CHOWAN COLLEGE

Catalog Issue 1972-1973



Historic McDowell Columns

THE CHOWANIAN
September 1971



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The Chomanian

CATALOG ISSUE — FOR ACADEMIC YEAR 1972-1973

PUBLICATION OF

CHOWAN COLLEGE

Murfreesboro, North Carolina 27855

Chowan College, established in 1848, is accredited by The Southern Association of Colleges and Schools, the North Carolina State Department of Education and the Association of North Carolina Colleges and Universities. It is a member of the American Association of Junior Colleges, the Council of Protestant Colleges and Universities and the American Council on Education.

"The heart of Christian education is education of the heart"

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BELK RESIDENCE HALL FOR WOMEN

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College Calendar

SUMMER SESSION, 1972

FIRST TERM, JUNE 5 - JULY 11 SECOND TERM, JULY 12 - AUGUST 19

FALL TERM, 1972

August 24-26 Thursday-Saturday

August 27 Sunday

August 28-29 Monday-Tuesday

August 28 Monday

August 29 Tuesday

August 30 Wednesday

August 31 Thursday

September 2-3 Saturday-Sunday

September 5 Tuesday

September 6 Wednesday

September 7 Thursday

September 13 Wednesday

October . . .,
(Date to be announced)

Faculty Workshop

Freshman And Transfer Students Arrive On Campus. Dormitories Open At 2:00 P. M. Meet In College Stadium 7:30 P. M.

Orienation For Freshmen And Transfer Students

Returning Students Arrive

Returning Students Meet With Advisers At 8:30 A. M.

Registration For Fall Semester Classes

Fall Semester Classes Begin

Closed Weekend

Fall Convocation

Last Day Tuesday And Thursday Classes May Be Added

Last Day Monday, Wednesday and Friday Classes May Be Added

Last Day Classes May Be Dropped Without Penalty

Homecoming

FALL TERM, 1972, Continued

Founder's Day Program October 5, Thursday October 20, Friday Mid-Term Grading Period October 23-27 Campus Evangelism Week Monday-Friday November 22, Wednesday Thanksgiving Holidays Begin At Close Of Classes November 27, Monday Classes Resume December 11-15 Fall Semester Examinations Monday-Friday December 15, Friday Christmas Holidays SPRING TERM, 1973 January 11-12 Faculty Workshop Thursday-Friday January 14, Sunday Students Arrive On Campus. Dormitories Open At

2:00 P. M.

January 15, Monday

All Sophomores Meet With
Advisers At 8:30 A. M.

All Freshmen Meet With Advisers
1:00 P. M.

January 16, Tuesday Registration For Spring Classes At 8:30 A. M.

January 17, Wednesday
January 23, Tuesday
January 24, Wednesday

January 24, Wednesday

Spring Semester Classes Begin
Spring Convocation
Last Day Tuesday And Thursday
Classes May Be Added

Jaanuary 25, Thursday

Last Day Monday, Wednesday and
Friday Classes May Be Added

January 31, Wednesday

Last Day Classes May Be Dropped
Without Penalty

March 9, Friday
March 12-16
Monday-Friday
Mid-Term Grading Period
Religious Emphasis Week

March 23, Friday
Spring Holidays Begin At Close Of
Classes
April 2, Monday
April 28, Saturday
Spring Festival

May 10, Thursday

May 11-18

Friday-Friday

Spring Semester Examinations

Friday-Friday

May 20, Sunday

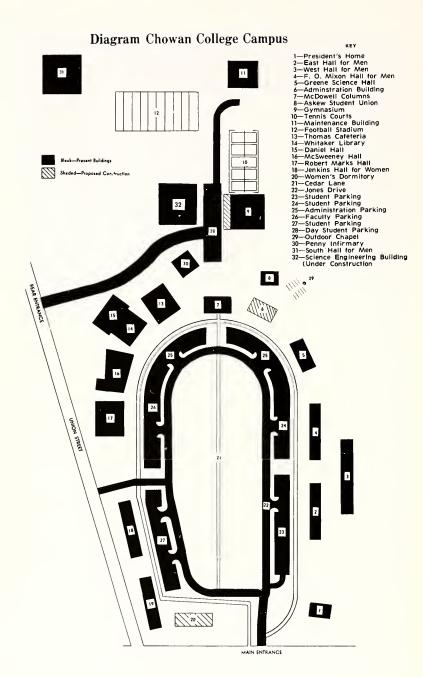
May 20, Sunday

Baccalaureate Service

Graduation Services



DR. BRUCE E. WHITAKER . . . President of the College





DR. B. FRANKLIN LOWE, JR., Dean of the College



CLAYTON LEWIS, Dean of Students



DANIEL HALL FOR THE FINE ARTS



NEW SCIENCE-ENGINEERING FACILITY

General Information

Nature of the College

Chowan College is a two year, co-educational college, supported by the Baptist State Convention of North Carolina.

Chowan College follows in the time-honored tradition of smaller, church-related colleges where one finds such advantages as a real sense of "belonging" to the college family, instruction based on Christian presuppositions, economy in tuition and boarding expenses and definite interest in the individual on the part of the faculty.

Chowan is the second largest two-year college related to the Southern Baptist Convention and the second oldest (1848) of North Carolina's seven Baptist colleges.

This co-educational institution has celebrated an unprecedented period of progress in growth and service as an institution of Christian Higher Education. The total enrollment is over 1,400 students. The plant evaluation is over \$9,000,000. However, the trustees and administration are determined that quality rather than quantity shall ever be the primary consideration. They realize that the smaller, well-equipped and accredited junior college is able to offer a quality and type of education which the larger institution can never provide for youth who are standing at the doorway of their higher educational experience.

This Christian Junior College exists for the student, propagates with unyielding tenacity its avowed purposes, and operates within a framework of responsibility to achieve academic excellence, while shouldering the responsibility of maintaining Christian commitment through its entire program.

By action of the Board of Trustees of Chowan College, the college is operated on a non-discriminatory basis as regards race, creed or color. This includes employment, admissions, housing, scholarships and grants-in-aid, and public functions.

Purposes of the College

1. To provide quality higher education—influenced by Christian pre-suppositions relative to the educational task—and to help the individual student to gain a philosophy of life which will lead

- to the development of responsible citizens and Christian leaders—both lay and professional.
- 2. To give thorough training in the standard disciplines to those students who wish to pursue the baccalaureate in other higher educational institutions, and to afford those whose formal education will not extend beyond an associate degree program an excellent vocational instruction on the backdrop of a liberal arts education.
- 3. To meet the personal needs of the individual student and to make his stay at Chowan as meaningful as possible by providing him with effective academic and social counseling.

Heritage

Chowan College first opened its doors on October 11, 1848, as a result of the interest and influence of the Baptists of Northeastern North Carolina and Southeastern Virginia. For 62 years the institution was known as the Chowan Baptist Female Institute; in 1910 its name was changed to Chowan College.

The college was first located on the old Hertford Academy lot and it used the Banks School building and equipment. Three years later the college moved to the McDowell Columns, a building which serves today as the campus administration headquarters.

Chowan College remained open during the Civil War, although a number of southern colleges closed. By the latter part of the 19th century Chowan was recognized throughout the South for its high standards in scholarship and culture.

The 20th Century brought continued progress to the college by way of additional buildings and equipment and the maintaining of consistently high standards. However, due to a shortage of students occasioned by World War II, the college closed its doors in 1943. Since its reopening in 1949, Chowan has had a phenomenal growth both in enrollment and physical facilities. It also received full accreditation from the Southern Association of Colleges and Schools in 1956.

Campus

The college's campus consists of 235 acres with the main campus and athletic fields being a part of a tract of 60 contiguous acres of land. The east campus contains 54 acres.

The main campus is monumented with ancient pines and majestic oaks. A circular drive (seven-tenths of a mile in length) provides easy access to the campus facilities and encircles a beautifully landscaped oval lawn, which is divided only by historic Pine Walk, the main approach to the graceful McDowell Columns.

Numerous new buildings, of both contemporary and modern design, front on Pine Walk and provide comfortable space for living and study. Five of these buildings — three dormitories, classroom building, cafeteria, and library—are fully air-conditioned.

Buildings

McDowell Columns (Administration) Building, erected in 1851 is a beautiful brick and concrete structure, with massive columns and broad veranda, so characteristic of the old South.

The South Building, a later addition which joins the rear of "The Columns," contains administrative offices, and an indoor swimming pool, as well as the college auditorium, which has a seating capacity of 800.

The Whitaker Library, a three-story contemporary structure of modern design, was constructed in 1968 to shelve 100,000 volumes and contains space for more than 400 students and faculty in several reading areas. Also housed in this structure are items of historical interest to Chowan College and the region of northeastern North Carolina and Tidewater Virginia.

The Daniel Fine Arts Building, an ultra-modern structure erected in 1968, contains space and equipment for music, drama, and art, including practice rooms and choral rooms for various musical organizations active on campus and functioning as part of the Department of Fine Arts.

The Green Science Hall, erected in 1956, was modern in every respect at the time of its construction, having spacious laboratories, classrooms, lecture halls, and faculty offices. With a rapidly expanding body of scientific knowledge and a larger student body, this building is becoming inadequate. Thus a new science building is being planned for the immediate future.

The Askew Student Union, located on the banks of a beautiful, tree-studded ravine, is the headquarters for the work of the Baptist Student Union and contains a large activities room as well as the office of the college chaplain and a lounge area.

Robert Marks Hall was erected in 1963-64 and dedicated in May of 1964. Marks Hall is a three-story building of contemporary and modern design housing 23 classrooms, 22 faculty offices and equipment for closed circuit television. An outstanding feature of this facility is a large 175 opera-type seat lecture hall. The building was provided primarily by gifts from the family of the late Robert F. Marks of Boykins, Virginia.

The Penny Infirmary, erected in 1964, was provided primarily by Mrs. W. S. Penny of Raleigh. The facility serves both men and women with two floors of space, including treatment rooms, wards and complete air-conditioning.

The Gymnasium is used for indoor physical education activities and athletic events. The building also has classrooms for physical education purposes, dressing rooms for physical education classes, visiting teams and home team, and offices for members of the department of physical education.

McSweeney Hall houses the Department of Graphic Arts. This unique department of the college was made possible by newspaper publishers of North Carolina and Tidewater Virginia. The first building (40'x70') was erected in 1953; a 40'x60' addition was completed in 1956. In 1962 members of the North Carolina Press Association contributed funds for the erection of a modern and attractive addition that doubled the floor space. The building is named in honor of John McSweeney, first chairman of the department, and now Professor-Emeritus of Graphic Arts.

Thomas Cafeteria, erected in 1959, is fully air-conditioned. It provides the main dining area and private dining rooms for special meetings of students, faculty, or other groups. During the summer of 1964 an addition was made to the cafeteria which doubled the dining area and now provides a student store and related facilities. This structure is named in memory of Dr. R. P. Thomas, long-time member of Chowan's Board of Trustees.

The President's Home is a two-story brick house at the entrance to the campus.

Belk Hall for Women, erected in 1964, is a three-story brick building. It houses 200 students and is fully air-conditioned. The structure is completely modern in design and provides lounges on each floor as well as convenient built-in furniture. The hall is named in honor of Mrs. Erwin Belk, Charlotte, North Carolina.

Jenkins Hall for Women, erected in 1958, is an ultramodern and functional unit which provides most attractive and desirable accommodations for young women at Chowan. This residence was named in memory of Charles H. Jenkins and in honor of his mother, Mrs. Olivia Benthall Jenkins.

College Street Residence for Men, acquired in 1964, was renovated completely and now provides residence for 36 students. It includes modern facilities, lounges, kitchenette and an apartment.

The F. O. Mixon Hall for Men, a two-story residence hall of modern design erected in 1954, accommodates 100 students. It has lounge space and an apartment for a dormitory resident.

East Hall for Men, was erected in 1960. The three-story brick building provides the most modern living accommodations for 118 students.

West Hall for Men was erected in 1963. The three-story brick building houses 216 students. It is completely modern, with lounges on each floor, lavatories in each room, convenient built-in furniture and is fully air-conditioned.

South Hall is a nine-story men's residence hall, erected in 1970.

This beautiful building, located on Union Street, is fully air-conditioned and modern in every respect. It houses 280 men.

Development

Projected expansion of facilities by 1973, the year Chowan College observes its 125th anniversary, necessitated the launching of a campaign to raise funds to turn these needed facilities into realities. Chowan College's Board of Trustees and administration were immediately aided in projecting development needs by members of the college's Board of Advisors and other outstanding leaders, friends of the college, from several states. The goal for the first phase of the campaign, adopted by the Board of Trustees in session September 26, 1966, was \$500,000.00, to be applied to the cost of the Bruce E. Whitaker Library and the Fine Arts building. The first phase goal was exceeded by \$38,387.00 by December 16, 1966, and other phases following have been as successful, as friends of Chowan College use tangible means to display their loyalty and support.

Annual Planning Conferences, utilizing outstanding leaders from North Carolina and Virginia, have helped give wise direction to Chowan College's development programs, sustaining the college's campaign to raise funds for necessary expansion of facilities. Planning conference discussions and conclusions related to many matters other than buildings and expansions of the physical plant, yet these conclusions and recommendations all require "bricks and mortar" for successful attainment.

DEVELOPMENT PROGRAM ATTAINMENT PROJECTION

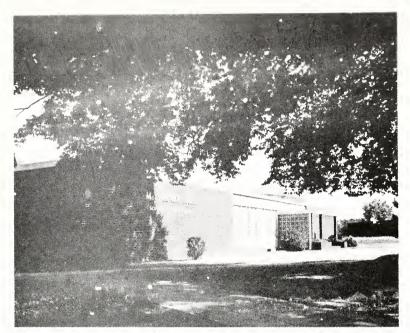
COST	ITEM	GRAN	ITS-LOANS	GIFTS
\$ 850,000.00	Library-Fine Arts (completeed) \$	600,000.00\$	250,000.00
1,160,000.00	Residence Hall (South) (comple	etec	975,000.00	185,000.00
275,000.00	Land Acquisition (completed)		175,000.00	100,000.00
1,250,000.00	Science-Engineering Building			1,250,000.00
450,000.00	Living Endowment			450,000.00
4,500,000.00	General Endowment			4,500,000.00
1,000,000.00	Gym-Fieldhouse			1,000,000.00
1,000,000.00	Chapel-Auditorium			1,000,000.00
1,150,000,00	Residence Hall			150,000.00
350,000.00	Administration Building	1	,000,000.00	350,000.00
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MODERN PENNY INFIRMARY



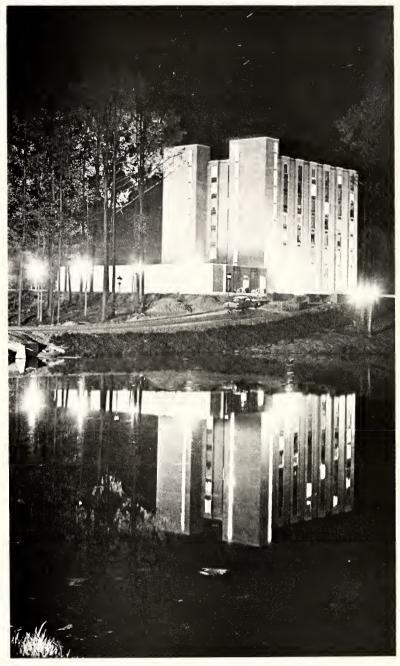
THOMAS CAFETERIA



McSWEENEY HALL



WEST HALL RESIDENCE FOR MEN



SOUTH HALL AND LAKE AT NIGHT

Campus Life

COLLEGE ORGANIZATIONS

New students are welcomed into all organizations except those whose members are invited in recognition of their eminence in scholarship, athletics, writing, music, dramatics or special phases of leadership. Announcements concerning organizational activities are posted on bulletin boards, published in College newspaper, and noted in assembly bulletins.

COLLEGE COMMITTEES

Students are currently serving on the following college committees: Chapel-Assembly, Class Absences, Scholarship, Library, Athletics, Graduation, Housing, Cafeteria, Clothing and Etiquette, Publications, Intramurals, Hospitality, Health, Events, Student Activities, and Faculty-Student Relations. The student members have voting rights and thus share in planning social, operational, and academic phases of the College.

STUDENT GOVERNMENT

All students are automatically members of the Student Government Association of Chowan College. The organization offers them opportunities for gaining experience in democratic procedures and for participating in the operation of the college. Through the senate they voice their points of view and recommendations to the administration. Also, within the limitations of power granted to the association by the President of the College, the organization administers and enforces regulations governing student conduct.

RELIGIOUS ACTIVITIES

A full-time chaplain, whose office is in the Askew Student Union, is a member of the college staff. He seeks to interpret the place of religion in society and in the Chowan College community. He ministers to students by helping them translate their worship into Christian living. All religious activities, including the twice-weekly chapel-assembly programs, are coordinated by the chaplain.

A varied program of religious activities is offered to challenge the interest of students and to meet their needs. Each semester the Baptist Student Union sponsors a lecture series by Christian laymen and scholars who relate Christianity to some phase of contemporary life. During Evangelism Week and Christian Emphasis Week, students have opportunity to hold individual and small group conferences with guest speakers.

Opportunities for effective service, spiritual growth, and social

fellowship are provided for students through the activities of the Young Woman's Auxiliary and the Ministerial Alliance.

Students are invited by the churches of Murfreesboro and the surrounding area to participate in their worship services. Located within Murfreesboro itself are Baptist, Methodist and Episcopal churches. Other churches located in the immediate vicinity of Murfreesboro are Roman Catholic, Presbyterian, Friends, Latter Day Saints, Free Will Baptist, Church of God.

CAMPUS CLUBS

Monogram Club. To be eligible for membership in the Monogram Club, the student must be a member of a varsity athletic team and participate in intercollegiate competition.

Student Chapter of National Education Association. This organization is open to students who plan to teach. It aims to keep the prospective teacher informed of educational developments and to develop a strong professional attitude toward the teaching profession.

Student Nurse Association of Chowan College. This organization is open to students of Nursing. Its purpose is to help students understand developments in Nursing as a profession and to help them understand the responsibilities of Registered Nurses in society.

Community Theatre. This organization is open to both townspeople and students interested in dramatic arts. The group presents its productions in the College auditorium.

Circle K International. The club offers both service and social opportunities to the student. It is affiliated with Kiwanis International and is open to male students with 2.0 grade point average.

Spanish Club. Composed of students who have satisfactorily completed two years of high school Spanish or two semesters of College Spanish, the club meets once a month. The purpose of the club is to encourage the use of the oral language and to learn more about the culture and customs of the Spanish-speaking countries.

Women's Recreation Association (WRA). See athletics.

Chowan Motor Sports Club. This club meets twice monthly with prepared programs on driving technique, rallying, auto-crossing, hazards and legal restrictions. Sports car events are organized and sponsored by this organization.

Chowan College Surfing Association. Open meetings are held with prepared lectures on such subjects as the history of surfing, beginning techniques, safety in surfing, dangerous marine animals, local surfing areas, legal restrictions and hazards. The club sponsors surfing movies for the enjoyment of all citizens of the College community.

Chowan Science Service Organization. This is a campus organi-

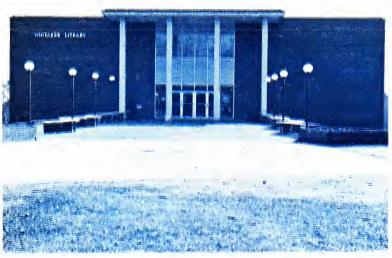
nation which is affiliated with the North Carolina Collegiate Academy of Science. Its purpose is to stimulate interest in the sciences by introducing the lesser known fields through informative programs and projects.

Chowan Aviation and Parachute Association. Members of this organization use the facilities of the Halifax County Airport in Roanoke Rapids. The purpose of the organization is to promote interest and advancement among Chowan students in aviation and parachuting.

ATHLETICS INTERCOLLEGIATE ATHLETICS

The intercollegiate sports program for men consists of basketball, baseball, cross country, golf, football, tennis, and track. For women the intercollegiate program includes volleyball, basketball, and tennis. Every intercollegiate activity is under the personal supervision of qualified coaches.

The Director of Athletics has general supervision of intercollegiate athletic activities. Chowan College is a member of the National Junior College Athletics Association, the Cavalier-Tar



MODERN WHITAKER LIBRARY

Heel Junior College Athletic Conference and the Coastal Football Conference and is governed in matters of eligibility by the constitution and bylaws of these organizations.

INTRAMURAL SPORTS

Recognizing the importance of physical education in maintaining good health, Chowan makes available to every student an extensive program of intramural athletics. This program, conducted under the supervision of the Athletic Department and Student Personnel, includes flag football, volleyball, basketball softball, tennis, horseshoes, ping pong, golf, basketball foul shooting, track, badminton and wrestling.

WOMEN'S RECREATION ASSOCIATION (WRA)

A varied program of athletic and recreational activities for women is provided by the Women's Recreation Association under the supervision of the Department of Athletics. Intramural competition is held in volleyball, basketball, softball, tennis, badminton, and horseshoes. Recreational clubs such as Choreography, Knitting, and Varsity Pep Squads for Cheerleaders, Majorettes, and Drill Team (Bravettes) are also sponsored by WRA. The Spring Festival Pageant and Spring Festival are planned, organized and sponsored annually by this organization.

FELLOWSHIP OF CHRISTIAN ATHLETES

A chapter of Fellowship of Christian Athletes is sponsored by faculty members and coaches in the Department of Athletics. Members of this group meet weekly for breakfast in the President's Room of Thomas Cafeteria.

DRAMA

Chowan Players. For students interested in theatrical activities, Chowan Players offers opportunities for helping to produce plays for both the student body and community, and for neighboring high schools. Plays ranging from classic to modern are selected. For instance, South Pacific, Our Town, Pygmalion, Diary of Ann Frank, Were You There?, and Showboat have been produced in the past few years.

Children's Theatre. Established in 1966 for the purpose of taking "live theatre" to Eastern North Carolina and Virginia elementary schools, Children's Theatre has brought pleasure to many children. Adult parts are taken by Chowan Players and children's parts are taken by local school children.

MUSIC

Membership in the College Choir is open to all students who are interested in choral music. On-campus appearances of the Choir include annual Christmas and Spring concerts.

Membership in the Chowan Touring Choir is selected by audition from the College Choir. The Touring Choir takes an extended off-campus tour in the Spring of the year as well as making several off-campus appearances throughout the year.

Membership in the College-Commuity Chorus is open to all students and persons from the surrounding communities. This organization presents two concerts, one in the Fall and one in the Spring, each accompanied by orchestra.

Membership in the College Band is open to all students who are interested in playing band music.

The Chowan College Orchestra is open to all students, faculty and community persons with the permission of the director.

Other Ensembles are organized from time to time as the demand exists.

The Chowan College Concert Association brings outstanding vocal and instrumental musicians to the campus four times each year.

HONOR SOCIETIES

Phi Theta Kappa is a national, honorary, scholarship fraternity for the junior colleges of America and is open to students with a three point average, who are recommended by a faculty committee and approved by the student members of the organization.

Phi Beta Lambda, an organization affiliated with both state and national organizations, is open to all students who are enrolled in the Department of Business and maintain a "C" average. The organization provides a means for social contacts within the department. It sponsors programs, the purpose of which is to prepare students for useful citizenship and better qualities that will enable more effective participation in business, professional, and community life.

Alpha Pi Epsilon is a national honorary society for secretarial students who make a two-point-plus average in their studies.

Delta Psi Omega is an honorary dramatic fraternity for those students who do a high standard of work in dramatics. It also provides a wider fellowship in the college theatre throughout the United States and Canada.

CULTURAL ACTIVITIES

Through the combined facilities of the college and the community, students have the opportunity to attend numerous programs—lectures, plays, concerts, recitals, motion pictures, and art exhibits—designed to enrich their educational experiences.

The Chowan Student Government Association through the help of the Student Activities Committee sponsors an entertainment series which brings popular groups to the campus.

PROGRAM OF VISITING SCHOLARS

The visiting scholars program is sponsored by the Association of Eastern North Carolina Colleges, an organization with fifteen member institutions of higher education. This program brings outstanding scholars to the campus. They lecture at student convocations, lead seminars, visit classes, and meet informally with students and faculty. The Visiting Scholars Program serves as a supplement to existing curricular offerings since the distinguished scholars come from different parts of the country and from a wide range of academic disciplines.

MATHEMATICS AND SCIENCE SEMINARS

Professors in the Mathematics and Science Departments present monthly seminars on related topics of a general nature. These seminar topics are purposely nontechnical.

SOCIAL LIFE

Many occasions for individual and group expression are offered by College-sponsored student organizations. Included are motion pictures, a comprehensive intramural program, weekend tours, and a variety of residence hall and club events. The Student Government Association is actively engaged in sponsoring a broad range of social and entertainment events.

STUDENT PUBLICATIONS

All Chowan College publications, brochures and booklets, are produced by students under the instruction and supervision of faculty members in the Department of Graphic Arts.

The Chowanian: This is a pictorial periodical disseminating information about Chowan College to alumni, high schools in North Carolina and Virginia, and friends of the College.

The Graphic Arts Press: This is a standard size newspaper edited and published by students and faculty in the Department of Graphic Arts. Associated Press wire service is used in news sections. Occasionally this publication is sent to newspaper publishers throughout Southeastern United States.

The Chowanoka: This is the yearbook, edited by a staff of students with the guidance of a committee of faculty advisors. Student staff members are responsible for the layout and design of this publication.

Smoke Signals: This is a weekly tabloid newspaper edited by students under the supervision of a faculty advisor. It carries news and pictures of student activities.

The Student Handbook: This publication contains information about social rules and regulations for Chowan College students. It is distributed and studied during orientation programs.

Campus Trends: This publication is prepared by the Alumni Office, Department of Development, for dissemination four times a vear in August, November, April and June.

★ All student publications must be approved by the administration before they can be printed and circulated.

STUDENT SERVICES

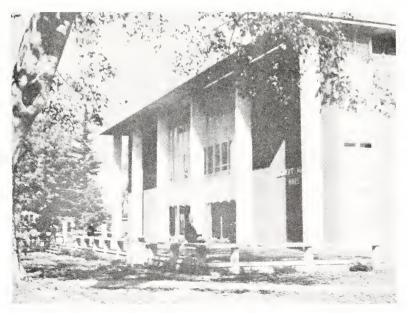
COUNSELING

Chowan College maintains an active counseling relationship with each of its students through an advisory system. Each student is assigned to a faculty advisor, who is available for academic and personal counseling. Advisor-advisee meetings are held twice each semester, and students are expected to confer individually with their advisors at least once each semester.

Counseling in non-academic matters is provided by the Dean of Students, Associate Dean of Students for Women, Associate Dean of Students for Men, the Chaplain, and the Counselor who is housed in the College Counseling Center.

Professional counseling services are oriented to early identification of the assistance with academic, vocational, and personal problems. Testing facilities of a vocational and diagnostic nature are available.

Because Chowan College is a two-year institution with ninety



ROBERT MARKS HALL CLASSROOM BUILDING

per-cent of the enrollment participating in transfer programs, professional counseling is available to students transferring to senior colleges and universities. A college day program with representatives from senior institutions in North Carolina, Virginia, and South Carolina is held annually on the Chowan College campus for the beneift of transferring students.

TRANSFER TO SENIOR INSTITUTIONS

Chowan College graduates—over 85 percent—transfer to a wide variety of senior institutions. Representative of the senior colleges and universities to which Chowan's graduates are attracted are Appalachian State University, Arkansas State University, Atlantic Christian College, Baylor University, Belmont-Abbey College, Campbell College, Carnegie Institute of Technology, Carson-Newman College, Catawba College, Clemson University, College of William and Mary, Columbia College, Davidson College, Duke University, East Carolina University, East Tennesee State University, Elon College, Emory and Henry College, Florida State University, Furman University, Gardner-Webb College, George Washington University, Georgia Institute of Technology, Greensboro College, Guilford College, Hampden-Sydney College, High Point College, Hollins College, Longwood College, Lynchburg College, Mars Hill College, Marshall University, Mary Washington College, Memphis State University, Meredith College, Methodist College, North Carolina State University, North Carolina Wesleyan College, Old Dominion University, Pembroke State University, Pfeiffer College, Queens College, Radford College, Randolph-Macon College, Rochester Institute of Technology, Salem College, Saint Andrews Presbyterian College, Salisbury State College, Sam Houston State University, South Dakota State University, Stratford College, Temple University, University of Connecticut, University of Delaware, University of Florida, University of Georgia, University of Hawaii, University of Kentucky, University of Maryland, University of Miami, Universities of North Carolina at Asheville, at Chapel Hill, at Charlotte, at Greensboro, and at Wilmington, University of Pennsylvania, University of Richmond, University of South Carolina, University of Southern Mississippi, University of Tennessee, University of Virginia, University of West Virginia, Virginia Commonwealth University, Virginia Polytechnic Institute, Virginia Wesleyan College, Wake Forest University, Western Carolina University, West Virginia State University. This is, of course, only a partial listing. The individual's curriculum, preference and gradepoint average will determine, in most cases, the senior institution to which a Chowan graduate will transfer. Last year's graduates transferred to 53 different colleges and universities.

HEALTH SERVICES

Each incoming student is required to forward to the Director of Admissions a physical examination and health report. This

report is made available to the college nurse, who maintains a health record on every student.

Nurses are on twenty-four-hour duty in Penny Infirmary. A Registered Nurse is on duty from 7:30 a.m. to 4:00 p.m. daily, Monday through Friday. A Licensed Practical Nurse is on duty at night, Monday through Friday, and on call during weekends.

Beds in Penny Infirmary are used primarily for acutely ill students who respond rapidly to rest and conservative treatment. If the student's condition worsens or response to treatment is slow, arrangements are made for treatment and laboratory studies according to instructions from parents.

Hospital accommodations are available in Ahoskie, North Carolina, a twenty-minute drive from the college. The services of local physicians are used by Chowan students. Such services and any prescriptions are the financial responsibility of the student.

Dormitory students who find it necessary to miss classes because of illness should consult the nurse before the time the class meets in order to obtain an official excuse. Day students who miss classes must bring a note from home or a physician in case of a prolonged illness.

HOSPITAL AND ACCIDENT INSURANCE

Chowan College carries Hospital and Accident Insurance on all students. After the insurance is in force, it applies at all times, on and off the campus. The individual student is responsible for seeing that his claim is filed.

STUDENT CENTER

For the convenience of all Chowan College students, there is provided in the Student Center, located on the ground floor of Thomas Cafeteria, a book store, the post office, and a recreation room containing a snack bar operated by the cafeteria management.

STUDENT MAIL AND MESSAGES

Every student, whether boarding or day, is assigned a post office box and receives mail and intra-college messages through the College Post Office.

LAUNDRY

Arrangements have been made with a local linen supplier to furnish a dormitory student two sheets, one pillow case, and three bath towels each week. These linens are distributed weekly to individual lockers in the dormitories. Further information and a reservation card will be mailed to students prior to the opening of the fall term. There is a fee for this service and students participate on a voluntary basis.

THOMAS CAFETERIA

Thomas Cafeteria seats 750 persons. All resident students and

students staying in approved homes are required to take their meals in Thomas Cafeteria.

Students and faculty serve on the Cafeteria Committee, which meets monthly with the Food Service Director to discuss all matters dealing with food service.

The Wednesday Night Dinner has become a special occasion for students at Chowan College. Thomas Cafeteria takes on a festive air with tablecloths, candles, and seasonal decorations. Students dress in business or Sunday attire and dine in an atmosphere conducive to propriety and good taste in conduct and appearance.

WHITAKER LIBRARY

Whitaker Library, dedicated in 1968, is a handsome, efficient, modern building designed to be the center of the educational process. It provides seating space for more than 400 students, including space at 176 individual study tables. Here also is the Antiquities Room, which serves as a despository for old and rare books.

The book collection numbers approximately 40,000 volumes and is growing at the rate of 3,000 volumes yearly. Periodicals, microfilm, and books are selected by the teaching faculty and are readily accessible on open shelves.

Whitaker Library is open 76 hours per week and is well staffed to provide complete services to students.

CAMPUS VISITS AND ORIENTATION

An admissions interview by applicants is not normally required by the Committee on Admissions, but it strongly recommends that candidates visit the College if possible. With sufficient notice, the Admissions Office will make arrangements for overnight accommodations and meals on campus for visiting applicants.

Prior to enrollment all new students will receive a letter informing them when to arrive on the campus for an orientation program. Orientation affords new students the opportunity to become acquainted with rules and regulations, the aims and objectives of the college, its traditions and customs, the curriculum, extracurricular activities, student leaders, and faculty and staff members.

DISCIPLINE

Ultimately, college discipline is in the hands of the Student Government Association, the Faculty Judiciary, student personnel deans and the president, who administer policies adopted by the Board of Trustees. The purpose of discipline is to maintain order in the institution and to develop good character in its students. At Chowan discipline is guidance oriented. Fortunately, other means are seldom needed to secure good conduct, but when necessary, they are used in the form of probation, suspension, or expulsion.

The College reserves the right at all times to exclude students whose conduct or academic standing it regards as undesirable without specifying any further reason for exclusion. In some cases, fees will not be refunded, in whole or in part, and neither the college nor any of its personnel or officials shall be under any liability whatsoever for such exclusion.

Furthermore, the college reserves the right to change its policies upon proper notice.

CAMPUS GUIDELINES

Among the guidelines of the college are:

- l. The College will not tolerate student disorders. Any student found guilty of violating the Chowan College Policy on Student Disorders, a policy explained during orientation programs, will be subject to suspension or expulsion, depending upon the nature of the violation.
- 2. The College is opposed to the use of alcohol beverages by students. Drinking or the possession of intoxicating beverages on the campus is not permitted.
- 3. Gambling, lying, cheating, stealing, and using profanity are forms of unacceptable behavior, and may be cause for suspension.
- 4. Any student who without medical prescription, possesses, transports, or engages in the illegal sale or use of amphetamines, barbiturates, hallucinogenic narcotics, and marijuana will be subject to dismissal from the college.
- 5. The possession of firearms and pyrotechnics, whether in the dormitory or at any other place on the campus, is not permitted.

IDENTIFICATION CARDS

Until permanent ID cards are issued, the Bursar's receipt serves as a temporary means of identification. Once ID cards have been received, students are responsible for having them in their possesson at all times, on and off campus.

Since students are required to present ID cards when cating in Thomas Cafeteria and cashing checks in Murfreesboro, caution should be taken in caring for the card.

Any Chowan student must produce his identification card when called upon to do so by any authorized official of the college, or any authorized civil official.

Lost ID cards can be replaced for \$3.00.

Lending an ID card or using another student's ID card is forbidden and is considered an act of falsification.

LIVING ACCOMMODATIONS

All students who do not live in Murfreesboro or near Murfreesboro with their parents must live on campus unless given permission in writing to seek rooming accomodations in conveniently located private homes which have been approved by the Director of Housing.

Room assignments are made in the office of the Director of Housing on a non-discriminatory basis as regards to race, color, or creed. No one is permitted to change rooms without written permission from the Director of Housing. A fee of \$5.00 is charged for an authorized room change. Students making unauthorized changes are subject to penalties. No furnishings may be taken from a room in any residence hall without permission of the Head Resident.

No student is allowed to keep pets in residence halls.

Students are required to keep their rooms clean and in order. The occupants are held responsible for any damage to their rooms, both furnishings and to the buildings. The cost of damage to the building outside the occupants' room may be charged on a pro rata basis to the residents of the building.

The misuse of a radio, television, record player, or tape recorder will necessitate confiscation until the end of the term.

Residence Halls are to provide the wholesome influence of a well-ordered Christian home and should afford conditions favorable to study and group living.

AUTO REGULATIONS

The college encourages students not to bring cars to the campus. In the event however, that a student feels that he has need of an automobile, he will be permitted to bring one, providing that it is properly insured and providing that it is properly registered through the Office of the Dean of Students and the Business Manager of the College. The request to register a car will be initiated through the Office of the Dean of Students. Registration decals will be given to the student when he pays his automobile registration fee in the Office of the Business Manager and must be displayed as designated by existing policy. At such time the student will be assigned a specific parking lot, and a student will be permitted to park only in the lot assigned to him. Improper parking will result in parking violation tickets and may result in the forfeiture of one's rights to have a car on campus.

Automobile registration fees are as follows: (1) \$15 for nine months (two semesters in the same academic year), or (2) \$10 per semester. For summer school the registration fee will be \$5 per each term of the summer session. These fees are non-refundable

under any circumstances.

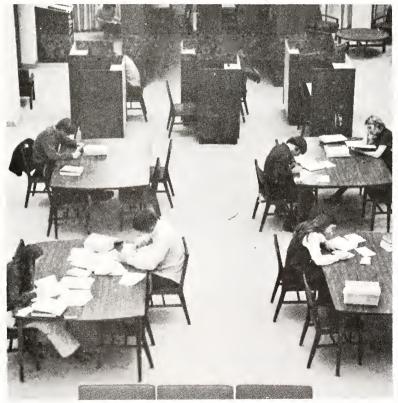
Students on preliminary suspension, social campus, or disciplinary probation may have a car only with the permission of the Dean of Students. When permission is granted the student will be assigned to a special parking area. Such students will turn over their keys to the Dean of Students and will have access to their cars only on the weekends and for special occasions.

The Dean of Students may revoke the automobile privileges of any student when there is due cause.

While the college will, through its normal security measures, attempt to patrol parking areas, the college assumes no liability for personal property of others; moreover, the college has no insurance to cover losses the owner may experience.

A student is expected to observe the car regulations given him at the time he registers his car. If a student is given a campus traffic ticket, he is expected to pay the amount of the fine in the Business Office of the College. Unpaid fines will become a part of the individual's College account.

Automobile regulations apply to all motor vehicles, i.e., motorcycles, motorbikes, motorscooters.



STUDY AREA IN WHITAKER LIBRARY



ATTRACTIVE CHOWAN COED

Financial Information

The average cost to CHOWAN COLLEGE over and above what the student is required to pay is approximately \$300 per student. This amount is contributed by the Baptist State Convention of North Carolina, the North Carolina Foundation of Church Related Colleges, churches, individuals, corporations, foundations, and from endowment funds of the college.

Classification of Students

Chowan College has two classifications of students: Boarding and Commuting. A Commuting Student is considered to be one (1) who is obviously a resident of Murfreesboro, (2) whose permanent residence is in such proximity to Murfreesboro that he drives to and from the college each day, or (3) who is married and has established a residence for his family in the Murfreesboro area. Boarding Students include all students who live in college dormitories and cottages, and also those who are unable to secure a room on the campus and must room in a home in the local community approved by the college.

By order of the Board of Trustees, all students rooming in college dormitories and cottages, as well as those rooming in the community, are required to take their meals in the college dining room. Such students are classified as Boarding Students. Offcampus Boarding Students may reside only in homes approved by the college administration.

Students assigned to rooms on the campus are not permitted to move off the campus during any given semester, except by special permission from the administration.

Further when the college has rooms available, Boarding Students are required to live on campus. While the college cooperates with students in honoring their dorm and roommate choices, the college does reserve the right to make room assignments for students. Moving without prior permission from an assigned room is prohibited (see item 7 under Financial Regulations).

FINANCIAL INFORMATION FOR YEAR 1972-73

All students applying for admission should send \$10.00 with the completed application to the Director of Admissions. This is an application processing fee and is non-refundable nor is it included in the charges listed below:

EXPENSES FOR BOARDING STUDENTS

Out-of-State students should add \$75.00 per semester to the Tuition Fee; otherwise, all charges are the same.

- · · · · ·	Per Semester		
Registration Fee	\$ 5.00	\$ 10.00	
Tuition	325.00	650.00	
General Fees	107.50	215.00	
Student Activities Fee	40.00	80.00	
Student Health Fee	20.00	40.00	
Board	217.50	435.00	
Room	170.00	340.00	
	\$885.00	\$1,770.00	

EXPENSES FOR COMMUTING STUDENTS

Out-of-State students should add \$75.00 per semester to the Tuition Fee; otherwise, all charges are the same.

	Per Semester	Per Year
Registration Fee	\$ 5.00	\$ 10.00
Tuition and Fees	325.00	650.00
Student Activities Fee	40.00	80.00
Student Health Fee	20.00	40.00
	\$390.00	\$780.00

ADVANCE PAYMENT

In addition to the \$10 application fee, (1) All students must make an advance payment of \$100 by April 15. If accepted after April 15, payment must be made immediately upon acceptance. The payment will be applied to the Student's account at the college. It is refundable IN Full only in the case of serious illness or death in the student's immediate family. (2) All returning students must make a \$100 advance payment by April 15. It is subject to refund due to academic deficiencies or as above. (3) Any student who withdraws from the college by July 15 and makes written application will receive a refund of \$50 on his advance payment. (4) In the event that a student is eligible for a refund of his total \$100 advance payment, he must make WRITTEN APPLICATION BY SEPTEMBER 1 OF THE SAME YEAR.

GENERAL INFORMATION

General fees include all laboratory fees (except Graphic Arts, Art and Music) in the Departments of Science or Business, Physical Education and other charges related to the curricula of the college.

The Student Activities Fee is charged each student to provide a variety of extra-curricular activities throughout the year. The Student Activities Committee, made up of students, faculty and staff, is charged with the responsibility of promoting and administering these various events. The fee is distributed to and includes student publications, religious activities, drama, athletics and intramurals, music and special student events.

- (1) The expenses listed do not include books, which will cost approximately \$100.00 per year, laundry, doctor's fees or medical emergencies, except those covered by the Student Health Insurance.
- (2) The college reserves the right to change the price of room and board upon proper notice to its students.
- (3) To qualify as a North Carolina Resident and thereby be exempt from the OUT OF STATE FEE, it is necessary that the applicant and/or his parents shall have been domiciled in the State of North Carolina for at least one year immediately preceding the beginning of that semester, and the applicant or his parents must have been bona fide taxpayers to the State of North Carolina for the full calendar year immediately preceding registration. Residence in the State for the purpose of securing an education does not qualify an individual for classification as a North Carolina student.
- (4) All money is handled through the College Business Office only by administrative staff bonded to receive and disburse all funds.

The Student Health Fee includes accident-sickness insurance (\$1,000 accident allowance plus room, board, and surgical scheincluding room, board, and surgical schedules as outlined in current brochures, and services rendered by the College Infirmary.



VOTING FOR STUDENT OFFICIALS

SPECIAL FEES (Per Semester)

GRAPHIC ARTS

Laboratory Fees\$50.00

MUSIC

Music Majors \$75.00 per semester

(Includes lessons in major and minor instruments and use of practice room at no additional charge.)

Private Instruction for College students \$40.00 per semester

(Includes lessons in voice or instruments and use of practice room at no additional charge.)

Special Music Students (non-college students)

\$20.00 per month for 2 lessons per week \$15.00 per month for 1 lesson per week

ART

An art studio fee of \$10.00 per semester will be charged for en-

rollment in each of the following courses:
Art Fundamentals 101, Art Fundamentals 102, Ceramics 151,
Arts and Crafts 131, Commercial Art 221, Painting 201, Painting 202, Sculpture 252, and Art Problems 291.

SPECIAL STUDENTS

Special students are normally those who live within commuting distance of the college and take less than 12 semester hours. No special student may register as a boarding student except with special permission of the Dean of the College and the Dean of Students. In the event that such a student is permitted to live in a dormitory, he will pay full fees as described in the catalog for boarding students. No special student may represent the college in any manner, except with special permission of the Dean of the College. Regular fee is \$25.00 per semester hour.

AUDITING-\$15.00 PER SEMESTER HOUR

With the permission of the Dean of the College a person may attend the course lectures in a selected subject and participate with the class, but will not receive any credit for the course.

SCHEDULE OF PAYMENT

Your account is due and payable at the Business Office on or before the date of registration for classes. It is recommended that your payment be made several days in advance so that your receipt and other credentials may be returned to you before you register for classes. If you anticipate difficulty in making full semester payments, please contact the Business Manager or investigate one of the loan plans outlined on the following pages.

LATE REGISTRATION FEE

There will be a \$5 registration fee for all students who register after the registration date listed on the calendar in this catalog.

GRADUATION FEE

All candidates for graduation will pay \$10.00 to cover the expense of a cap and gown, diploma, diploma cover, and other expenses related to the commencement exercises. All candidates for graduation must pay this fee by the first day of April. Moreover, any student who is a candidate for graduation and does not appear for commencement exericses will be charged an additional \$10.00. This absentia fee must be paid to the business office before grades will be released, diploma issued, or transcript forwarded.

FINANCIAL ASSISTANCE

To receive the full amount of a scholarship or special grant, the recipient must be a boarding student. Commuting students are eligible to receive only half the amount of a scholarship or special grant. Moreover, a student may be eligible for only one scholarship unless otherwise indicated. This policy is applicable to the academic year only; scholarships and grants-in-aid are not available for summer sessions, nor do they apply to a student enrolled for less than twelve semester hours.

SCHOLARSHIPS

Chowan College offers a Competitive Honor Scholarship Program administered by the Scholarship Committee. These scholarships are not necessarily based on financial need. However, need will be considered as one factor. Primary emphasis is upon the demonstration of academic ability, motivation, and seriousness of purpose. Information concerning all scholarships may be obtained from the office of the Director of Student Financial Aid.

These Competitive Honor Scholarships are:

1. Five Scholarships, valued at \$1,000.00 each; awarded and made available to the recipients on the basis of \$250.00 per semester. At the end of the freshman year the holder must have a quality point ratio of 3.0 for the scholarship to remain in effect.

2. Eight Scholarships, valued at \$500.00 each; awarded and made available to the recipients on the basis of \$125.00 each semester. At the end of the freshman year the holder must have a quality point ratio of 3.0 for the scholarship to remain in effect.

3. Ten Scholarships, of \$300.00 each; awarded on the basis of \$75.00 a semester. The holder must have a 3.0 scholastic average at the end of the freshman year for the scholarship to remain in effect.

NOTE: A student holding an honor scholarship who wins the \$500.00 offered by Chowan College for the highest scholastic average as a freshman shall continue to receive the full amount of his honor scholarship, except that combined scholarships shall not exceed student fees.

All contestants for honor scholarships are required to complete competitive examinations, which will be reviewed by the Scholarship Committee.

28 Chowan College

Other scholarships offered by Chowan College and interested friends of the College are listed below:

SEVERAL \$100.00 SCHOLARSHIPS. Donor: Chowan College. Conditions: In the main, recipients are valedictorians and salutatorians of high school graduating classes; but, in all cases, recipients are students with outstanding scholastic ability. These scholarships are applicable to the first year's expenses only.

INTERNATIONAL STUDENTS who are academically qualified for college work and who are receiving no financial assistance from civic organizations will be granted scholarships in the amount of \$100.00 a semester for four (4) semesters. This amount will be applied to tuition cost and no more than four students may be considered. Two scholarships may be awarded each year.

JOSEPH LEE PARKER MEMORIAL SCHOLARSHIP, (an endowed scholarship); Donors: Mr. and Mrs. Lee Parker, Raleigh, N. C. Conditions: Recipient is that male student selected as most improved in physical fitness at Chowan College. Scholarship grant is for the second year of study at Chowan College.

TWO SCHOLARSHIPS OF \$500 EACH. Donor: Chowan College. Conditions: Recipient must be from the Baptist Children's Homes of North Carolina. To qualify for this scholarship, the student must have maintained at least a "90" average throughout high school and be recommended by the Baptist Children's Homes. The recipient may be eligible to receive this award for the second year of study at Chowan College.



RECEPTION IN ADVISOR'S HOME

TWO DON G. MATTHEWS, SR. COMPETITIVE SCHOLARSHIPS OF \$500 EACH, Donor: Don G. Matthews, Jr., Hamilton, N. C. Conditions: Character and financial need. Recipients are selected by Chowan College on the basis of competitive examinations. The recipient may be eligible to receive this award for the second year of study at Chowan College.

WILLIAM CARR ROBERTS MEMORIAL SCHOLARSHIP OF \$1,000.00. Donor: His wife, Mrs. Lessie Hill Roberts. A scholarship of \$1,000.00 is awarded by the Scholarship Committee, based primarily on need and motivation. Preference is given to graduates of the Baptist Children's Homes of North Carolina, Inc.

A SCHOLARSHIP OF \$500. Donor: Chowan College. Conditions: Highest sholastic average by a Chowan College Freshman who is a returning student.

F. O. MIXON MEMORIAL SCHOLARSHIP OF \$125. (An endowed scholarship.) Donor: Friends of the late Dr. Mixon, a former president of Chowan College. A one-year award.

MYRA VANN HOLLAND MEMORIAL SCHOLARSHIP OF \$250.00. An endowed scholarship provided in the will of Mrs. Myra Vann Holland (Edenton). Conditions: To assist worthy, ambitious and outstanding young men and women, residing in Chowan County, N. C., in furthering their education at Chowan College. The scholarship may be divided for the purpose of award to two qualified students.

DAVID L. BOONE MEMORIAL SCHOLARSHIP OF \$100. (An endowed scholarship.) Donor: His mother, Mrs. Francis B. Boone, Beaufort, N. C. A one year award.

MRS. JENNIE H. SMITH SCHOLARSHIP. (Income from an endowment fund established by the late Mrs. Smith of Pitt County.) Conditions: Recipient must be from the Baptist Children's Homes. Application should be submitted to the Treasurer, Baptist Children's Homes, Thomasville, N. C. Recipient may apply for a second year award.

TWO SCHOLARSHIPS OF \$100.00 EACH. Donor: Baptist Woman's Missionary Union of Bertie County. Conditions: Recipient must be from Bertie County, and is selected by the donor. Recipient may apply for a second year award. Apply directly to the W.M.U. of Bertie County, Windsor, N. C.

MARY PEARCE MUSIC SCHOLARSHIP OF \$75.00. (An endowed scholarship.) Donor Mrs. W. S. Penny, Raleigh, N. C. Conditions: Recipient is that student selected as the outstanding Freshman musician at Chowan College.

THE REVELLE SCHOLLARS. (A \$300 endowed scholarship.) Donor Mr. and Mrs. J. Guy Revelle, Sr. Conditions: Recipient chosen on basis of merit and need. Preference given to students from Northampton and Hertford Counties, North Carolina. A one year award.

ADALIA FUTRELL SCHOLARSHIP. (\$150) Donor: William Futrell, her son, Rich Square, N. C. This scholarship is awarded for one academic year by the Scholarship Committee of the College.

JOHNSON SCHOLARSHIP. (A \$300 endowed scholarship.) Donors: Mr. Henry S. Johnson, Jr. and Mr. Mike H. Johnson of Hamilton, N. C. Recipient chosen on basis of scholastic ability, character and financial need, and must be a student majoring in the area of business. Preference will be given to a student from the Hamilton area of N. C. A one year award, but may be continued for a second year on recommendation of the scholarship Committee of the college.

ALPHA PI EPSILON SCHOLARSHIP AWARD. (\$50.) Donor: Alpha Pi Chapter, Alpha Pi Epsilon, National Honor Society at Chowan College. A scholarship award given to a two-year Secretarial Administration or Business Education student who has the highest academic average at the end of two years of study at the college.

JOHN NEWTON OGLETREE SCHOLARSHIP OF \$100. An endowed scholarship to a sophomore student in Graphic Arts; awarded on the basis of motivation, vocational skills and need. The recipient is selected by the College Scholarship Committee, and the funds are provided by Mr. and Mrs. Charles F. Ogletree of Roanoke Rapids.

SCHOLARSHIPS IN THE FINE ARTS

KEYBOARD. Two freshmen scholarships in the amount of \$250 each. Renewable for a second year on approval of the Scholarship Committee. Award based primarily on talent, with audition required. Recipients recommended to Scholarship Committee by the faculty of the Department of Fine Arts.

VOICE. Two freshmen scholarships in the amount of \$250 each. Renewable for a second year on approval of Scholarship Committee. Award based primarily on talent, with audition required. Recipients recommended to Scholarship Committee by the faculty of the Department of Fine Arts.

BAND/ORCHESTRA. Two freshmen scholarships in the amount of \$250 each. Renewable for a second year on approval of the Scholarship Committee. Award based primarily on talent, with audition required. Recipients recommended to the Scholarship Committee by the faculty of the Department of Fine Arts.

ART. One freshman scholarship in the amount of \$250. Renewable for a second year on approval of the Scholarship Committee. Award based primarily on talent. Applicants should furnish art faculty with samples of work for viewing and evaluation. Recipients recommended to Scholarship Committee by the faculty of the Department of Fine Arts.

DRAMA. A one year award in the amount of \$250. Applicants should

have had experience in high school dramatics. The Director of Dramatics will make recommendations to the Scholarship Committee.

In addition to these scholarships, the college also makes available two grants-in-aid in the amount of \$75 per semester, one of which will be awarded to the college choir accompanist and the other to a student music librarian. Recipients are recommended to the Scholarship Committee by the faculty of the Department of Fine Arts.

NOTE: Unless otherwise indicated, recipients of scholarships and grants are selected by the Chowan College Administration and scholarship committee on the basic of scholastic ability, character, and financial need.

GRANTS-IN-AID

Athletic grants-in-aid are made by Chowan College. Details and information may be obtained from the Athletic Director of the College.

An athletic grant of \$125.00, Donor: The Exchange Club of

Murfreesboro.

\$100 Cash Award by the N. C. Press Association Mechanical Conference. Conditions: Graphic Arts Freshman for Outstanding

Ability.

Educational Opportunity Grants (Range from \$200 to \$1,000 per year.) The primary consideration for this award is FINANC-IAL NEED. The College must match these grants in the form of scholarships, self-help work opportunities or other grants-in-aid. A personal interview with the Director of Student Aid is required prior to submitting a formal letter of application for this grant.

Ministerial students related to the Southern Baptist Convention and who are certified by their local churches, receive \$325.00 per semester for four (4) semesters, if they maintain requirements for continued residence and carry a normal college load. Recipients are required to sign notes which must be co-signed by their parents, guardians, or another responsible person. If, at the end of five years, recipients have met the conditions set forth in the notes, the principal condition being that recipients enter the field of service for which they are being trained, the notes are cancelled. Otherwise, the notes must be paid. (Commuting students receive \$162.50 per semester for four (4) semesters.)

Children and wives of ordained ministers related to the Southern Baptist Convention receive \$162.50 per semester for a maximum of four semesters, if they maintain requirements for continued residence and carry a normal college academic load. Formal request by letter should be directed to the scholarship committee of the college.

Students from the Baptist Children's Homes of North Carolina receive grant-in-aid of \$162.50 per semester for four semesters if requirements for continued residence are maintained and they carry a normal college academic load.

An unmarried son or daughter, the wife or husband of a member

of the Chowan College faculty or administrative staff pays \$25 per semester tuition and fees. Medical insurance coverage and extra fees such as music, art, and Graphic Arts are not included. The same policy will apply to the secretarial staff and employees classified as supervisory personnel who have completed three years of continuous service with the College. All employees who meet admissions requirements may audit or take for credit any course offering that does not conflict with their work schedules.

STUDENT EMPLOYMENT

Employment opportunities are available at the College. These work grants are made available on the basis of financial need and on the basis of the student's willingness and ability to perform the work assigned. The College participates in the Work Study Program of the Economic Opportunity Act and PACE, INC. (Plan Assuring College Education in North Carolina.)

Applications for Employment may be obtained from the Direc-

tor of Student aid.

LOAN FUNDS

Educational Loans for medical and related studies are available from The N. C. Medical Care Commission, Raleigh, N. C. Conditions: Must be a resident of N. C. Loans are available in the following specialties: Dental Hygiene, Denistry, Medicine, Nursing and other related studies. Nurses pursuing the Associate Degree may borrow \$1,000 for the second year. Applications and information may be obtained from the Medical Care Commission.

National Defense Student Loan. Qualified students may borrow up to \$1,000 per year. The loans do not have to be repaid until the student terminates his education. A personal interview with the Director of Student Aid is required. Applications for the loan should be completed at the earliest possible date, but no later than thirty days before a term begins. These notes begin to earn interest (3 per cent) nine months from the date borrower terminates his college education.

The Mamie A. Crawley Memorial Trust Fund is available on a loan basis to any North Carolina Baptist student entering the Christian ministry. The fund is administered by the People's Bank and Trust Company of Rocky Mount of North Carolina, and bears interest at 4 per cent, beginning six months after graduation or termination of study. This fund has been made available by the Harris Chapel Baptist Church of Hollister, North Carolina.

North Carolina Scholarship-Loan for Prospective Teachers. North Carolina grants a limited number of \$600 scholarship-loans to prospective teachers who are legal residents of North Carolina. Those who receive these awards will be credited toward payment of these loans for each year they teach in North Carolina public shools during a period of five years after receiving their teaching certificate. Write: Department of Public Instruction, Board of Higher Education, Raleigh, North Carolina prior to March 1.

DEFERRED PAYMENT OF EDUCATION COSTS

For parents desiring to pay education expenses in monthly installments, a low deferred payment program is available through Education Funds, Inc., a nationwide organization specializing in education financing.

All EFI plans include insurance on the life of the parent, plus trust administration in event of the parent's death or disability.

Parents desiring to use this financing plan should write to the Director of Student Aid, Chowan College or Education Funds, Inc., 10 Dorrance Street, Providence, Rhode Island 02901.

The Tuition Plan, Inc., is a national student loan fund organization that specilizes in providing low cost programs for educational cost. The funds are made available to Chowan College students in any amount necessary for the financing of educational expenses. Arrangements for participating in this plan can be made by writing direct to Tuition Plan, Inc., 575 Madison Avenue, New York, New York 10022 or by communicating with the Director of Student Aid of the College.

NORTH CAROLINA BANKERS STUDENT LOAN PLAN

Established by the North Carolina Bankers Association, 1962, at the request of Governor Terry Sanford and administered by the College Foundation, Inc., in Raleigh. North Carolina students may borrow up to \$1,500.00 per academic year. Direct inquiries to P. O. Box 1487, Raleigh, N. C. Applications may be obtained from the Director of Student Aid, Chowan College.

T. M. STANBACK STUDENT LOAN FUND

Established by Mr. & Mrs. T. M. Stanback of Salisbury, N. C. Administered by College Foundation, Inc., Raleigh, N. C. Direct Inquiries to the Director of Student Aid, Chowan College.

JAMES E. and MARY Z. BRYAN FOUNDATION STUDENT LOAN PLAN

Established by Mary Z. Bryan, in 1953, as a memorial to her husband and administered by the College Foundation, Inc., in Raleigh. North Carolina students may borrow up to \$1,000.00 per academic year. Direct inquiries to P. O. Box 1487, Raleigh, N. C. Applications may be obtained from the Director of Student Aid, Chowan College.

APPLICATIONS FOR FINANCIAL AID (scholarships, loans, grants, employment) SHOULD BE REQUESTED AFTER BEING NOTIFIED OF ACCEPTANCE FOR ADMISSION TO THE COLLEGE.

GENERAL FINANCIAL REGULATIONS

- 1. No credit for academic work is given for a diploma or for transfer purposes until all financial obligations to the College have been paid or adequately secured.
- The \$10.00 application fee, which must accompany the student's application for admission, is not refundable under any conditions.

3. In addition to the \$10 application fee, (1) ALL students AT-TENDING CHOWAN COLLEGE FOR THE FIRST TIME must make an advance payment of \$100.00 by April 15. If accepted after April 15, payment must be made immediately upon acceptance. The payment will be applied to the student's account at the College. It is refundable only in case of serious illness or death in the student's immediate family. (2) ALL returning students must pay a \$100.00 advance payment by April 15. It is subject to refund due to academic deficiencies or as above. APPLICATION FOR REFUND MUST BE MADE. IN WRITING BY THE STUDENT IN ALL CASES BY SEPTEMBER 1 OF THE SAME YEAR. (Refer to page 24 "Advance Payment".)

4. Students who formally withdraw from the college within two weeks after the beginning of a semester are entitled to a refund of 80 per cent of the fees paid; those who withdraw later than two weeks after a semester begins, but not later than three weeks, are entitled to a refund of 60 per cent of the fees paid; those who withdraw later than three weeks after a semester begins but not later than four weeks, are due a refund of 40 per cent of the fees paid; and those who withdraw as late as five weeks after the beginning of a semester are entitled to no refund. ANÝ STUDEŇT WHÓ IS ASKED TO WITH-DRAW FROM THE COLLEGE AT ANY TIME FOR SOME INFRACTION OF THE RULES IS NOT ENTIT-LED TO ANY REFUND OR ANY PART OF THE FEES PAID FOR THAT SEMESTER.

5. Any student who is placed on probation for any reason whatsoever may lose his scholarship, special grant or financial aid dur-

ing the period of this probation.

6. A student who loses, destroys, defaces, or in any wav damages college property, or aids and abets others in so doing, shall, within twenty-four hours, report this fact to the Business Manager. If damages or losses are not individually accounted for, all students will be charged pro rata for such damages or losses.

7. A student who moves from the room assigned with permission from the Director of Housing will be charged \$5.00. Moving without permission will incur a \$5.00 fine and may result in the student's return to the room originally assigned.

8. A deposit of \$5.00 is charged for the key to each room. The deposit is refunded when the original key is returned.

9. A student eligible to keep an automobile on the campus or in Murfreesboro or vicinity, is charged a \$15.00 fee per year, \$10.00 per semester, for the registration and parking of his automobile. Failure to register a car will result in a fine being levied upon the negligent student, not to exceed \$10.00, and may also result in the forfeiture of the privilege of keeping his car with him at college. Further, no student will be allowed to register a car belonging to someone other than himself, his parents, or his legal guardian. All commuting students are required to register their cars.

GENERAL ENDOWMENT OF THE COLLEGE

The General Endowment of Chowan College is gradually increasing, and is carefully safeguarded as to its investment. The Planters National Bank and Trust Company of Rocky Mount and Ahoskie is the agent of the Chowan College General Endowment Fund.

The College Board of Trustees has begun a concentrated effort to increase the General Endowment to five million dollars. Gilbert W. Francis, attorney of Boykins, Virginia, is Chairman of the Endowment Committee, which is giving special time and effort to this effort. The book value of the Endowment Fund passed the \$200,000 mark in 1967, not only reaching a new high but making most significant growth in the history of the College.

Principal donors and the years in which the contributions were made are listed for information and as an evidence of appreciation:

George L. Vann, Murfreesboro (1971); H. C. Ferebee, Camden (1970); Dr. & Mrs. Gilbert T. Stephenson, Pendleton (1970); Mr. & Mrs. Charles F. Ogletree, Roanoke Rapids (1970); Mrs. Mimie Cox (Herbert, Sr.) Jenkins, Aulander (1969); Mr. & Mrs. J. Guy Revelle, Sr., Northampton County (1969); Samuel A. Adams Estate, Merry Hill (1969); Dr. Donald S. Daniel Estate, Richmond, Virginia (1969); Sallie M. Boettcher Estate, Pasquotank County (1969); Mrs. Myra Vann Holland Estate, Edenton (1968); Mrs. Willie Phelps Coleman Estate, Henderson (1968); Grady D. Askew Foundation, Harrellsville (1967) - a trust fund administered by the Wachovia Bank & Trust Company; George T. Underwood, Murfreesboro (1967); Mrs. Olivia Benthall Jenkins Estate, Aulander (1967); Bennie P. Daniel Estate, Wake Forest (1966); J. H. Boyd, Jr. Estate, Greenville (1965); Charles H. Jenkins Estate, Aulander (1963); R. C. Holland Estate, Edenton (1962); J. H. Dempsey Estate, Windsor (1962); Miss Grace L. Sykes Estate, Woodland (1962); D. N. Evans Estate, Harrellsville (1962); Lizzie C. Pritchard Estate, Windsor (1961); H. A. Eure Estate, Corapeake (1961); Mrs. Francis B. Boone, Beaufort (1959); J. M. Camp, Franklin, Virginia (1959); W. S. Pritchard Estate, Windsor (1958); Kimball Endowment Fund 1957); Mrs. F. O. Mixon, Murfreesboro (1957); Mr. & Mrs. Lee Parker, Raleigh (1954); Mrs. W. S. Penny, Raleigh (1953); Mrs. Jennie H. Smith Estate, Pitt County (1952); and a gift in 1927 by B. N. Duke, New York. Also, the Virginia National Bank, formerly the Meherrin Valley Bank of Boykins, Virginia, has made several substantial gifts to the General Endowment Fund.

Chowan College has been and can be benefitted greatly by bequests of friends and alumni, including gifts to the College for

the Book of Memory, whereby friends and relatives memorialize deceased loved ones through contributions to the General Endowment Fund. Many others should make Chowan College a beneficiary of their estates through legacies, insurance policies, and trusts. College officials, when requested to do so by interested persons or their attorneys, will provide, at no obligation whatsoever, professional and legal advice regarding wills in behalf of the college. President Bruce E. Whitaker stands ready to counsel with such parties at their convenience. The legal name to be used for this purpose is Chowan College.

Suggested wording for those who wish to remember Chowan College in their wills;

"I give, devise, and bequeath to Chowan College, Murfreesboro, Hertford County, North Carolina, (Here insert the amount of money and-or describe the personal property or real estate) for the general purposes of Chowan College."



WORKING ON COLLEGE YEARBOOK

Academic Program

Degrees Offered

Chowan College offers various Associate degrees, as well as certificates and diplomas in business and graphic arts (printing).

Programs of Study

Two programs of study are offered at Chowan: one, the first two years of college, leading to the B.S., B.A., and the various professional degrees in four-year colleges and universities; two, vocational programs for students who wish to enter specialized employment after graduation from Chowan. All students must follow a curriculum as outlined in the college catalog.

Department Honors Program: A number of departments in the college offer specialized honors programs for highly qualified students. Participation in these courses is by invitation only. Information on these is given under the departmental headings listed in the Courses of Instruction. Interested students should contact the chairman of the department in which they wish to study.

Requirements for Admission

- 1. Chowan College desires to enroll only those persons who are trustworthy and studious and who possess those qualities that make for a congenial adjustment to college life. Evidence of good moral character, seriousness of purpose, and desirable personal traits will be considered of first importance.
- 2. Every applicant for admission to the freshman class is required to take the Scholastic Aptitude Test of the College Entrance Examination Board. The test is given in November, December, January, March, May, and July. It is recommended that the Scholastic Aptitude Test be taken early in the senior year.

Student wishing to make application to take the tests should procure application forms from their secondary schools or write directly to the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540, or Box 1052, Berkeley, California 94701, for the Bulletin of Information, which includes an application form and is available without charge. The bulletin lists test centers and gives complete information concerning the tests.

Because of deadlines for filing application to take the College Board tests, the student must make his arrangements well in advance of the testing date so that his application may be received in Princeton or Berkeley by the closing date.

An applicant taking the tests later than February will necessarily delay action on his application for admission. Low scores on the College Board will not automatically be the basis for rejection of an applicant, but careful consideration will be given to the candidate's scholastic record in high school, evidences of character, purposes in life and motivation, and general fitness for college life at Chowan.

3. The basic academic requirement for admission is graduation from an approved high school with a minimum of eighteen (18) units. It is desirable, but not mandatory, that a liberal arts student submit:

English4 units
Algebra 2 units
Foreign Language2 units
Plane Geometry1 unit
Laboratory Science (other than general)1 unit
Other Courses

A student who does not offer any one of the foregoing units and who plans to transfer to a college requiring them, or to follow a program of study in which they are required, will be expected to take them at at Chowan.



SPECTATORS AT HOMECOMING FOOTBALL GAME

Transfer Students

A transfer student is any student who has been enrolled in one or more courses in some other college, either for summer school or regular term.

Students who transfer from other colleges must have their academic transcripts sent to the Director of Admissions before being admitted. Chowan College will accept "D's" in transfer from other colleges if the student has a "C" average on all work attempted.

A transfer student will not be allowed to register at Chowan College for a regular term if he is academically ineligible to return to the institution from which he is transferring. A transfer student who earns a minimum of six semester hours and twelve quality points during a summer session or nine semester hours and eighteen quality points during both summer sessions may be allowed to register for the following semester.

Special Students

Special students who wish to receive credit for courses taken should follow the same admission procedure as regular students.

Veterans

Chowan College is fully approved by the Veterans Administration for the instruction of veterans. Veterans desiring to enroll should file with the Veterans Administration prior to making application to Chowan College The Veterans Administration will forward all such applications to the college. In the event the candidate's program is not approved prior to registration, two months may be required to get approval.

International Students

Chowan College has been approved by the United States Immigration Service and the Office of Education for the admission of students from other countries.

Admission Procedure

To gain admission to the college, the prospective student who has not previously attended college should:

1. Obtain all necessary forms by writing to: Director of Admissions, Chowan College, Murfreesboro, N. C., 27855.

- 2. Fill out completely the application for admission and mail it, along with a \$10.00 processing fee, which is not refundable, to the Director of Admissions.
- 3. Have the proper persons complete the remaining forms and return them to the Director of Admissions.
- 4. When notified of acceptance, make a \$100.00 (non-refundable) deposit by April 15. This is to be applied to the student's account with the college.
- 5. A student who desires to transfer to Chowan from another college should follow the same procedures, except that he must also request the registrar of the college previously attended to mail to the Director of Admisssions a transcript of academic work done by the prospective student.
- 6. Admission decisions will be rendered within ten days after the receipt of all application papers (application, high school transcript, medical report, and references).

NOTE: Students who are not graduates of approved high schools (including veterans who qualify under the G. E. D. test) may be admitted to the college by special permission.

Requirements for Graduation

To receive an associate degree, a student must satisfy the following requirements:

- 1. The student must have completed satisfactorily two years of college work, and must have obtained a minimum of 60 semester hours of credit in college work, exclusive of physical education. He must have completed at least 2 semester hours of credit in physical education.
- 2. A minimum quality point ratio of 2.0 is required for graduation. This means an average of "C" (2.0 quality point ratio on all work attempted).
- 3. The student must have pursued and completed a prescribed or approved curriculum as outlined in this catalog.
- 4. All students are required to ake a minimum of one religion course for the first two consecutive semesters, unless the curriculum in which they are enrolled requires that it be taken during the sophomore year.
- 5. A student transferring from another college must complete a minimum of one semester of fifteen hours of college work,

with a quality point ratio of 2.0 or better, at Chowan College.

- 6. Chowan College will accept a maximum of nine semester hours in correspondence courses from accredited institutions to be counted toward requirements for graduation.
- 7. Chowan College will accept in transfer a maximum of 9 semester hours of a student's last semester's work, in his prescribed curriculum at Chowan College, for graduation.

System of Grades

A—Excellent	W-Withdrawal (Medical)
B—Above Average	WP-Withdrawal Passing
C-Average	WF-Withdrawal Failing
D-Below Average	NG-No Grade Reported
F—Failing	I—Incomplete

The grade of "I" is recorded only in case of illness or emergency resulting in the student's not being able to complete the work of the course. If the work recorded as "I" is not completed before the end of the following semester it will be considered as equivalent to an "F".

All deficiencies must be removed thirty days before the end of the last term of the student's graduation year.

Quality Point System

Students are awarded quality points on the basis of the grade they make:

A-Four quality points per semester hour credit

B-Three quality points per semester hour credit

C—Two quality points per semester hour credit

D-One quality point per semester hour credit. F-No quality points or semester hour credit

A 2.0 quality point ratio is required for graduation. This means that a student must have at least two quality points for every hour attempted. All courses taken at the end of the "drop-add" period will be considered work attempted, with the last grade on repeat courses taking preference. Repeat courses will be considered "work attempted".

Academic Honors

The attainment of the following cumulative grade point average entitles the graduating students to honors at Commencement:

Summa Cum Laude3.80	to	4.00
Magna Cum Laude	to	3.79
Cum Laude	to	3.49

The following semester grade point averages entitles the student to honors in the academic year:

President's List		4.00
Dean's List	to	3.99
Honors List	to	3.49

Any grade below "C" will disqualify a student from placement on the President's List, Dean's List, or Honor's List.

Academic Regulations

REGISTRATION

Registration days are indicated on the campus calendar in the front of this catalog. All students should complete registration on the assigned days. Those students who enroll thereafter will be charged an additional fee of \$5.00.

REQUIREMENTS FOR CONTINUED ENROLLMENT

- 1. A regular student must earn a minimum of nine semester hours and eighteen quality points each semester in order to be in good academic standing.
- 2. A regular student must earn 18 semester hours and 36 quality points to be eligible to register for a third semester.
- 3. A regular student who fails to earn nine semester hours and eighteen quailty points in a regular semester will be allowed to enter the succeeding semester on academic probation. A student will be allowed to enter only one semester on academic probation during his academic career at Chowan College. Thereafter, he must earn the minimum requirement for continued enrollment (nine semester hours and 18 quality points).
- 4. In order to be eligible to register for a regular term, a student having deficiencies must under normal circumstances remove them during the summer session at Chowan College.
- 5. A transfer student must earn a minimum of nine semester hours and 18 quality points during his first regular semester at Chowan College. He must earn a minimum of nine semester hours and 18 quality points each semester thereafter.

REGULAR STUDENT LOAD

The normal academic load for a regular student is 15-16 credit hours per semester. No student may carry more than 18 semester hours except by special permission from the Dean of the College. ALL REGULAR STUDENTS MUST CARRY A MINIMUM OF TWELVE HOURS PER SEMESTER. NON-CREDIT COURSES WILL NOT BE CONSIDERED IN

MEETING CONTINUED ENROLLMENT REOUIRE-MENTS.

SPECIAL STUDENT LOAD

Special students are allowed to carry a maximum of 11 hours per semester. These may be credit hours, non-credit hours, or a combination of both.

REPORTS

At the end of each semester a report for each student is sent to the student and to his parents or guardians. This report contains the grades and the number of absences. These grades are recorded on the permanent records in the Registrar's Office. A progress report is sent to the parents or guardians and students at mid-semester.

SOPHOMORE CLASSIFICATION

To be classified as a sophomore, a student must have earned, by the beginning of his third semester, at least 25 credit hours and 50 quality points.



CHOWAN'S MARCHING MAJORETTES

CLASS ABSENCES

Students are expected to attend all meetings of their classes. Professors will keep class attendance roords and these records become a part of the student's official transcript. An excused absence may be allowed for the following reasons:

1. Illness of the student, verified by a doctor or by the college nurse on forms provided for this purpose. Boarding students too ill to attend classes must report to the infirmary, unless otherwise directed by the college nurse.

Excused Absences for Illness — Boarding Students: In order to be excused from classes for reason of personal illness, a Boarding Student must report to the infirmary, prior to missing any class for which he seeks to be excused. The student must be confined to the infirmary or to his room for such period of time as the College Nurse deems necessary.

Excused Absences for Illness — Day Students: In order to be excused from classes for reasons of personal illness, a Day Student must bring an excuse from a parent or physician, certifying his illness.

- 2. Representation of the College, when such representation has been reported by the responsible faculty member and approved by the Dean of the College previous to the anticipated absence.
- 3. Death of a member of a student's family.
- 4. Sickness in the family which requires the attention of the student, verified by a physician.
- 5. Selective Service Pre-induction Examination, when verified by a letter from a local Selective Service Board.

Appeals for excused absences other than those cited above can only be approved by the Dean of the College.

A student who wishes to be excused from class should report to the Office of the Registrar at least two days prior to the absence or immediately upon his return to class. He will be issued a Form 50 which must be submitted to the professor for his approval and returned to the Office of the Registrar within five (5) days after his return to classes. If this action is not taken by the student, the absence will be recorded as unexcused.

UNEXCUSED ABSENCES

Unexcused absences are those which are not listed under the above reasons for excused absences. Students may take the following number of unexcused absences without penalty:

In no class is a student permitted more than three unexcused ab-

sences. In classes that meet twice a week, the student will be permitted only two unexcused absences, in classes that meet only one time per week, one unexcused absence. No unexcused absences are permitted in laboratories. As an exception to this policy, honor students are permitted twice the number of unexcused absences listed above.

Excessive unexcused absences will result in the following action:

- a. After the first excessive unexcused absence, the student will be counseled by his professor, and the professor will notify the student's academic adviser.
- b. After a second excessive unexcused absence, the student's grade in the class will be lowered by one letter grade. The student will also be referred by his professor to either the Dean of Men or the Dean of Women, who will assign the student to one week of social campus.

c. After a third excessive unexcused absence, the student will be given a grade of "F" on the course.

A student may appeal any of the above actions to the Absence Committee by written application, co-signed by the professor. Such application should be submitted to the Chairman of the Absence Committee within five (5) days after the student's return to class. If the committee agrees to permit credit, the student will be granted the privilege of making up the time and work in a manner satisfactory to the professor.

Three (3) class tardies will be treated as one (1) unexcused absence. Tardiness is the failure to be in the classroom at the time of the tardy bell. A student who enters (10) minutes or later after the tardy bell automatically receives an unexcused absence, unless an acceptable excuse is presented.

LOSS OF CREDIT

Normally a student who misses any class more than twelve (12) times (to include both excused and unexcused absences) will not receive credit for the course. In a class which meets twice per week, the student may not miss in excess of eight (8) times and still receive credit; in a class that meets one time per week, a total of four (4) absences.

Excessive unexcused absences may result in a student being dismissed from the college.

CHAPEL-ASSEMBLY ABSENCES

All regular students (those who carry 12 or more semester hours) are expected to attend the chapel-assembly programs. A student may accumulate as many as four (4) unexcused absences from chapel-assembly in a given semester without penalty. If a student accumulates five (5) unexcused absences he will be placed on disciplinary probation for the semester. (See

Article VIII, Section 5, Paragraph D, of SGA Constitution for definition of "disciplinary probation.")

HOLIDAY ABSENCES

The College grants no absences immediately preceding and following stated holidays, except those listed under excused class absences. Any absences other than these will be recorded as two (2) unexcused absences for each class missed.

PROCEDURE FOR CHANGING CLASSES AND COURSES

- 1. Obtain proper form from the Office of the Registrar.
- 2. Secure the approval and signature of adviser.
- 3. Secure the approvals and signatures of the professors in whose classes changes are being made.
- 4. Secure the approval and signature of the Dean of the College.
- 5. Return form to the Office of the Registrar.
- 6. A student who finds it necessary to change from one class to another class in the same course or from one course to another within the Drop-Add period listed in the Chowan College Catalog Calendar will transfer all unexcused and excused absences.

A student may be charged a fee of \$5.00 for each class change, if such a change is primarily for the personal convenience of the student. The Dean of the College will determine whether or not this fee will be charged, based on the merit of each case.

DROPPING OF COURSES

Courses may be dropped under the following circumstances:

- 1. Illness, in which case a physician's certificate must be submitted and approved by the Dean of the College.
- 2. Other circumstances beyond the student's control, approved by the Dean of the College.
- 3. Changes in class schedule during the first two weeks of the semester do not appear on the student's permanent record and incur no penalties.
- 4. The official withdrawals from classes after the deadline date which is two weeks after the official beginning of classes found in the catalog calendar, will receive an "F" on each course dropped. Exceptions may be made in extreme cases, such as those reasons given in the catalog for excused absences. These exceptions must be approved by the Dean of the College, or a committee, or both. If the Dean of the College or the committee approves the dropping of a course because of extenuating circumstances, the student will receive a "WF" or "WP" on the course, unless the drop is medical, in which case the grade will be recorded as "W."

5. All withdrawals without the permission of the Dean will receive an "F" on each course dropped.

REPEATING OF COURSES

- 1. In the event that a student repeats a course, the last grade earned will be considered his final grade, and will be considered work attempted.
- 2. Courses in which "D's" are earned will transfer to many senior institutions if the student has a "C" average on all work attempted at Chowan College.
- 3. Students in terminal programs should repeat any courses in which "D's" are earned if they are in their major area of concentration. However, any student will be allowed to continue if he does not repeat the course in which a "D" is earn-
- 4. It will be the responsibility of the student to determine if a "D" should be repeated. The college will not be responsible for "D's" that do not transfer to senior institutions.

RE-EXAMINATIONS

A final semester candidate for graduation may apply for only one re-examination if extenuating circumstances justify it. The decision in this matter will be made by the professor involved, the Dean of the College, and the chairman of the department. In case the chairman of the department is the professor, another professor will be called in to act.

No grade higher than a "C" may be assigned as a result of re-examination.

A special re-examination will not be given until the student has had adequate time to do further study, which, in the judgment of the professor, justifies a re-examination.

A re-examination must be authorized by the Dean of the College and preceded by the payment of the required \$5.00 fee.

A student who receives a grade "F" on a course or fails to remove a conditional failure by one re-examination must repeat the course for credit.

MAKE-UP TESTS

All students who desire to make up a test or tests which were missed due to excused absences will be required to make up the test or tests beginning at 9:00 a.m. on the Saturday morning following their return to classes. Any exception to this policy must be approved by the Dean of the College.

WITHDRAWAL FROM THE COLLEGE

1. A student who finds it necessary to withdraw from the college must consult with the Dean of the College and the Bursar and arrange for regular withdrawal. Unless this is done, honorable dismissal will not be granted. All withdrawals are initiated in the Office of the Dean of the College.

- 2. Students who withdraw after the mid-term grading period, which is designated in the Calendar of the catalog, will receive an "F" on all courses being taken at the time of withdrawal and hours will be counted as work attempted. Exceptions to this policy will be the following reasons:
 - a. Illness, in which case a physician's certificate must be presented and approved by the Dean of the College.
 - b. Death of a member of a student's family which would place a hardship on the family.
 - c. Sickness in a family which requires the attention of the student, verified by a physician.
 - d. Induction into the Armed Forces.

For students withdrawing from the college for the above reasons, semester hours will not be counted as work attempted and will be recorded as withdrawals from the college on the date indicated on the withdrawal form. For other withdrawals prior to the mid-term grading period, work will not be recorded as work attempted but will be recorded as withdrawals from the college on the date specified on the withdrawal form. When a student withdraws from the college after mid-term for any reason other than those listed above, the faculty members involved should submit to the office of the Registrar the student's grade card showing an "F" on the course which will be recorded on the transcript of the student. Also, the professor would show the student's actual grade which would be used by the Admissions Committee in determining the student's eligibility for re-admission to the College.

TRANSCRIPTS

Upon request, a student is entitled to one free copy of his college transcript. For additional copies there is a fee of \$1.00 each.









SYMPHONY ORCHESTRA IN CONCERT



EVENING MEAL IN THOMAS CAFETERIA



ATTRACTIVE CHOWAN COED

The Curricula

Students Undecided About Curriculum

Those students who, at the time of entering college, have not fully decided which course of study they desire to pursue are advised and urged to register for the liberal arts curriculum. Work in the liberal arts leads to degrees in teaching, medicine, religion, law, business administration, science, journalism, and various other professional fields.

Departments of Arts and Sciences

The study of the arts and sciences serves several purposes:

To Communicate. The development of the ability to communicate is greatly aided by the study of languages (including Engglish) and related subjects.

To Inquire Accurately. The study of natural and social sciences provides students with that broad knowledge of the world and the universe which is so important to human experience.

To Understand. The study of the humanities brings an understanding of the cultural heritage of the Western World and stimulates an appreciation of other cultures as well.

To Encourage Moral Growth. The study of religion encourages the development of a mature philosophy of life, whereby one acquires worth and personally satisfying life goals and the ability to make appropriate value judgements.

To Reason. The study of the exact sciences challenges the individual to think independently and creatively, and helps to develop his skill in using the various methods of thought, research, and judgment.

In short, studies in the liberal arts and sciences broaden the student's understanding of himself, his cultural heritage, and his universe, and, thus, provide him with a strong foundation on which he may add successfully, throughout his life, additional blocks of knowledge.

Liberal Arts

Leading to B.A. Degree

0		
First	Year	

First Semester	Second Semester
English 101 3	English 102 3
Mathematics 103* or 101 3	Mathematics 105* or 102 3
Religion 101 3	Religion 102
Foreign Language 101 3	Foreign Language 102 3
History 101 3	History 102
Physical Education 151 or 101 1	Physical Education 152 or 102 1
Total16	Total16
Second	
First Semester	Second Semester
English 201 or 205 3	English 202 or 206 3
Laboratory Science4	Laboratory Science4
Foreign Language 201 3	Foreign Language 202 3
Approved Electives 6	Music Appreciation 161
Total16	or Art 163
	Approved Electives 3
	Total16
APPROVED ELECTIVES FOR LIB ography 151, Sociology 205, 207, Econ 212, U. S. History 201-202, English 20 101. *Mathematics 109 may be substituted	nomics 251-252, Mathematics 210, 211, 04, Art 163, Philosophy 201, Hygiene
Pre-Edu	
Leading to Teacher's Cer	rtificate and B.S. Degree
ě .	t Year
First Semester	Second Semester
English 101	English 102
Mathematics 103* or 101 3	Mathematics 105* or 102
Religion 101	Religion 102
History 101 or 201 3	
Physical Education 151 or 101 1	Physical Education 152 or 102 1 **Approved Elective or
Language 3	Language3
**Approved Elective or Language 3 Total16	Total16
Second	
First Semester	Second Semester
English 201 3	English 202
Biology 101 or	Biology 102 or
Chemistry 171 4	Chemistry 172 4
Psychology 201	Music Appreciation 161 or
Hygiene 101	Art Appreciation 161
Approved Elective or Language 3	Speech 203
Total16	Total16
APPROVED ELECTIVES FOR PRE	-EDUCATION: Government 108, Ge-
ography 151. Speech 203-204, Sociolog	y 205, Sociology 207, Psychology 201,

ography 151, Speech 203-204, Sociology 205, Sociology 207, Psychology 201, U. S. History 201-202, Mathematics 210, 211, 212, Economics 251-252, English 205-206, Philosophy 201.

*Mathematics 109 may be substituted

**Students wishing a teacher's certificate in science should take Biology 101 and 102 in their first year instead of this elective and take Chemistry 171 and 172 the second year. Others must choose Biology over Chemistry in the second year.

in the second year.

Pre-Ministerial

Leading to a Bachelor's Degree

First Year

First Semester	Second Semester
English 101 3 Religion 101 3 Mathematics 103 or 101 3 *Foreign Language 101 3 History 101 3 Physical Education 151 1	Snglish 102 3 Religion 102 3 Matnematics 105 or 102 3 Foreign Language 102 3 History 102 3 Physical Education 152 1
Total16	Total16
*French or Latin	
Secon	d Year
First Semester	Second Semester
English 201 or 205 3 Foreign Language 201 3 *Science Elective 4 Music Appreciation 161 3 Hygiene 101 3 Total 16 * Physics 181-182, Chemistry 171-17	English 202 or 206 3 Foreign Language 202 3 *Science Elective 4 **Social Science Elective 3 Speech 203 3 Total 16

Pre-Law

Leading to a Bachelor's Degree

First Year

	Lust	1 eui	
First Semester		Second Semester	
English 101	3	English 102	3
Mathematics 103* or 101	3	Mathematics 105* or 102	3
Religion 101	3	Religion 102	3
Foreign Language 101	3	Foreign Language 102	3
History 101	3	History 102	3
Physical Education 151 or 101	1	Physical Education 152 or 102	1
Total	16	Total	16
	Secon	d Year	
First Semester		Second Semester	
English 201	3	English 202	3
Laboratory Science	4	Laboratory Science	4
Foreign Language 201	3	Foreign Language 202	3
Economics 251		Economics 252	3
Government 108	3	Elective	3
Total	16	Total	16
APPROVED ELECTIVES FO	DR PR	F.LAW: Geography 151 Speech	203-

APPROVED ELECTIVES FOR PRE-LAW: Geography 151, Speech 203-204, Sociology 205, U. S. History 201-202, Psychology 201, Philosophy 201.

[•] Mathematics 109 may be substituted.

Music

*Leading to the A.B., the B.M., and B.S. in Education Degrees with a Major in Music

First	Year
First Semester	Second Semester
English 101 3	English 102
Introduction to Music	Introduction to Music
Literature 171 2	Literature 172 2
Music 151	Music 152 3
Music 101 1	Music 1021
Foreign Language** 101 3	Foreign Language** 102 3
Physical Education 151 or 101 1	Physical Education 152 or 102 1
Ensemble 1	Ensemble 1
Applied Music 3	Applied Music 3
Total	Total
10tai1	10141 17
	d Year
Secon First Semester	d Year Second Semester
First Semester English 201	d Year Second Semester English 202
Secon First Semester English 201 3 Religion 101 3	d Year Second Semester English 202
Secon First Semester English 201 3 Religion 101 3 Music 253 3	Second Semester Second Sem
Secon First Semester 3 English 201 3 Religion 101 3 Music 253 3 Music 201 1	Second Semester Second Sem
Secon First Semester English 201 3 Religion 101 3 Music 253 3 Music 201 1 Foreign Language** 201 3	Second Semester Second Semester
Secon First Semester Secon	Second Semester English 202 3 Religion 102 3 Music 254 3 Music 202 1 Foreign Language** 202 3 Ensemble 1
Secon First Semester	Second Semester English 202 3 Religion 102 3 Music 254 3 Music 202 1 Foreign Language** 202 3 Ensemble 1 Applied Music 3
Secon First Semester Secon	Second Semester English 202 3 Religion 102 3 Music 254 3 Music 202 1 Foreign Language** 202 3 Ensemble 1

music as his minor.

Science

Leading to B.S. Degree

First Year

Second Semester

English 101	3	English 102
Chemistry 171		Chemistry 172 4
Total	17	Total17
Se	cond	
First Semester		Second Semester
English 201 or 205	. 3	English 202 or 206 3
Physics 181 or 185	1-5	Physics 182 or 1864-5
Approved Electives	. 9	Approved Electives 9
Physical Education 151 or 101	. 1	Physical Education 152 or 102 1
Total 17-	-18	Total 17-18

APPROVED ELECTIVES FOR SCIENCE: Chemistry 275-276, Anatomy 221 Physiology 222, Mathematics 210, 211, 212, French 101-102, World History 101-102.

First Semester

^{**}Approved electives may be substituted for these courses, if they are not required by the college in which the student plans to complete his work.

^{*}Mathematics 109 may be substituted.

Mathematics

Leading to B. S. or B.A. Degree in Mathematics

F:	irst Y	(e a r	
First Semester		Second Semester	
Mathematics 109*	5	Mathematics 210	4
English 101	3	English 102	3
Science Elective or		Science Elective or	
Foreign Language 4-	-3	Foreign Language	4-3
Religion 101		Religion 102	
Physical Education		Elective	
101 or 151	1	Physical Education	
	_	102 or 152	1
16-1	.5		
			18-17
Sec	ond	Year	
First Semester		Second Semester	
Mathematics 211	4	Mathematics 212 or	
English 201 or 205	3	Elective	3
Physics 181 or 1854-	5	English 202 or 206	3
Social Science Elective		Physics 182 or 186	
Fine Arts Elective		Social Science Elective	3
	_	Elective	3
17-1	.8		
			16-17-18

*Mathematics 103-105 or 103a-105a may be substituted for Mathematics 109.



CHOWAN SCIENCE CLUB MEETING

First Semester

Art

Leading to Various Art Degrees (Bachelor of Arts, Bachelor of Art Education)

First Year

Second Semester

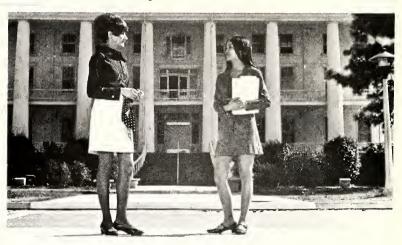
Total

English 101 3	English 102 3
English 101	English 102 3 Foreign Language* 3
Religion 101 3	Religion 102
Art Appreciation 161 3	Religion 102
Art Fundamentals 101 2	Art Fundamentals 102 2
History 101 3	History 102
Physical Education	Physical Education
101 or 151 1	102 or 152 1
(Total	Total18
Total18	10tai10
	nd Year
	d Year Second Semester
Secon	d Year Second Semester
Secon First Semester English 201 or 205	nd Year Second Semester English 202 or 206
Secon	nd Year Second Semester English 202 or 206
Secon First Semester English 201 or 205 3 Foreign Language* 3	Ad Year Second Semester English 202 or 206
Secon First Semester English 201 or 205 3 Foreign Language* 3 Biology 101* 4	Second Semester English 202 or 206

* Approved electives may be substituted for these courses if they are not required by the senior college in which the student plans to complete his degree.

....18

** This course is designed for the Art Education student. An approved elective can be taken in its place.



COEDS IN FRONT OF McDOWELL COLUMNS

Studio Art

Leading to Bachelor of Fine Arts Degree

	First	Year	
First Semester		Second Semester	
English 101	3	English 102	
History 101*	3	History 102*	
Religion 101	3	Religion 102	
Biology 101*	4	Biology 102*	
Art Appreciation 161	3	Arts and Crafts 131 or	
Art Fundamentals 101	2	Commercial Art 221	
Physical Education		Art Fundamentals 102	
101 or 151	1	Physical Education	
Total	19	102 or 152	
		Total	1
	Second	d Year	
First Semester		Second Semester	
English 201 or 205	3	English 202 or 206	
Painting 201		Painting 202	
Ceramics 151		Sculpture 252	
Art History 211	3	Art History 212	
Approved Electives	6-8	Art Problems 291	2-
Total	16-19	Approved Electives	
		TD - 4 - 1	10 11

* Approved electives may be substituted for either of these courses if they are not required by the senior college in which the student plans to complete his degree.



DRAMA PRESENTATION

58

Pre-Engineering

Leading to Various Engineering Degrees

First Year

First Semester English 101 3 Mathematics* 103 3 Mathematics 111 2 Chemistry 171 4 Religion 101 3 Physical Education 151 or 101 1 Total 16	Second Semester English 102 3 Mathematics* 105 3 Mathematics 112 2 Chemistry 172 4 Religion 102 3 Physical Education 152 or 102 1 Total 16	
Second Year First Semester Second Semester		
English 201 or 205, 206 3 Physics 185 5 Mathematics 210 4 Economics 251 3 Total 16	History 102 3 Physics 186 5 Mathematics 211 4 Approved Elective 3 Total 16	

APPROVED ELECTIVES FOR PRE-ENGINEERING: World History 101, Sociology 205, Speech 203, English 202, Government 108, Economics 252, Mathematics 212.

Pre-Optometry

Leading to a Bachelor's Degree

First Year

First Semester	Second Semester	
English 101 3 Mathematics 103* 3 Biology 101 4 Religion 101 3 Physical Education 151 or 101 1	English 102 3 Mathematics 105* 3 Biology 102 4 Religion 102 3 Physical Education 152 or 102 1 Medical Biology 123 3	
Total14	/ Total17	
Second Year		
First Semester	Second Semester	
English 201 3 Chemistry 171 4 Physics 181 4 Psychology 201 3 History 101 3 Total 17	English 202 3 Chemistry 172 4 Physics 182 4 Sociology 205 3 History 102 3 Total 17	

^{*} Mathematics 109 will satisfy this requirement.

^{*}Mathematics 109 or Mathematics 103a-105a will satisfy this requirement.

Pre-Forestry

Leading to B.S. Degree

First Year		
First Semester	Second Semester	
English 101 3	English 102 3	
Mathematics* 103 3	Mathematics* 105 3	
Biology 101 4	Biology 102 4	
Religion 101 3	Religion 102 3	
Chemistry 171 4	Chemistry 172 4	
Physical Education 151 1	Physical Education 152 1	
Total18	Total18	
Second Year		
First Semester	Second Semester	
Mathematics 210 4	Mathematics 2114	
English 203 3	English 202 or 205, 206 3	
Physics 181 or 185 4-5	Physics 182 or 186 4-5	
Physics 181 or 185	Physics 182 or 186 4-5 Economics 252 3	
·		

Pre-Pulp and Paper Science and Technology

Leading to B. S. Degree

First Year				
First Semester	Second Semester			
English 101	English 102 3			
Mathematics 103*	Mathematics 105* 3			
Biology 101	Biology 102 4			
Religion 101	Religion 102 3			
Chemistry 171	Chemistry 172 4			
Physical Education 151	Physical Education 152 1			
Total18	Total18			
Second Year				
First Semester	Second Semester			
Chemistry 275	Chemistry 276 4			
Mathematics 210	Economics 251 3			
Mathematics 210				
	Mathematics 211 4			
Mathematics 111	Mathematics 211			

^{*}Mathematics 109 will satisfy this requirement.

Pre-Agriculture

Leading to B. S. Degree

First Your

rifst lear			
First Semester	Second Semester		
English 101	English 102 3 Mathematics* 105 3		
Biology 101 4	Biology 102		
Religion 101 3	Religion 102 3		
Physical Education 151 1	Chemistry 172 4		
Chemistry 171 4	Physical Education 152 1		
Total18	Total18		
Second Year			
First Semester	Second Semester		
Mathematics 210 4	Mathematics 211 4		
Chemistry 275 4	Economics 252 3		
Physics 181 or 1855	Chemistry 276 4		
Economics 251 3	Physics 182 or 1864-5		
Total16	Total15-16		

^{*}Mathematics 109 will satisfy this requirement.

Wood Science and Technology

Leading to B. S. Degree

First Year

First Semester	Second Semester			
English 101 3 Chemistry 171 4 Religion 101 3 Mathematics 103 3 Biology 101 4 Physical Education 151 1 Total 18	English 102 3 Chemistry 172 4 Religion 102 3 Mathematics 105 3 Biology 102 4 Physical Education 152 1 Total 18			
Second Year				
First Semester	Second Semester			
Mathematics 111 2 Mathematics 210 4 Physics 185 5 Chemistry 275 4 Total 15	Economics 151 3 Mathematics 211 4 Physics 186 5 Chemistry 276 4 Total 16			

Pre-Medical or Pre-Dental

Leading to B.S. Degree or Preparatory for Medical School

First Year

FITSI	I ear	
First Semester English 101	Second Semester English 102 3 Mathematics** 105 3	
Chemistry 171	Chemistry 172	
Biology 1014	Bilogy 1024	
Total17	Total17	
Second	l Year	
First Semester	Second Semester	
English 201 or 205	English 202 or 206	
Physics 181 4	Physics 182 4 Approved Electives* 6	
Approved Electives* 6	Approved Electives* 6	
Physical Education 151 or 1011	Physical Education 152 or 1021 Total18	
	RE-MEDICAL OR PRE-DENTAL:	
*APPROVED ELECTIVES FOR P French 101-102, Latin 101-102, Histor		
221-222, Psychology 201, Government 205.		
**Mathematics 109 will satisfy this r	equirement.	
Pre-Pho	irmacy	
Leading to a Ba	chelor's Degree	
First		
First Semester	Second Semester	
English 101	English 102	
Mathematics 103 3	Mathematics 105 3	
Chemistry 171 4	Chemistry 172 4	
Biology 101 4 Physical Education 151 or 101 1	Biology 102 4 Physical Education 152 or 102 1	
Total18	Total18	
Second Year		
First Semester	Second Semester	
English 201	English 202	
Physics 181	Physics 182	
Language* 3	Language* 3	
Elective 4	Elective4	
Total17	Total17	
* French, Latin or Spanish: 101-102 202 if continuing a language based on	t, if beginning new language 201- two high school units.	

Approved Electives: Economics 251-252, Chemistry 275-276, Biology 221-222. (Chemistry 275-276 recommended electives.)

Pre-Nursing

Leading to B.S. Degree

	6	
First	Year	
First Semester		
	Second Semester	
English 101 3 Biology 101 4	English 102	
Religion 101 3	Religion 102	
Chemistry 171 4	Chemistry 172 4	
Physical Education	Physical Education	
151 or 101 1	152 or 102 1	
Total15	Total15	
Secon	d Year	
First Semester	Second Semester	
English 201 3	English 202 3	
Anatomy 221 4	Sociology 205 3	
World History 101 3	Physiology 222 4	
Psychology 201 3 Approved Elective* 3	World History 102 3 Biology 241 4	
Total16	Total17	
*APPROVED ELECTIVES FOR PRE-NURSING: Music 161, English 205, 206, Mathematics 103.		
	rnalism	
Leading to Bac	thelor's Degree	
First	Year	
First Semester	Second Semester	
English 101 3	English 102 3	
Mathematics 103* or 101 3	Mathematics 105* or 102 3	
Religion 101 3	Religion 102 3	
Foreign Language 101 3	Foreign Language 102 3	
History 101 3	History 102 3 Physical Education 152 or 102 1	
Physical Education 151 or 101 1		
Total16	Total16	
Second Year		
First Semester	Second Semester	
English 201 or 205 3	English 202 or 206 3	
Laboratory Science 4	Laboratory Science4	
Foreign Language 201	Foreign Language 202	
	Music Appreciation 161 3	
Total <u>16</u>		
ADDROUGE TO SERVICE TO	Total16	
APPROVED ELECTIVES FOR PF Geography 151, Speech 203-204, Soci- 201, U. S. History 201-202, Mathematic 205-206, Hygiene 101, Art 163, Philosop * Mathematics 100 may be substituted	ology 205, Sociology 207, Psychology 2s 201-202, Economics 251-252, English hy 201.	

^{*} Mathematics 109 may be substituted.

Department of Business

The basic purpose of business is to provide young men and women with the necessary specialized training for a future of self-reliance and economic opportunity. Because the student of business should know the art of living as well as working, opportunities are offered for study in the arts, humanities, and sciences.

The Department of Business offers transfer and vocational courses and curricula to serve the needs of all students.

- 1. Program for Transfer Students. Two years of studies are available to the student who plans to graduate from a fouryear institution. The student who wishes to major in business administration, accounting, economics, finance, marketing, management, or secretarial administration, may qualify for junior-level status at a senior college or university by completing the first two years at Chowan College.
- 2. Program for Vocational students. For the student who does not plan to continue his education beyond Chowan College, the Department of Business offers vocational programs in business-vocational training. The department has as its objective the preparation of the student for employment in the field of accounting, secretarial administration, or general office training. This entire program is so planned that any student who desires to transfer to a four-year institution may easily do so. He may contact the chairman of the department for additional information.

Policies

TYPEWRITING:

Each student enrolled in the Department of Business must present ONE YEAR of high school credit in typewriting or complete A MINIMUM OF ONE COLLEGE-LEVEL COURSE IN TYPEWRITING. A student who has not completed one year in high school typewriting should fulfill this requirement during the first semester in college if at all possible.

Any student who has completed one full year in high school typewriting will normally enroll in TYPEWRITING 102 (Intermediate).

A minimum of two courses in college typewriting is required for all secretarial programs. Exceptions may be made where students achieve a speed level of more than 65 net words per minute, with no more than three errors, in a ten-minute writing, while enrolled in Typewriting 102. An approved substitution report will be executed by the student's adviser where such exceptions are made. A copy of this report will be furnished to the Registrar's Office, to the student, and a copy placed in the adviser's student file.

SHORTHAND:

Each secretarial student is placed in the shorthand course levels according to placement test results. Shorthand placement tests are administered within the Department of Business during regular orientation.

It is policy that the student enrolled in an associate secretarial curriculum complete a minimum of THREE SEMESTERS IN SHORTHAND except when proficiency tests administered within the Department of Business warrant a change. It is also established policy of the Department that all secretarial administration curricula require Secretarial Office Procedures 223.

GENERAL:

A candidate for the Associate of Arts Degree in a business curriculum will satisfy one of the following requirements:

(a) Two courses in Economics and six additional hours in business or social science, or

(b) A minimum of two courses in a Foreign Language may be substituted for the Business Law courses.

NANCY TAYLOR (Business 100):

Each young lady enrolled in a business program should remove the requirement Business 100 during the first semester of the college program, unless otherwise instructed by her adviser.

NIGHT LABORATORIES:

Night laboratory facilities are available for students enrolled in business curricula between the hours of 6:00 until 8:30 P.M., Monday through Thursday nights weekly. Students are properly supervised and conform to all regular college policies.

COLLEGE ACCOUNTING TESTING PROGRAM:

All students, regardless of curriculum, who complete two semesters of work in college accounting will complete the College Accounting Testing Program as sponsored by The American Institute of Certified Public Accountants. These tests are generally administered in January and May.

Business Administration

Leading to the B. S. Degree in Business Administration or Accounting

First Year

First Semester	Second Semester
English 101 3	English 102 3
Religion 101 3	Religion 102 3
Mathematics 161 or 103 3	Science 102 4
Science 101	Accounting 141 4
Physical Education 151 or	Mathematics 103 or 105 3
Nancy Taylor 1001-2	Total
Approved Elective 3	
Total17-18	
Second	l Year
First Semester	Second Semester
First Semester English 201, 202, 205 or 206	
English 201, 202, 205 or 206 3	Economics 252 3
English 201, 202, 205 or 206 3 Economics 251	Economics 252 3 Business Law 282,
English 201, 202, 205 or 206	Economics 252 3 Business Law 282, World History 102, or
English 201, 202, 205 or 206	Economics 252 3 Business Law 282, World History 102, or Foreign Language 102, 202 3
English 201, 202, 205 or 206 3 Economics 251 3 Business Law 281, World History 101, or Foreign Language 101, 201 3 Accounting 142 4 Physical Education 152	Economics 252 3 Business Law 282, World History 102, or Foreign Language 102, 202 3 Accounting 240, 241, 243, or Approved Elective 4 Speech 203 3
English 201, 202, 205 or 206 3 Economics 251 3 Business Law 281, World History 101, or Foreign Language 101, 201 3 Accounting 142 4 Physical Education 152 or 102 1	Economics 252 3 Business Law 282, World History 102, or Foreign Language 102, 202 3 Accounting 240, 241, 243, or Approved Elective 4 Speech 203 3 Psychology 201 or
English 201, 202, 205 or 206 3 Economics 251 3 Business Law 281, World History 101, or Foreign Language 101, 201 3 Accounting 142 4 Physical Education 152	Economics 252 3 Business Law 282, World History 102, or Foreign Language 102, 202 3 Accounting 240, 241, 243, or Approved Elective 4 Speech 203 3

APPROVED ELECTIVES FOR BUSINESS ADMINISTRATION: World History 101, 102; Government 108 or Geography 151; United States History 201 or 202: Sociology 205: English 202, 204, 205, or 206; foreign language sequence; any fine arts, mathematics, or business electives.



ACTION ON GRIDIRON

Business Education

Leading to Teacher's Certification and B. S. Degree

First Year

First Semester	Second Semester
English 101 3	English 102
Religion 101 3	Religion 102
Mathematics 161 or 103 3	Mathematics 103 or 105
Typewriting 101, 102 2	Typewriting 102, 203
Office Machines 105 1	Office Machines 106
Foreign Language 101,	Foreign Language 102,
World History 101, or	World History 102, or
Approved Elective 3	Approved Elective3
Nancy Taylor 100 or	Physical Education 102 or
Physical Education 1511-2	152
Total16-17	Total16
Second	
	Second Semester
English 201 or 205 3	English 202, 206, or
Shorthand 111 or 1124	Speech 203
Accounting 141 4	G1 11 1 440 A 1
T	Shorthand 112 or Advanced
Economics 251 3	Dictation 2114
Economics 251	Dictation 211

APPROVED ELECTIVES FOR BUSINESS EDUCATION: World History 101, 102; Hygiene 101; Mathematics 105; Government 108 or Geography 151; Psychology 201; United States History 201, 202; foreign language or science sequence; any fine arts or business electives.



BOARD OF TRUSTEES IN SESSION

Accounting

Leading to the Associate Degree
First Year

First	Year
First Semester	Second Semester
English 101 3	English 102 3
Religion 101 3	Religion 102
Mathematics 161 or 103 3	Accounting 142 4
Accounting 141 4	Mathematics 103 or 105 3
Typewriting 101, 102 2	Office Machines 105 1
Physical Education 151, or	Economics 251
Nancy Taylor 1001-2	
	Total17
Total16-17	
Second	Vear
First Semester	Second Semester
English 201, 202 or Speech 203 3	Psychology 201 3
Accounting 240 or 241 3	Business Law 282
Economics 251 3	or Approved Elective 3
Business Law 281 3	Accounting 241, 243 or
Office Machines 106 1	Approved Elective 4
Approved Elective 3	Physical Education 152 or 102 1
	Approved Electives 6
Total16	Total17
APPROVED ELECTIVES FOR ACC	OUNTING: World History 101, 102;
Geography 151; United States Histor	ry 201, 202; Sociology 205; English
202 or Speech 204; any fine arts, mat	hematics, or business electives.
Sagratorial A.	dministration
Secretarial A	dministration
Leading to the A	ssociate Degree
	ssociate Degree Year
Leading to the A First	ssociate Degree Year
Leading to the A First Semester	ssociate Degree Year Second Semester
Leading to the A First Semester English 101	ssociate Degree Year Second Semester English 102
Leading to the A First Semester English 101	Second Semester English 102
Leading to the A First Semester English 101	Second Semester English 102
Leading to the A First Semester English 101	Second Semester English 102
Leading to the A First Semester English 101 3 Religion 101 3 Shorthand 111 or 112 4 Typewriting 101, 102 2 Physical Education 151 or	Second Semester Second Semester English 102
Leading to the A First Semester English 101 3 Religion 101 3 Shorthand 111 or 112 4 Typewriting 101, 102 2 Physical Education 151 or Nancy Taylor 100 1-2	Second Semester Second Semester English 102
Leading to the A First First Semester	Second Semester Second Semester English 102
Leading to the A First First Semester	Second Semester Second Semester English 102
Leading to the A First First Semester	Second Semester Second Semester English 102
Leading to the A First First Semester	Second Semester Second Semester
Leading to the A First First Semester	Second Semester Second Semester
Leading to the A First First Semester	Second Semester Second Semester
Leading to the A First First Semester	Second Semester Second Semester
Leading to the A First First Semester	Second Semester Second Semester
Leading to the A First First Semester	Second Semester Second Semester
Leading to the A First First Semester	Second Semester
Leading to the A First First Semester	Second Semester Second Semester
Leading to the A First First Semester	Second Semester Second Semester
Leading to the A First First Semester	Second Semester Second Semester English 102
Leading to the A First First Semester	Second Semester Second Semester

APPROVED ELECTIVES FOR SECRETARIAL ADMINISTRATION: Same as listed for the accounting curriculum.

Total17

Church Secretarial Administration

Leading to the Associate Degree

	t Year
First Semester	Second Semester
English 101 3	
Religion 101 3	English 102
Shorthand 111 or 112 4	Religion 102
Typewriting 101, 102	Shorthand 112 or
Office Machines 1051	Adv. Dictation 2114
Physical Education 151 or	Typewriting 102, 203 2
Nancy Taylor 100 1-2	Int. to Transcription 122,
Int. to Transcription 122.	Personal Finance 131, or
or Personal Finance 131, or	Economics 251
Mathematics 161	Total18
Total17-18	
	nd Year
First Semester	Second Semester
Speech 203 3	Accounting 141 4
Economics 251 or 252	Psychology 201 or
Accounting 141	Business Law 282 3
Business Law 281 3	Economics 252 3
Adv. Dictation 211 or 212 4	Adv. Dictation 212 or
Office Machines 106 1	Sociology 205 or
Total	Music Appreciation 1614-3
2004	Physical Education 152 or 102 1
	Office Procedures 223 3
	Total17-18
APPROVED ELECTIVES FOR CHU	JRCH SECRETARIAL ADMINISTRA-

TION: World History 101, 102; Geography 151; Government 108; foreign language sequence; any fine arts or business electives.

Legal Secretarial Administration

Leading to the Associate Degree First Year

T ITS	i i ear
First Semester	Second Semester
English 101 3	English 102 3
Shorthand 111 or 112 4	Accounting 141 4
Mathematics 161 3	Typewriting 102, 203 2
Int. to Transcription 122 or	Shorthand 112 or
Personal Finance 131 3	Adv. Dictation 2114
Typewriting 101, 102 2	Economics 251 3
Nancy Taylor 100 2	Bus. Mach. Cal.—Rotary 105 1
Total	Total17
Secon	id Year
First Semester	Second Semester
First Semester Religion 101	Speech 203 3
First Semester Religion 101 3 Advanced Diction 211 or 212 4	Second Semester
First Semester Religion 101 3 Advanced Diction 211 or 212 4 Economics 252 3	Second Semester Speech 203 3 Religion 102 3 Accounting 240, 241, or
First Semester Religion 101 3 Advanced Diction 211 or 212 4	Second Semester Speech 203 3 Religion 102 3 Accounting 240, 241, or 1ncome Tax Accounting 243 3
First Semester Religion 101 3 Advanced Diction 211 or 212 4 Economics 252 3 Business Law 281 3 Accounting 142 4	Second Semester Speech 203 3 Religion 102 3 Accounting 240, 241, or Income Tax Accounting 243 3 Business Law 282, Psychology
First Semester Religion 101 3 Advanced Diction 211 or 212 4 Economics 252 3 Business Law 281 3 Accounting 142 4 Office Machines—	Second Semester Speech 203 3 Religion 102 3 Accounting 240, 241, or 1 Income Tax Accounting 243 3 Business Law 282, Psychology 201 or Sociology 205 3
First Semester Religion 101 3 Advanced Diction 211 or 212 4 Economics 252 3 Business Law 281 3 Accounting 142 4 Office Machines—	Second Semester Speech 203 3 Religion 102 3 Accounting 240, 241, or 1 Income Tax Accounting 243 3 Business Law 282, Psychology 201 or Sociology 205 3 Office Procedures 223 3
First Semester Religion 101 3 Advanced Diction 211 or 212 4 Economics 252 3 Business Law 281 3 Accounting 142 4	Second Semester Speech 203 3 Religion 102 3 Accounting 240, 241, or 1 Income Tax Accounting 243 3 Business Law 282, Psychology 201 or Sociology 205 3
First Semester Religion 101 3 Advanced Diction 211 or 212 4 Economics 252 3 Business Law 281 3 Accounting 142 4 Office Machines— Duplicating 106 1	Second Semester Speech 203 3 Religion 102 3 Accounting 240, 241, or 1 Income Tax Accounting 243 3 Business Law 282, Psychology 201 or Sociology 205 3 Office Procedures 223 3

APPROVED ELECTIVES FOR LEGAL SECRETARIAL TION: Any social science, fine arts, or business course.

Medical Secretarial Administration

Leading to the Associate Degree

First Year

First Semester	Second Semester
English 101 3 Mathematics 161 3 Science 123 4 Religion 101 3 Typewriting 102 2 Physical Education 151 1 Total 16-17	English 102 3 Shorthand 111, 112 or 4 Advanced Dictation 211 4 Typewriting 203 2 Economics 251 or Intro. to 5 Transcription 122 3 Office Machines 105 1 Nancy Taylor 100 2
	Total17
Second First Semester	Year Second Semester
**Economics 251 or 252	Speech 203 3 Religion 102 3 Psycology 201 or Sociology 205 3 Medical Terminology 214 3 Office Procedures 223 3 Office Machines 106 1 Total 16

eously.

APPROVED ELECTIVES FOR MEDICAL SECRETARIAL ADMINISTRATION: Sociology 205; World History 101, 102; foreign language sequence; any fine arts, Science, Mathematics, or business elective.

Upon completion of the degree requirements as outlined above, students have the option of job placement at one of the college- affiliated institutions for purpose of clinical work experience. The length of this program is determined by the particular institution; adequate remuneration is afforded each student on a contractual basis.

Trainees are granted semester hours credit for successful work experience, and a Professional Certification is jointly awarded by the affiliated hospital and Chowan College at the time of completion of this phase of work-study. Students will be assessed \$50 per semester which provides student status, including student insurance coverage.

The affiliated institutions are: Duke University Medical Center, Durham; Louise Obici Memorial Hospital in Suffolk, Virginia; Pitt County Memorial Hospital, Gre ville; Norfolk General in Norfolk, Virginia.

^{**}Economics 252 may follow Economis 251.

One-Year Secretarial

First Semester	Second Semester
English 101 3	Religion 1013
Int. to Transcription 122 or	Int. to Transcription 122 or
Mathematics 1613	Mathematics 1613
Shorthand 111 or 112 4	Shorthand 112 or
Typewriting 101, 102 2	Adv. Dictation 2114
Office Machines 1051	Typewriting 102, 203 2
Nancy Taylor 100 or	
Physical Education 151 2-1	
Total 15-14	Total17

One-Year General Clerical

First Semester		Second Semester	
English 101	3 4 2	Office Machines 106Physical Education 152 or Nancy Taylor 100Economics 251 or 252	4 1 1-2 3
Total 1	c	Total 11	- 10

APPROVED ELECTIVES FOR ONE-YEAR GENERAL CLERICAL COURSE: any elective approved by adviser.

Courses as prescribed in both one-year programs will fit into the two-year curriculum planning. Consult your adviser for full information.



BRAVES' CAGE TEAM IN ACTION



PREPARING PLATE FOR OFFSET PRESS



PRINTING COLLEGE YEARBOOK IN GRAPHIC ARTS

Department of Graphic Arts

The curriculum offered in printing technology by the Department of Graphic Arts is recognized as one of the finest in the country, and credit for courses completed are accepted by the senior institutions offering degrees in graphic arts.

The department enjoys a reputation for leadership in training young men and women for opportunities in the graphic arts and publishing industry. This reputation has grown as a result of constant updating of modern facilities and equipment, improving the curriculum and maintaining a competent and experienced faculty.

The basic objective of the Department of Graphic Arts is to prepare students for successful careers in the printing, publishing and allied industries. The program of study is specifically directed toward careers in the areas of printing technology, printing production and printing management. The entire program is offered with a backdrop of liberal arts.

ENTRANCE REQUIREMENTS

General requirements for admission to the graphic arts program are given in the Academic Program section of this catalog. Other requisites include such things as an interest in printing, a keen and inquiring mind and industrious habits.

Of evident value to an applicant is participation in high school printing courses, extra-curricular activities in connection with a school newspaper or yearbook or by employment in a printing establishment.

The two-year program is two-fold in that it offers the student an opportunity to prepare for a variety of positions in the printing and publishing industry. In addition, completion of the program earns the student an Associate Degree in Graphic Arts and prepares him for further study and a degree at a four-year institution.

PROGRAM OF STUDY

Although a description of courses offered in the graphic arts program follows, it is pertinent to present a brief picture of specific opportunities available to students.

Students receive training in letterpress composition and production, including advertising and page makeup as well as presswork. In this area they are taught linotype keyboarding, teletypesetter perforator operation, machine maintenance and repair and monitoring of tape-operated typesetting machines.

Students are fully oriented and trained in electronic photosetting equipment for both hot and cold type composition and paste-up. They also receive intensive study and training in offset

camera and plate production as well as color separation and offset press operation and maintenance.

Graphic arts students become proficient in their skills through participation in the production of all printing for the college, including catalogs, brochures, yearbooks and the production of a weekly student newspaper and monthly college news-magazine.



ELECTRONIC COLOR SCANNER

74 Chowan College



ONE OF GRAPHIC ARTS' PHOTOTYPESETTERS



LINOFILM TAPE PERFORATOR

PRINTING TECHNOLOGY

AN ASSOCIATE DEGREE is awarded to students who successfully complete the two-year printing program.

FRESHMAN YEAR

First Semester	Second Semester
English 101 3	English 102 3
Religion 101 3	Religion 102
Typing 101 2	Financial Math 161 3
Principles of Typography 111 3	Principles of Typography 112 3
Preparatory Offset 121 3	Preparatory Offset 122 3
Elementary Presswork 131 3	Offset Production Methods 132 3
Total17	Total17
sophomo	RE YEAR
First Semester	Second Semester
Advanced Typography 213 3	Advanced Typography 214 3
Preparatory Offset 223 3	Preparatory Offset 224 3
Advanced Production	Production Methods
Methods 233 3	Seminar 234 3
Approved Electives 9	Approved Electives 3
Total18	

Approved Electives: Economics 251-252, Business Law 281-282, English 201-202, Voice and Diction 203, Public Speaking 204, College Algebra 103, Math 101, Math 102, U. S. History 201-202, Sociology 205, Government 108, Geography 151, General Psychology 201, Newswriting 105, History 101-

One-Year Teletypesetter Perforator

A CERTIFICATE of Proficiency is offered to students who successfully complete a one-year Teletypesetter Perforator program.

rirst semester	Second Semester
Religion 101 3 English 101 3 Teletypesetter Perforator 6 3 Approved Elective 6 Total 15	English 102

DEPARTMENT OF NURSING

PHILOSOPHY AND OBJECTIVES

The Chowan College Department of Nursing believes that each student should develop her potential to the maximum of which she is capable at this level of her experience.

We believe that the practice of nursing means "the performance for compensation, care, and counsel of persons who are ill, injured, or experiencing alterations in normal health processes";* and the supervision and teaching of people, their families, and others who are involved in nursing care in health as well as in times of illness.

We believe that within the framework of Christian education, the student should have the opportunity to learn to understand herself as a person, to understand her goals, and to develop sound relationships with her family and peers and with the faculty toward the end that she might understand interpersonal relationships with patients, their families, and with other members of the community.

We believe that the student should be afforded, through learning experiences, the opportunity of gaining insight into the principles underlying basic knowledge and skills so that these principles might be applied to the ongoing process of learning.

We believe that the student should be afforded the opportunity to develop emotionally and socially to the end that she might become a successful practitioner of nursing and a well integrated citizen in

her community.

The department of nursing recognizes the technical and professional levels of nursing as defined in the ANA position paper**—The recipient of the Chowan College Associate Degree in Nursing being a technical nurse. We also recognize that qualified individual technical nurse graduates will later seek entrance into professional education at an upper division level. We believe, therefore, that the curriculum for the technical nurse should, whenever possible, offer courses which have transfer value. It is also the belief of the faculty that students entering technical programs with obvious potential for the professional program should receive early counseling regarding these two alternatives.

It is the belief of the faculty at this stage of our development, that the Chowan College courses at Duke Medical Center provide the depth of Nursing needed by the student, due to the present College requirements for graduation and the present local facilities available.

Opportunity to learn the application of principles is afforded in the Chowan Manor Nursing Home in Ahoskie, North Carolina, during the first year and in Roanoke-Chowan Hospital in Ahoskie during the second year of the program. During this time, students live on the college campus and travel to Ahoskie for their clinical experience.

During the last twelve months of the program, students have their clinical experience and instruction at Duke Medical Center. During this time, they are in residence at the center, Durham, N. C.

In summary, we believe that the student should be able to see, hear, think, and analyze in the light of present knowledge and future progress.

*Nursing Practice Act - State of North Carolina; July, 1965 - as amended by 1969 General Assembly; paragraph (3) subtitle a. **A. J. N. December Edition, 1965, page 106.

The Curriculum

Leading to the Associate Degree

First Year

First Semester	Second Semester				
English 101 3	English 102				
Chemistry 171 4	Chemistry 172 4				
Nancy Taylor (Behavior,	Nursing 102				
Speech, Decorum)2	(Fundamentals II) 4				
Nursing 101	Sociology 2053				
(Fundamentals I)4	Physical Education 102 1				
Psychology 201					
—	Total15				
Total16					
Summer					
Anatomy 221 4					
Physiology 222					
Religion 101 and 1026					
• • • • • • • • • • • • • • • • • • • •					
Total	14				
Second	Year				
First Semester	First Semester Second Semester				
English 201 3	English 202				
Microbiology 241 4	Nursing 202 (Introduction to				
Nursing 201 (Introduction to	Patient Care)6				
Patient Care) 6	Nursing 203 (Preparation for				
Elective 3	Practice)2				
·	Elective 3				
Total16	<u></u>				
Total14					
Summer					
Psychiatric Nursing 30310					
Last Eight Months					
MedSurg. Nursing 30112	Maternal Child Nursing 30212				
NOTE: THE NURSING PROGRAM OF CHOWAN COLLEGE WILL BE PHASED OUT AT THE END OF THE ACADEMIC YEAR 1973-74-NO NEW STUDENTS ARE BEING ACCEPTED INTO THIS PROGRAM.					



BROWSING IN ANTIQUITIES ROOM

Courses of Instruction

Course Numbers

Courses in the general education and the college degree programs are numbered 101 to 299.

Chowan College reserves the right to change its course offerings upon proper notice.

DEPARTMENT OF BUSINESS

MR. THOMAS E. RUFFIN, JR., Acting Chairman

Business Administration And Fconomics

131 Economics of Personal Finance 3 semester hours

A survey of financial problems and institutions affecting individuals as well as various types of business organizations; borrowing, saving, insurance, investment, and financial agencies. Ethics of business practices are emphasized.

141-142 Principles of Accounting 4 semester hours each

A beginning course in accounting principles used in proprietorships, partnerships, and corporations. A study is made of special journals, worksheets, financial statements, negotiable instruments, and department costs. Six hours per week.

161 Financial Mathematics 3 semester hours

Comprehensive treatment of financial problems arising in modern living as related to accounting mathematics: statistics, asset depreciation, statement analysis, profit and loss distribution, stock and bond evaluations; retail mathematics: commercial discounts, markup, markdown, and turnover; mathematics of finance: simple interest and simple discount, compound interest, annuities, sinking funds, amortizations. Three hours per week.

240 Managerial Accounting 3 semester hours

An intermediate course in accounting in preparation, analysis, and interpretation of accounting and financial data for decision making. Lecture and laboratory.

Prerrequisites: Accounting 141 and 142.

241 Intermediate Accounting Theory 3 semester hours A thorough study in intermediate accounting of the asset, lia-

bility, and stockholders' equity accounts of the balance sheet, as well as the income statement accounts. Lecture and laboratory.

Prerequisite: Accounting 141 and 142.

243 Income Tax Accounting 3 semester hours

A course designed to acquaint the student with preparation of individual, partnership, corporation, and estate and trust returns and the procedures involved in keeping tax records. Lecture and

Prerequisites: Accounting 141 and 142.

251-252 Principles of Economics 3 semester hours each Objective is to introduce the student beginning a study of economics to the principles essential to an understanding of fundamental economic problems and the policy alternatives society may utilize to contend with these problems. Economics 251 is from the macroeconomic approach and Economics 252 from the microeconomic view. Three hours per week.

271 Introduction to Data Processing 3 semester hours Basic concepts and operational procedures of business data processing. Topics in automated data processing such as the punched card, key punch, sorter, accounting machine, and electronic data processing will be covered. Three hours per week.

281 Business Law 3 semester hours

A course dealing with law in general, contracts, negotiable instruments, sales, bailments, transportation, suretyships and guarantyship, insurance, principal and agent, employer and employee, and partnerships, as applied in business today. Three hours per week.

282 Business Law 3 semester hours

A continuation of Business 281, study of law pertaining to corportations, real property, landlord and tenant, personal property, mortgages, debtor and creditor, will and estates, wrongs, and remedies, as applied to business life. Three hours per week.

SECRETARIAL ADMINISTRATION

100 Nancy Taylor 2 semester hours The Nancy Taylor course is designed for today's young woman. It deals with self-improvement in the areas of personal grooming, speech, personality development, posture and poise, fashion and business and social etiquette. It is required for all young ladies enrolled in the Department of Business and Nursing; recommended for all college women. New Nancy Taylor textbooks and beauty supplies are mandatory for this course. This may fulfill requirements for one semester hour of physical education. Three hours per week.

101 Typewriting 2 semester hours Mastery of the keyboard by the touch method and the techniques of touch typing, for business majors. Students who have had less than one year of typewriting in high school should enroll in this course. Three hours per week.

102 Typewriting

2 semester hours

Instructions are given in manuscript typing, letters, and business forms. Three hours per week.

203 Advanced Typewriting

2 semester hours

Skill is developed in the use of statistical and legal work performed in government and public accounting offices. Speed and accuracy are greatly emphasized. Three hours per week.

Prerequisite: Business 102 or equivalent.

105 Business Machine Calculation:

1 semester hour **Rotary Calculators** The student is thoroughly acquainted with mathematical principles involved in operation of calculators. Open to all students. One hour per week.

106 Office Machines:

Duplicating Machines 1 semester hour A basic skill of operation, together with techniques, is developed in the use of the stencil and fluid process duplicators. One hour

Prerequisite: Business 102 or equivalent.

111-112 Shorthand

4 semester hours each

Gregg shorthand methods are used to develop reading and writing skills. Six hours per week.

122 Introduction to Transcription 3 semester hours

This course deals primarily with the use of business English in business correspondence but includes, in addition, condensed units in business letter writing, filing, and machine transcription. Attention is given to a review of the fundamentals of English grammar and spelling. Enroll in this course at the same time you enroll in Business 112.

Prerequisite: Business 111 or equivalent.

211-212 Advanced Dictation

4 semester hours each

A dictation course for second year secretarial students. Six hours per week.

Prerequisite: Business 111, 112, or equivalent.

213-214 Medical Terminology and Transcription

3 semester hours each

Intensive practice in medical prefixes and suffixes and their meaning, transcribing case histories, medical articles, and dictated medical material. Machine transcription is provided. Six hours per week each semester.

Prerequisite: Business 211.

215-216 Clinical Work Experience 4 semester hours each

Clinical experiences in these courses are designed to aid the student in developing overall concepts involved in actual on-thejob performances in activities associated with records in hospitals and doctor's offices. Throughout this experience the student observes and actually works in designated departments within the hospital under the direct supervision of a Registered Medical Records Librarian.

223 Secretarial Office Procedures 3 semester hours

This course is designed for secretarial students only. It deals primarily with the theory of office practice; emphasis is given throughout the course to the handling of actual office problems and on-the-job situations. The course is generally restricted to the sophomore level. Freshmen with good academic records may enroll with permission of their advisors.

DEPARTMENT OF ENGLISH

MR. KENNETH R. PROCTOR, Acting Chairman

101a English Composition

3 semester hours

This is the regular course for properly qualified freshman students meeting the requirements of standard placement tests in English. Emphasis is on the whole expository theme—the paragraph, outline, organization, and content as illustrated in selected essays. The study of the short story and the novel are also included in English 101a. These units aid in writing themes about literature. Three hours per week.

101b English Composition

3 semester hours

Those students who are not properly qualified for the three-hour English composition will be required to take the five-hour per week English composition. The requirements for this course are comparable to those of English composition 101a. Five hours per week.

102 English Composition

3 semester hours

A continuation of English 101a or 101b. This course includes a study of mythology, drama, and poetry. Written composition continues, with a formal research paper as one of the writing requirements. English 101a or 101b and English 102 are prerequisite to the 200 level courses. Three hours per week.

201 English Literature

3 semester hours

This course is a survey of British writers from the Anglo-Saxon period to the Romantic movement. Critical and interpretative papers showing knowledge of primary and secondary procedures are required. Three hours per week.

202 English Literature

3 semester hours

This course continues the survey of British authors from the Approach to Romanticism to the present day. The work is also pursued with special emphasis upon the formal research and interpretative paper. These courses need not be taken in sequence. Three hours per week.

203 Voice and Diction

3 semester hours

This course is designed to assist the student in developing a pleasing and effective voice and in improving his articulation. Attention is given to phonetics. Three hours per week.

204 Public Speaking

3 semester hours

This course in the elements of effective speaking is designed to develop skill in extemporaneous speaking. It stresses the preparation, organization, and delivery of various types of speeches in a variety of speech situations. Three hours per week.

205 American Literature

3 semester hours

This course is a survey of representative American authors from the Colonial period to the beginning of the Civil War. Writing requirements are the same as in English 201. The course is recommended for terminal students. Elective for liberal arts and pre-education students. May be taken in lieu of 201. Three hours per week.

206 American Literature

3 semester hours

This course continues the survey of representative American authors with a thorough review of the Civil War literature to the present. Written requirements are similar to English 202 with special emphasis upon the formal and interpretative paper. Courses 205-206 need not be taken in sequence. Three hours per week.

DEPARTMENT OF FINE ARTS

Mr. James M. Chamblee, Chairman

DIVISION OF ART

The Division of Art offers training in several fields of art which will enable the student to continue his study at the junior level in most college and university art departments, as well as professional art schools. The student can place emphasis in one of the following areas:

- 1. Creative studio work
- 2. Art history
- 3. Art education
- 4. Commercial art

161 Art Appreciation

3 semester hours

A selective study of the major periods in the history of Art. Emphasis is placed on helping the student to recognize and understand the major objectives and techniques which are characteristic of periods and outstanding artists and their influence on current trends and developments in Art. Supplemented by color slides and individual research.

101-102 Art Fundamentals 2 semester hours each

Instruction and practice in the basic skills and techniques of drawing and composition. Various media such as pencil, charcoal, ink, collage, etc., are used a terminology unique to art is used in an active dialogue both individually and as a group activity.

151 Ceramics

2 semester hours

Instruction and practice in the technique of making pottery and other three dimensional objects from clay. Glazing and firing is an integral part of the study.

131 Arts and Crafts

3 semester hours

Instruction and practice in the various arts and crafts as they relate to instruction in the public schools. One hour each week is spent in discussion of various methods and theories of instruction.

221 Commercial Art

2 semester hours

Instruction and practice in the techniques of advertising and promotional Art. Layout, cover design, and fashion design are included.

211-212 Art History

3 semester hours each

- 211. Prehistoric through Gothic. Painting, sculpture, architecture, and the minor arts are traced from prehistoric through the Gothic era. Augmented by color slides, research projects, and seminars.
- 212. Renaissance through Modern. Painting, sculpture, architecture, and the minor arts are traced from the beginning of the Renaissance up to and including the present day. Augmented as 211.

201 Painting

2 semester hours

Instruction and practice in the basic media and techniques of painting. Emphasis is placed on composition and color usage. Critical awareness is developed with periodic seminar-critique activities. Prerequisite: 101, 102.

202 Painting

2 semester hours

Continuation of Painting 201 with emphasis placed on advanced painting problems which involve experimentation with color, composition, and the human figure. The development of creativity and individual style are of prime importance.

252 Sculpture

2 semester hours

Instruction and practice in the various techniques of sculpture. Clay, plaster, wood, and stone are used, as well as various methods of construction. Seminar-critiques are employed periodically.

291 Art Problems

2-4 semester hours

Open to students who desire further individual research in one phase of Art. This is a highly specialized course taken by students going on to a four year program in Art. It is available only during the final semester at this institution and/or with the consent of the Division head.

Sudents who elect a concentration in Art may follow one of two curricula as outlined in the college catalog. These are not terminal degrees. They are designed to simulate the first two years of Art programs in most four year institutions.

DIVISION OF DRAMA

107 Dramatics

3 semester hours

This course involves study in all areas of theatre arts. Play production, directing, performance, make-up, costuming, and other phases will be used. Work on major production will be stressed during the semester. Three hours per week.

DANIEL SCHOOL OF MUSIC

The courses in music are designed to serve three purposes:

- 1. To provide thorough training in the practice, literature, theory, and history of music for the student who wishes to concentrate on music in the liberal arts curriculum leading to the associate degree.
- 2. To provide a solid foundation for the student who elects music as his major subject in the curriculum leading to the A.B. and B.M. degrees.
- 3. To provide students in other departments with elective courses in music designed to increase knowledge of religious music and to add cultural value and enjoyment to the general liberal arts program.

101-102 Notation, Sight-singing, and

1 semester hour each

Introductory course, intended to provide a basic knowledge of the common terminology of music, rhythms, intervals, and scales. Required of all music majors. Two laboratory hours per week.

151-152 Harmony

3 semester hours each

A beginning course in the elements of musical composition,

including triads, inversions, seventh chords, nonharmonic tones, elementary modulation, keyboard harmony, and short compositions. Prerequisite or corequisite: Music 101-102.

161 Music Appreciation

3 semester hours

An introduction to musical understanding, emphasizing elements, styles, and forms. Integrated with the other arts and the humanities in general. Lectures, research, recordings, and concerts.

201-202 Notation, Sight-singing, and Dictation

1 semester hour each

Continuation of Music 101-102, with work in clef-reading, rhythms, intervals, chords, and melodies, utilizing exercises from musical literature. Required of all music majors. Two laboratory hours per week.

Prerequisite: Music 101-102.

253-254 Advanced Harmony 3 semester hours each

A continuation of Music 151-152, including chromatic harmony, advanced modulation, advanced keyboard harmony, and larger compositions. Required of all music majors.

Prerequisites: Music 101-102, 151-152.

Corequisites: Music 201-202.

171-172 Introduction to Music Literature

2 semester hours each

A course for the music major designed to acquaint him with representative examples of the types, forms, and styles of music with which he will have experience during his lifetime. Emphasis is placed on good listening techniques. Required of all music majors.

Applied Music

The following courses in applied music are open to any student in the college. Work in applied music is regarded not merely as technical training in performance, but also as a study of the standard literature. Credit in applied music is given on the basis of (1) the stage of development and (2) the number of lessons per week. The general prerequisite for credit in applied music is a basic knowledge of the instrument to be studied. Copies of study for each instrument will be sent upon request.

All students taking applied music for credit are required to attend bi-monthly student recitals and college sponsored concerts. Music majors must also participate in a musical organization and take part in prescribed concerts. A minor in piano is required of all music majors not having piano as their major. No credit will be given

for preparatory piano, voice, or organ.

100A Preparatory Voice

No Credit

One half-hour lesson and four practice hours per week.

111A-112A First-Year

Voice

1 or 2 semester hours each

One or two half-hour lessons per week and six or twelve practice hours per week, respectively.

211A-212A Second-Year

Voice

1 or 2 semester hours each

On or two half-hour lessons per week and six or twelve practice hours per week, respectively.

113A Class Instruction in Voice

1 semester hour

Beginning voice students only. One class hour and 4 practice hours per week. Offered only upon demand.

Similar descriptions with regard to value, hours, and prerequisite work apply to each of the courses B, C, D, E, and F.

B. Piano	C. Organ	D. Woodwind	E. Brass	F. Percussion
100B	100C	100D	100E	100F
111B-112B	111C-112C	111D-112D	111E-112 E	111 F -112 F
211B-212B	211C-212C	211D-212D	$211\mathrm{E}$ - $212\mathrm{E}$	211F-212F
113 B	113C	113D	113E	113 F

Ensembles

191 College Choir

1 semester hour

Membership is open to any college student. Performances include fall, Christmas, and spring concerts, as well as numerous other on-campus engagements throughout the year. Three rehearsal hours per week. May be repeated for credit.

191T Touring Choir

1 semester hour

Membership selected from the College Choir by the director. Performs various off-campus programs throughout the year, including an extensive tour in the spring. Two additional rehearsal hours per week. May be repeated for credit.

103 College Band

1 semester hour

Open to all qualified instrumentalists on the campus. During the fall semester the band presents music at all home football games. Three rehearsal hours per week. May be repeated for credit.

Other ensembles (no credit) are organized, from time to time, for student participation.

DEPARTMENT OF GRAPHIC ARTS

MR. HERMAN W. GATEWOOD, Chairman

6-7 Teletypesetter Perforator Operation 3 semester hours

A study of the operation of the Teletypesetter Perforator, machines similar to typewriters which are used to punch perforated paper tape to automatically operate typesetting and photo composition machines. Course includes orientation to the printing industry; practice on operating the TTS keyboard; learning to read perforated tape; and punching tape for various compositions. Two hours lecture and four hours laboratory per week.

111 Principles of Typography

3 semester hours

Students are taught the history and basic fundamentals of printing. Course includes instruction in printers' mathematics, elements of operation of Ludlow machine to set display type and assembling forms for newspaper production and commercial printing; also introduction in the manually-operated typesetting machines. Two hours lecture and three hours of laboratory per week.

112 Principles of Typography

3 semester hours

A study of linotype machine mechanisms and machine principles, and introduction in operation of the Teletypesetter and Linomatic tape. Laboratory periods include operation of typesetting machines, makeup of newspaper pages and advertisements. Two hours lecture and three hours of laboratory per week.

121 Introductory Preparatory Offset 3 semester hours

An introduction to copy preparation, operation of the copying camera and related darkroom equipment. This class acquaints the student with line negatives, masking and platemaking procedures. Two hours lecture and three hours laboratory per week.

122 Introductory Preparatory Offset 3 semester hours

A continuation of 121 with an in-depth study of films, screens, and halftones. Detailed instruction is given on masking and platemaking equipment and procedure. Two hours lecture and three hours laboratory per week.

131 Elementary Presswork

3 semester hours

Basic fundamentals are stressed in the operation of hand-fed, cylinder and automatically operated platen letterpress and offset presses. Laboratory experiences include make ready methods and procedures, imposition, lockup, and care and maintenance of equipment. Also a study of paper, inks, rollers, and common pressroom problems. Two hours lecture and three hours laboratory per week.

132 Offset Production Methods

3 semester hours

A study is made of inks, papers, and chemicals used in the production of offset printing. Basic fundamentals are stressed in operation and maintenance of large offset presses, using actual production work on these presses as an integral part of the course. Two hours lecture and three hours laboratory per week.

213 Advanced Typography

3 semester hours

Development and practice of efficient procedures in producing layouts for newspaper advertisements, commercial forms, book work, with a continuation of 112 to provide additional Ludlow, Linotype and Teletypesetter experience. Also, an introduction is made of the Linofilm Quick--a machine to set by the photographic method--and the Linoquick Perforator. Laboratory periods include preparation of working layouts and composition of forms ready for printing by both letterpress and offset presses. Two hours lecture and three hours of laboratory per week.

214 Advanced Typography

3 semester hours

Development and practice of efficient procedures in producing layouts for newspaper advertisements, commercial forms, book work, with a continuation of 112 to provide additional Ludlow, Linotype and Teletypesetter experience. Also, an introduction is made of photocomposition machines—setting type by the photographic method—and the tape perforators. Laboratory periods include preparation of working layouts and composition of forms ready for printing by both letterpress and offset presses. Two hours lecture and three hours of laboratory per week.

223 Advanced Preparatory Offset

3 smester hours

This course is an advanced study of a copying camera and related darkroom equipment. Duotone and direct color separation; densitometry, advanced masking and platemaking are stressed. Two hours lecture and three hours laboratory per semester.

224 Advanced Preparatory Offset

3 semster hours

A continuation of 223, this course emphasizes the indirect color separation method. Detailed study is made of color correction, registering systems, four-color masking and platemaking. Instruction is also given on the very latest mechanical and computerized methods of photo-offset. Two hours lecture and three hours laboratory per semester.

233 Advanced Production Methods 3 semester hours

This course consists of theory, practice and problems of offset work. Lectures and laboratory experience in sheetfed and web offset presses. The student is introduced to the production of two, three, and four-color process printing. Production of increasingly complex jobs are produced by offset printing. Two hours lecture and three hours laboratory work per week.

234 Productions Methods Seminar 3 semester hours

Provides the student an opportunity to put into practice the knowledge and experience gained in the previous courses in graphics. Actual production of complex jobs are to be produced. Special problems which are encountered in the maintenance and operation of the sheetfed and offset presses are an integral part of the course. Two hours lecture and three hours laboratory per week.

DEPARTMENT OF HEALTH AND PHYSICAL FDUCATION

Mr. James G. Garrison, Chairman

101 Hygiene

3 semester hours

A course designed to give a general knowledge of the body that will result in a more wholesome life. Personal health problems are emphasized. Mental, physical, and social factors influencing health are studied. Three hours per week.

Women

101-102 Basic Physical Education for Women

1 semester hour each

Basic course requirements consisting of big muscle, finer muscles, and coordinating activities through participation in team and individual sports. Physical fitness, poise gracefulness, wholesome attitude toward physical, mental, social, and emotional development are the desired objectives of this course. Activities which will be offered are volleyball, basketball, softball, speedball, tennis, badminton, tumbling, trampoline, basic rhythms, interpretative dance, and table tennis. Two hours per week.

103 Recreational Activities

1 semester hour

A course in indoor competitive sports, designed to be helpful in playground and church recreation. Three hours per week.

121 Beginning Swimming

1 semester hour

A beginners course in swimming which teaches elementary water activities and starts teaching the various strokes. Two hours per

122 Elementary and Advanced Swimming 1 semester hour

Teaches various strokes, water ballet, and life saving fundamentals. Senior life saving course will be given for those who qualify. Two hours per week.

Men

151-152 Basic Physical Education 1 semester hour each

Basic course consisting of conditioning activities of low and high organization, individual and team games to develop fundamental skills. The course is designed also to teach the basic rules and skills of at least three of the following games per semester--touch football, volleyball, basketball, soccer, softball, tennis, badminton, table tennis. Two hours per week.

153 Elementary Swimming

1 semester hour

Fundamental skills in executing various strokes are emphasized. Two hours per week.

154 Recreational Games

1 semester hour

Basic course in fundamentals and rules of games and minor sports. This course is designed for those interested in church, YMCA, Boy Scout, or school work. Two hours per week.

157 Tumbling and Apparatus

1 semester hour

Primarily basic work on mats, horizontal bars, and trampoline, Two hours per week.

258 Advanced Swimming

1 semester hour

Physical education 153 or its equivalent is a prerequisite for this course. A certificate for senior life saving goes with this course. Two hours per week.

DEPARTMENT OF LANGUAGES

A student who has completed two years of a language in high school should be ready for our 201 classes. If he has had no previous study in language, he should register for a 101 class. If he has completed only one year of a language in high school, he should enroll in a 102 class.

However, if the student, having passed his language in high school, feels the need of strengthening himself, he may take a repeat course (upon the recommendation of the professor) for which he will receive credit. For example, if he had trouble with his first year's work, he may take a 101 class and he will receive credit when he satisfactorily completes the course. The results on the language placement test help indicate the appropriate class for the student who has had some previous study in a language.

No credit is given toward graduation for a 101 course until the

102 course is completed.

French

101-102 Elementary French

3 semester hours each

For those with no previous study of the language. Fundamentals of grammar. Simple compositions. Constant training in pronunciation based on phonetics and the language laboratory. Simple readings during second semester. One lab period per week.

201-202 Intermediate French 3 semester hours each

Two years of high school French, or French 101 and 102, required. Rapid review of grammar, idiomatic constructions, and vocabulary. Short stories, a play, and a novel by selected authors are read. Frequent dictations and some conversational French.

251-252 Introduction to Literature 3 semester hours each

Rapid review of most difficult parts of grammar. Survey of French literature from Chanson de Roland to twentieth century, with particular emphasis upon seventeenth century selected writings. Library assignments and daily reports. Offered on demand.

Latin

101-102 Elementary Latin

3 semester hours

For those with no previous study of Latin. This course is designed to equip the student with a mastery of the structure of the Latin language, together with building of vocabulary. Written exercises and translations. An acquaintance is made with classical mythology.

201-202 Intermediate Latin 3 semester hours each

Rapid review of grammar. Some study is made of the Roman political and social institutions. Reading of selections from Petronius, Pliny, St. Augustine, Sallust, Livy, Tacitus, Suetonius, Eutropius, Ammianus Marcellinus, Seneca, Ovid, and Cicero.

Spanish

101-102 Elementary Spanish

3 semester hours each

This course is designed for those who wish to begin the study of language. Emphasis is placed on Spanish pronunciation, simple conversation, dictation, short compositions, and fundamentals of grammar. The language laboratory is used within the three class periods per week.

3 semester hours 201-202 Intermediate Spanish

Two years of high-school Spanish or Spanish 101-102 are required. A review of Spanish conversational grammar is maintained by its utilization in the spoken language. Cultural aspects of Spanish speaking countries are brought through translations, dictations and discussions. The language laboratory is used within the three class periods per week.

203-204 Composition and Conversation

3 semester hours each

Spanish linguistics, with advanced training in speaking, grammar and comprehension. Intensive and methodical training in the acquisition of an active and idiomatic Spanish speaking vocabulary. Readings are from selected contemporary novels, plays, and short stories. Three hours a week both semesters with one hour per week in the language laboratory. This is a course designed for high school students who have had two or three years of spoken Spanish or students who have completed Spanish 101-102. This course is offered on demand.

251-252 Introduction to Spanish Literature

3 semester hours each

This is a survey course designed to give students a comprehensive study of Spanish literature from its beginning up to the present time. It offers a well-rounded critical appraisal of the outstanding works and personalities of a great civilization and the political, social and artistic backgrounds that produed the literature. It includes Poema de Mio Cid, and selections from Don Quixote, Lope de Vega, Don Juan, Galdos, Unamuno, Jimenez, and Garcia Lorca. Written and oral reports are required from parallel readings. This course is offered on demand.

Prerequisite: Spanish 201-202 or its equivalent.

DEPARTMENT OF MATHEMATICS

MR. CARL H. SIMMONS. Acting Chairman

3 Plane Geometry

No credit

This course is comparable to a high school course in Euclidean geometry. This course is designed to give students a collection of geometric facts, an understanding and appreciation for the deductive process of reasoning, and an opportunity to engage in original thinking.

This course is designed for students whose high school transcripts

indicate a deficiency in Geometry.

101-102 Introduction to Mathematics 3 semester hours each

A study of basic concepts and the structure of mathematics, without undue concern for mathematical procedures. For the student with moderate secondary school training in mathematics desiring a terminal course outside the math-science curricula. Appropriate for prospective elementary school teachers.

Topics studied in Math 101: Sets, mathematical systems, development of the real number system, number bases, and truth tables.

Topics studied in Math 102: Elementary geometry, evolution of

geometry, introduction to algebra, functions and relations, and concepts of logic.

103a-105a Algebra and Trigonometry 3 semester hours

This is a 2 semester sequence which is designed for students not qualified for 103 and 105. Basically the course has the same content as 103 and 105; the difference being that Math 103a and 105a meet 5 days per week and the algebra and trigonometry is presented as an integrated course. This sequence contains topics in the system of real numbers, relation, functions, circular functions, trigonometric functions, algebraic manipulations, exponents and logarithms, vectors, complex numbers, quadratic functions, and mathematic induction.

Prequisites: Satisfactory score on placement test and plane geometry

103 College Algebra

3 semester hours

Standard college algebra course for freshmen. Topics discussed are: the real and complex number systems; sets and set operations; linear, quadratic, and exponential functions; systems of equations and inequalities, elementary matrices, and determinants; mathematical induction.

Prerequisite: Satisfactory score on placement test.

105 Analytic Trigonometry

3 semester hours

This course is a study of trigonometry. The topics discussed are: The trigonometric functions, logarithmic functions, inverse functions, radian measure, solution of triangles and applications. Three hours per week.

Prerequisite: Mathematics 103 and Plane Geometry.

109 Algebra and Trigonometry

5 semester hours

This is an integrated course in algebra and trigonometry. The topics are: the real and complex number systems; linear, quadratic, exponential, logarithmic, trigonometric, and inverse functions; inequalities, matrices, series, probability. This course will satisfy the Mathematics 103-105 requirements. Five hours per week.

Prerequisite: An above average score on the mathematics place-

ment examination.

111 Engineering Drawing

2 semester hours

Free-hand lettering, orthographic projection, auxiliary views sectional views, use of working drawing, isometric projection, technical sketching, prespective, pencil and ink tracing. One hour lecture, 2 hours laboratory per week.

112 Descriptive Geometry 2 ser

2 semester hours

Topics discussed are edge and normal views, straight lines and planes, curved lines, curved and warped surfaces, intersections, developments and vector geometry. One hour lecture, 2 hours laboratory per week.

210 Analytic Geometry and Calculus 4 semester hours

The first of three semesters of unified course in analytic geometry and calculus. The topics studied are: the real number system; cartesian coordinates; functions; limits and continuity; the derivative; differentiation of algebraic functions; application of deviratives; and antiderivatives.

Prerequisites: Math 109 or Math 103 and Math 105 or Math

103A and Math 105A.

211 Analytic Geometry and Calculus 4 semester hours

The second of three semesters of unified course in analytic geometry and calculus. The topics studied are: definite integrals; application of definite integrals; conics; transcendal functions; technique of integration; polar coordinates; parametic equations; improper integrals; and indeterminate forms.

Prerequisite: Math 210.

212 Analytic Geometry and Calculus 4 semester hours

The third of three semesters of unified course in analytic geometry and calculus. The topics studied are: three-dimensional space; partial differentiation; multiple integrals; infinite series; and differential equations.

Prerequisite: Math 211.

DEPARTMENT OF NURSING

Mrs. Almira H. Ockerman, Chairman

101 Introduction to Nursing I 4 semester hours

The objectives of this course are: (1) to help the student understand that the care of patients can only be effective if she has a thorough understanding of herself and her own goals; (2) to realize the need for a basic knowledge of history and its influence (religiously, industrially, space age) upon the place, responsibility, and privileges of the nurse today; (3) to recognize the need for knowledge of scientific and social-scientific principles in order that she might be able to integrate them into efforts to meet the needs o patients, and; (4) to identify and relate the ethics of professional nursing in her professional and personal relationships.

102 Introduction to Nursing II 4 semester hours

This course introduces the student to the fundamentals of direct patient care. It focuses on health, problem solving, basic pharmacology, hygenic needs of patients, and specific skills of observation. Laboratory periods are used for the development and refinement of nursing skills by demonstrations (live and filmed), return demonstrations, role playing, and seminars.

Prerequisites: Nursing 101 and Chemistry 171

201 Introduction to Clinical Nursing 6 semester hours

This course introduces the student to the role of nursing adults and children, regardless of specific diagnosis. It integrates the principles of pharmacology, basic nutrition, and content of Nursing 102. Students will give direct care to patients under the supervision of

Prerequisites: Nursing 102, Chemistry 172, Anatomy, and

Physiology

202 Introduction to Clinical Nursing II 6 semester hours

This course is a continuation of the introduction of the nurse's role in nursing the patient regardless of the diagnosis of his illness. It also provides an introduction into the stages of life and into growth and development patterns. Through supervised experience, the student is provided an opportunity of integrating knowledge she has gained into the actual care of patients.

Prerequisites: Nursing 201 and Microbiology 241

203 Nursing

2 semester hours

This is a continuation of Nursing 102, focusing on the preparation for nursing practice. Included is comparative organization and administration of large and small hospitals and nursing services; the ethics and amenities of employment; the functions of professional organizations; legal responsibilities and expectations of the Registered Nurse. The class meets for two hours a week.

Prerequisite: Nursing 201

303 Psychiatric Nursing

10 semester hours

A presentation of psychiatric nursing and concepts of adaptive and maladaptive human behavior, supportive, and re-educative concepts of nursing intervention in theoretical and actual clinical settings. The class meets for 30 hours a week (six hours class and 24 hours of selected supervised experience.)

Prerequisites: Nursing 202 and 203

302 Maternal Child Care

12 semester hours

Th more complex aspects of maternal and child care are presented in this course. Student seminars explore family-centered problems in maternity care, in depth. Class discussions on current theories of complications occurring during the maternity cycle are included. The problems and needs of the premature infant are presented. A comprehensive approach to nursing care of the sick child is included, with discussion of disease conditions commonly found in a given age period, along with current advances in child care. Impact of the sick child on the family is emphasized. The role of the nurse in meeting individual patient needs is emphasized throughout the course. The class meets for 30 hours a week (six hours of class and 24 hours of selected supervised experience.)

Prerequisites: Nursing 202 and 203

301 Medical Surgical Nursing

12 semester hours

This course is a continuation of Nursing 202 and studies the role of the nurse in meeting specific medical and surgical problems of people requiring more complex diagnostic and treatment practices. Patient care management is introduced through team nursing. Organization and mobilization of the health team in the event of a disaster is presented. The class meets for 30 hours a week (six hours of class and 24 hours of supervised experience.)

Prerequiite: Nursing 202 and 203

DEPARTMENT OF RELIGION AND PHILOSOPHY

MRS. DAISY LOU MIXON. Chairman

101 Understanding The Old Testament 3 semester hours This course aims to introduce the student to the range and depth of the spiritual heritage from Ancient Israel which has profoundly influenced Western Civilization.

102 Understanding The New Testament 3 semester hours This course aims to introduce the student to the writings of the New Testament through a unifying approach by combining historical, theological, and literary prespectives.

121 Honors Program in Religion 3 semester hours

A second semester freshman with an over-all average of at least 2.0 on all work attempted may elect to do a religion honor rather than take Religion 102. This program will carry three semester hours credit. This honors program will be offered during the Spring Semester of each year, the subject being announced during the preceding Fall Semester. Participants will be involved in one major research project each semester. Much of the student's work will be on an individual basis under the supervision of the professor who directs this program.

3 semester hours 201 Introduction to Philosophy

This course is designed to introduce students to philosophical concepts and problems through consideration of representative philosophers.

DEPARTMENT OF SCIENCE

ARTH D. FAILE, Chairman

Biology

101-102 General Biology

4 semester hours each

An introduction to the unifying principles and concepts in biology including the study of cellular and organismic processes, genetics, evolution, plant and animal diversity, and ecological concepts. Biology 101 is a prerequisite for Biology 102. Three hours of lectures and one, three hour laboratory per week.

123 Human Biology

3 semester hours

This survey of human biology presents an integrated concept of the normal structure and function of the various parts of the body and of some of the pathological conditions which affect these parts. Through readings, discussions, and demonstrations the student comes to appreciate and to better understand each of the systems. Medical terminology, with the significance of its prefixes and suffixes, is emphasized throughout the course.

Medical secretarial and pre-optometry students only. Three lec-

ture hours a week.

221 Anatomy

4 sernester hours

A study of the human body. Emphasis is placed on the structural relationships between cells and tissues and organs and systems. Classroom and laboratory procedures enable the student to visualize and comprehend the unity and efficiency of the body as a whole. Three lecture and 3 laboratory hours a week.

222 Physiology

4 semester hours

An understanding of the fundamental chemical and physical processes as they occur throughout the human body is developed. The relation of function to structure is stressed. Current theories are explored in lectures and discussions. Changes in the various systems are demonstrated and measured in the laboratory in order that the student may acquire a knowledge of the mechanisms which maintain a relatively constant internal environment. Three lecture and 3 laboratory hours a week.

Prerequisites: Biology 221 and Chemistry 171, or permission of the department.

241 Microbiology

4 semester hours

A study of the morphology, fundamental physiological processes, and identification of micro-organisms, with emphasis on bacteria. The relationship of bacteria to sanitation, to personal and public

health, and to food preservation is stressed. Three hours lecture and 3 hours laboratory per week.

Prerequisites: Biology 101 and Chemistry 171, or permission of the department.

Chemistry

171-172 Chemistry

4 semester hours each

This course emphasizes the fundamental principles, theories, laws and basic concepts of chemistry. Special consideration is given to writing and balancing equations. The 172 laboratory includes semimicro qualitative analysis. Three lecture and 3 laboratory hours per week.

Corequisite: Eligibility to take Math 103.

275-276 Organic Chemistry 4 semester hours each

This course will include a systematic study of the various aliphatic and aromatic hydrocarbons and their derivatives with emphasis on modern theories of structure and reactivity. The laboratory will include the synthesis, purification and identification of organic compounds. Three lecture and three laboratory hours per week.

Prerequisites Chemistry 171-172.

Physics

181-182 General Physics

4 semester hours each

This is an introductory course in college physics. It includes a study of mechanics, heat, sound, magnetism, electricity, light, and optics, with a survey of modern physics. Practical uses of the principles of physics are emphasized by the solution of numerous problems and by laboratory experiments. Three lecture and 3 laboratory hours per week.

Prerequisites or corequisites: Mathematics 103 and 105, or 109.

185-186 Physics

5 semester hours each

This is a more thorough and rigorous introduction to the fundamental principles of physics than is offered in Physics 181, 182. It is especially designed for engineers and for physics, chemistry, or mathematics majors. Emphasis is placed on an analytical study of the fundamental principles of mechanics, heat, sound, electricity, light, and modern physics, with much stress being laid on the solution of problems involving engineering applications of these principles. Three lecture hours and 6 problem-drill and laboratory hours each week.

Corequisites: Mathematics 210, 211, 212

DEPARTMENT OF SOCIAL SCIENCE

MR. WARREN G. SEXTON, Acting-Chairman

101-102 Western Civilization 3 semester hours each

A survey of history from the ancient times to the present. Emphasis is placed on major civilizations of the Near East, Greece, Rome, the Middle Ages, the Renaissance, the Reformation, and the Enlightenment, through 1945. Three hours per week.

201-202 United States History 3 semester hours each

A survey of the influences and forces that have made our country what it is today. Outside reading in primary and secondary sources. Three hours per week.

Sociology

205 Sociology 3 semester hours

An introduction to the principles of sociology, the structure and and function of society. A basic course designed to meet the needs of beginners in this field. Three hours per week.

207 Marriage and the Family 3 semester hours

An intensive study of the American family as a basic institution in our culture, involving an analysis of courtship and marriage as well as the organization and function of the family.

Government

108 Government

3 semester hours

Objective is to acquaint the student with the basic principles, organization, and functions of American national government. A brief view is also taken of state governments. Three hours per week.

Geography

151 Introductory Geography 3 semester hours

This course is designed to introduce the student to the interrelationships that exist between man and his physical environment. Elements and classifications of the physical environment, man's ability to adjust to or alter that environment, and the geographical processes resulting from that interaction will all be analyzed as they appear in major regions of the world. A textbook, class lectures, film strips, and outside reading requirements will be utilized in accomplishing this objective.

Psychology

201 General Psychology

3 semester hours

This course is a survey of the problems, principles and methods of psychology. The study leads to advanced study in psychology. Three hours per week.

SOCIAL SCIENCE HONORS

An honors might be taught parallel to any course in the Social Science Department and would be designated by an "H" after the number of the course. An honors involves an intensified study of the subject matter of the regular course and would involve research projects and seminar work. The students would be a limited number of sophomores chosen by the professors. The course would carry three semester hours credit. An attempt will be made to schedule one honors each year.



VIEWING WORK OF STUDENT SCULPTOR



FRESHMAN ABOUT TO BEGIN COLLEGE LIFE

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L. Frank Burleson, Jr., Assis	stant General CounselMurfreesboro
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B. Franklin Lowe, Jr	Dean of the College
Ben C. Sutton	Business Manager
R. Clayton Lewis	Dean of Students
Bobby S. Cross	Director of Development
R. Hargus Taylor	Chaplain to the College
Phillip L. Royce	Director of College Relations
Darrell H. Nicholson	Registrar
E. Frank Stephenson, Jr	Director of Admissions
J. Irving Brooks	Dean Emeritus and Assistant to Director of Admissions
Clifton S. Collins	Director of Guidance and Counseling and Director of Student Financial Aid
Vicki Lynn Tolston	Associate Dean of Students - Women
James Earl Dilday	Associate Dean of Students . Men
W. J. Parker	Bursar
James Joyner Swain	Director of Alumni Affairs
Clarence S. Williams	Assistant Director of Admissions
Sarah G. Wright	College Nurse
	Superintendent of Buildings and Grounds
B. Thomas Vann	Director of Housing
William Graham	Security Officer

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Miss Le Veida Tillery	Secretary, Dean of Students
Mrs. Kay Edwards	Secretary, Department of Development
Miss Janie Davis	
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Mrs. Rose Drake	Assistant to the Registrar
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Mrs. Edith Parker	Switchboard Receptionist
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Mrs. Candace Collier	Secretary, Associate Deans of Students
Mrs. Earline Futrell	Secretary, Superintendent of Buildings and Grounds, Director of Athletics
Mrs. Jo Ann Hill	Secretary, Library
Miss Nell Lovegrove	Secretary, Library
Mrs. Kate Van Horn	NoeSecretary
Mrs Marie S Elliott	Licensed Practical Nurse

THE FACULTY

BRUCE E. WHITAKER, (1957), President of the College

B.A., Wake Forest University

B.D., Th.M., Th.D., Southern Baptist Theological Seminary Additional Graduate Study, George Peabody College for Teachers

B. FRANKLIN I.OWE, JR., (1964) Dean of the College, Religion

B.A., Furman University

B.D., Southeastern Baptist Theological Seminary

Ph.D., Emory University

UNDINE W. BARNHILL, (1965), English

B.A., Meredith College

M.A., East Carolina University

Additional Graduate Study, Lafayette College, Harvard University, University of North Carolina at Chapel Hill, East Carolina University, North Carolina State University at Raleigh

BETTY N. BATCHELOR, (1961), English, Spanish

B.A., Atlantic Christian College

M.A., Additional Graduate Study, University of North Carolina at Chapel Hill, Universidad Interamericana

BENJAMIN W. BONTEMPS, (1971), Head Librarian

B.Ed., Plymouth State College of the University of New Hampshire M.L.S., Rutgers University

SHIRLEY WILLIAMS BOWERS, (1966), Science

B.A., M.A., Graduate Study, East Carolina University, North Carolina State University at Raleigh

STEVE FRANKLIN BRANNON, (1969), English, Drama

A.A., Warren Wilson College

B.A., Tusculum College

M.A., East Tennessee State University

ROBERT W. BROWN, (1963), Music

B.A., Atlantic Christian College

M.Ed., Florida State University

Additional Graduate Study, Catholic University, Wake Forest University, East Carolina University, Boston University

MARYIVA CARPENTER, (1966), Nursing

B.S.N., Whitworth College

M.N.A., Syracuse University

MORRIS E. CARSON, (1966) Spanish

B.A., Lynchburg College

M.A., University of Mississippi

PhD., Universidad Interamericana

Additional Graduate Study, University of Virginia

ROBERT CARTER, (1971), Music

B.M., Chicago Musical College

B.S., M.A., George Peabody College

D.M., Chicago Musical College

TRELLES G. CASE, (1964), Music

B.M., University of Southern Mississippi

M.M., Florida State University

Studies at the Mozarteum, Salzburg, Austria

Additional Graduate Study, University of North Carolina at Greensboro

JAMES M. CHAMBLEE, (1959), Music, Chairman, Department of Music

B.A., University of North Carolina at Chapel Hill

M.A., Columbia University

Ph.D. Candidate, University of North Carolina at Chapel Hill

GEN SEN CHU, (1966), Assistant Librarian

B.A., Tankong College of Arts and Science

M.A., Appalachian State University

Additional Graduate Study, College of William and Mary, University of Maryland

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B.A., Rice University

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B.S., Westhampton College of the University of Richmond Graduate Study, Southeastern Baptist Theological Seminary M.Ed., University of North Carolina at Chapel Hill Graduate Study, Texas Woman's University

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Additional Graduate Study, East Carolina University, Union Theological Seminary, Virginia State College, College of William and Mary

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Additional Graduate Study Colorado State University, Oregon State University, Louisiana State University

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B.A., Duke University

Graduate Study, North Carolina State University at Raleigh, East Carolina University

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Graduate Study, Old Dominion University

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B.S., M.A., Appadlachian State University, University of Nebraska (correspondence)

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Additional Graduate Study, Marshall University

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M.S., Auburn University

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B.A., Juniata College

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Additional Graduate Study, University of North Carolina at Chapel Hill, University of North Carolina at Greensboro, University of South Carolina, University of California -Santa Barbara Extension

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A.A., Chowan College B.S., M.A., East Carolina University

Graduate Study, University of Virginia

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B.A., Williams College

M.A., North Carolina State University at Raleigh

BERNICE KELLY HARRIS, (1963), Distinguished Professor, Creative Writing

B.A., Meredith College

Graduate Study, University of North Carolina at Chapel Hill

Litt.D., Wake Forest University

Litt.D., University of North Carolina at Greensboro North Carolina Award in Literature

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Additional Graduate Study, West Virginia University, North Carolina State University at Raleigh, University of South Carolina, East Carolina University

CHARLES A. HELMS, (1961), Business

B.S., M.A., Appalachian State University

Additional Graduate Study, University of Missouri, University of South Carolina, Georgia State College, University of North Carolina at Greensboro

JOSEPH ROBERT HERFORD, (1970), Biology

B.S., Samford University

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Additional Graduate Study, University of Virginia

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A.B., M.M., University of North Carolina at Chapel Hill Additional Graduate Study, University of North Carolina at Greensboro

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B.A., M.A., West Virginia University Additional Graduate Study, University of North Carolina at

Additional Graduate Study, University of North Carolina a Chapel Hill, University of Chicago

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B.A., Maryville College

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Additional Graduate Study, Duke University

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B.A., Wake Forest University

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Additional Graduate Study, University of North Carolina at Chapel Hill

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B.S., M.A., East Carolina University

Additional Graduate Study, University of North Carolina at Greensboro

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B.A., College of William and Mary

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B.A., University of Illinois

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B.S., M.N.A., University of Minnesota Additional Graduate Study, Washington University, New York University

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B.A., Wake Forest University

B.D., Yale University

Ph.D., University of Edinburgh

Additional Graduate Study, Duke University, University of Manchester

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A.A., Chowan College

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B.D., Southeastern Baptist Theological Seminary

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Additional Graduate Study, University of North Carolina at Chapel Hill, East Carolina University,
European Study Tour

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B.A., Lamar State College M.A., Louisiana State University

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Graphic Arts Diploma, Chowan College

B.S., Arkansas State University

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Additional Graduate Study, Columbia University, Harvard University

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Additional Graduate Study, North Carolina State University at Raleigh

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A.B., B.S., East Carolina University

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B.A., Wake Forest University

B.D., M.A., Duke University

Additional Graduate Study, Union Theological Seminary, Hebrew Union College, Biblical and Archaeological School

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B.S., M.A., East Carolina University

Additional Graduate Study, Northwestern University, East Carolina University

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B.S., Concord College

M.Ed., Virginia Polytechnic Institute

Additional Graduate Study, University of Tennessee, College of William and Mary, University of North Carolina at Greensboro

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A.B., University of North Carolina at Chapel Hill

M.A., University of Miami

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A.A., Lees-McRae Junior College

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Graduate Study, University of North Carolina at Chapel Hill

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B.S., M.A., Appalachian State University

Additional Graduate Study, University of North Carolina at Chapel Hill

WESLEY L. SHREWSBURY, (1970), Mathematics

B.S., Concord College

M.Ed., University of Georgia

Additional Graduate Study, University of Virginia

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B.S., Union University

M.A., West Virginia University

Additional Graduate Study, East Carolina University, Rutgers University, Oklahoma State University

DANIEL C. SURFACE, (1970), Physical Education

A.B., Guilford College

M.S., University of Tennessee

Additional Graduate Study ,University of North Carolina at Greensboro

WILLIAM B. SOWELL, (1955), Graphic Arts

A.A., Diploma in Graphic Arts, Chowan College

B.S., East Carolina University

Additional Graduate Study, East Carolina University

SHIRLEY DIANE THORNE, (1970), Mathematics

A.B., Catawba College

M.A., Wake Forest University

Additional Graduate Study, Kutgers University, San Jose State College, University of Missouri at Rolla

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B.S., Campbell College

M.A., East Carolina University

Additional Graduate Study, Converse College, East Carolina University

LINDA E. TRIPP, (1969), Biology

A.A., Campbell College

B.S., University of North Carolina at Chapel Hill

M.A., East Carolina University

Additional Graduate Study, East Carolina University

DOROTHY A. WALLACE, (1965), Business

B.S., Radford College

M.S., Virginia Polytechnic Institute

Additional Graduate Study, University of Maryland, University of Missouri

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B.S., M.A., East Carolina University

Additional Graduate Study, Colorado State College, North Carolina State University at Raleigh, University of Missouri

RICHARD WARREN, (1969), Mathematics

B.S., Purdue University

M.A., Columbia University

Ph.D., Purdue University

ESTHER A. WHITAKER, (1957), Religion

B.S., Appalachian State University

M.R.E., Southern Baptist Theological Seminary

M.A., George Peabody College for Teachers

Additional Graduate Study, Union Theological Seminary,

Hebrew Union College Biblical and Archaeological School

M. EUGENE WILLIAMS, (1949), Languages, Chairman, Department of Languages

B.A., University of Richmond

M.A., Duke University

Premier Degree, L'University de Dijon

Additional Graduate Study, University of Virginia

NORMAN EDWARD WOOTEN, (1967), Mathematics

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Additional Graduate Study, East Carolina University

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J. IRVING BROOKS, (1956-1961), Dean of the College B.A., College of William and Mary M.A., University of Virginia Additional Graduate Study, University of Richmond, College of William and Mary

FRANCES WHITE COLEMAN, (1953-1968), Religion, English
B.S., Radford College
B.M.T., Southern Baptist Theological Seminary
M.R.E., Presbyterian General Assembly Training School
Additional Graduate Study, Duke University, Southeastern Baptist
Theological Seminary, University of North Carolina at

JOHN McSWEENEY, (1952-1968), Graphic Arts, Chairman, Department of Graphic Arts

B.S., Bissell College Graduate Study, University of Pennsylvania, Temple University Master Printer

BELA UDVARNOKI, (1952-1963), Social Science
Undergraduate Degree, University of Budapest
Th.M., Ph.D., Southern Baptist Theological Seminary
Additional Graduate Study, University of Hamburg,
University of Chicago

MARY WOOD. (1960-1969), Science
B.A., Waynesturg College
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Elliott, Carroll E. Fendrich, Gary H. Washington Ave. 603 Woodland Ter. So. Boston, Va. Alexandria, Va. Halifax Co. 22302 24592 Fenstermacher, Rhonda R. Elliott, Joanie L. 1597 Tonopah Dr. 912 S. Division St. Cincinnati, Ohio Hamilton Co. Salisbury, Md. Wicomico Co. 45230 21801 Ferguson, James K. Elliott, Richard G. 4955 Monta Vista 1928 Centennial St. Winston-Salem, N. C. High Point, N. C. 27105 Ferguson, Linwood S. 1413 E. Wright Rd. Guilford Co. 27260 Elliott, Robert E. Greenville, N. C. 27834 5820 Brookmere La. Portsmouth, Va. Fields, James S. 23703 3405 Zell La. Erwin, Jesse Lee Richmond, Va. 1118 Main St. Henrico Co. West Point, Va. 23229 23181 Finch, Roger W. Esposito, John J. Rt. 1 1629 Kingsway Rd. Kithrell, N. C. Norfolk, Va. Vance Co. 23518 27544 Evans, Nancy C. Fish, Sharon K. Rt. 2, Box 126 Box 206 Roxboro, N. C. Coats, N. C. Person Co. Harnett Co. 27573 Fitts, James C. 618 Vance St. F Roanoke Rapids, N. C. Halifax Co. 27870 Faircloth, James Flanigan, Harry L. P. O. Box 549 1220 Olive Rd. Coats, N. C. Va. Beach, Va. Harnett Co. 23462 27521 Fletcher, William M. Faison, Clifton L. Box 3 Rt. 1, Box 148-A Cofield, N. C. Murfreesboro, N. C. Hertford Co. Hertford Co. 27922 Farrell, John R. Flipping, Harry A. 432 Woodlane Rd. 320 Republic Rd. Mt. Holly, N. J. Waynesboro, Va. Burlington Co. Augusta Co. Fendley, Thomas L. 22980 8211 Trahue Rd. Flora, Vernon J. Richmond, Va. 1422 W. 49th St. Chesterfield Co.

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