

9-1954

Graduate Academic Catalog (1954-1955, 1955-1956, 1956-1957)

Municipal University of Omaha

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UNIVERSITY OF OMAHA

SEPTEMBER, 1954

Bulletin of the

Graduate Division

for the academic years

1954-1955

1955-1956

1956-1957

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FIRST SEMESTER, 1954-1955

September 15-16 — Wed., Thurs.	Registration of graduate students for day and evening classes. Late registration for day classes after Sept. 15.
September 16 — Thurs.	Classes begin, day school and evening.
September 23 — Thurs.	Late registration for evening classes.
September 29 — Wed.	Last date for adding day classes.
October 6 — Wed.	Last date for adding evening classes.
November 12 — Fri.	Theses due in Graduate Office.
December 4 — Sat.	Qualifying Examinations.
January 8 — Sat.	Last date for filing applications for degrees to be conferred in January, 1955.
January 22-28 — Sat.—Fri.	Final course examinations.

SECOND SEMESTER, 1954-1955

January 31 — Mon.	Registration of day students.
February 1 — Tues.	Registration and classes begin for evening students. Day classes begin. Late registration for day students.
February 8 — Tues.	Late registration for evening students.
February 14 — Mon.	Last date for adding day classes.
February 21 — Mon.	Last date for adding evening classes.
March 25 — Fri.	Theses due in Graduate Office.
March 31 — Thurs.	Last date for filing application for degree to be conferred at June Commencement.
April 2 — Sat.	Qualifying Examinations.
May 7 — Sat.	Final written Comprehensive Examination for Master of Science in Education candidates.
May 25-June 1 — Sat.—Fri.	Final course examinations.
June 5 — Sun.	Baccalaureate.
June 6 — Mon.	Forty-sixth Commencement.

SUMMER SESSION, 1955

June 13-July 16	First term for day classes
June 13-August 4	Term for evening classes
June 18 — Sat.	Qualifying Examinations
June 25 — Sat.	Theses due in Graduate Office.
July 9 — Sat.	Final written Comprehensive Examination for Master of Science in Education candidates
July 18-August 20	Second term for day classes
July 27 — Wed.	Last date for application for degrees to be conferred in August, 1955

FIRST SEMESTER, 1955-1956

September 14-15 — Wed., Thurs.	Registration for former students.
September 15-16—Thurs., Fri.	Registration for new students.
September 19 — Mon.	Classes begin, day school.
September 19 — Mon.	Late Registration, day school.
September 21-22 — Wed., Thurs.	Registration for evening classes.
September 22 — Thurs.	Evening classes begin.
September 30 — Fri.	Last date for adding day classes.
October 1 — Sat.	Late registration for evening classes.
October 12 — Wed.	Last date for adding evening classes.
November 11 — Fri.	Theses due in Graduate Office.
December 3 — Sat.	Qualifying Examinations.
January 7 — Sat.	Last date for filing for degrees to be conferred in January, 1956.
January 21-27	Final course examinations.

SECOND SEMESTER, 1955-1956

January 30-31 — Mon., Tues.	Registration for day students.
February 1 — Wed.	Day classes begin.
February 1 — Wed.	Late registration, day school.
February 1-2 — Wed., Thurs.	Registration for evening classes.
February 2 — Thurs.	Evening classes begin.
February 9 — Thurs.	Late registration for evening classes.
February 14 — Tues.	Last date for adding day classes.
February 22 — Wed.	Last date for adding evening classes.
March 26 — Mon.	Theses due in Graduate Office.
March 31 — Sat.	Last date for filing application for degrees to be conferred in June, 1956.
April 7 — Sat.	Qualifying Examinations.
May 5 — Sat.	Final written Comprehensive Examinations for Master of Science in Education.
May 24 — June 1	Final course examinations.
June 3 — Sun.	Baccalaureate.
June 4 — Mon.	Forty-seventh Commencement.

SUMMER SESSION, 1956

June 8 (1-4 p.m.) — June 9 (9-12 Noon) Fri., Sat.	Registration for first term.
June 11-July 14	First term for day classes.
June 12-August 2	Term for evening classes.
June 16 — Sat.	Qualifying Examinations.
June 23 — Sat.	Theses due in Graduate Office.
July 14 — Sat.	Final written Comprehensive Examinations for Master of Science in Education.
July 25 — Wed.	Last date for filing application for degrees to be conferred in August, 1956.
July 16-August 18	Second term for day classes.

FIRST SEMESTER, 1956-1957

September 12-13—Wed., Thurs.	Registration for former students.
September 13-14—Thurs., Fri.	Registration for new students.
September 17 — Mon.	Classes begin, day school.
September 17 — Mon.	Late registration for day school.
September 19-20—Wed., Thurs.	Registration for evening classes.
September 20 — Thurs.	Evening classes begin.
September 27 — Thurs.	Late registration for evening classes.
September 28 — Fri.	Last date for adding day classes.
October 11 — Thurs.	Last date for adding evening classes.
November 16 — Fri.	Theses due in Graduate Office.
December 1 — Sat.	Qualifying Examinations.
January 5 — Sat.	Last day for filing application for degrees to be conferred in January, 1957.
January 19-26	Final course examinations.

SECOND SEMESTER, 1956-1957

January 28-29 — Mon., Tues.	Registration for day students.
January 30 — Wed.	Classes begin, day school.
January 30 — Wed.	Late registration for day school.
January 30, 31—Wed., Thurs.	Registration for evening classes.
January 31 — Thurs.	Evening classes begin.
February 7 — Thurs.	Late registration for evening classes.
February 12 — Tues.	Last date for adding day classes.
February 20 — Wed.	Last date for adding evening classes.
March 25 — Mon.	Theses due in Graduate Office.
March 30 — Sat.	Last date for filing for degrees to be conferred in June, 1957.
April 6 — Sat.	Qualifying Examinations.
May 4 — Sat.	Final written Comprehensive Examinations for Master of Science in Education.
May 23-31	Final course examinations.
June 2 — Sun.	Baccalaureate.
June 3 — Mon.	Forty-eighth Commencement.

SUMMER SESSION, 1957

June 7 (1-4 p.m.) — June 8 (9-12 Noon) Fri., Sat.	Registration for first term.
June 10-July 12	First term for day classes.
June 11-August 1	Term for evening classes.
June 15 — Sat.	Qualifying Examinations.
June 24 — Mon.	Theses due in Graduate Office.
July 13 — Sat.	Final written Comprehensive Examinations for Master of Science in Education.
July 15-August 17	Second term for day classes.
July 24 — Wed.	Last date for filing application for degrees to be conferred in August, 1957.

ACCREDITED STANDING

The University of Omaha is fully accredited by the North Central Association of Colleges and Secondary Schools, the National Commission on Accrediting, the American Association of Colleges of Teacher Education, and is a member of the American Association of Urban Universities, the Association of American Colleges, the National University Extension Association, and the American Council on Education. It is on the approved list of the American Association of University Women and was included on the last accredited list issued by the Association of American Universities. Its courses are accepted, for purposes of certification, by the Nebraska State Department of Public Instruction.

Course credits from the University of Omaha are accepted by other colleges and universities which are members of the North Central Association or of corresponding agencies in other sections of the country.

The University maintains an institutional membership in the Conference of Deans of Graduate Schools.

UNIVERSITY REGULATIONS

The University and its various colleges, divisions and departments reserve the right to change the rules regulating the admission to, instruction in, and graduation from the University or its various divisions, and any other regulations affecting the student body.

Such regulations go into force whenever the proper authorities may determine and apply not only to prospective students but also to those who may, at such time, be matriculated in the University.

The University also reserves the right to withdraw courses, to change instructors, or to change fees at any time.

ADMINISTRATION

THE BOARD OF REGENTS

OFFICERS

GEORGE C. PARDEE *President*
 THE HONORABLE ROMAN HRUSKA *Vice-President*
 MRS. A. C. R. SWENSON *Secretary*

Term Expiring July 1, 1955
 George C. Pardee, Metropolitan Utilities District
 W. Dean Vogel, United States National Bank

Term Expiring July 1, 1956
 Milton Petersen, P. F. Petersen Baking Company
 Louis Somberg, Natelson's, Inc.

Term Expiring July 1, 1957
 The Honorable Roman Hruska, United States Senator
 Mrs. A. C. R. Swenson

Term Expiring July 1, 1958
 F. E. Borchers, Swift and Company
 Clarence Kirkland, Omaha Industries
 Thomas C. Quinlan, Attorney

ADMINISTRATIVE OFFICERS

PHILIP MILO BAIL, Ph.D., LL.D. *President*
 ROWLAND HAYNES, M.A., LL.D. *President Emeritus*
 CHARLES HOFF, B.Sc. *Vice-President for Business Management, Finance Secretary*
 RODERIC B. CRANE, M.B.A. *Assistant to the President*
 ROY M. ROBBINS, Ph.D. *Director of Graduate Division*
 J. B. MACGREGOR, Ph.D. *Dean of Student Personnel*
 ALICE C. SMITH, B.A. *Registrar*

THE GRADUATE COUNCIL

ROY M. ROBBINS, Ph.D. *Chairman of the Council*
 STANLEY DAVIS, Ph.D. *Director of Reading Improvement Laboratory and
 Assistant Professor of Education*
 DONALD EMERY, Ph.D. *Dean, College of Adult Education and
 Associate Professor of Education*
 FRANK GORMAN, Ph.D. *Dean, College of Education and Professor of Education*
 ROBERT HARPER, Ph.D. *Associate Professor of English*
 FRED HILL, M.A. *Associate Superintendent of Schools*
 T. C. JOHNSTON, Ph.D. *Assistant Professor of Education*
 T. E. SULLENGER, Ph.D. *Professor and Head, Department of Sociology*
 W. H. THOMPSON, Ph.D. *Dean, College of Arts and Sciences, Professor of
 Psychology, and Head, Department of Philosophy and Psychology*
 RALPH M. WARDLE, Ph.D. *Professor and Head, Department of English*
 GEORGE WILBER, Ph.D. *Assistant Professor of Sociology*

THE GRADUATE FACULTY

- FREDERICK W. ADRIAN *History*
Ph.D., Ohio State University, 1942; Associate Professor of History.
- HERBERT BERRY *English*
Ph.D., University of Nebraska, 1953; Assistant Professor of English.
- STANLEY E. DAVIS *Education*
Ph.D., Ohio State University, 1953; Assistant Professor of Education;
Head, Reading Improvement Laboratory.
- DONALD G. EMERY *Education*
Ph.D., University of Iowa, 1949; Dean, College of Adult Education;
Associate Professor of Education.
- FRANK H. GORMAN *Education*
Ph.D., University of Missouri, 1931; Dean, College of Education; Pro-
fessor of Education.
- ROBERT D. HARPER *English*
Ph.D., University of Chicago, 1949; Associate Professor of English.
- FRANCES HOLLIDAY *Education*
Ed.D., George Washington University, 1949; Associate Professor of
Education; Head, Department of Elementary Education.
- FRANCIS M. HURST *Psychology*
Ed.D., Indiana University, 1954; Assistant Professor of Psychology.
- THADEUS C. JOHNSTON *Education*
Ph.D., University of Oklahoma, 1953; Assistant Professor of Education;
Head, Department of Secondary Education.
- JAY B. MACGREGOR *Education*
Ph.D., State University of Iowa, 1931; Dean of Student Personnel; Pro-
fessor of Education.
- RODERICK B. PECK *Sociology*
Ph.D., Iowa State College, 1952; Assistant Dean, College of Adult Edu-
cation; Assistant Professor of Sociology.
- ROY M. ROBBINS *History*
Ph.D., University of Wisconsin, 1929; Director of Graduate Division;
Professor of American History.
- T. E. SULLENGER *Sociology*
Ph.D., University of Missouri, 1930; Professor and Head, Department of
Sociology.
- LESLIE O. TAYLOR *Education*
Ph.D., University of Minnesota, 1932; Associate Professor of Education.

- W. H. THOMPSON *Psychology*
Ph.D., Ohio State University, 1930; Dean of the College of Arts and
Sciences; Professor of Psychology and Head, Department of Philosophy
and Psychology; Director of Child Study Service in cooperation with
Omaha Public Schools.
- SARAH TIRRELL *History*
Ph.D., Columbia University; Assistant Professor of History.
- RALPH M. WARDLE *English*
Ph.D., Harvard University, 1940. Professor and Head, Department of
English.
- GEORGE L. WILBER *Sociology*
Ph.D., University of Nebraska, 1952; Assistant Professor of Sociology.
- GARLAND S. WOLLARD *Education*
Ed.D., University of Missouri, 1954; Assistant Professor of Education.

THE LIBRARY

The University Library offers excellent facilities for graduate study. It has a strong reference collection, 500 current periodical subscriptions with bound files of scholarly journals, and 30,000 United States government documents, from the earliest period to the present, in addition to the general collection of 101,000 volumes.

Every effort is made to give the best possible service to students in their use of the library for research purposes. Special units of study on the subject of the library and the graduate student are incorporated into introductory research courses in the various fields with emphasis on reference tools, source books, bibliographies, catalogs, and indexes. The needs of graduate students in recent years have been given special consideration through the purchase of reference and source books, new subscriptions to periodicals, purchase of back files of periodicals, facilities for study in research rooms, individual studies, and the curriculum laboratory.

Microcard and microfilm readers make possible the use of film and microcards particularly for files of older newspapers and periodicals. Through use of these means of reproduction, the library has been able to strengthen its holdings of newspapers and periodicals for reference use.

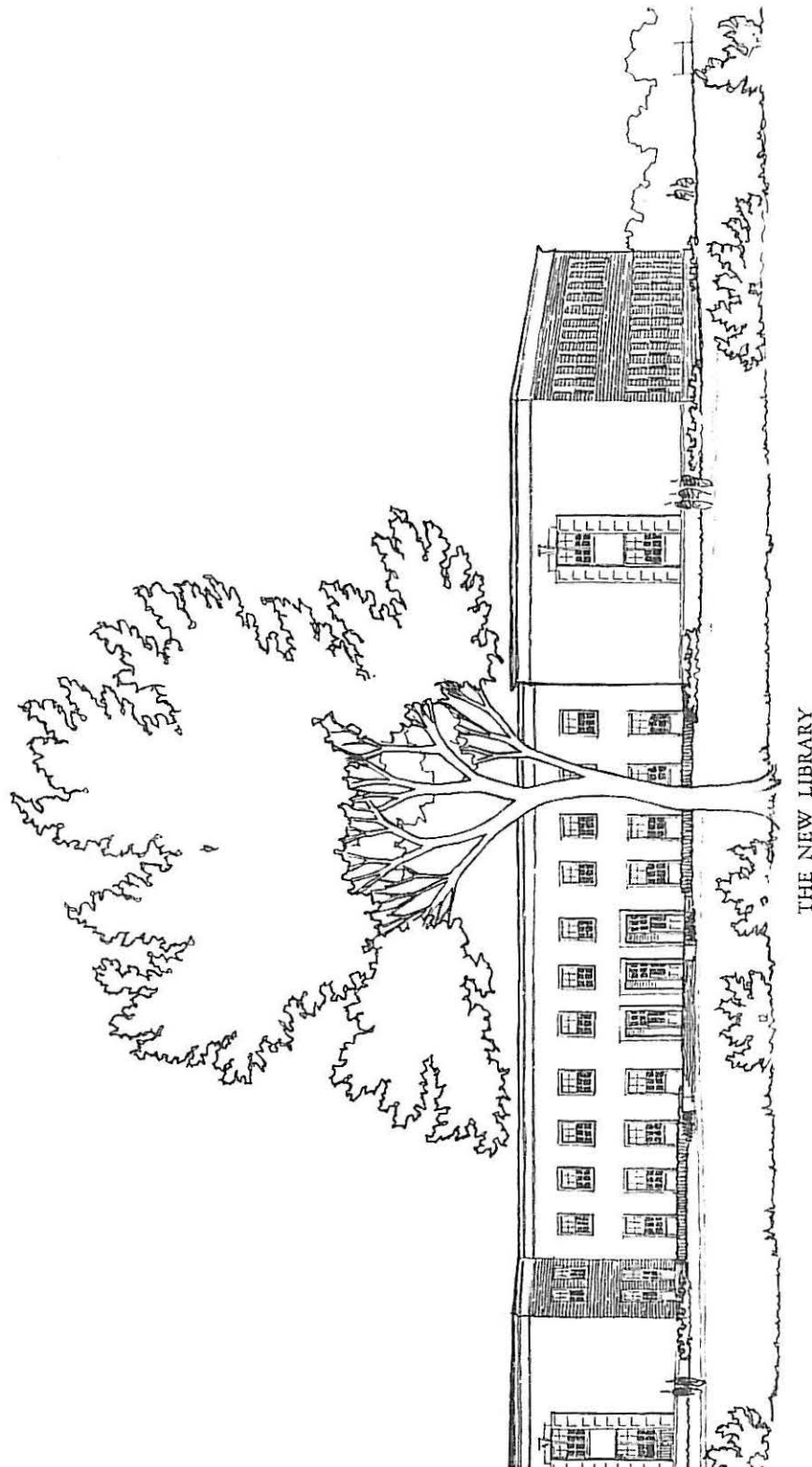
The library is a contributing member of the Nebraska Union Catalog and the Bibliographical Center for Research. Through inter-library loan services, the library is able to provide almost unlimited library resources.

The new library building, costing around one million dollars, is completely air-conditioned. It has many graduate research facilities: carrells, seminar rooms, as well as the facilities noted above.

BUREAU OF TEACHING AIDS

This service, located in the Library, is designed to assist faculty and students in procurement, distribution, utilization, and evaluation of audio-visual materials and equipment. All films, film strips, slides and recordings are listed in the Library card catalog. The service is particularly valuable to students who are planning to go into the teaching profession.

There is increasing need for each of the services of the Bureau: (1) To provide information, materials, and equipment to University faculty and classes; (2) To provide photographic services, including darkroom facilities for photographic classes and student publications; (3) To schedule and arrange appropriate displays in the exhibit cases; (4) To provide a graphic arts service; (5) To provide pre-service and in-service training in audio-visual education for teachers and education students; (6) To provide audio-visual materials and consultation to schools and community groups.



THE NEW LIBRARY

HISTORICAL SKETCH

The University of Omaha became a municipal university in 1930, but its history as an educational institution began more than twenty years earlier.

In 1908 through the efforts of a group of far-sighted citizens, the University of Omaha was incorporated as a coeducational, non-sectarian college. The first college term opened in September, 1909, under the leadership of Dr. Daniel E. Jenkins, first president. The original campus was located at 24th and Pratt Streets.

The University grew rapidly in these early years. Its physical plant was developed through the acquisition of additional properties. The John Jacobs Memorial Gymnasium, a gift of Mrs. M. O. Maul, and Joslyn Hall, a gift of Mr. George A. Joslyn, were the major buildings.

The movement to make the University a municipal institution began in 1929. In that year the Legislature of Nebraska passed an act authorizing cities of the metropolitan class to establish and maintain municipal universities.

The citizens of Omaha voted on May 6, 1930, to establish the Municipal University of Omaha. In the summer of 1930, the Omaha Board of Education selected the first University Board of Regents, which was inducted into office on July 1, 1930. In January, 1931, the new Board of Regents took over the old University of Omaha and its properties.

In November, 1936, the University received a grant from the Public Works Administration. This grant, together with accrued building funds, financed in 1937-38 the erection of a modern educational structure of Georgian style on the permanent, fifty-one acre site south of Dodge Street at 60th, adjacent to Elmwood Park.

Since the University of Omaha became a municipal institution, important advances have been achieved in faculty personnel, curricular reforms, administrative organization, laboratories, and in library facilities, under the presidencies of W. E. Scallock, 1931-1935, Rowland Haynes, 1935-48, and Milo Bail, who took office in 1948. The University now has five full colleges, a Graduate Division, and Correspondence Department.

In 1949 the \$750,000 Fieldhouse, Stadium and playing fields were completed, providing facilities in all sports. In the city election of May, 1951, Omaha citizens voted authority to the University to levy up to two mills. In June, 1951, an Air Force ROTC unit was established. Construction on the \$840,000 Library was begun in June, 1954.

UNIVERSITY SERVICES

STUDENT HEALTH SERVICE

All full-time students must complete physical examinations in the Student Health Office before admittance to the University. The Student Health Office does not prescribe hearing aids, glasses, or dental care, nor does it offer complete diagnosis or treatment of diseases. In all such matters, the student is advised and urged to consult his own family physician.

First aid is given in case of accidents or sudden acute illness. This service is extended to all persons on the campus, but the other services of the Office are for students only. Students with symptoms of illness are expected to report to the Student Health Office instead of to their classes. Thus communicable illnesses can be identified at the earliest possible moment, the student advised to consult his physician, and the general student body protected against the spread of infection.

While the treatment of disease and the correction of defects is left to the family physician, this Office carries on a program of education in correct health habits, takes a sympathetic interest in the student's problems and anxieties over his physical condition, and aims to encourage him and support him in his efforts to establish and maintain a high level of health and well-being.

No registration is complete in any semester until the Student Health Nurse, Room 250, has stamped the student's identification card with his health rating, based upon the doctor's recommendation.

PLACEMENT

TEACHER PLACEMENT

The Office of Teacher Placement is maintained by the College of Education in Room 288. This office endeavors to assist all qualified students and former students in locating and securing teaching positions.

School administrators and school boards are cordially invited to make full use of the services offered by the Office of Teacher Placement in their efforts to secure competent teachers for their schools.

This service is available without charge.

STUDENT PLACEMENT

Students desiring employment should register in Room 274. The Placement Office is maintained to assist students in selecting suitable vocations, in developing successful interview techniques, and in obtaining career jobs.

Part-time jobs that fit into class schedules may require considerable time to arrange. Applications should be made well in advance. The Placement Office makes an active effort to obtain employment for all students desiring jobs. It cannot, however, guarantee to secure employment for every student.

ASSISTANTSHIPS AND INTERNSHIPS

Some departments have assistantships and internships available to graduate students. Applications should be made to the head of the department in which the student plans to take his graduate major.

BOOK STORE

Textbooks and supplies necessary for classes taught in the University of Omaha are sold in the Book Store to University of Omaha students and faculty only. Clerks may require students to show identification cards at any time, and the Book Store Manager may refuse to sell merchandise which he has reason to believe is going to non-students or non-faculty members of the University of Omaha.

Used books may be left at the Book Store "on consignment." Sale of such books will be made as soon as possible at the price asked by the owner. A commission of 10 per cent will be retained by the Book Store and the balance remitted to the student.

All sales in the Book Store are on a strictly cash basis. No books or supplies may be charged unless payment for same has been guaranteed by the Veterans' Administration for P.L. 16 or P.L. 346 and P.L. 894 students.

CAFETERIA

The Cafeteria and the Student Center are not public restaurants. Because of the distance of the University from the main business district, the Cafeteria and the Center are maintained for the convenience of the students and the faculty. Student activities cards may be demanded by the cashier at any time. Students may bring guests occasionally, but the practice is not encouraged.

All food is dispensed on a strictly cash basis. No one may defer payment for meals. Food and beverages must be kept in the Cafeteria. Coffee, pop, sandwiches, etc., may not be taken to other parts of the building for consumption.

THE SUMMER SESSION

The Summer Session of the University gives graduate students an opportunity to shorten the period of study for the Master's degree. Every effort is made to make the summer work as attractive and valuable as that of the other sessions. Outstanding authorities from all over the country are sought for workshops, institutes, and courses of instruction.

The main administrative and classroom building as well as the new Library building are air-conditioned.

EVENING DIVISION

A major number of graduate courses are offered in the Evening Division of the College of Adult Education. For this reason the graduate student should consult the schedules and bulletins of the College of Adult Education for the most recent information on particular courses and registration information. A student with a full-time position can take as many as six credit hours per semester in Evening work. Practically all of the foremost professors of the University faculty offer a course or two in the Evening schedule.

SOCIAL ORGANIZATIONS

The Graduate Club is open to all graduate students, both men and women. There are four meetings a year, three dinners and a picnic.

Phi Delta Gamma is a national fraternity for graduate women in all fields. Membership is by invitation.

THE GRADUATE DIVISION

ROY M. ROBBINS, *Director*

HISTORY AND PURPOSE

The Graduate Division of the University of Omaha was established in 1942, to provide the opportunity for advanced study and independent investigation in a limited number of fields of learning for qualified students:

- (1) To work toward a Master of Arts or Master of Science in Education degree.
- (2) To earn graduate credit for the renewal of teachers' certificates.
- (3) To provide for professional advancement and scholarly objectives.

In line with these objectives, numerous opportunities are provided for advanced students to pursue their studies to the point of original research and investigation, to the discovery of something new, whether of fact, method or valuation. Under the guidance of a major adviser, the student is placed upon his own initiative to apply the principles of methodic study; to master, criticize, and evaluate; and to discover the existing literature in a chosen field of study. To enable the student to attain these objectives, the Graduate Division provides the following facilities: workshops, institutes, seminars, research and special problems courses, supervised thesis instruction, and supervised additional work in every advanced undergraduate course open to graduate credit.

Thus the Graduate Division promotes the spirit of free investigation and free inquiry in the various fields of knowledge, and at the same time serves to unite the various branches of the University in the common task of advancing human knowledge and providing for society intelligent, capable leadership.

ADMINISTRATION

The Director of the Graduate Division is nominated by the President and appointed by the Board of Regents. The Graduate Council, which is the legislative and executive body of the Division, prescribes the qualifications of all professors who offer graduate work and approves all courses which may be taken for graduate credit. The Director is chairman of the Council. The members of the Council are chosen by the President. Mem-

bers of the Graduate Faculty are recommended by the Council and approved by the President.

Membership on the Graduate Faculty is subject to the following prerequisites: a minimum of a Doctor's degree and rank of assistant professor; interest in scholarly research as evidenced by study and publication; interest in graduate work; and ability of the member's department to offer a major or minor in graduate work. Members of the Graduate Faculty serve on the Qualifying Examination and the final Comprehensive Examination committees, as well as in counseling the graduate student in his major and minor work. They are also primarily responsible for arranging those courses within their departments which are offered for graduate credit.

AIMS AND OBJECTIVES

ARTS AND SCIENCES

Convinced that there has been too much emphasis on the material side of civilization and not enough upon the spiritual, moral, social and intellectual side, Omaha University gives considerable attention to the study of humanities and the social sciences, such as literature, languages, history, philosophy, psychology, political science and sociology. The spiritual and moral values of civilization, past and present, are measured and a guide to a better way of life is formulated. Sufficient graduate work in many departments is offered to constitute a graduate major, while other departments offer enough to constitute a minor. While much of the graduate work in the arts and sciences furnishes "content" preparation for those preparing for the teaching profession, nevertheless, it must also be noted that pre-professional training, along many other lines, is adequately provided for. The University has excellent research facilities close at hand. In fact, the great metropolitan community of Omaha with a third of a million people, in the center of a thriving rural population, with many varied institutions and agencies, offers unlimited opportunities to study present-day urban and rural life.

EDUCATION

The graduate program in the College of Education has been organized to afford workers in the profession an opportunity to pursue advanced courses in terms of their abilities, interests, and needs. The complexity of modern democratic society places a premium on trained leadership to guide and direct it intelligently. Particularly is this true of the teaching profession, where the teacher is responsible for establishing an environment conducive to the training of citizenry for effective living in a democracy. The specific problems which teachers face in their respective teaching-learning situations become the subject matter for intensive study in the Graduate Division. The teaching-learning situation is literally put under

the microscope by experts in elementary and secondary education, educational, child, and adolescent psychology, tests and measurements, and educational history and philosophy, as they aid teachers in solving their own problems. Thus, the graduate courses are vitalized by the practical applications and improvements which teachers are able to make in their teaching-learning situations.

The educational worker of today must be more than a mere teacher of subject matter; he must be a teacher of boys and girls, as he trains them for effective living in a democratic society.

Graduate students are expected to become familiar with the latest research in educational methods and techniques. At the University of Omaha, they are given opportunities to engage in the study of child growth and development, while continuing their studies in the teaching subjects. Workshops in curriculum building, as well as clinics in language arts, reading, and child psychology are a definite part of the program. Teachers who wish to advance in the profession by becoming principals, supervisors, or superintendents may take a graduate program leading to these particular certificates.

The university brings nationally recognized authorities to the campus from time to time to conduct conferences and clinics in various phases of educational administration and supervision. Teachers, supervisors, and administrators are thus enabled to secure specific aid which will be of value to them in the solution of their individual teaching-learning problems.

ADVANCED DEGREES

The Master's degree is conferred by the Board of Regents upon recommendation of the Graduate Council and the University Faculty. The University Faculty makes its recommendation upon certification by the Graduate Council.

The Division offers work toward the following degrees: the Master of Science with major in Education; and the Master of Arts Degree with major in Education, English, History and Government, Psychology and Sociology.

THE MASTER OF ARTS DEGREE

The program for the Master of Arts degree will usually be arranged to conform to the following general pattern:

- (1) A major of fifteen semester hours in the major field of study.

- (2) A minor of nine semester hours in a related field of interest.
- (3) A thesis not to exceed six semester hours in independent study under the direction of the major adviser.

(Modification of a program of study once approved, is permissible only upon consent of the major adviser if the major is concerned, and the minor adviser if the minor is concerned. The student may elect a straight major upon recommendation of the head of the major department and approval of the Graduate Council).

THE MASTER OF SCIENCE IN EDUCATION DEGREE

This degree is designed primarily for the master teacher, supervisor, or administrator. It is granted upon the completion of a program of advanced study to students who are working professionally in the field of education.

The student's program will consist of thirty-three semester credit hours, always including: Education 501, *Educational Research*, as a first course; Psychology 510, *Advanced Educational Psychology*; Education 540, *Practicum in Public School Administration and Supervision*; and Education 550, *Seminar*, as the last course, and will usually be arranged to conform to the following general pattern:

- (1) Twenty-one semester hours in the major field of specialization; such as, elementary education, secondary education, educational administration, and guidance.
- (2) Nine semester hours in a minor field.
- (3) A three-hour course in practicum.

The patterns of courses cover three areas: professional education, specialized teaching fields, and general education.

Professional education may include administration, supervision, secondary education, elementary education, and educational guidance.

Students may major in the following fields: Elementary Education, Guidance, Public School Administration, and Secondary Education. Minor fields include: Audio-Visual Education, Education (for those majoring in academic fields), Elementary Education, Guidance, Public School Administration, Physical Education for Men, Reading, Secondary Education, Special Foundations of Education and others. Consult the College of Education for the exact courses included in the above major and minor fields.

The major will be determined by the student and his major adviser; the minor by the student and his minor adviser.

(Modification of a program of study once approved, is permissible only upon consent of the major adviser if the major is concerned, and minor adviser if the minor is concerned. The student may elect a straight major upon recommendation of the head of the major department and approval of the Graduate Council).

SPECIAL MAJOR FIELDS

(a) MASTER TEACHER

This major program is recommended for all who wish to advance their preparation as teachers. It is designed for those interested in either the elementary or secondary levels. Courses may be selected from either academic or professional areas, or both. The student should consult the Dean of the College of Education for particulars.

	Cr. Hrs.
Education 501, Introduction to Educational Research.....	3
Psychology 510, Advanced Educational Psychology.....	3
Education 550, Seminar	3
Choice of courses in Education directed by adviser.....	3-6
Teaching subject area	15-18

ACADEMIC MINORS AND AREAS OF CONCENTRATION FOR MASTER TEACHER PREPARATION

Biological Science, Chemistry, Economics, English, French, German, Government, History, Italian, Mathematics, Psychology, Spanish, Sociology, and Social Science. (For details see department concerned).

(b) NURSING EDUCATION

	Cr. Hrs.
Psychology 480, Tests and Measurements.....	3
Education 481, Principles of Adult Education.....	3
Education 540, Practicum	3
Education 501, Introduction to Educational Research.....	3
Education 503, Principles of Supervision.....	3
Education 509, Organization and Administration of the Nursing Education Program	3

Psychology 510, Advanced Educational Psychology.....	3
Education 522, Counseling Practices or Psychology 528, Counseling and Psychotherapy.....	3
Education 549, Special Topics in Nursing Education.....	3
Elective	6

(c) COLLEGE BUSINESS MANAGEMENT PROGRAM:

A degree for administrators of colleges and universities — presidents, business managers, accountants, comptrollers, purchasing agents, registrars, etc.

A substantial portion of this degree-program consists of workshops (Education 546, *Workshop in College Business Management*, 2 hours credit), offered during one week of the summer session, generally the last week in July. The faculty for this workshop program consists of outstanding authorities drawn from universities and institutions throughout the country, many from the nation's outstanding graduate schools. The workshop series is designed to provide every student with five summers of work — each comprising one week of concentrated study (36 clock hours). Subject areas of these workshop courses include lectures in college business management (18 clock hours during the first year of attendance); budget preparation and control; purchasing philosophy, objectives and techniques; non-academic personnel problems; current national affairs affecting higher education; philosophy of higher education; practical accounting and reporting; research techniques; buildings and grounds administration; college dormitories; legal aspects of college business management; casualty insurance, fidelity bonds, etc.; institutional planning of buildings and landscaping; and cooperative fund-raising plans for corporate gifts. College credit at the graduate level requires considerable study on the outside, and a special paper prepared once a year. A published bibliography including the outstanding literature on each course, may be obtained from the University Bookstore.

Much of the subject matter offered during the first two periods of attendance is "required." After that, however, all who attend may elect whatever subjects are shown on the schedule. During the third year, one unit (6 clock hours) should be devoted to an actual research problem related to the student's own institution; and two units per year during the fourth and fifth years. The subjects for these problems should be submitted to the Dean of Education in writing several weeks in advance of each session, so that he may assign faculty advisers and sponsors to give

personal supervision during the workshop. For further particulars on the workshop program, write to the Dean of the College of Education.

Besides the 4 to 10 hours in workshops noted above, the candidate for the Master's degree will offer 15 hours of standard courses in the field of Education as noted below (Education 481G, 449G, 532, 545 and 550). Directed electives comprising from 8 to 14 credit hours may be taken from graduate level courses in Education, Economics, Political Science, Psychology, or Business Administration. Altogether, in workshops, regular Education courses, and electives, the student must present a total of 33 hours for the Master of Science in Education degree. If the student desires he may receive a Master of Arts degree in Education by writing a thesis of 3 to 6 hours credit in place of a corresponding number of hours of elective work. It will be noted that as many as 6 hours of credit may be transferred from other accredited graduate schools, provided the transferred credits can be fitted into the degree program.

PROGRAM FOR THE M.S. OR M.A. IN EDUCATION WITH A MAJOR IN COLLEGE BUSINESS MANAGEMENT

Prerequisite: Bachelor's degree from an accredited institution and preparation in Accounting. Students with inadequate preparation in Accounting must achieve reasonable proficiency in order to be admitted to the program for the degree.

	Cr. Hrs.
Education 546 Workshops in College Business Management (not to exceed 10 hrs.)	4-10
Education 481G Principles of Adult Education	3
Education 499G Special Problem (Subject to be associated with college business management and report to be worthy of publication)	3
Education 545 Administration of Higher Education	3
Education 532 Social Foundation of Education	3
Education 550 Seminar	3
Directed electives from graduate level courses in Education, Economics, Political Science, Psychology or Business Administration (not to exceed 14 hrs.)	8-14
	33

Those who desire may secure the M.A. degree by taking the recommended courses and submitting a thesis for a total of 30 hours, the thesis counting six hours of credit.

RULES, REGULATIONS AND PROCEDURES

ADMISSION AND TRANSCRIPTS

Admission to the Graduate Division is granted to students who hold a baccalaureate degree *from an accredited institution*, and who offer *at least fifteen hours* of undergraduate work in the field of the proposed graduate major. The over-all undergraduate scholastic average should be 2.50 (C plus) credit points. To arrive at this accumulative average, the following scale is used: A, equals four credit points; B, three; C, two; and D, one.

Application for admission should be made on a form-sheet obtainable from the Graduate Office (Room 280); and, except in case of graduates of the University of Omaha, *must be accompanied by an official transcript of the applicant's undergraduate record and graduate record* if any has been done in any other institution. Application for admission together with transcripts must be filed not only by those students desiring to work for a degree, but also by students desiring certification of graduate credit for teacher's license or graduate credit to be transferred to some other graduate school.

The application blank should be filled out by the student in consultation with his major adviser — that is, the professor under whom he is planning to do the major portion of his graduate work. The major adviser will check the undergraduate preparation of the student and determine whether or not it is sufficient for the field of graduate study. The adviser's form sheet, bearing his signature, is then returned immediately to the Graduate Office. If the undergraduate study is found to be satisfactory, the student will be admitted to the Graduate Division and the Director will confirm the admission by mail.

The application for admission and the transcripts of undergraduate credits, or any other transcripts of credits, should be on file at the Graduate Office of the University of Omaha at least three weeks before the semester in which the student desires to matriculate. A student whose application is received too late for proper review may be admitted *provisionally*.

Admission to the Graduate Division does not admit the student to candidacy for the Master's degree. (See below under "Candidacy".)

REGISTRATION PROCEDURE

The student is to follow the usual procedure in registering for courses by filling out the proper class-cards and other registration blanks, and by paying fees at the business office. At the time of each semester's registra-

tion, the student must secure the signature of his major adviser and of the Director.

Any student holding a baccalaureate degree should register in the Graduate Division, unless he seeks an additional *undergraduate* degree. Graduate students who are not working toward a Master's degree are regarded as "Unclassified" students. (See below for "Unclassified" tuition rates.) *Unclassified* students include:

- (1) students working for graduate certification in teaching certificates,
- (2) graduate students taking a Master's degree in another graduate school,
- (3) graduate students working for professional growth,
- (4) graduate students working for cultural advancement,
- (5) and graduate students whose admission is on a provisional basis.

Graduate Work For Certification and Professional Growth: Students who wish to take courses for graduate credit to be used for certification purposes, or professional growth, should consult the Dean of the College of Education. They must also make application for admission to the Division of Graduate Instruction and at the same time file an official undergraduate transcript in the Graduate Office.

All work counting toward the Master's degree and all work which must be certified for graduate credit, must be charged at the graduate tuition rate. (See below.) This does not prejudice the privilege of the graduate student to take undergraduate courses as *electives* at the undergraduate rate of tuition.

TUITION AND FEES

All courses numbered 500 or above, and all work leading to the Master's degree, as well as work to be certified as graduate work, must be charged at the graduate rate of tuition. Undergraduate courses may be taken for professional growth purposes or for teacher certification (provided graduate credit is not required) — and in such cases, the undergraduate rate of tuition is charged.

TUITION CHARGES:

Day courses, per credit hour	\$ 8.00
Evening courses, per credit hour	8.00
Summer session, one credit hour	8.00
three credit hours	24.00
six credit hours	48.00
nine credit hours	72.00

(Non-residents of the city of Omaha pay an additional \$4.00 per credit hour).

FEES:

Registration, Day student	\$ 3.00
Evening student	1.00
Summer student	1.50
Matriculation (paid only once)	5.00
Activity fee, Day student	.50
Evening student	.50
Summer student	1.00
Health Service, Day student	\$ 2.00
Summer student	1.00
Change of schedule	1.00
Late Registration	3.00
(for the first week; \$1.00 additional for each succeeding week).	
Graduation Fee	15.00
(covers diploma, cap and gown)	
Thesis Binding Fee	10.00
(covers three copies)	
Transcripts of credit	first one free.
(Additional copies, \$1.00 each. Duplicate copies of transcript requested at the same time as the original, \$.25 each.)	

QUALIFYING EXAMINATION

After nine hours of graduate work, or within the first semester of a full-load program of nine to fifteen hours, the student is required to take the Qualifying Examination, otherwise known as the Oral Inventory Examination. (The College of Education requires the student to take a written aptitude and reading test just prior to taking the Qualifying Examination. This test is taken at the convenience of the student, who should arrange for an appointment at the Testing Bureau in Room 172. For particulars on this examination, consult the Dean of the College of Education). The Qualifying Examination is a fifteen minute interview conducted by three members of the Graduate Faculty to determine the adequacy of the student's preparation for graduate study, his acquaintance with the literature of his field, and his objectives in working toward the

Master's degree. If he plans to work toward the Master of Arts degree, he should also have some plans formulated on his thesis subject, or at least he should know the field in which he plans to write his thesis.

This Qualifying Examination should be taken as soon after nine hours of graduate work as possible, and in all cases before enrolling beyond the semester in which the first nine hours are taken.

The dates of the Qualifying Examination are: The first Saturday in December, the first Saturday in April, and the second Saturday after the opening of the first term of the Summer Session.

ADMISSION TO CANDIDACY FOR DEGREE AND PROGRAM OF STUDY

Admission to the Graduate Division does not admit the student to candidacy for the Master's degree. Not until after nine to fifteen hours of graduate work have been completed, and the Qualifying Examination successfully passed, will the Graduate Council vote upon candidacy for the degree. It is the responsibility of the student to make application for candidacy for the degree. If the student has taken the Qualifying Examination in a previous semester, he should apply for candidacy during the early part of the semester. Otherwise he may not make application until after the established date of the Qualifying Examination for any given semester. Forms may be obtained at the Graduate Office, Room 280, and should be filled out by the student in consultation with his major adviser. Both the major and minor programs are finally arranged at this time and must be signed by the major and minor advisers. The candidacy for the degree application together with the programs of study must be returned to the Graduate Office for filing, and the student will be notified of the action of the Graduate Council upon his application for candidacy for the degree. Any modification of a program of study once approved is permissible only upon consent of the major adviser if the major is concerned, and of the minor adviser if the minor is concerned. Blanks for change of program can be obtained at the Graduate Office. The student may elect to take a straight major upon recommendation of the head of the major department and approval of the Graduate Council.

APPLICATION FOR THE DEGREE

Soon after the candidacy for the degree has been voted, and not later than the beginning of the third week in the semester or session in which the student plans to receive his degree, application is to be filed at the

Registrar's Office for the degree. The Graduation Fee (see Fees above) need not be paid at this time, but must be paid prior to the date of commencement.

THESIS

All candidates for the Master of Arts degree are required to prepare a thesis under the direction of the major adviser. The thesis provides an opportunity for the student to obtain first-hand experience in research methods under competent direction. Up to six hours of credit is allowed for the thesis, and the candidate must include the thesis as a course in his schedule during one semester in residence. The thesis should be begun at least eight months before the commencement in which the student plans to receive his degree. Three typewritten copies of the thesis (two copies for the University Library, together with the student's personal copy) must be approved by the major adviser and submitted to the Graduate Office in final form no later than November 12 in the fall semester, March 25 in the spring semester, or June 25, in case of the Summer Session. The first copy should be on bond paper of 20 pound weight; the other two copies should be on paper of at least 16 pound weight. Either pica or elite type may be used in typing.

Thesis Manual: The responsibility for placing the thesis in final form rests with the student and his major adviser. All theses must be written in accordance with the standard thesis manual. The Graduate Council has approved the following manual for use: William Giles Campbell, *Form and Style in Thesis Writing* (1954 edition), which may be purchased at the University Bookstore.

The cost of binding three copies (see Fees) must be paid by the candidate at the time the thesis is submitted in final form to the Graduate Office. The fees are payable at the Business Office (Room 238).

FINAL COMPREHENSIVE EXAMINATION

A final comprehensive examination is required of all candidates for the Master's degree near the conclusion of their graduate study. For those who are candidates for the thirty-three hour Master of Science in Education degree, the examination is a written examination held on a specified date: the first Saturday in May, and the last Saturday of the first term of the Summer Session.

For the degree of Master of Arts, the final comprehensive examination may be either written or oral. If written, it must be arranged at the

convenience of the major adviser. Candidates for the Master of Arts degree, and those Master of Science degree candidates who are taking a comprehensive examination in the field of the academic minor must have completed both the major and minor comprehensives not later than thirty days prior to the convocation at which the degree is to be granted during the regular semesters, and not later than the first week of the second term of the Summer Session. If the comprehensive is to be oral, it should be arranged at the time of the oral examination over the thesis, at which time one-half of the examination can be devoted to the courses taken by the candidate, and one-half to the thesis.

If the course work has been of very high quality, the minor professor may excuse the candidate from the comprehensive examination covering the minor field. This does not prejudice the privilege of the minor professor giving a comprehensive, if he so desires. The minor comprehensive is given at a date arranged at the convenience of both the student and the minor adviser, but falling within the limits established for all comprehensive examinations.

ORAL EXAMINATION ON THESIS

After the thesis has been delivered to the Graduate Office in final form, the Director upon nomination from the major adviser will appoint a committee to read the thesis and to conduct the oral examination over the thesis and thesis field. This committee shall consist of members from the major department and at least one graduate faculty member from other departments of the University. If the thesis examination is to be combined with the oral comprehensive (noted above), one-half the time shall be devoted to the thesis, and one-half to the graduate courses taken by the candidate.

All final comprehensive oral examinations must be taken at least thirty days before the date of convocation at which it is expected that the degree will be granted. Oral examinations cannot be scheduled during the period between the close of the first term of the Summer Session and the beginning of the following Fall Semester.

OTHER RULES AND REGULATIONS

TIME LIMIT FOR ALL MASTER'S DEGREES:

In evaluating credits earned toward an advanced degree, credits dating back five years or more are subject to reduction in value as determined by the Graduate Council. Once a student has been admitted to the Graduate Division, he is expected to have completed the requirements for the degree within a period of five years. Time spent in the military service of the United States is excepted in the application of this rule.

QUALITY OF WORK:

A grade of "B" or better must be earned in required credit hours of graduate work if these credits are to count toward the Master's degree. A status of a student receiving more than two "C's" (6 credits) must be reviewed by the Graduate Council before the student may pursue further work toward the degree.

Grades made in courses that are not a part of the requirements for the degree are not counted as a part of the grade requirements.

For other rules governing grades, withdrawals from courses, incompletes, etc., see the General University Catalog. For rules on absence, see the General University Catalog.

STUDY-LOAD:

A student is expected to register for not more than the equivalent of one semester credit of work per week.

COURSES FOR GRADUATE CREDIT:

Courses which are available for graduate credit are those which have been especially approved by the Graduate Council with syllabi on file in the Graduate Office.

Students taking upper-division undergraduate courses (300 and 400 numbered) for graduate credit are expected to do supplementary work under the direction of the instructors of the courses.

RESIDENCE REQUIREMENTS:

A minimum of thirty semester credit hours in residence (thirty-three in case of the Master of Science in Education degree), or equivalent, is required for granting of the Master's degree, except as provision is made for the transfer of credit. No credit will be allowed for correspondence work.

The last six hours of course work must be done in residence.

Twelve hours of work may be taken in courses offered at Offutt Air Force Base, provided such courses and instructors have been approved beforehand by the Graduate Council.

TRANSFER OF CREDIT:

Students who have completed graduate courses at other approved graduate schools (excluding extension schools) may petition to transfer as much as six hours of credit, provided the courses considered are pertinent to the student's graduate program. Courses for which transfer is requested must not have been used to satisfy the requirements for any previously awarded degree. Grades in courses for transfer of credit must be the equivalent of "B" or higher. No transfer of credit can be made until the student has been admitted to candidacy for the degree.

CONDITIONAL ADMISSION:

A student who is within three semester hours of having completed all requirements for the Bachelor's degree at the University of Omaha, may be provisionally admitted to the Graduate Division.

WORKSHOPS:

No more than *one* workshop of three hours credit may count toward the Master's degree. (College Business Management program excepted).

Exceptions to the above general and special rules and regulations may be made in meritorious cases only with the consent of the Graduate Council upon recommendation of the major or minor adviser.

COURSES OF INSTRUCTION

On the following pages are listed the courses of the Graduate Division. Graduate courses are offered primarily in the evenings as indicated; I, first semester; II, second semester; S, Summer. Courses marked (E) are offered only in the School of Adult Education. Courses without any designation will be offered as the demand requires.

Courses numbered 500 or above are open to graduate students only. Courses numbered 400 are open to both seniors and graduates. Courses numbered 300 are open to graduate students for graduate credits only upon approval of the department head, the major adviser, and the Graduate Council.

For description of 300 and 400-numbered courses, consult the undergraduate sections of the University Catalog.

MAJOR SUBJECTS**EDUCATION****SPECIAL REQUIREMENTS IN THE DEPARTMENT OF
EDUCATION CONCERNING CERTIFICATION AND
DEGREE REQUIREMENTS**

Those students who are preparing to meet the requirements for an Administrative or Supervisory Certificate must submit to the Office of the Dean of the College of Education, at the time of application for certification, the names of three persons who can speak for their personal and professional qualifications as a prospective school administrator.

Every student who has not had a workshop course may substitute a workshop for any Education course except Education 501, 520, 522, and 550, provided that the purpose of the workshop and the work covered in it are similar in intent to that of the prescribed course it replaces and the substitution is approved by the Dean of the College of Education. A workshop may be substituted for only one regular course.

Note: The 400 courses listed below may be taken for graduate credit by special permission. Their course descriptions may be found in the College of Education offerings in the General Catalog.

The 500 courses listed below are open only to graduate students.

FOUNDATION AND GENERAL COURSES

- 417 **Statistical Methods (Biometry)**
Credit 3 hours (I).....*Mr. Davis*
- 418 **Mental Hygiene**
Credit 3 hours (I, S).....*Mr. Porterfield*
- 461 **Audio-Visual Materials in Education**
Credit 3 hours (E, S).....*Staff*
- 468 **Audio-Visual Production**
Credit 3 hours (II, S).....*Staff*
- 500 **In-Service Teacher Education:** A series of intensive courses especially for teachers in service—scheduled as needed and conducted as regular classes, seminars, or workshops, according to purpose. Prerequisite: Graduate standing and permission of the Dean of the College of Education.
Credit variable (I, II, S).....*Mr. Gorman and Staff*

ELEMENTARY EDUCATION

- 488 **Methods and Materials in Special Education**
Credit 3 hours (E, S).....*Miss Holliday*

SECONDARY EDUCATION

- 458 **Co-Curricular Activities**
Credit 3 hours (II, S).....*Mr. Johnston*

PHYSICAL EDUCATION FOR MEN

- 497 **Problems in Physical Education**
Credit 3 hours (S).....*Mr. Brock*
- 526 **Advanced Physical Education Activities:** Lecture participation, supervision, and officiating team and individual sports and other related activities, stressing new games and new activities and improvising various types of equipment. Prerequisite: Graduate standing and permission of Dean, College of Education.
Credit 3 hours (S).....*Mr. Brock*
- 527 **Advanced Organization and Administration of Physical Education, Intramurals and Athletics:** This course is designed for those who are actively engaged in the field of physical education and athletics. It deals with the principles, problems, and procedures for administering a physical education and athletic program on the elementary secondary and college level. It considers staff, program, budget, facilities, and other phases of administration. Prerequisite: Graduate standing and permission of Dean, College of Education.
Credit 3 hours (E, S).....*Mr. Pflasterer*

READING IMPROVEMENT

- 471 **Diagnostic and Remedial Instruction**
Credit 3 hours (S).....*Mr. Davis*
- 472 **Problems in Teaching Reading**
Credit 3 hours (I, II, S).....*Mr. Davis*

NURSING EDUCATION

- 509 **Organization and Administration of Nursing Education Programs:** A course covering the content and the principles of administration of the total curricular program of an approved school of nursing. Prerequisite: Education 391 or equivalent, Psychology 510 and Education 501.
Credit 3 hours (E, S).....*Staff*
- 549 **Topics in Nursing Education:** A study of selected topics involving principles, problems and trends in nursing education. Prerequisite: Education 501.
Credit 3 hours (E, S).....*Staff*

ADMINISTRATION AND SUPERVISION

- 499 **Special Problems In College Business Management:** Consists of one or more individual projects determined by the needs of the student and the requirements of the instructor. Offered only by special assignment. Prerequisite: Permission Dean, College of Education (open only to students in College Business Management).
Credit 1 - 3 hours (E, S).....*Mr. Gorman*
- 501 **Introduction to Educational Research:** Lectures, discussions, and reports to aid students in learning to analyze and interpret educational research data and products; required of all graduate students in education; should be taken as first course. Prerequisite: Graduate standing.
Credit 3 hours (E, S).....*Mr. Gorman*
- 502 **Principles of School Administration:** A study of the principles and activities of modern school administration as they relate to the superintendency and elementary and secondary schools. Prerequisite: Education 501.
Credit 3 hours (E, S).....*Mr. Johnston*
- 503 **Principles of Supervision:** The nature, functions, and principles of supervisory practices in modern schools. Prerequisite: Education 501.
Credit 3 hours (E, S).....*Miss Holliday*
- 504 **Curriculum Principles:** The major principles and issues involved in the selection, organization, development, and control of the modern school curriculum, from kindergarten through the high school. Prerequisite: Education 501.
Credit 3 hours (E, S).....*Mr. Taylor, Mr. Wollard*
- 505 **School Business Management:** A study of the principles and practices of management of the school plant and school finances. Includes class and laboratory activities. Prerequisite: Education 501.
Credit 3 hours (E, S).....*Mr. Nolte*
- 506 **Topics in Elementary Education:** A study of selected topics involving principles, problems and trends in modern elementary education. Prerequisite: Education 501.
Credit 3 hours (E, S).....*Miss Holliday*
- 507 **Topics in Secondary Education:** A study of selected topics involving principles, problems, trends and issues in secondary education. Prerequisite: Education 501.
Credit 3 hours (E, S).....*Mr. Taylor, Mr. Wollard*

- 508 **Topics in Audio-Visual Education:** A study of selected topics involving principles, problems, trends and materials in audio-visual education. For students who have completed six hours in audio-visual education and are interested in further study of materials and techniques for elementary and secondary grades. Prerequisite: Graduate standing and Education 468.
Credit 3 hours (II, S)*Staff*
- 515 **School Law:** Considers legal principles and practices which are applicable to public education for public school teachers and administrators. Prerequisite: Education 501.
Credit 3 hours (E, S)*Mr. Nolte*
- 520 **Principles of Guidance:** Principles underlying effective guidance practices in the school; both elementary and secondary levels. Prerequisite: Education 501.
Credit 3 hours (E, S)*Mr. MacGregor*
- 521 **Problems in Guidance Administration and Service:** A study of guidance programs with emphasis on vocational information. Prerequisite: Education 501, 520.
Credit 3 hours (E, S)*Mr. MacGregor*
- 522 **Counseling Practices:** The initiation and development of practices designed to provide information and techniques for individual, group, and classroom counseling. Prerequisite: Education 501, 520.
Credit 3 hours (E, S)*Mr. MacGregor*
- 531 **Modern Developments in Education:** Designed to give an analytical study of recent educational theories and practices. Prerequisite: Education 501.
Credit 3 hours (E, S)*Mr. Taylor*
- 532 **Social Foundations of Education:** A survey of the rise of educational practice as it has been interrelated with changes in social and educational philosophy, research, and economic, industrial, and cultural conditions, especially in the United States. Prerequisite: Education 501.
Credit 3 hours (E, S)*Mr. Taylor*
- 540 **Practicum in Public School Administration and Supervision:** Designed to provide guided study and practice in elementary, secondary or general administration and supervision as the interests and needs of the student require. Prerequisite: Education 501 and 9 credit hours of course work in major field.
Credit 3 hours (I, II)*Mr. Gorman and Staff*
- 545 **Administration of Higher Education:** A study of the major functions of higher education, with the emphasis on the principles involved in organizing and directing the academic program; the activities of the student body, the faculty and staff personnel policies, financing the program, operating the building and grounds, and conducting the public relations program.
Credit 3 hours (S)*Mr. Bail*
- 546 **Workshop in College Business Management:** Designed as an intensive study of problems of college business management, including such phases as: financing, budgeting, purchasing, managing student loans, organizational funds, selecting and directing personnel, conducting auxiliary services and administrative organization. Prerequisite: graduate standing.
Credit 1 hour per week (S)*Mr. Gorman*

- 550 **Educational Seminar:** A study of educational problems, to be taken as the last course in program for Master of Science degree.
Credit 3 hours (E, S)*Mr. Gorman and Staff*
- 601 **Graduate Thesis:** Required of all students taking Master of Arts Degree. See major adviser for information.
- 602 Credit 3 hours (I, II, S)*Mr. Gorman*

ENGLISH

- 433 **Sixteenth Century Literature**
Credit 3 hours (alternate years)*Mr. Berry*
- 434 **Chaucer**
Credit 3 hours (II)*Mr. Berry*
- 437 **Shakespeare's Tragedies**
Credit 3 hours (alternate years)*Mr. Wardle*
- 439 **Shakespeare's Comedies and Histories**
Credit 3 hours (I)*Mr. Wardle*
- 440 **Eighteenth Century Literature**
Credit 3 hours (II)*Mr. Wardle*
- 448 **Seventeenth Century Literature**
Credit 3 hours (I)*Mr. Berry*
- 450 **English Drama Before 1642**
Credit 3 hours (alternate years)*Mr. Berry*
- 465 **The English Novel**
Credit 3 hours (alternate years)*Mr. Berry*
- 468 **History of the English Language**
Credit 3 hours (alternate years)*Mr. Harper*
- 504 **History of Literary Criticism**
Credit 3 hours (alternate years)*Mr. Wardle*
- 506 **American Literary Movements**
Credit 3 hours (alternate years)*Mr. Harper*
- 601 **Graduate Thesis***Staff*
- 602 Credit 3 to 6 hours (I, II, S)*Staff*

The following courses may be taken for major, minor, or Master Teacher by special permission:

English 360, 381, 382 (See University Catalog for description).

HISTORY AND GOVERNMENT

With the consent of the department head, a maximum of six semester hours of upper division work in other closely allied departments may be counted as part of the required fifteen hours of undergraduate preparation in this field.

HISTORY

- 411 **Europe 1815-1870**
- 412 **Europe 1870-1919.** Prerequisite: History 214 or permission of the instructor. Credit 3 hours each (alternate years).....*Miss Tirrell*
- 422 **Europe Since 1919.** Prerequisite: History 214 or permission of the instructor. Credit 3 hours (alternate years).....*Miss Tirrell*
- 425 **Civil War and Reconstruction.** Prerequisite: History 211 or permission of the instructor. Credit 3 hours (alternate years).....*Mr. Robbins*
- 426 **Twentieth Century America, 1898-present.** Prerequisite: History 212. Credit 3 hours (II).....*Mr. Adrian*
- 455 **Representative Americans.** Prerequisite: History 211, 212.
- 456 Credit 3 hours each (I, II).....*Mr. Robbins*
- 462 **The French Revolution and the Napoleonic Era.** Prerequisite: History 213, or permission of the instructor. Credit 3 hours (I).....*Miss Tirrell*
- 485 **Far East.** Credit 3 hours (alternate years).....*Miss Tirrell*
- 490 **Independent Study of Problems of History:** This course is designed to permit the student to pursue independent study of problems in history in which his special interest lies. Approval of the instructor is required. Credit 1 to 5 hours (I, II, S).....*Staff*
- 501 **Seminar on Recent America.** An introduction to bibliography and methods of historical research. Prerequisite: Graduate standing. Credit 3 hours (I, II, S).....*Mr. Adrian*
- 601 **Graduate Thesis.**
- 602 Credit 3 to 6 hours (I, II, S).....*Staff*

The following courses may be taken for major, minor, or Master Teacher by special permission:

History 319, 322, 323, 330, 331, 340, 351, and 380. (See University Catalog for description).

GOVERNMENT

- 418 **Constitutional Law.** Credit 3 hours (I).....*Mr. Utley*
- 431 **Political Theory.**
- 432 Credit 3 hours each (I, II).....*Staff*
- 490 **Problems in Government.** A seminar for advanced students in government organization to be arranged in consultation with members of the government staff. Credit 1 to 6 hours (I, II, S).....*Staff*
- 601 **Graduate Thesis.**
- 602 Credit 3 to 6 hours (I, II, S).....*Staff*

The following courses may be taken for major, minor, or Master Teacher by special permission:

Government 302, 312, 313, 314, 316, 322, 326, 333, 391, 392. (See University Catalog for description).

PSYCHOLOGY

- 400 **Minor Problems:** Investigation of minor problems in the various fields of psychology. Prerequisite: Sixteen hours of psychology and permission of the Head of the Department. Credit 1 or more hours per semester (I, II).....*Mr. Thompson*
- 402 **School Adjustment to Child Problems.** Prerequisite: Nine hours of psychology and permission of instructor. Credit 2 to 3 hours (E, S).....*Mr. Thompson*
- 411 **Psychology of Politics.** Prerequisite: Permission. Credit 3 hours (E).....*Mr. Thompson*
- 418 **Mental Hygiene.** Prerequisite: Six hours of psychology. Credit 3 hours (I, II, S).....*Staff*
- 421 **Individual Mental Tests.** Prerequisite: Permission. Credit 3 hours (I, II).....*Mr. Thompson*
- 422 **Clinical Tests.** Prerequisite: Six hours of psychology. Credit 3 hours (II).....*Staff*
- 424 **Abnormal Psychology.** Prerequisite: Six hours of psychology and junior standing. Credit 3 hours (II).....*Mr. Thompson*
- 426 **The Problem Child.** Prerequisite: Six hours of psychology. Credit 3 hours (S).....*Mr. Thompson*
- 427 **Psychology of the Exceptional Child.** Prerequisite: Nine hours of psychology and permission. Credit 3 hours (E, S).....*Mr. Thompson, Miss Edwards*
- 433 **Vocational Psychology.** Prerequisite: Permission of the instructor. Credit 3 hours (I).....*Staff*
- 434 **Advanced Industrial Psychology (Business Psychology).** A continuation of Psychology 333. Credit 3 hours (E).....*Staff*
- 480 **Tests and Measurements.** Prerequisite: Six hours of psychology. Credit 3 hours (II, S).....*Mr. Davis, Mr. Thompson*
- 483 **Child Psychology.** Prerequisite: Nine hours of psychology and permission of the instructor. Credit 3 hours (E, S).....*Miss Edwards*
- 510 **Advanced Educational Psychology.** The implication of various schools of psychological thought to the problems of education. Prerequisite: Six hours of psychology. Credit 3 hours (E, S).....*Mr. Hurst, Mr. Thompson*
- 513 **Theoretical Psychology:** A consideration of the fundamental tenets of the various schools of modern psychology; Structuralism, Behaviorism, Functionalism, Gestalt, and Self Psychology. Prerequisite: Twelve hours of psychology. Credit 3 hours (S).....*Mr. Thompson*
- 601 **Graduate Thesis.**
- 602 Credit 3 to 6 hours (I, II, S).....*Staff*

The following courses may be taken by special permission:
Psychology 331, 333, 385. (See University Catalog for description).

SOCIOLOGY

- 400 **Group Leadership Training.** Prerequisite: Sociology 323.
Credit 1 to 3 hours (E)*Staff*
- 404 **Population Analysis.** Prerequisite: Basic courses in sociology.
Credit 3 hours (I)*Mr. Wilber*
- 416 **Ethnic Relations.** Prerequisite: Senior standing and 6 hours of sociology.
Credit 3 hours (E)*Mr. Wilber*
- 438 **Elements of Social Case Work.** Prerequisite: One year of sociology.
Credit 3 hours (E)*Staff*
- 451 **Methods of Social Research:** A critical study of the approaches and methods
452 used in social investigation; original research in the field of interest of students
is undertaken. Prerequisite: Sociology 215.
Credit 3 hours each (I—II)*Mr. Sullenger*
- 453 **Research Seminar:** Special projects; open only to advanced students in the
454 Department. Prerequisite: Two years in sociology.
Credit 1 to 6 hours (I—II)*Mr. Sullenger*
- 500 **History of Social Thought:** The development of positive and organic social
thought; offers a fundamental background for understanding the central
theories of human progress. Prerequisite: Basic courses in sociology.
Credit 3 hours (I)*Mr. Sullenger*
- 503 **Twentieth Century Social Theory:** This course deals with contemporary
social theory concerning the nature of science, social change, social problems,
social differentiation, ecology, revolution, personality, social causation, sociology
and psychoanalysis. Prerequisite: Graduate standing in sociology.
Credit 3 hours (II)*Mr. Wilber*
- 517 **Propaganda and Social Control.**
Credit 3 hours (E)*Mr. Wilber*
- 601 **Graduate Thesis.**
602 Credit 3 to 6 hours (I, II, S)*Staff*

The following courses may be taken by special permission:
Sociology 304, 306, 310, 335. (See University Catalog for description).

COURSES FOR MASTER TEACHER
AND MINOR FIELDS

BIOLOGY

- 415 **Evolution.** Prerequisites: At least two years of college biology.
Credit 3 hours (II)*Mr. Garlough*
- 495 **Problems in Biology:** Independent original work upon special problems, with
496 scheduled conferences and written report, including survey of literature involved.
Prerequisite: At least two years of college biology and consent of
instructor.
Credit arranged (I, II, S)*Mr. Derbysbire, Mr. Garlough*

The following courses may be taken by special permission:
Biology 320, 325, 361, 395, 396. (See University Catalog for description).

CHEMISTRY

- 413 **Organic Preparations:** Class 2 hours, laboratory 8 hours. Prerequisite: Three
years of college chemistry, including Chemistry 214.
Credit 3 hours (I)*Mr. Berueffy*
- 414 **Identification of Organic Compounds:** Class 2 hours, laboratory 8 hours.
Prerequisite: Three years of college chemistry, including Chemistry 214. Alternates
with Chemistry 413.
Credit 3 hours (II)*Mr. Berueffy*
- 451 **Advanced Analytical Chemistry:** Class 2 hours, laboratory 4 hours. Prerequisite:
452 Three years of college chemistry, including Chemistry 212.
Credit 3 hours each (452 offered I—II)*Miss Ward*
- 495 **Problems in Chemistry:** Independent work upon special problems, with
496 scheduled conferences and written report, including survey of literature involved.
Prerequisite: Three years of chemistry and consent of instructor.
Credit arranged (I—II)*Miss Ward, Mr. Berueffy, Mr. Marquardt*

ECONOMICS

- 412 **Principles of World Commerce.** Prerequisite: Economics 211 and 212 or
consent of instructor.
Credit 3 hours (I)*Staff*
- 416 **History of Economic Thought.** Prerequisite: Economics 211 and 212.
Credit 3 hours*Mr. Crane*
- 417 **Economic Policy.** Prerequisite: Economics 212.
Credit 3 hours (II)*Mr. Crane*
- 450 **Special Topics:** Individual investigations of special problems in economics
451 and economic history. Conferences; open only upon consent of the instructor.
Credit 1 to 3 hours; maximum, 6 hours (I, II—I, II)*Mr. Crane*

The following courses may be taken for Graduate Credit by special permission:
Economics 307, 311, 315, 318. (See University Catalog for description).

FOREIGN LANGUAGES AND LITERATURES

FRENCH

The following courses may be taken by special permission. French 313, 320,
324, 325, 326, 335, 336, 443. (See University Catalog for description).

GERMAN

- 422 **Goethe.** Prerequisite: Permission of instructor.
Credit 3 hours (II)*Staff*
- 443 **Correlated Readings:** Individual problems; each student reads material in
German relating to his particular fields of interest. Prerequisite: German 212.
Credit 3 hours (I, II)*Staff*

The following courses may be taken by special permission:
German 313, 333, 335, 336. (See University Catalog for description).

SPANISH

- 417 **Spanish Literature and Its Cultural Background.** Prerequisite: Spanish 212.
Credit 3 hours (I).....*Mr. Espinosa*
- 418 **Survey of Spanish American Literature.** Prerequisite: Spanish 212.
Credit 3 hours (II).....*Mr. Espinosa*
- 425 **The Modern Drama.** Prerequisite: Spanish 212.
Credit 3 hours (I).....*Staff*
- 427 **The Modern Novel.** Prerequisite: Spanish 212.
Credit 3 hours (I).....*Staff*
- 430 **Cervantes.** Permission of Instructor.
Credit 3 hours (I).....*Mr. Espinosa*
- 443 **Correlated Readings:** Individual problems. Each student reads material in Spanish relating to his particular fields of interest. Prerequisite: Spanish 212.
Credit variable (I, II).....*Mr. Espinosa*

The following courses may be taken by special permission:

Spanish 335, 336, 337, 338, 339, 349, 351, 352. (See University Catalog for description).

MATHEMATICS

- 423 **Selected Topics from Advanced Mathematics:** Lectures and conferences,
424 supplemental reading on advanced topics; students may register on approval of the instructor.
Credit 2 to 3 hours per semester (I—II).....*Mr. Earl*

The following courses may be taken by special permission:

Mathematics 311, 324, 364. (See University Catalog for description).

SOCIAL SCIENCE

Elect at least three subjects (but not more than nine hours in any one subject) from the following: Economics, Government, History, Psychology, and Sociology.

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