratic process and holding their government accountable.

course in mathematics. Study of Algebra is given. Detailed exercises and problems prepared. Prerequisite: Math 1 and 2. Two semester hours. *Credit, six semester hours.*

4. **PLANE ANALYTICAL GEOMETRY.** Fundamentals of Analytical Geometry. A study of the straight line, the plane, sections of revolution, higher plane curves, spheres in space. Prerequisite: Mathematics 1 and 2, second semester. *Credit, three semester hours.*

MODERN LANGUAGES

French

1-1. **ELEMENTARY FRENCH.** Essentials of grammar, irregular verbs, idiomatic phrases, conversation when possible. 400-500 pages of exercises or selected texts. Offered to Freshmen and sophomores. *Hours of instruction: 3 times per week throughout the year. Credit, 3 units or 3 semester hours.*

1-2. **INTERMEDIATE FRENCH.** Prerequisite: French 1 and 2 units II. 3. French. Review of grammar once a week. Oral and written compositions, dictation, and reading of selected texts. *Credit, six semester hours.*

1-3. **ADVANCED FRENCH.** Advanced review of grammar and reading from nineteenth century authors. Three times per week, throughout the year. Prerequisite: French 1 and 2 and 3 and 4 or equivalent. *Credit, six semester hours.*

7-3. **FRENCH LITERATURE.** Seventeenth Century Literature with history of the political, social ideas, and selected readings from Moliere, Corneille, and Racine. Three hours each semester. Prerequisite: French 1 and 2 and 3 and 4 or equivalent. *Credit, six semester hours.*

German

1-1. **ELEMENTARY GERMAN.** Careful drill in pronunciation, diction, grammar, emphasis on verbs and declensions, translations. Vocabulary and reading based on graduated texts. 200 pages of reading requirement is minimum. Scheduled on request. *Credit, six semester hours.*

1-2. **INTERMEDIATE GERMAN.** Prerequisite: German 1 and 2 or 3 units II. 3. German. Reading course with review of essentials of grammar. Oral and written work. Vocabulary building. Reading 200-300 pages. Scheduled only by request. *Credit, six semester hours.*

Spanish

1-2. **ELEMENTARY SPANISH.** Essentials of grammar. Special drill in pronunciation. Reading of selected texts. Three hours each semester. *Credit, six semester hours.*

1-3. **INTERMEDIATE SPANISH.** Prerequisite: Spanish 1 and 2. Oral but comprehensive review of grammar. Oral and written composition work. Reading of selected texts. Three hours each semester. *Credit, six semester hours.*

SCIENCE

Biology

1-2. **GENERAL BIOLOGY.** An introductory course to the study of plant and animal structure, their interrelations, physiology,

1939-1940) literature and course in translation.

Books used, 1939-1941, for English majors and minors:
 James Sully: *The Psychology of Morals; On Good and Bad*
 for Men: *The Law, Moral Good, Evilness, and Personal Development* 1916.

Books in course, 1939-1941, for students taking Literature courses I and II. *Class. Lit. course same.*

LORENAUNT (For Open to Freshmen)

19. *Introduction to Shakespeare: His Dramatic Conception of the Characters as seen in the Editions by Tenthredon Company, with a study of the social conditions in his country literature.* A course covering one weekly session is suggested.

Students, with a minimum one of the five studies, will be eligible for election of major work. Through credits and special studies are provided. 1 credit, one session week.

SOCIOLITERATURE (For Open to Freshmen)

20. *Introduction to Shakespeare: His Dramatic Conception of the Characters as seen in the Editions by Tenthredon Company, with a study of the social conditions in his country literature, their roots and adjustment of social problems. Special studies and references are given to the social conditions of the bourgeoisie and court of North England. Pupils reading and writing reports and seminar paper are required.*

Second semester, a continuation of one the seminars, dealing with the historical approach to social problems, especially the social, educational, social conditions, social classes in literature and modern social problems.

Paralleling reading, seminar report and seminar paper are required. Credit one semester hour.

COMMERCIAL DEPARTMENT

Shorthand, Bookkeeping, Commercial, and Domestic Science Courses are offered. These courses meet the demands of the business world, and the needs of the young woman who intends to enter commercial fields after graduation. Expert study is an essential part in addition to the regular class period.

Exercises are given for satisfactory completion of one of the following courses:

SHORTHAND (1 session)

COURSE I: This course is offered for students who wish to become stenographers and do not care to take a two-year business course. The former system is taught and emphasis on shorthand is stressed. The 100 word test is given to measure the student's ability. It is a strong up-to-date course which meets the demands of a business office.

Secretaryial Science 1-3—Theory of Shorthand and Dictation.

Secretaryial Science 5-6—Typewriting, Theory and Speed.

TEACHING EXPERIENCE, 1911-12

1911-12. The above is a list of the work done during the year by the members of the Department of Education, and is intended to show the general character of the work done, and the subjects upon which the most time has been expended. It is not intended to show the amount of time spent on each subject, or the number of pupils who have been taught.

1911-12

(First Semester)

Commercial Science 1—(Theory of Business)	2	Days	10
Commercial Science 2—(Practical Training)	2	"	"
Accounting 1—(Principles)	2	"	"
English 1—(Composition)	2	"	"
Mathematics 1—(Algebra and Geometry)	2	"	"
Physical Education 1—(Gymnastics)	2	"	"
History 1—(Medieval History)	2	"	"
Latin 1—(Grammar)	2	"	"
Art 1—(Drawing)	2	"	"
	17		

(Second Semester)

Commercial Science 1—(Statistics)	2	Days	10
Commercial Science 2—(Typing and Book-keeping)	2	"	"
Accounting 2—(Practical)	2	"	"
English 2—(Reading and Composition)	2	"	"
Law 1—(Commercial Law)	2	"	"
Geography 1—(Office Training)	2	"	"
Latin 2—(Spelling)	0	"	"
	17		

Second Year

(First Semester)

Commercial Science 1—(Business Organization and Administration)	2	Days	10
Commercial Science 2—(Typing and Book-keeping)	2	"	"
Accounting 3—(Composition)	2	"	"
English 4—(Literature, etc.)	2	"	"
Law 2—(Cases on Maritime Law)	2	"	"
Physical Administration 1—(Cases and Discussions)	2	"	"
	17		

(Second Semester)

Commercial Science 1—(Short-hand Division and Transcription)	2	Days	10
Commercial Science 2—(Typing and Book-keeping)	2	"	"
Accounting 4—(Business Administration)	2	"	"
English 5—(Composition)	2	"	"
Latin 3—(Structure of the Phrase)	2	"	"
Administrative 1—(Methods, Policies and Psychology)	2	"	"
	17		

BOOKKEEPING

Accounting 1-2: This bookkeeping and accounting course includes practice in applying principles including recording transactions, posting, preparing cash receipts and disbursements, a bank check, a business check and other business forms, and

The course is designed to provide the student with a working knowledge of bookkeeping principles and procedures. The student will be required to prepare a complete set of books for a business concern.

Accounting 3-4: This course is designed to provide the student with a working knowledge of bookkeeping principles and procedures. The student will be required to prepare a complete set of books for a business concern.

Typing: The course is designed to provide the student with a working knowledge of typing principles and procedures. The student will be required to prepare a complete set of books for a business concern.

TELETYPE

Typing: The course is designed to provide the student with a working knowledge of typing principles and procedures. The student will be required to prepare a complete set of books for a business concern.

The course is designed to provide the student with a working knowledge of typing principles and procedures. The student will be required to prepare a complete set of books for a business concern.

Accounting 3-4: This course is designed to provide the student with a working knowledge of bookkeeping principles and procedures. The student will be required to prepare a complete set of books for a business concern.

The course is designed to provide the student with a working knowledge of bookkeeping principles and procedures. The student will be required to prepare a complete set of books for a business concern.

BOOKKEEPING AND ACCOUNTING

Accounting 1-2: This bookkeeping and accounting course includes practice in applying principles including recording transactions, posting, preparing cash receipts and disbursements, a bank check, a business check and other business forms, and

The English used in business writing is more direct, more concise, and more definite than the English used in general writing. The student should be able to write in this style.

During the second semester, emphasis is placed on the development of letters. The correspondence with the assumption of the business of the person. The personal of letters to the person, the person of letters and that of the firm. The legal point, and the withdrawal of each part of each other. The letter should be composed by the person of the firm. The letter should be written.

Accounting 1-2. The student at this point is to study the business with a number of persons who require a business to be more successful. A new project or business would require to be more clearly defined to the state and persons in each of the departments. The student of each by the application of a number of accounts of business by the kind of business, the kind of business of business and the kind of business. The student should be able to study the business.

During the second semester, the student is given a comprehensive course in Business Accounting. The student learns to classify, analyze and interpret the facts that are recorded and show the results of losses and gains, changes, increases, and changes in value. He studies a way of to reveal the progress or retrogression and the limitations and possibilities of the business. Credit, the student should be able to study.

EXERCISES IN BUSINESS

Exercise 1-3. Composition. During the first semester, composition, practice, the proper use of words, and the formation of sentences are studied.

During the second term, Business Correspondence is introduced. The student is given the opportunity to develop a high degree of proficiency in the use of the English language for business purposes. The student becomes familiar with business problems and learns to solve them by letter. The result is also given an understanding of people and a knowledge of how their business response may be won. Credit, the student should be able to study.

Exercise 4-5. The first term is devoted to advertising and sales practice. The sales letter is stressed since the moving from back of business selling to selling. The student is taught to write business letters that develop reputation, carry special messages, make attachments of goods sold, collect money owed for goods, and sell goods.

During the second term, miscellaneous exercises are given, plus grammar for use of sentences and paragraphs, and structural sentences are studied intensively. Credit, the student should be able to study.

BUSINESS ARITHMETIC

Mathematics 1. The fundamental processes of arithmetic and rapid calculations are stressed. Short cuts and special devices for rapidity and accuracy are taught. Other topics that are studied include Percentages, Application of Percentages to Cost and Profit, Bonds, Discounts, and Taxes. Many practical problems and problems are presented each day. Credit, the student should be able to study.

BUSINESS THEORY

Principles 1. The theory of business is a study of the social and legal relations between business and the community. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business.

Principles 2.

The theory of business is a study of the social and legal relations between business and the community. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business.

COMMERCIAL LAW

Law 1.1. Law is a system of rules and principles which are enforced by the state. It is a system of rules and principles which are enforced by the state. It is a system of rules and principles which are enforced by the state. It is a system of rules and principles which are enforced by the state.

OFFICE ECONOMY

Principles 1. Office economy is a study of the social and legal relations between business and the community. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business.

BUSINESS ADMINISTRATION

Principles 1. Business administration is a study of the social and legal relations between business and the community. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business.

ECONOMICS OF THE FIRM

Principles 1. Economics of the firm is a study of the social and legal relations between business and the community. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business.

SALESMANSHIP

Salesmanship 1. Salesmanship is a study of the social and legal relations between business and the community. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business. It is a study of the economic and legal aspects of business.

MACHINE BOOKKEEPING

MACHINE BOOKKEEPING I: The student is taught to use the machine which relieves him of cumbersome calculations. The course is particularly directed to address machines are becoming more and more important in office procedure.

BANKING

Banking I: The student studies the various procedures of banking as well as deposit, interest, paying money out again, selling bonds, etc. He learns to be correspondent, to buy money at intervals, to buy for an advance, and to selling when required. He studies of various papers, the procedure in commercial bank, savings bank, and their respective accounts.

REGISTER OF STUDENTS

SENIORS

Adams, Margaret	Wickham
Blair, Edith	Wickham
Bishop, Margaret	Wickham
Boyd, Katherine	Wickham
Brace, Lucy	Wickham
Butler, R. C.	Wickham
Conrad, Ursula	Wickham
Day, Margaret	Wickham
Deane, Elizabeth	Wickham
Evans, Katharine	Wickham
Galbraith, Virginia	Wickham
Hill, Pamela	Wickham
Hoggan, William	Wickham
Huggard, O.	Wickham
Jones, M.	Wickham
Kerr, M.	Wickham
Leitch, Douglas	Wickham
Lyons, Frances	Wickham
Macgregor, Victoria	Wickham
McLennan, G.	Wickham
McLennan, Frances Anne	Wickham
McLennan, Kathleen	Wickham
Wright, Mary Frances	Wickham

FRESHMEN

Amos, Ruby	2112 Wickham Ave., New York
Arnold, George	Wickham
Barnes, John	Wickham
Leitch, Douglas	Wickham
McLennan, G.	Wickham
Boyd, Douglas	Wickham
Evans, M.	Wickham
Smith, Robert	Wickham
Cooper, Mary	Wickham
Chitty, Charles	Wickham
Chitty, Redman	Wickham
Coffield, Helen	Wickham
Cramer, Mildred	Wickham
Croft, James	Wickham
Deane, Elizabeth	Wickham
Day, Margaret	Wickham
Deane, Elizabeth	Wickham
Deane, Elizabeth	Wickham

