

THE COMMUNITY COLLEGE OF GASTON COUNTY

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1964-65 CATALOG

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**GASTON  
COLLEGE**



**DALLAS, N. C.**



**GASTON  
COLLEGE**

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COLLEGE**

**DALLAS, NORTH CAROLINA**

**Present Address:  
226 W. MAIN AVENUE  
GASTONIA, N. C.**

**1964-65 CATALOG**

**The Community College  
of  
Gaston County**

**OFFICIAL COLLECTION  
Gaston College  
Dallas, N.C.**

# • 1964 •

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# CALENDAR OF EVENTS

## FALL SEMESTER—1964-65

- September 23, 24, Wednesday and Thursday—Orientation of Freshmen, tests, and counseling.
- September 25, Friday—Registration of students, day and evening.
- September 28, Monday—Classes begin.
- October 30, Friday—Last day to drop course without penalty.
- November 25, Wednesday—Thanksgiving Recess begins at close of classes.
- November 30, Monday—Thanksgiving Recess ends at 8 A. M.
- December 7-11, Monday-Friday—Pre-registration for Spring Semester.
- December 18, Friday—Christmas Holidays begin at close of classes.

## 1965

- January 4, Monday—Christmas Holidays end at 8 A. M.
- January 19, Tuesday—Fall semester classes end.
- January 20, Wednesday—Mid-year exams begin.
- January 26, Tuesday—Mid-year exams end.

## SPRING SEMESTER—1964-65

- January 27, Wednesday—Registration for Spring semester.
- January 28, Thursday—Spring semester begins.
- February 3, Wednesday—Last day to change courses and last day for late registration.
- March 5, Friday—Last day to drop course without penalty.
- April 7, Wednesday—Easter Holidays begin at close of classes.
- April 15, Thursday—Easter Holidays end at 8 A. M.
- May 3-7, Monday-Friday—Pre-registration for Fall semester.
- May 21, Friday—Spring semester classes end.
- May 24, Monday—Final Examinations begin.
- May 28, Friday—Final Examinations end.

# GASTON COLLEGE

## BOARD OF TRUSTEES

Ray P. Craig-----Chairman  
 J. Edward Stowe-----Vice-Chairman  
 H. S. Mackie-----Secretary  
 R. P. Caldwell-----Treasurer

### APPOINTED BY GASTON COUNTY BOARD OF EDUCATION TERM EXPIRES

D. R. Mauney, Jr., 500 Old Post Rd. Cherryville, N. C. 6-30-69  
 Ray P. Craig, P. O. Box 308, Stanley, N. C.-----6-30-69

### APPOINTED BY GASTONIA BOARD OF EDUCATION

J. Edward Stowe, 409 Thomas Trail, Gastonia, N. C.----6-30-69  
 H. S. Mackie, 403 W. Fifth Ave., Gastonia, N. C.-----6-30-69

### APPOINTED BY GASTON COUNTY COMMISSIONERS

Gene Froneberger, Gold St., Bessemer City, N. C.-----6-30-67  
 R. P. Caldwell, 1208 E. Franklin Ave., Gastonia, N. C.---6-30-67

### APPOINTED BY GASTONIA CITY COUNCIL

Robert M. Howard, 407 S. Hanna St., Gastonia, N. C.----6-30-67  
 Leon I. Schneider, 1030 S. Belvedere, Gastonia, N. C.----6-30-67

### APPOINTED BY GASTON COUNTY BOARD OF EDUCATION

J. Bart Hall, McAdenville Rd., Belmont, N. C.-----6-30-65  
 David F. Mason, 147 N. Main St., Mt. Holly, N. C.----6-30-65  
 Earl M. Price, U. S. Highway 321, Dallas, N. C.-----6-30-65  
 James H. Atkins, 1114 Scotch Dr., Gastonia, N. C.-----6-30-65

Dr. C. Robert Benson, Jr., President

# GASTON COLLEGE TRUSTEES

## EXECUTIVE COMMITTEE

Ray P. Craig, Chairman.....Long Range Educational Plans  
David F. Mason.....Educational Policies  
Robert P. Caldwell.....Administrative Staff Appointments  
J. Edward Stowe.....Faculty Appointments and Tenure

## STUDENT AFFAIRS COMMITTEE

David F. Mason, Chairman.....Recruitment and Admissions  
H. S. Mackie.....Counseling and Guidance  
Earl M. Price.....Financial Aid  
Leon Schneider.....Food and Medical Service,  
Extra-curricular Activities

## DEVELOPMENT COMMITTEE

Robert P. Caldwell, Chairman.....Library  
D. R. Mauney, Jr.....Public Relations  
James H. Atkins.....Foundations  
J. Bart Hall.....Scholarships, Special Gifts

## FINANCE COMMITTEE

J. Edward Stowe, Chairman.....Long Range Financial Planning  
Gene Froneberger.....Annual Budget  
Robert M. Howard.....Buildings and Grounds

# GENERAL INFORMATION

## HISTORY OF GASTON COLLEGE

Gaston College, chartered by the State of North Carolina on January 10, 1963, had its beginning three years earlier. The first tangible evidence of interest in a community college occurred when a committee of the Gastonia Chamber of Commerce attended ground-breaking ceremonies at Wilmington College on April 1, 1960. The next major step was taken in June of 1961 when the Gaston County Board of Education began consultations with the director of the State Board of Higher Education. On September 5, 1961, the Gastonia Chamber of Commerce and the Gaston County Commissioners jointly sponsored a dinner meeting at the Gaston Country Club for 40 county and city citizens interested in establishing a community college in Gaston County. Dr. William C. Friday, President of the University of North Carolina, gave an inspired address at this meeting on the need for a community college in Gaston County. Mr. C. Grier Beam, Chairman of the Board of County Commissioners, was asked to appoint a committee of 15 to further study the need of a community college for Gaston County. On October 5, 1961, this community college committee was formed with Dr. Woodrow Sugg, Superintendent of Gaston City Schools, as acting chairman. The committee was composed of the following: Hunter Huss, Bill Brown, D. R. Mauney, John Rankin, Pat McSwain, Steve Dolley, J. E. Stowe, Clyde Dietz, A. R. England, Robert Stine, Bill Alligood, Ray P. Craig, Max Childers, Gene Froneberger, and Dr. Woodrow Sugg.

At its first meeting the committee chose Ray P. Craig as chairman and Duke England as secretary. Three sub-committees were appointed, headed by Ed Stowe, Steve Dolley, and Duke England, and charged with the responsibility to investigate the needs and possibilities of a community college for Gaston County.

On November 15, 1961, the committee met and heard reports from its three sub-committees urging a continuation of efforts to secure a community college. The committee reports were accepted with some revisions and submitted to the commission of 40 at a dinner meeting held at Charlotte College on December 11, 1961. This meeting was arranged by the Chamber of Commerce on an invitation from Dr. Bonnie Cone, President of Charlotte College. During the meeting, the final revised committee report was approved by a majority of the commission of 40.

During the next few months, led by Ray P. Craig and Ed Stowe, members of the study committee and the Chamber of Commerce appeared before practically every civic, religious, and educational organization in Gaston County discussing the need for a community college. Real progress began to be made. In April of 1962 the Gaston County Board of Education and the Gaston County Commissioners secured an option to purchase land on U. S. Highway 321 for a community college. Following approval by the County Board of Education, the Board of Higher Education of North Carolina, petitioned for a community college for Gaston County in May of 1962, gave tentative approval. In June the Advisory Budget Commission of North Carolina approved the plans for a community college in Gaston County.

The citizens of Gaston County then voted on December 11, 1962, a tax levy for Gaston College. The levy carried by a two to one majority. On January 10, 1963, a charter was issued to Gaston College by the State of North Carolina.

The first Board of Trustees of Gaston College, appointed in the manner prescribed in "The Community College Act of 1957," was composed of D. R. Manney, Jr., Ray P. Craig, J. Edward Stowe, H. S. Mackie, Gene Froneberger, R. P. Caldwell, Robert M. Howard, Leon I. Schneider, J. Bart Hall, David F. Mason, Earl M. Price, and James H. Atkins. The Board met for the first time on February 11, 1963, and elected the following officers: Ray P. Craig, chairman; J. Edward Stowe, vice-chairman; H. S. Mackie, secretary; and R. P. Caldwell, treasurer. In addition to expressing its gratitude to the committee of 15 and the commission of 41, the Board of Trustees at its first meeting cited Dr. William Friday, President of the University of North Carolina, Dr. William Archie, Director of Board of Higher Education, and Dr. Bonnie Cone, President of Charlotte College, for their assistance in making Gaston College a reality. At its second meeting on February 26, 1963, committees of the Board of Trustees were named, and a bond election for capital outlay funds was tentatively set for September, 1963.

On April 1, 1963, Dr. Robert Benson, then President of College of The Albemarle in Elizabeth City, was selected the first President of Gaston College.

# OBJECTIVES

Gaston College was founded to serve Gaston County and contiguous counties by providing educational opportunities for both young people and adults and by cooperating with business and industry in establishing training programs to increase the efficiency of employed personnel. Gaston College provides two years of accredited courses earning the degree of Associate in Arts and paralleling those in the freshman and sophomore years of most colleges and universities leading to B. A. and B. S. degrees; two years of liberal arts and technical courses terminating in the degree of Associate in Arts; and provides for employed adults opportunities for further education which will increase occupational competency and aid personal growth through organized study in general and vocational education.

Gaston College emphasizes educational potentialities and aspires to develop each individual morally, mentally, physically, and socially through guidance, instruction, and experience in order that he may find his rightful place in the social complexities of modern society.

## LOCATION

Gaston College is located approximately three miles north of Gastonia just outside Dallas, N. C., on Highway 321.

## FACILITIES

There are 12 classrooms, 5 science laboratories, a cafeteria, a book store, student and faculty lounge areas, administrative offices, and a completely furnished library.

The College will maintain no dormitory facilities. Each student will live at home or arrange his own living quarters in the vicinity. The College will assist students to find suitable quarters.

## LIBRARY

Gaston College has a basic collection of approximately 8,000 volumes. A carefully selected group of approximately 60 periodicals is received regularly. In addition to the general circulating collection, the library supplements classroom instruction with reserve collections in each subject field especially selected and kept up to date. Reference and research materials are available on the under-graduate level.

## MEMBERSHIP

Application for membership in the North Carolina College Conference, the Southern Association of Junior Colleges, and the American Association of Junior Colleges is being made.

Credits earned at Gaston College in curricula leading to degrees are transferable to senior colleges and universities.

## COUNSELING AND TESTING

The College provides counseling service for students by assigning each student to a member of the faculty according to his particular field of interest. The faculty advisor helps the student to arrange his program of study at Gaston College and approves the courses to be taken prior to the registration for each semester. Subsequent changes in courses must be made through the advisor. The Dean, Registrar, and the Director of Student Personnel Services are also available to each student.

Students who desire help in clarifying their occupational goals may consult the Director of Student Personnel Services for occupational information sources and for information on aptitude and interest tests to aid in deciding on an occupation.

## ADULT EDUCATION

Gaston College has established evening classes on a semester basis, offering the regular liberal arts program. Classes are held from 7:00 - 9:00 o'clock each evening, Monday through Friday. As the need arises, other courses, credit and non-credit, will be added to the curriculum.

## EMPLOYMENT SERVICE

Students are assisted in securing part-time or full-time employment during their enrollment at Gaston College. Special attention is given to the placement of students who graduate in the terminal curricula. Application should be made in person at the office of the Director of Student Personnel Services.

## ATHLETICS

Basketball, tennis, bowling, golf, swimming, and table tennis are organized on a year-to-year basis according to the interests of the student body in these sports.

# GENERAL REGULATIONS

## REQUIREMENTS FOR ADMISSION

For admission to Gaston College an applicant must have at least 16 approved units from an accredited four-year high school, make a satisfactory score on the Scholastic Aptitude Section of the College Entrance Examination, and must satisfy the Committee on Admissions and Credits as to his intellectual, physical, emotional, social, and moral fitness to undertake the academic work at the College.

Preparatory training should emphasize the traditional academic subjects. The recommended high school credits include:

English .....	4 units
Foreign Language .....	2 units
Mathematics .....	2 units
Social Studies .....	2 units
Natural Science .....	1 unit
Electives .....	5 units

If the student plans to attend the University of North Carolina or the Woman's College of the University of North Carolina, the sixteen unit minimum offered for admission should include the following required distribution:

English .....	4 units
Algebra .....	1½ units
Plane geometry .....	1 unit
Foreign language (two years in one language) .....	2 units
United States history .....	1 unit
Natural science (one year with laboratory) .....	1 unit
Electives .....	5½ units

If the student plans to enter North Carolina State College, the sixteen unit minimum offered for admission should include the following required distribution:

English .....	4 units
United States history .....	1 unit
Algebra .....	1½-3 units
Plane and solid geometry .....	1-1½ units
(Solid geometry required only for school of Engineering and Agricultural Engineering)	
Science (one year) .....	1 unit
Electives .....	7 units

Students who plan to enter other colleges should consult the catalogs of those institutions for entrance requirements.

The College admits a limited number of students who have been graduated from secondary schools but who are not candidates for a degree. These students are classified as Special Students and do not have class standing. Students carrying fewer than 12 hours because of reasons of health or other special considerations will pay according to the rates for Special Students.

## **PHYSICAL EXAMINATION**

Every student is required to have a physical examination prior to registration in the fall.

## **FRESHMAN ORIENTATION PERIOD**

The purpose of the orientation program is to introduce the student to his new environment, and to acquaint him with the policies and ideals of the College. Receptions, assemblies, lectures, and open forum discussions are held to help him prepare for the beginning of college life.

## **VETERANS**

New students eligible to enter with veterans' benefits should apply to the Veterans Administration for certificates or supplemental certificates of entitlement. This should be done some weeks in advance in order to have the certificates ready for registration. Veterans transferring from other colleges or universities should make their applications before leaving their former schools.

## **CLASS ATTENDANCE**

Class attendance is regarded as an essential part of the educational process at Gaston College. The student is expected to benefit by classroom discussions as well as by his daily text assignment. In such an educative process, a student loses an irreplaceable value when he misses class.

Each student in good standing is permitted three unexcused absences from each class per semester. Absences in excess of this number will only be excused upon the presentation of a doctor's verification of illness. Any student accruing unexcused absences in excess of the number allotted will be subject to an appropriate loss of quality points.

Classwork missed while students are away on College-approved business or because of illness is excusable and should be made up to the satisfaction of the instructor. Although make-up work will not in all cases remove the full adverse effect of the absence, a faculty member will cooperate with the student in his attempt to make up his loss when such absence is necessary.

All absences in excess of the allotted number are subject to review by the Academic Affairs Committee.

Students on academic probation will not be allowed any unexcused absences.

No student will be given credit for any course unless that student has attended at least 75 per cent of the total number of classes in that semester.

Three unexcused tardies count as an unexcused absence.

To make up a scheduled or previously announced test from which he has an excused absence, the student must secure written permission from the Dean. He should then present the permission to the instructor who will arrange to give the test at a later date. The full responsibility for making arrangements to take the tests rests upon the student.

## CHANGE OF COURSE

To change a course it is necessary for a student to get the written permission of his Advisor, the Dean, and the Registrar. No student will be permitted to change a course after the first two weeks of a semester.

## WITHDRAWAL FROM COLLEGE

A student who withdraws is expected to confer with his advisor and clear through the offices of the Director of Student Personnel Services, the Dean of the College, and the business office. Any student who leaves the College without written permission will receive a mark of F in all courses.

## SYSTEM OF GRADING

Each student receives a grade in his courses at the middle of the semester and at the close of the semester. The mid-semester grades do not appear on a student's transcript; they are designed to give the student an indication of his progress. The system of grades is as follows:

Grade	Significance	Quality Points
A	Superior	(93-100) 3 per sem. hr.
B	Good	(85-92) 2 per sem. hr.
C	Average	(77-84) 1 per sem. hr.
D	Poor but passing	(70-76) 0
E	Conditioned failure	0
F	Failure	0
I	Incomplete	0
W	Withdrawal	0

Quality points, the numerical equivalent of the letter grade, are used to determine the student's rank in class and academic honors. A quality point average of 1.00 or better in 62 hours of course work is necessary to meet grade requirements for graduation.

## **CONDITIONS, INCOMPLETES, FAILURES, AND WITHDRAWALS**

A grade of conditioned failure (E) may be removed by re-examination. This must be accomplished within the first 6 weeks of the following semester.

An incomplete (I) is given only when circumstances do not justify giving a specific grade. It must be removed within the first nine weeks of the semester following the one in which the incomplete was received. If not removed within this time, the incomplete becomes a failure (F).

A failure (F) cannot be removed from a student's record. However, if a course is repeated, the second grade is recorded as the final grade for the course.

A withdrawal (W) is given only when a student withdrawing from college before the end of a semester is doing passing work in the course. Otherwise a grade of failure is recorded.

## **PROBATION**

At least a "C" average is necessary to satisfy the College's academic requirements. Records of students whose grades fall below this average in any term are reviewed by the Committee on Academic Standing, which may suspend, warn, or place these students on probation.

Those on academic probation are expected to make a term average of "C" in their first probationary semester and a cumulative average of "C" in two probationary semesters. The committee removes those who make satisfactory progress from probation and asks those who do not show adequate improvement to discontinue their studies. One academic term must elapse before students dropped for failure to maintain normal academic progress are eligible for reinstatement. Requests for reinstatement are sent to the Committee on Academic Standing.

When a student is suspended, placed or continued on probation, removed from probation, or warned, he and his parents receive official notification.

## **CONTINUANCE IN COLLEGE**

Maintenance of a satisfactory grade of scholarship and evidence of the ability to appreciate and to co-operate with the ideals and standards of the College are necessary for continuance at Gaston College.

## **DISMISSAL**

The College reserves the right to suspend or dismiss any student when it believes such action is in the best interest of the College and/or the student. This may be done by the Administrative Committee of the Faculty in executive session without the necessity of stating specific charges or reasons.

## **SCHEDULE OF STUDIES**

Fifteen hours of college work is considered the normal student load, and each student is expected to carry this amount of work. Permission must be obtained from the Registrar of the College for scheduling less than 12 or more than 16 hours. Charges for those who take more than the usual number of hours are listed in the section on expenses.

## **ADMISSION REQUIREMENTS FOR TRANSFER STUDENTS**

A student wishing to transfer to Gaston College must be able to meet admission requirements in effect at the time of his application and to provide proof of his eligibility to return to the institution from which he is transferring.

## **TRANSFERABLE CREDITS**

Credit is given for satisfactory work in accredited institutions insofar as it parallels the work offered at Gaston College. However, no more credit hours in a given field may be transferred than the quality points earned by the student in that field.

## **DEAN'S LIST**

In order to qualify for the Dean's List, a student must take a minimum load of four subjects (at least twelve semester hours of work) and maintain at least a "B" average, with no grade lower than a "C."

## **COMMENCEMENT MARSHALS**

The rising sophomores who have maintained the highest scholastic averages during their freshman year are honored by being named Commencement Marshals. The marshal who has the best academic record is designated chief marshal.

## REQUIREMENTS FOR GRADUATION

A minimum of 62 semester hours of work is required for graduation, of which 30 hours must be earned at Gaston College. Upon the satisfactory completion of one of the prescribed courses listed in the following pages, a student is awarded a diploma and the title of "Associate in Arts."

## FEES AND EXPENSES

Gaston College seeks to provide an educational opportunity at the lowest cost possible which will afford high quality instruction and comfortable student facilities. Tuition and fees will cover only a part of the instructional and operating cost of the College. The difference between such costs and the amount paid by the student will be met by income from a special tax levy in Gaston County, funds from the State of North Carolina, and gifts from friends who recognize the value of the opportunities offered by Gaston College.

An application fee of \$10.00 will be charged all students. This fee must accompany each application, and is refundable only in case the student is not accepted by the college. This \$10.00 application fee will be credited to tuition for the first semester of attendance. The college reserves the right to change fees when necessary.

## EXPENSES TO THE STUDENT FOR THE YEAR

Tuition (12-16 Semester Hours) _____	\$200.00
(Out of State Students) _____	360.00
Late Registration fee _____	5.00
Change of schedule fee (after first week of classes) _____	1.00
Transcript fee (no charge for first transcript)	
Extra hours (per semester hour) _____	7.00
Reduced hours (per semester hour) _____	8.00
(less than 12 semester hours per semester)	

Cost of books and supplies while varying somewhat according to the course of study, will be approximately \$40 a semester.

## REGULATIONS ON DROPPING COURSES

1. Courses dropped after 5 class days (or hours) are payable in full.
2. Evening courses dropped within two weeks after classes begin are subject to a rebate of 50 per cent of the cost involved. All courses are payable in full after two weeks of classes.

## PAYMENT OF FEES

All charges for tuition and fees are due and payable on the day of registration. Checks and money orders should be made payable to Gaston College.

## REFUNDS

The registration fee is not refundable.

In case of withdrawal from college during the semester, the following refund schedule applies, counting the day of registration:

First 10 days	80 per cent refund
Second 10 days	60 per cent refund
Third 10 days	40 per cent refund
Fourth 10 days	20 per cent refund
After 40 days	no refund

## TRANSCRIPTS OF RECORDS

Upon request of the student, academic credit earned in Gaston College will be transferred to any college or university.

Each student is entitled to one official transcript of his work, provided all accounts with the College have been settled satisfactorily. A student requesting an additional transcript should enclose one dollar for this service.

## READMISSION REQUIREMENTS

The College reserves the right to declare a student ineligible to return if his grades do not indicate satisfactory progress.

## FINANCIAL AID FOR STUDENTS

In recent years the cost of attending colleges and universities has risen considerably and with it there has been an increase in the need for financial assistance. To meet this need, Gaston College has arranged its financial aid program so that scholarship grants, loans, and employments all play an important part.

Awards are based upon consideration of merit and need. Merit is judged by the same factors considered in connection with admission—high school rank in class and grades, scores on the College Board

Test, and other indications of probable success in college and later life.

Need is judged by the total financial picture of the student and his family; not only gross income, but also the number of young children, debts, and other obligations such as serious illness are taken into consideration. An outstanding student who is in a position to pay all his own expenses may apply for an honor scholarship as a symbol of merit.

Financial aid is of three types:

**Scholarships:** These involve direct money grants or waiver of fees. A list of scholarships available at Gaston College may be secured from the President. Applications for these scholarships should be made to the Chairman of the Scholarship Committee.

**Loans:** A student who qualifies for financial assistance may borrow from the College to cover part of his expenses. Loans are offered in addition to or in place of scholarship assistance. Some bear no interest while the recipient is a full-time student, while others bear a modest interest charge. Loans allow students to transfer expenses from their college years to the years immediately after college when the average graduate enjoys a substantial income. The College will participate in the Loan Fund of the National Defense Education Act. Details may be secured from the Business Manager.

**Campus employment:** Students are employed in a number of part-time positions, such as library and clerical assistants. Preference is given to those who demonstrate the need of financial assistance. Help also is given in finding full-time off-campus employment during summer months.

## AUDITING COURSES

Students who wish to audit courses must register through the College office. Auditors receive no credit and are not required to attend classes, participate in class discussion, or take tests and examinations. Auditors will be charged \$2.00 per class hour.

# STUDENT ACTIVITIES

## STUDENT GOVERNMENT

Students receive practical experience in responsible citizenship through participation in a program of self-government. All students are automatically members of the Student Government Association. Officers are chosen each year, and each class is represented in the Student Government Association. The object of this Association is to regulate all matters of the student community which do not fall under the immediate jurisdiction of the administration and faculty.

## ACTIVITIES AND ORGANIZATIONS

A number of organizations and societies will be organized on the campus designed for students with particular interests, including departmental clubs and theater groups. Students who are interested in writing will find opportunities to contribute to campus publications or work on their staffs.

## RECREATION

Various programs of recreation and entertainment are planned and carried out by the students under faculty supervision. Formal and informal dances are held during holidays and other special occasions throughout the year. Other programs which attract major interest and participation include social hours, picnics, and receptions. Suggestions of the students are used in planning additional activities.

## CLASS ORGANIZATIONS

Each class has its own organization, elects its officers and representatives to the Student Government Association each year, and has an advisor from the administration or faculty.

## STUDENT ACTIVITY FEE

A basic student activity fee is charged each student. This entitles the student to admission to all dramatic productions, to all other entertainments sponsored by the College, and to a subscription to the college newspaper and magazine.

## CAFETERIA AND BOOKSTORE

The College operates a cafeteria and a bookstore for the convenience of the students.

# PROGRAMS OF STUDY

The programs of study contained in the following pages are classified as "University Parallel" and "Terminal." Those in the former category are intended for students who plan to transfer to a university or a senior college after completion of lower division work at Gaston College. Those in the second category are intended for students who do not plan to enter senior institutions, but wish to gain the best possible training in specific fields during two years of college and to enter their chosen vocation on graduation from Gaston College.

Any of the academic courses offered by the College for credit, if properly selected, should be accepted for transfer to a senior institution and should count, without loss of credit hours, toward a bachelor's degree. But a student who expects to continue his college career or to enter a professional school after leaving Gaston College should consult the catalog of the institution he expects to attend and select his courses accordingly. Although the Registrar or an advisor will gladly assist the student in choosing the courses that will assure junior standing in the senior institutions, the final responsibility for selecting the proper courses must rest with the student.

Fifteen semester hours is considered the normal load for a full-time student. Sixty-two semester hours of academic study are required for graduation and a diploma with the title "Associate in Arts."

## BUSINESS ADMINISTRATION (University Parallel)

FIRST YEAR	Semester Hours
English 11, 12 -----	6
History 11, 12 -----	6
Mathematics 11, 12 -----	6
Biology 11, 12 -----	8
Foreign Language 21, 22 -----	6
Hygiene 11, 12 -----	2
<b>SECOND YEAR</b>	
English 21 -----	3
Economics 23, 24 -----	6
Political Science 28 -----	3
History 21 or 22, or Psychology 21 -----	3
Chemistry 11-12, or Physics 11-12, or Math 13, 21 -----	6 or 8
Accounting 21, 22 -----	8

## EDUCATION (University Parallel)

### FIRST YEAR

English 11, 12 -----	6
History 11, 12 -----	6
Mathematics 11, 12 -----	6
Foreign Language 21, 22 -----	6
A Science Sequence 11, 12 -----	8
Hygiene 11, 12 -----	2

### SECOND YEAR

English 21, 22 -----	6
*Geography 21, 22 -----	6
History 21, 22 -----	6
Foreign Language 31-32 -----	6
Sequence Science Course 11, 12 -----	8
Education 21, or Economics 23, or Political Science 28, or Sociology 21, 22 -----	3

\* Not required for secondary school teaching.

## LIBERAL ARTS (University Parallel)

### FIRST YEAR

English 11, 12 -----	6
History 11, 12 -----	6
A Science Sequence 11, 12 -----	8
Foreign Language 21, 22 -----	6
Mathematics 11, 12 -----	6
Hygiene 11, 12 -----	2

### SECOND YEAR

English 21, 22 -----	6
Foreign Language 31, 32 -----	6
A Science Sequence, or Math 13, 21 -----	6 or 8
Business Administration 23, 24, or History 21, 22, or Political Science 28, or Psychology 21, or Sociology 21, 22 -----	3
Electives -----	7 or 9

# GASTON COLLEGE

## Terminal Curricula LIBERAL ARTS

FIRST YEAR	Semester Hours
English 11, 12 -----	6
History 11, 12, or 21, 22 -----	6
Mathematics 11 -----	3
Science 11, 12 -----	8
Hygiene -----	2
Electives -----	5

### SECOND YEAR

English 21, 22 or 26, 27 -----	6
Social Science (Eco., Geog., Soc.) -----	6
Electives -----	20

## BUSINESS EDUCATION

### FIRST YEAR

Typing 11, 12 -----	4
Shorthand 11, 12 -----	6
English 11, 12 -----	6
Hygiene 11, 12 -----	2
Business Education 21 -----	3
Business Education 22 -----	3
Electives -----	6

### SECOND YEAR

Typing (advanced) 13 -----	2
Shorthand 21, 22 -----	6
Dramatic Arts 23 -----	3
Economics 21 -----	3
Office Management 20 -----	2
Business Law 25 -----	3
Business Administration 21, 22 -----	8
General Psychology 21 -----	3

## BUSINESS ADMINISTRATION

### FIRST YEAR

✓ English 11, 12 -----	6
✓ History 11, 12 -----	6
✓ Geography 21 -----	3
✓ Hygiene 11, 12 -----	2
✓ Speech -----	3
Electives -----	12

### SECOND YEAR

✓ English 21, 22, 26 or 27 -----	3
Accounting 21, 22 -----	8
Economics 21 -----	3
History 21, 22 -----	6
✓ General Psychology 21 -----	3
✓ Business Law -----	3
Electives -----	4

# COURSES OF INSTRUCTION

Courses numbered below 11 are non-credit courses and should be taken in summer school whenever possible. Freshman level courses are numbered 11 through 19, sophomore courses 21 through 29. Continuous courses, which must be pursued to completion for credit, are indicated by a hyphen, for example, 11-12. Others are listed with a comma separating the numbers.

## BIOLOGY

- 11-12. **General Biology—Botany and Zoology** 8 semester hours  
Fundamental principles. Origin, development, structure, function, distribution, heredity, and relationships of plants and animals. 3 class hours, 3 laboratory hours.
- 21-22. **Vertebrate Zoology and Comparative Anatomy** 8 semester hrs.  
The morphology, histology, development and environmental adaptations of the vertebrates. Dissections for the purpose of discovering homologies and analogies. Prerequisite: Biology 11-12. 2 class hours, 4 laboratory hours.
- 24-25. **Human Anatomy and Physiology** 6 semester hours  
The human body with special emphasis on the skeletal, muscular, circulatory, respiratory, and nervous systems and their relation to exercise and personal health problems. Prerequisite: Biology 11-12. 2 class hours, 2 laboratory hours.

## BUSINESS ADMINISTRATION

- 21-22. **Principles of Accounting** 8 semester hours  
To give the student an insight into the various methods used in keeping the records of single proprietorships, partnerships, and corporations. Year-end adjustments, work-sheets, and preparation of financial statements emphasized. Problems, practice sets, lectures, and laboratory.
- 23-24. **Principles of Economics** 6 semester hours  
Fundamental principles underlying economic relations and activities. Analysis of production, consumption, exchange and distribution. Survey of money, banking, credit, the business cycle, business organization, insurance, labor problems, economic reforms. Intensive criticism of theories of value, rent, interest, and profits. Political economy.
25. **Business Law** 3 semester hours  
A study of the main principles of law which govern the daily conduct of business with emphasis on contracts and agency.

## BUSINESS EDUCATION

- 11-12. **Beginning Typewriting** 4 semester hours  
The work in beginning typewriting includes learning the keyboard, operating the parts of the machine, care of the machine, writing simple letters, simple tabulations, continuity writing. In this course more stress is given to accuracy than to speed.
- 13-14. **Beginning Shorthand** 6 semester hours  
Dictation is begun early in the course, stressing accuracy and form in shorthand penmanship. A consistent speed of sixty words a minute on new material with ninety-five per cent accuracy is required.
- 15-16. **Advanced Typewriting** 4 semester hours  
The work includes study of different styles of business letters, manuscript copy, making carbon copies, tabulation, business reports, legal documents, effective display of typed matter. At the end of this course the students are expected to do straight copy at fifty-five words per minute with a minimum of errors.
- 17-18. **Advanced Shorthand** 6 semester hours  
The course consists of dictation and transcription with a thorough review of shorthand theory. Accuracy, speed, neatness, and comprehension are developed. Intensive drill is given in the production of mailable transcripts. A minimum dictation rate of one hundred words per minute must be consistently maintained with a high percentage of accuracy.
20. **Office Management** 2 semester hours  
Designed to enable students to understand and apply the basic principles relating to efficient office management. Laboratory problems developing skill in use of communication and travel services, preparation of reports, care and control of equipment and supplies.
21. **Introduction to Business** 3 semester hours  
Basic elements of modern business organization, management, production, purchasing, marketing, accounting, and finance.
22. **Business English** 3 semester hours  
A study of the fundamentals of grammar with specific application to business letters, reports, business documents, and other business papers. A study of business terminology and its use.

## CHEMISTRY

- 11-12. **General Inorganic Chemistry** 8 semester hours  
The preparation, properties, and uses of the principle elements, non metallic and metallic, and their compounds, with attention to the fundamental principles and theory of inorganic chemistry. 3 class hours and 1 laboratory period of 3 hours a week.
21. **Qualitative Analysis** 4 semester hours  
The reactions and principles underlying analytical processes, the systematic methods for the separation and identification of basic and acid constituents, and the application to various analyses. Prerequisite: Chemistry 11-12. 3 class hours and 1 laboratory period of 3 hours a week.
22. **Quantitative Analysis** 4 semester hours  
Important gravimetric and columetric methods of analysis. Prerequisite: Chemistry 11-12. 2 class hours and 2 laboratory periods of 3 hours a week.

## ENGLISH

- 11-12. **Freshman English** 6 semester hours  
The study of correct usage in grammar, mechanics, punctuation, spelling, and the writing of numerous themes.
- 21-22. **English Literature Survey** 6 semester hours  
Study of great English masterpiece and literary history, English 21 includes literature through Milton; English 22 continues the study to the contemporary period.
- 23-24. **English** 6 semester hours  
A survey of American literature from the settlement of the colonies to the present.
- 25-26. **Journalism** 6 semester hours  
A general outline of the principles of newspaper practice followed by daily work in news gathering, reporting, and writing of news stories. Regular work on the college newspaper is required. Practice work will be arranged with local daily newspapers. Prerequisite: English 11-12.
27. **Fundamentals of Public Speaking** 3 semester hours  
Speech preparation, composition, and delivery. Practical training in the presentation of short speeches.

## FRENCH

- 11-12. **Elementary French** 6 semester hours  
An introduction to the essentials of French grammar, pronunciation, composition, conversation and civilization. Students who have acquired two high school units in French may not take French 11-12 for credit.
- 21-22. **Intermediate French** 6 semester hours  
A systematic review of grammar with attention to correct pronunciation, oral drill, composition, and special emphasis on the development of reading skills. Prerequisite: two years of high school French or French 11-12.
- 31-32. **Survey of French Literature** 6 semester hours  
Selected readings from typical literature and prominent authors from the Middle Ages through the nineteenth century. Collateral readings, reports, and lectures. Prerequisite: French 21-22.

## GEOGRAPHY

21. **Principles of Geography** 3 semester hours  
The physical world and its relation to man with special emphasis upon the effects of climatic differences on population distribution and human occupations. \*Required for certification for elementary school teachers.
22. **Geography of North America** 3 semester hours  
The geographical regions of the continent, climates, industries, natural resources, and human response to environment. Geomorphology provinces, urban pattern, and political geography of the United States are treated. The student prepares numerous maps and tables. \*See 21 above.

## GEOLOGY

11. **Principles of Geology** 4 semester hours  
The earth, its origin and history; the processes that have produced and are producing change in its features; common minerals and rocks; map interpretation. 3 hours class work, 3 hours laboratory work.

## HISTORY

- 11-12. **A Survey of Western Civilization** 6 semester hours  
European history from the era of pre-history to the present. The cultural and social development of the various ancient and European cultures is given equal emphasis with the course of events in political and economic spheres.
- 21-22. **A Survey of American History** 6 semester hours  
American History from the period of discovery and colonization to the present. Emphasis is upon certain fundamental themes in American history and forces that have shaped American life. History 21 covers the period from discovery to 1865; History 22 the years from 1865 to the present. Prerequisite: sophomore standing.
24. **North Carolina History** 3 semester hours  
The history of North Carolina from its first discoveries by the French and Spanish to the present. Political, agricultural, industrial, religious, educational, literary, and social developments receive proper attention. Recommended for all adults.
- 26-27. **A Survey of English History** 6 semester hours  
English history from the time of Britain's first contacts with the Roman world to the present. History 26 is a survey of English history to 1603; History 27 covers the period from 1603 to the present. Prerequisite: History 11-12.
28. **Political Science** 3 semester hours  
The origin, organization, and development of federal, state, and local government in the United States will be emphasized and particular attention given to the national government in action.

## MATHEMATICS

11. **College Algebra** 3 semester hours  
A review of high school algebra; radicals, quadratics, functions and their graphs, ratio, proportion, variation, progressions, systems of equations, induction, complex numbers, theory of equations, determinants, permutations, combinations, probability, partial fractions, sequences, and series.
12. **Trigonometry** 3 semester hours  
The solution of right and oblique triangles both with and without logarithms; trigonometric identities and trigonometric equations; line functions and graphic representation. Prerequisite: Math 11.

13. **Analytical Geometry** 3 semester hours  
Loci of equations, the straight line, circle, parabola, ellipse, hyperbola, the general equation of the second degree, polar coordinates, transcendental curves, parametric equations, coordinates in space, planes and surfaces. Prerequisites: Math 11-12.
- 14-15. **Engineering Drawing** 6 semester hours  
A basic treatment of modern conventions, theory and practice of engineering drawing. Instruction is given in the care and use of instruments, drawing materials and scales, methods of procedure in drawing, freehand lettering, geometric drawing, orthographic projection, working drawings, tracing, and blue printing. Prerequisite: Plane Geometry.
- 16-17. **Unified Freshman Mathematics** 6 semester hours  
Designed for students who enter college with a good knowledge of intermediate algebra, plane and solid geometry and wish to proceed to calculus in their sophomore year. The subject matter of algebra, trigonometry, and analytical geometry receives due consideration. Prerequisite: Upper percentile rank of mathematics placement test.
21. **Differential Calculus** 3 semester hours  
Differentiation of functions, with application of the derivative to rates, lengths of tangents, normals and other topics; the subjects of maxima and minima, curvature, rates, and envelopes; drill on curve tracing. Prerequisites: Math 11, 12, 13; or Math 16-17.
22. **Integral Calculus** 3 semester hours  
Integration. The constant of integration, the definite integral, drill on the methods of integration. The object is to enable the student to investigate without having to rely on any tables or set rules, and, having learned the principles of integration, to apply them to such subjects as areas, lengths of curves, volumes solids of revolution, and areas of surfaces of revolution. Prerequisite: Math 21.

## PHYSICAL EDUCATION AND HEALTH

- 11, 12. **Hygiene** 2 semester hours  
Designed to present basic personal health knowledge, and to develop proper health habits and attitudes in the individual. Required of all first year students.
21. **Principles of Health and Physical Education** 3 semester hrs.  
Designed for students who expect to teach or coach. Includes the history of health education and physical education; philosophical, psychological, physiological, and sociological background for the teaching of health and physical education; basis for program, and organization of activities.

## PHYSICS

- 13-14. **General Physics** **8 semester hours**  
Mechanics, heat, sound, light and electricity. Examples and experiments given throughout the entire course with a view to rendering it practical. Training in the manipulation of instruments employed in physical investigation, accurate measurements, and practice in properly recording and reducing the experimental data. 3 class hours, 3 laboratory hours. Prerequisite: Mathematics 11/12.
23. **Meteorology** **4 semester hours**  
Subjects considered are: atmosphere, observation and instruments, evaporation, condensation, precipitation, adiabatic temperature changes, stability and instability, temperature variations and their relation to weather phenomena, wind systems, air masses, fronts, cyclones and anti-cyclones, weather analysis, weather forecasting, weather maps and sequence reports, and climate. 3 class hours, 3 laboratory hours.

## PSYCHOLOGY AND EDUCATION

21. **General Psychology** **3 semester hours**  
An introductory course intended to give the student a general knowledge of the phenomena of the mind, to lay the foundation for further psychology work, and to provide a psychological basis for the study of education, sociology, and philosophy.
22. **Educational Psychology** **3 semester hours**  
Inherited tendencies, laws of learning, laws of teaching, habit formation, individual differences, formation of correct ideals and attitudes.
23. **Child Psychology** **3 semester hours**  
This course includes a study of the instincts, emotions, and general tendencies of children up to the age of twelve or fourteen. Remedial measures are suggested for dealing with early tendencies that may lead to serious difficulty. Special study of at least one child will be made by every student.
24. **Introduction to the Study of Education** **3 semester hours**  
For students beginning professional training in teacher education. To acquaint the prospective teacher with four major aspects of education: the teaching profession, the school system, the teacher, and the pupil.

## SOCIOLOGY

21. **Introductory Sociology** 3 semester hours  
The origins and development of culture, the nature of personality and its relation to society, forms of collective behavior, community and social organization, and the basic social problems: the family, international relations, political and economic organization, and social development.
22. **Contemporary Social Problems and Policies** 3 semester hours  
A course designed to study contemporary personal and social disorganization and possible ameliorative action on the part of the community and society.

## SPANISH

- 11-12. **Elementary Spanish** 6 semester hours  
Pronunciation, grammar, oral and written exercises, conversation, dictation and essay, introductory reading material. Students who have acquired two high school units in Spanish may not take Spanish 11-12 for credit.
- 21-22. **Intermediate Spanish** 6 semester hours  
For students with two years high school or one year college Spanish. Systematic review of Spanish grammar with some written composition and oral practice and with further reading of modern prose (short-stories, drama, etc.), by both Spanish and Spanish-American writers. Prerequisite: Spanish 11-12 or two years of high school Spanish.
31. **Survey of Spanish Civilization** 3 semester hours  
Spanish literature and civilization with attention to the character and psychology of the Spanish people and their contributions to western civilization in all the arts. Discussion, reports and reading of Spanish texts. Prerequisites: Spanish 11-12, 21-22.
32. **Survey of Hispanic American Civilization** 3 semester hours  
Hispanic American literature and culture, closely integrated with Spanish 31. Prerequisites: Spanish 11-12, 21-22.

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## NOTES

## NOTES

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OFFICIAL COLLECTION  
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