

1940

# Harding College Course Catalog 1940-1941

Harding College

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1940-1941 Harding College Catalog

# Bulletin Harding College

## CATALOG NUMBER COLLEGE SECTION

for  
The Session Of  
1940-41

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VOLUME XV - MAY, 1940 - NO. 12

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## CALENDAR

1940-41

### Fall Term

September 13 .....	Freshman Registration
September 17-18 ....	All other Registration
September 19 .....	Class Work Begins
September 21—8 p. m. ....	Faculty-Student Reception
November 18-21 .....	Thanksgiving Lectures
November 21—8 p. m. ....	Alumni and Ex-Student Dinner
December 2 .....	Enrollment for Winter Term
December 6-7 .....	Fall Term Examinations
December 10 .....	Class Work Begins
December 20-31 .....	Christmas Holidays

### Winter Term

March 2 .....	Enrollment for Spring Term
March 7-8 .....	Winter Term Examinations

### Spring Term

March 11 .....	Class Work Begins
April 10 .....	Annual Track and Field Day
April 16 .....	Harding Memorial Day
May 25—8 p. m. ....	Baccalaureate Address
May 27-28 .....	Final Examinations
May 28 .....	Annual Homecoming Day
May 29—10 a. m. ....	Commencement Exercises

### Summer Term

June 2 .....	Registration and Class Work
July 4 .....	Holiday
July 5 .....	Mid-Term Examinations
August 9 .....	Office of the Provost

## HARDING COLLEGE

## BOARD OF TRUSTEES

## OFFICERS

Herbert H. Dawson ..... President  
 L. C. Sears ..... Secretary-Treasurer

## MEMBERS OF THE BOARD

J. D. Allen ..... Searcy, Arkansas  
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 B. F. Rhodes ..... Searcy, Arkansas  
 L. C. Sears ..... Searcy, Arkansas

## FACULTY

## COMMITTEES OF THE FACULTY

## CLASSIFICATION AND ADVANCED STANDING

Dean Sears, Chairman, Dr. Abbott, Professor Dykes, Mr. Kirk,  
 Dr. McKittrick, Professor Rhodes, Dr. Snow, Mrs.  
 Stapleton, Dr. Summitt.

## CURRICULUM RESEARCH AND REVISION

Dean Sears, Chairman, Dr. Abbott, Dr. Armstrong, Mrs. Bell,  
 President Benson, Professor Dykes, Professor Gib-  
 son, Mr. Kirk, Dr. McKittrick, Professor Rhodes,  
 Dr. Snow, Dr. Summitt.

## PHYSICAL EDUCATION AND HEALTH

Professor Berryhill, Chairman, President Benson, Mrs. Larkin,  
 Dean Sears.

## ENTERTAINMENTS

Mrs. Armstrong, Chairman, Mrs. Cathcart, Mrs. Coleman, Miss  
 Elliott, Mrs. Jewell, Mr. Kirk.

## FACULTY PERSONNEL

President Benson, Chairman, Dr. Armstrong, Professor Dykes,  
 Dean Sears.

## FINANCE

President Benson, Chairman, Dr. Armstrong, Mr. Brown, Dean  
 Sears.

## GROUNDS AND BUILDINGS

Dr. Abbott, Chairman, President Benson, Mrs. Armstrong, Mrs.  
 Benson, Mrs. Cathcart, Dean Sears.

## LIBRARY

Professor Dykes, Chairman, Professor Baxter, Miss Hollar,  
 Miss Score, Dean Sears, Mrs. Stapleton.

## PUBLICITY

President Benson, Chairman, Dr. Armstrong, Dean Sears, Pro-  
 fessor Cope, Professor Dykes.

## REGULATIONS AND DISCIPLINE

President Benson, Chairman, Dr. Armstrong, Mrs. Armstrong,  
 Professor Baxter, Professor Bell, Professor Ber-  
 ryhill, Mrs. Cathcart.

## STUDENT PERSONNEL

Dean Sears, Chairman, Professor Baxter, President Benson,  
 Mrs. Cathcart, Professor Cope.

## STUDENT PLACEMENT

Dr. Summitt, Chairman, Professor Stapleton.

CHAPEL PROGRAM Office of the Provost  
 Dr. Armstrong, Chairman, President Benson, Mrs. Cathcart.

## HARDING COLLEGE

OFFICERS OF ADMINISTRATION  
AND INSTRUCTION

GEORGE S. BENSON, B.A., B.S., M.A., LL.D.

President.

B.S., Oklahoma A. and M. College, Stillwater, 1925; B.A., Harding College, 1926; M. A., Chicago University, 1931; LL.D., Harding College, 1932. Professor of History, Harding College, 1924-25; Lecturer on Oriental History and Religions, 1931-32; Head of Chinese Missions, Canton, China, eleven years. Present position since 1936.

J. N. ARMSTRONG, B.A., M.A., LL.D.,

President-Emeritus and Dean of Bible.

Professor of Bible and Greek.

B.A., David Lipscomb College, 1904; M.A., Potter Bible College, 1905; Professor of Greek Literature, David Lipscomb College, 1895-1901; Potter Bible College, 1901-05; President Western Bible and Literary College 1905-07; Cordell, Christian College, 1908-18; Harper College, 1919-24; Harding College, 1924-36. Present position since 1936.

LLOYD CLINE SEARS, B.A., M.A., Ph.D.,

Dean.

Professor of English Language and Literature.

B.A., Cordell Christian College, 1916; B.A., University of Oklahoma, 1919; M.A., University of Kansas, 1921; Ph.D., University of Chicago, 1935; Fellow in English, University of Kansas, 1920-21; Dean and Professor of English, Harper College, 1918-24; Instructor in English, University of Chicago, 1928-29. Present position since 1924.

JOHN LEE DYKES, B.A., M.S.

Registrar.

Professor of Mathematics.

B. A., Abilene Christian College, 1929; M. S., Oklahoma A. and M. College, 1932. Work toward Ph.D., Oklahoma University, 1933; University of Colorado, 1936; George Peabody College, 1937. Instructor in secondary schools, Cordell Christian College and Clinton, 1927-28; 1929-30. Professor of Mathematics, Oklahoma Christian College, 1930-31; Panhandle A. and M. College, 1933-38.

## FACULTY

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WOODSON HARDING ARMSTRONG, B.A.,

Dean Emeritus of Women.

Professor of Speech and Dramatics.

B.A., David Lipscomb College, 1915; B.A., Harding College, 1932; Instructor in Expression, Western Bible and Literary College, 1905-1907; Dean of Women and Instructor in Expression, Cordell Christian College, 1908-18; Dean of Women, Harper College, 1919-24; Dean of Women and Professor of Speech, Harding College, 1925-39. Present position since 1939.

CYRIL E. ABBOTT, B.A., M.S., Ph.D.

Professor of Biological Sciences.

B.A., University of Wisconsin, 1925; M.S., Kansas State College of Agriculture and Applied Science, 1928; Ph.D., Ohio State University, 1937; post-graduate work, Johns Hopkins University. Present position since 1938.

FLORENCE M. CATHCART, B.A.

Dean of Women

Associate Professor of Elementary Education.

B.A., Harding College, 1932; special work in Kansas State Teacher's College, Friends University, and Southwestern College (Winfield). Instructor in Primary Education, Harding College, since 1925. Present position since 1939.

C. D. BROWN,

Bursar.

Present position since 1936.

SAMUEL ALBERT BELL, B.S., (M.S.)

Associate Professor of Biological Sciences and Bible.

B.S., Potter Bible College, 1905; twenty-seven hours and an approved thesis toward M.S., University of Oklahoma; graduate work, University of Kansas, summer 1924. Instructor in Mathematics, Western Bible and Literary College, 1908-10; Professor in Science and Mathematics, Cordell Christian College, 1910-18; Present position since 1924.

MRS. S. A. BELL, B.S., M.S.

Professor of Home Economics.

B.S., Texas State Teachers' College, 1930; M.S., Texas State College for Women, 1935; Instructor in Texas high schools ten years; Director Nursery School work in Texas, two years. Work toward Ph.D., Chicago University, 1936-1939, 1940, and year 1939-40. Present position since 1937.



**BATSELL BAXTER, B.A., M.A., LL.D.**  
Professor of Bible and Social Science.

B.A., Texas Christian University, 1917; M.A., Baylor University, 1919; LL.D., Harding College, 1938; Student-Instructor, Nashville Bible School, 1908-11; Instructor in English, Thorp Springs Christian College, 1911-12; and 1913-16; Dean, *ibid.*, 1913-15; Dean and Instructor in History and Economics, *ibid.*, 1918-19; Dean, Cordell Christian College, 1916-18; Head of Department of Social Sciences, Abilene Christian College, 1919-20; Head of Department of Natural Sciences, *ibid.*, 1920-27; Head of Department of Bible, *ibid.*, 1927-32 and 1934-36; President, *ibid.*, 1924-32; President, David Lipscomb College, 1932-34; President, George Pepperdine College, 1937-39.

**SALLIE HOCKADAY BENSON, B.A.**  
Latin and Mathematics, Secondary Training School.

B.A., University of Oklahoma, 1919; Instructor, Cordell Christian College, four years; in Oklahoma and Texas high schools, six years. Missionary in South China, eleven years. Principal Secondary Training School, 1936-39. Present position since 1939.

**ERVIN BERRYHILL, B.A., M.A.**  
Director of Physical Education.

B. A., Harding College 1934; M.A., George Peabody College, 1937; Instructor in History and Coach, David Lipscomb College, 1934-37. Present position since 1937. On leave, George Peabody College, 1940-41.

**RHEBA STOUT BERRYHILL, B.A.**  
Secretary of Alumni, and Ex-Student Association.

B.A., Harding College, 1934. Present position since 1937.

**GROVER C. BREWER, LL.D.**  
Assistant Professor of Bible and Religious History.

LL.D., Harding College, 1937; Minister, lecturer, author, staff writer for the *Gospel Advocate* for many years of distinguished service.

**ERMINE HOUCHEMANS COLEMAN, B.A.**  
Instructor in Speech and Dramatic Art.

B.A. and Diploma in Speech, Harding College 1938. Special training, Speech department of Harding College under Mrs. Armstrong 1927-33. Harding Speech certificate 1933. Graduate work toward M.A., University of Michigan, summer 1939, 1940. Assistant in Dramatic department, Harding College, 1933-38. Also Instructor in Public Speaking 1935-38. Directed

play that won three out of a possible four state honors in Arkansas Little Theater Meet 1936. Lyceum Director and Instructor in Dramatic Art, Harding College, 1933-39.

**NEIL B. COPE, B.A., M.A.**  
Associate Professor of English and Professor of Journalism.

B.A., Harding College, 1934; M.A., Louisiana State University, 1935; Graduate work toward Ph.D., Tulane University, summer 1935; Harvard University, summer 1936; University of Louisiana, summer 1938; Northwestern University, summer 1939. Present position since 1936.

**MARY N. ELLIOTT, B.A., B.Mus.**  
Instructor in Piano and Musical Theory.

B.A., Drury College, Springfield, Missouri, 1937; B. Mus., Drury College, 1937; Graduate work toward M.Mus., Juilliard Institute of Musical Arts, New York, 1937-38, and summer 1939; Instructor in Piano, private studios, 1932-38; Instructor in Piano, East Mississippi Junior College, 1938-39.

**ERNEST W. GIBSON, B.A., M.A.**  
Professor of Business Administration and Economics.

B.A., Transylvania University, 1903; M.A., University of Kentucky, 1929; Graduate work toward Ph.D., Ohio State University, 1930, Alabama State University, 1932; Northwestern University, 1935-36. General teaching and executive work in Kentucky and Tennessee 1903-1929; Head of Commerce department, Hinds Junior College, 1930-35.

**FERN HOLLAR, B.A., M.A.**  
Associate Professor of Modern Languages.

B.A., University of Texas, 1936; M.A., University of Texas, 1937. Graduate work, University of Texas, summer 1940. Associate Professor of Spanish, Abilene Christian College, 1937-38. Present position since 1938.

**ELSIE MAE HOPPER, B.S., M.S.**  
Associate Professor of Home Economics.

B.S., Harding College, 1938; M. S., Texas State College for Women, Denton, 1939; Graduate scholarship in Home Economics, Texas State College for Women, 1938-39. Present position since 1939.

**EDWIN M. HUGHES, B.A.**  
Principal Secondary Training School.

B.A., Harding College, 1937; Principal, Georgetown Arkansas, 1937-38; Instructor, Searcy public schools, 1938-39. Present position since 1939.



**LILLIE HUDDLESTON, B.A.****Instructor Elementary Training School.**

B.A., Harding College, 1904; Instructor in public schools nine years; Harding Training School, 1938-39.

**FLORENCE FLETCHER JEWELL, B.Mus.****Instructor in Voice and Musical Theory.**

B.Mus., Murray State Teachers' College (Kentucky), 1938; Graduate work, University of Michigan, summer 1939; instructor in voice and piano, private studios, since 1934; present position since 1938.

**LEONARD KIRK, B.A., B.S.****Instructor in Musical Theory, Director of Orchestra and Glee Clubs, Head of Music Department.**

B.A., Harding College, 1929; George Peabody College, 1929-31; B.S., 1931; Public School Music in Knoxville City Schools, 1931-35; Supervisor of Music, Resettlement Administration, Cumberland Homesteads, Crossville, Tennessee, 1936-38; State of Tennessee, Department of Institutions and Public Welfare, 1938. Present position since 1938.

**MAXIE T. McCULLOUGH, B.A.****Instructor in Art.**

B.A., Boscobel College; Professional Teacher's Certificate, Cincinnati Art Academy; special study in France and Italy, two years, in Colarossi Academy under Emile Renard, in the Julian Academy under LaFarge; private study under Deville-mont-Chardon, Paris; Supervisor's Course in Public School Drawing, Prang Art Normal, Chicago; Author; Exhibitor; Instructor in Art, Whitworth College, Henderson-Brown College; Crescent College and Conservatory; Oklahoma Presbyterian College; Head of French department State Teachers College, Hattiesburg, Miss., 1920-24. Present position since 1938.

**MARY MCKITTRICK, B.A., M.A., Ph.D.****Professor of Modern Language and Literature.**

B.A., Mount Holyoke College, 1931; M.A., University of Pittsburgh, 1932; Ph.D., University of Wisconsin, 1937.

Instructor in German, University of Pittsburgh, 1932-33; Instructor in English and French, Pittsburgh high schools, 1933-34. Present position since 1938.

**L. E. PRYOR, B.A., M.S.****Associate Professor of Social Sciences and Education.**

B.A., University of Chattanooga, 1923; M.S., University of Arkansas, 1933. Instructor and principal in high schools 1923-24, 1927-32; present position since 1932.

**B. FRANK RHODES, B.A., M.A.****Professor of Social Sciences.**

B.A., Potter Bible College, 1904; advanced work in University of Kansas, 1905; M.A., University of Oklahoma, 1920; Professor of History, Western Bible and Literary College, two years; Cordell Christian College, four years; Thorp Springs Christian College, five years; Harper College, five years; Abilene Christian College, one year; work toward Ph.D., University of Texas, summer 1925, 1926; present position since 1924.

**JUANITA RHODES, B.A.****English and Business, Secondary Training School.**

B.A., Harding College 1933; correspondence work Abilene Christian College, Abilene, Texas, 1937-38; work in Business Administration, Harding College, 1938-39. Present position since 1939.

**CATHARINE SCORE****Librarian.**

Graduate, Daichmann Library School, Oslo, Norway. Librarian, Galloway College, 1923-30. Present position since 1934.

**PATTIE HATHAWAY SEARS, B.A.****Instructor in Primary Education.**

Graduate of Harper College, 1924. Special work Harding College, 1927-40; Dietitian, Harding College, 1929-38; B.A., Harding College, 1940. Present position since 1939.

**CHARLES CHAPMAN SNOW, B.S., M.S., Ph.D.****Professor of Physical Sciences.**

B.S., William and Mary College, 1912; M.S., Columbia University, 1915; Ph.D., Indiana University, 1932; two years graduate study, University of Chicago. Instructor in physical sciences, William and Mary, 1912-14; in University of West Virginia, 1918-21; in University of Puerto Rico, 1921-22; Professor of Physical Sciences, Kenyon College, 1923-24; in Bowling Green (Ohio) State Teachers' College, 1924-26; in Oakland City College, 1926-37.

**JANE RHAMY SNOW, B.A., M.A.****Supervisor of Intermediate and Junior High School.**

B. A., Drury College, Springfield, Missouri, 1916; M.A., University of Chicago, 1921; Instructor in Public Schools of Texas and Kansas for eight years; Instructor one year Puerto Rico Normal, Puerto Rico; Instructor two years Oakland City College, Oakland, Indiana. Present position since 1939.

**ERNEST RAY STAPLETON, B.A.****Instructor in Business Administration.**

B.A., Harding College, 1932; Graduate work, University of Oklahoma, summers 1939, 1940; Graduate Tyler Commercial College; five years experience in business offices; Superintendent of schools, 1938-39; Instructor in Business Administration, Harding College, 1928-36. Present position since 1939.

**RUBY LOWERY STAPLETON, B.A., M.A.****Associate Professor of English.**

B.A., Harding College, 1926; M.A., University of Oklahoma, 1931; Instructor in English, Harding College, 1926-27; Publisher, Davenport (Neb.) Journal; Instructor in English, Rockport, Mo., 1928-29; at Maud, Oklahoma, 1931-32. Present position 1932-36, and since 1939.

**WILLIAM KNOX SUMMITT, B.A., M.A., Ph.D.****Professor of Education, Director of Training School.**

B.A., Union University, 1925; M.A., Peabody College, 1928; Ph.D., University of Missouri, 1933; Research Secretary and part time Instructor, University of Louisville, 1930-31; Survey Department of the University of Missouri, 1932; present position 1932-38 and since 1940.

**Mrs. R. A. WARD****Instructor in Violin.**

Graduate in violin, Cincinnati Conservatory of Music; post-graduate work Cincinnati Conservatory, the Chicago Musical College, and the American Conservatory. Student of P. A. Tiridelli, Julius Sturm, Jean ten Have, Jacques Gordon, Victor Kuzdo, Leopold Auer, and others. Director of music, Galloway College, three years; director of violin, Galloway College, fifteen years; instructor in violin, private studio, several years. Life membership, Arkansas State Music Teachers' Association.

**APPLICATION FOR ENTRANCE****(Detach and Mail to the Dean of Harding College)**

Name.....

Address.....

(City)

(State)

Street or Route..... Age.....

Parent or Guardian.....

For what year of work are you ready?.....

Underscore the following in which you have had some training or experience; underline twice those in which you have had considerable experience: piano, voice, violin, band, orchestra, public speaking, debating, dramatics, basketball, baseball, tennis, track, wrestling, school publications, others

.....

.....

Check the courses which you plan to pursue: Work toward

B. A. degree?..... B. S. degree?..... B. M. degree?

..... Specializing in what department?.....

Pre-medical course?..... Pre-law?..... Pre-engi-

neering?..... Other professions? .....

.....

.....

Teaching?.....; In high schools?..... What sub-

jects?..... In junior high?..... In upper grades?

..... In primary?.....

Office of the Provost

What priced room do you desire?.....



Shall we select it for you?.....If not, please  
give at least three choices of room.....  
Have you a room-mate selected?.....If so,  
whom?.....Shall we reserve  
your room for you?..... If so, please enclose room de-  
posit of \$5.00.

Do you wish us to reserve the Special Cash Scholarship for you?..... If so, you should enclose the reservation fee of \$10.00. This scholarship reduces the tuition from \$150.00 to \$120.00 for the year.

List below the courses you wish to take during the fall quarter, including fine arts courses, and the extra-curricular activities in which you wish to engage.

### Courses and Activities Desired

Harding University

## A SUGGESTION—BEQUEST

Realizing the vital need of Christian training for young men and women, and knowing that many would like to share in providing such training and in helping to meet an expense which is too heavy for the student to bear alone, we offer the following suggestions:

I. If your heart moves you to become one of the builders of Harding College, you might provide either by direct gift or by bequest a fund to go toward the construction of some needed building—a new gymnasium, a library, a president's home, a dormitory, or a larger auditorium.

II. If you would become one of the endowers of Harding College to put its vital service and Christian training on a permanent and solid basis beyond all danger of loss, you might establish by direct gift or by bequest a fund to be safely invested and held intact forever, whose interest may be used for the support of the school or of some particular department in it.

Such endowment gifts may be in the form of lands or other properties, bonds, stocks, or other securities. Donors, if they desire, may consult the President of the college or the Treasurer of the Board as to the best form in which to make the gift, or may suggest conditions which will safeguard its use for the purpose for which it is given.

III. For bequests a competent lawyer may be consulted or the following paragraph may be inserted in your will:

I hereby give, devise, and bequeath to Harding College,  
a corporation existing under the laws of the State of Ar-  
kansas and located in the city of Searcy in said State

..... Dollars

(or the following real estate or other properties.....),  
to be used as the Board of Trustees of said College shall  
judge to be to the best interest of the institution.

—OR—

I hereby give, devise, or bequeath to **Harding College,**  
a corporation existing under the laws of the State of Ar-  
kansas and located in the city of Searcy in said State  
..... Dollars  
(or the following real estate or other properties.....),  
to be used for the following purposes, **Office of the Provost**  
specify in detail the purpose or purposes.)

## GENERAL INFORMATION

### HISTORY

Harding College, Searcy, Arkansas, is the result of rapid college growth and the consolidation of Arkansas Christian College of Morrilton and Harper College of Harper, Kansas.

Harper College was founded in 1915. In the nine years of its work it had increased in enrollment from fifty to over three hundred students, and had secured full junior college standing with the state and membership in the American Association of Junior Colleges. But the lack of adequate buildings and the fact that the location was outside the center of support impeded further progress. Arkansas Christian College had been started in 1922 and had partly completed an excellent administration building.

By combining the two colleges with all their resources the resulting institution was able to open in 1924 as a standard senior college. Being located in the very center of the great field of the churches of Christ, its enrollment in the next ten years outgrew the college plant. Students were enrolled from twenty-five states, three provinces of Canada, and Old Mexico. Dormitories were filled and an equal number were crowded into private homes in town, while classrooms became inadequate to accommodate the necessary number of classes.

In this emergency the Galloway College plant at Searcy became available through the consolidation of the three Methodist colleges in the state. The plant was three times as large as that at Morrilton and offered the necessary room for a normal healthy growth for many years. Aside from the small encumbrance assumed, the plant represented a clean gift to the school in buildings and grounds of over \$500,000.00. The location was equal in almost every respect, and even superior in many ways to that at Morrilton. It was therefore decided by the Board of Trustees to dispose of the plant at Morrilton in a way satisfactory to the one creditor concerned and to accept the offer of the new plant for the establishment of Harding College, Searcy, Arkansas.

### NAME

The name "Harding College" was given to the institution in memory of James A. Harding. It was considered a fitting tribute to the life of a great man, who had probably

Office of the Provost



done more for Christian education, and had given more enthusiasm and impetus to the work than any other man of the century. It is similar to the honor paid to his great co-laborer by David Lipscomb College of Nashville, Tennessee. These two schools now stand as monuments to the memory of the two great friends who gave the most to such work and to whom the church of the past fifty years owes the largest debt.

## THE PURPOSE

### Character And Ideals

Harding College and its sister schools are the outgrowth of the far-reaching vision of James A. Harding and David Lipscomb, who saw a need in the education of the youth that was not being supplied by the already established institutions of learning.

The supreme purpose of the College is to build men and women of character. But a vital element of genuine character is the religious and moral nature. Hence Harding College teaches the Bible as the most effective means of cultivating the moral and spiritual nature. It is designed, as these founders expressed it, "to teach the Bible as the revealed will of God to man, and as the only and sufficient rule of faith and practice, and to train those who attend in pure Biblical Christianity." Or, as it is expressed in the deed holding the property: "The property shall be used for maintaining a school in which, in addition to other branches of learning, the Bible as the recorded will of God and the only standard of faith and practice in religion shall be taught as a regular daily study to all who shall attend said school."

Harding College is, therefore, a new type of school. Other groups of religionists have established splendid institutions of learning in which they maintain Bible departments, or theological courses, for the training of young ministers, but this daily teaching of the Word of God, the naked Book, as the Word of God, not to a class of preachers only, but to every student in attendance, puts Harding College in a class by itself. Save its own sisters, we know of no other such school. The teachers of the Bible at Harding College studiously and conscientiously steer clear of sectarianism or denominationism.

"What has God said?" is the thing stressed at Harding College. Individual heart is then largely left to discover God's meaning for himself.

## General and Professional

Recognizing the fundamental value of a liberal education not only in the development of character and personality but as the foundation for professional training, the college aims first to give every student such basic knowledge of the arts and sciences as will acquaint him with the richness of his heritage from the past and the nature of the world in which he lives, and provide him the keys by which he may unlock the future. It relates this knowledge, in the next place, to such specialized training as will equip the student for a chosen profession, such as teaching in its various fields, business in its many forms, home demonstration work, social service, the ministry, foreign missions, etc., or for entrance into the professional schools of engineering, law, medicine, pharmacy, nursing, and others.

## LOCATION

Harding College is at the edge of the foothills of the Ozarks, in one of the most beautiful, fertile, and healthful sections of the state. It is about fifty miles from Little Rock on the national highway from Little Rock to St. Louis, and is served by the main double-tracked lines of the Missouri Pacific from Little Rock to Memphis and St. Louis through Kensett Junction, and by three local lines.

For the benefit of those who motor to Harding College, we are three hours from Memphis; four hours from Fort Smith; five hours from Texarkana; seven hours from Oklahoma City; eight hours from St. Louis; eight hours from Nashville; ten hours from Dallas; twelve hours from Kansas City; fifteen hours from Amarillo; seventeen hours from Chicago.

The country around Searcy offers excellent opportunities to families who want to move to a Christian school. It is naturally adapted to fruits of all kinds. Peaches, apples, grapes, and berry crops grow in abundance. It has for years produced some of the finest strawberries in the South and ships them by carloads to markets all over the country.

## CLIMATE

The climate is as nearly ideal as one may find. The winters are exceedingly mild—almost like spring throughout. The temperature here has been known to rise only a few times in the history of the state. There is abundance



of sunshine, very little wind, and the proper amount of rain. The summers are tempered by breezes and are pleasant. The temperature through the summer rarely rises higher than 95 to 100 degrees Fahrenheit. There are no dust storms.

### SCENERY

The scenic beauty of the Ozarks is unsurpassed. Younger mountain ranges like the Rockies are higher and more rugged, but the verdant freshness of the Ozarks in the summer, and the rich profusion of colors in the fall, browns mingling with gold and the deepest of reds, against a background of perpetual green, create a fairyland of beauty.

While Harding College is only near the foothills of the Ozarks, it is surrounded by many places of great beauty and interest. To the northwest the foothills lead up to the mountains which follow the course of the river and are traversed by an excellent highway. There are many picturesque valleys and peaks. Red River is a beautiful mountain stream bordered in places with lofty cliffs and ledges. Its sparkling rapids and deep clear pools make a paradise for the game fisherman. To the east are lakes abounding in fish.

The mountains afford scores of beautiful spots for outings, picnics, and mountain climbs, while the river, creeks, and lakes offer the finest opportunities for fishing, out-door swimming, and boating. Arrangements are made for every student who will to enjoy these advantages.

Many years ago Cardinal Newman, in discussing the location of a university, insisted upon the element of beauty because of its cultural and spiritual value in the lives of the students. When choosing your college, why not take into account the natural beauty of its location? It will give you priceless memories for after years.

### EDUCATIONAL STANDING

Harding College is a standard senior college, authorized by the state to confer the Bachelor of Arts, Bachelor of Science, and Bachelor of Music degrees. Students working out a major in any department are qualified to enter the graduate schools of the larger universities. Students from other states, or those who may desire to teach in other states, can secure their teachers' certificates in nearly all states without examination upon the completion of the necessary professional course in Harding College.

### CAMPUS

The College campus consists of about twenty-nine acres within easy walking distance of the business section of town. The college buildings are in a woodland of beautiful oaks and elms. The east half, which is open and level, is developed into an athletic field, consisting of tennis courts, baseball field, and track.

### BUILDINGS

The buildings on the campus, exclusive of equipment, are valued at from \$500,000 to \$600,000.

#### Science Hall

This is a three-story brick structure, one hundred and sixty-five feet long, and fire-proof throughout, completed in 1926. The two upper floors contain the various laboratories for chemistry, physics, biology, and home economics, teachers' offices, supply rooms, and lecture rooms. The first floor contains the administrative offices and general class rooms.

#### Pattie Cobb Hall

The girls' dormitory, named in honor of Mrs. James A. Harding, is a large three-story brick building, fire-proof throughout, with room for over a hundred girls. Most of the rooms are arranged with a connecting bath between each two rooms, to be shared by the four girls together, while several rooms have private baths. Each room has two closets so that every girl may have her individual closet. The rooms are furnished with single beds. On the second floor is a completely equipped hospital apartment, the reception rooms, guest rooms, and apartment for the matron.

#### Dining Hall

Occupying most of the first floor of Pattie Cobb Hall are the college dining halls and kitchens. These are attractively finished with tile floors and will seat over five hundred. The kitchens and storage rooms are furnished with the most modern equipment.

#### Men's Dormitory

This immense three-story brick building, over two hundred feet long with two wings extending back at the ends, will accommodate over two hundred boys. All rooms are furnished with closets and most with single beds.

On the first floor of the men's dormitory are spacious reception rooms, some class-rooms and Office of the Provost library, and the postoffice boxes. On the second floor is the college auditorium, and the music, speech, and art studios.



### Gymnasium

The present gymnasium is a fire-proof brick structure with an excellent hardwood floor, and is furnished with standard gymnasium equipment, such as parallel bars, wrestling mats, etc., as well as a basketball court.

### Swimming Pool

This is a beautiful modern building, steam-heated, with brown tiled floors, and white tiled pool. Along the walls are dressing rooms, each furnished with a shower. It is furnished with equipment for complete and constant sterilization of the water, which is also being constantly changed.

### Power Plant

A large concrete and stucco building houses the central heating plant, which is furnished with two large high pressure boilers with sufficient capacity to allow for future expansion in the college plant. Through a complete circulatory system it also furnishes hot water to every part of the campus day and night.

### Laundry And Cleaning Plant

In order to furnish labor for students and care for the laundry and cleaning for the entire school the college operates its own laundry. It is one of the most completely equipped in the state, furnished with rotary steam washers, dryers, mangles, steam presses, steam drying room, dyeing equipment, etc. It gives the finest quality of service available in laundry and cleaning work.

### "Grey Gables"

This three-story frame structure accommodates the piano practice rooms, apartments for teachers, and light housekeeping rooms.

### "Deanery"

This handsome two and a half story English style cottage of native stone, erected, partly through contributions by Dean and Mrs. L. C. Sears, is used as the dean's home.

### The Cottages

A group of three frame cottages and one small brick cottage are used for teachers' homes. Three of these are steam-heated from the central plant.

### The Workshop

This is a large brick structure equipped for machine work, carpentering or manual training, plumbing, and scenery designing and painting.

### The Farm

The college farm of forty acres near the campus is furnished with a large farm home and dairy barn and accommodates the college dairy.

### Benson Field

An excellent athletic field is being developed on one section of the campus. It has a baseball diamond, track, pits for pole vaulting and jumping, and tennis courts. In addition to the clay courts, there are two concrete tennis courts.

### AUDITORIUM AND STAGE

The auditorium and stage are equipped with a view to the needs of the dramatic arts, speech, and fine arts departments. The acoustics is excellent and the stage is furnished with everything necessary for the finest productions. The dramatic club has created several different sets of stage scenery both interiors and exteriors, together with practical doors, windows, stairways, etc. The stage is equipped with electric devices for rather elaborate lighting effects, including spot lights, flood lights, and foot and border lights with different circuits for different colors and with dimmers for each circuit. The entire equipment makes it possible to produce satisfactorily and with great naturalness, plays or scenes requiring unusual lighting effects, settings or costumes.

### LIBRARY

The library at the present time contains over 18,000 volumes besides periodicals and bulletins. The selections have been made with the utmost care. There are almost no gifts, and consequently nearly every volume is in the shelves because of its actual value. The reading room is supplied with the best works of reference, including standard encyclopedias such as the Britannica, the Americana, the Catholic, New International, the Jewish, Hasting's Encyclopedia of Religion and Ethics, Shaft-Herzog, etc.; scientific dictionaries and encyclopedias; the Dictionary of National Biography; numerous historical works; and works dealing with languages, fine arts, travel, exploration, etc. A more detailed statement of the works for science, English and other departments will be found with the description of the courses of each department. About fifty periodicals related to the work of the various departments come to the library regularly. The library is

provided with the Reader's Guide to make the periodicals more usable. It contains also the United States Catalog since 1899 and other bibliographical works. The entire library is carefully cataloged by the Dewey decimal system, and a triplicate card index makes all material instantly available.

## LABORATORIES

The school maintains standard laboratories for chemistry, biology, physics, and home economics.

### Chemistry

The chemistry laboratory is furnished with equipment and apparatus valued at approximately \$7,000.00. Besides the standard chemistry tables, which are supplied with water and gas, the laboratory has an electric drying oven, electric furnace, accurate balances, gas hood, distillery, calorimeter, and supply room for chemicals and equipment. It is thoroughly equipped for all advanced courses offered, and for commercial analysis of ores, coal, minerals and water.

### Biology

The biology laboratory is one of the best equipped in the state. Approximately \$7,000.00 worth of equipment has been installed. It is furnished with standard biology tables, high-powered, double-nosed microscopes, binoculars, the best make of dissecting microscopes, a large compound balopticon with hundreds of prepared slides, a microtome for preparing additional slides, dissectable torsos and other models and casts, skeletons, life histories, and collections of birds and insects.

### Physics

The physics laboratory is well furnished for the courses offered. It is not the plan of the college to offer a major in physics at present. It is to confine its work in this department to beginning courses, but for this purpose it has an excellent equipment, valued at about \$3,500.00.

### Home Economics

The home economics department has equipment valued at over \$7,000.00. The foods laboratories are furnished with standard tables with hardwood or white tile tops. Each table is equipped with electric stoves or gas burners, and electric and gas ranges and ovens are supplied for general use. Cooking utensils are of aluminum and graniteware. An attractively furnished dining room is arranged with everything needed

for service, including several sets of dishes of different designs.

The clothing and textile laboratories are furnished with standard cutting tables, work cabinets, sewing machines, fitting room, etc.

The practice housekeeping apartment occupies six rooms and a bath in a new stone residence near the campus, and furnishes adequate facilities for the practical housekeeping courses under direct supervision of the home economics instructors.

## SCHOOL ACTIVITIES

### CHAPEL

One of the chief features of the school is the daily chapel exercises. The chapel talks are intended to prepare the student for dealing sanely with the problems of life, to develop proper ideals of true manhood and womanhood, and to impart a desire for accomplishing greater things. Every student is expected to attend chapel. We believe that the conscientious student will derive more from the chapel talks than from any regular course of study.

### MONDAY NIGHT MEETING

Each Monday night the school comes together for the purpose of discussing some Bible topic. All boarding students are expected to come, and the general public is cordially invited. In these meetings are discussed all questions of interest to Bible students and growing Christians. Three ends are sought in the meetings—the development of young men as public workers, the teaching of truth, and the cultivation of spirituality and consecration.

### JAMES A. HARDING DAY

The first James A. Harding Day was observed in February, 1926, by students, teachers, and friends of Harding College, in grateful memory of the service rendered the cause of Christian education by him whose name our college bears. By vote of the assembly the day has been made an annual event. Since that time it has been observed in April, Brother Harding's birth month.

### HOMECOMING DAYS

Two homecoming days for alumni and ex-students are held each year, one on Thanksgiving ~~Office of the Provost~~ the Wednesday before the closing of school. A business and social



meeting is held which all ex-students are cordially invited to attend.

### THANKSGIVING MEETING

Each Thanksgiving the school has a meeting to which all friends of Christian education are invited. A number of able speakers are always secured, and the service is rich in good things. Brethren will provide homes for all who come. If you have never visited the school you should come to this meeting and get acquainted with the work that is being done.

### SCHOLASTIC STUDENT ACTIVITIES

All scholastic clubs and organizations for the promotion of student activities must receive a permit from the school.

### THE HARDING FORENSIC LEAGUE

A club for training and practice in public speaking and debate is open to students interested in debating. The coaches in debate sponsor the League.

### INTER-COLLEGIATE DEBATING

Harding College has established an excellent record in intercollegiate debating. Since 1931 Harding debaters have won first place in the state tournaments, in junior and senior debate, nine times, second place twice, first place once in the Mid-South tournament including all surrounding states, and first and second places in the Championship Tournament including championship teams of the South. This means fourteen championships in eight years.

For students preparing for law or for the ministry or for general public work this activity offers unusual development.

### THE CAMPUS PLAYERS

At the close of the session 1925-26, The Campus Players, the dramatic club of Harding College, was organized. Membership in this club is open to both teachers and students. The club is a self-governing body, under the general supervision of the faculty. Fortnightly meetings are held, in which the drama is studied and one-act and full evening plays are produced.

A valuable addition to the work of the club is the course in the designing and painting of stage scenery. Anyone who expects to direct plays needs a course of this kind.

### THE CAMPUS PLAYERS OF THE AIR

Harding College broadcasts a weekly educational and cultural program from the studio on the campus by remote

control over station KLRA, Little Rock. Actors, poetry readers, drama and continuity writers, announcers, technicians and experimenters in sound effects make up the personnel of the Campus Players of the Air. This group works in cooperation with the A Cappella Choir, the Glee Clubs, the Speech Choir, the Music department—in fact with any department in putting a program on the air. Five plays written by members of the group were broadcast during the Winter and Spring terms of 1940. More original work is expected to be put on the air during the 1940-41 session. A new recording machine was installed April 29, 1940. The group is sponsored by Mr. Kirk, Mrs. Armstrong and Mrs. Cathcart.

### COLLEGE LYCEUM

Since 1928 the Players have sponsored and, with the aid of other fine arts departments, have given an annual lyceum course of five numbers of unusual excellence.

In 1934-35 the Players undertook the remodeling of the college auditorium and stage. All revenue from the lyceum course went to retire the obligation this group of young people took for Harding.

### PLAY TOURNAMENT

The Campus Players in 1931 carried out the unique and difficult venture of a three-act play tournament within their own organization. Such a huge dramatic contest has never been undertaken by any college before, so far as known. The dramatic club was divided into six casts of about equal ability, and each cast presented a full evening play. These plays were directed by the older members of the Campus Players under the general supervision of Mrs. Armstrong, each group being entirely responsible for stage setting, costumes, lighting, make-up, and all the details necessary for a successful performance. Cups were given for the best production, and the second best, and for the best man and woman actor, and the man and woman who had made the greatest improvement during the year.

While this tournament has not been carried out each year, a series of work shop plays are given annually in which campus players direct the plays and work out all details of production.



## STATE SPEECH FESTIVAL

Each year but one since the organization of the Arkansas Little Theatre Association the Campus Players have either entered a play or been host to the annual State Tournament. In the Tournament of 1936 the Campus Players' production won first place honors both as the best performance and as the best directed play. In 1937 the Players again won first place in the State. Since 1939 this tournament has been changed to a Speech Festival with no winners designated.

## SPEECH CHOIR

The Harding Speech Choir for men, women, and the mixed group is one of the most valuable organizations on the campus for personality development.

Choric speech not only has high artistic values, but it is proving both in England and in America to be one of the best methods yet devised for remedial work. Not only do beautiful, resonant, speaking voices become more beautiful, more resonant, through group participation but dialectual, indistinct, and slovenly speech soon gives way under the magic of group participation and the student with the strident, harsh, nasal, throaty voice soon learns that misuse of the voice and not heredity is responsible for this serious mar to his personality.

The stutterer is often helped materially, and cases are on record where complete cures have been effected. The timid student gains courage, and the over bold learns a restraint that adds immeasurably to his charm. But the student who gains the most pleasure perhaps from the group speaking is the student who loves rhythm and melody of beautiful words, beautifully spoken—the beautiful dress of beautiful thoughts.

Regular rehearsals are called three times each week. The women once, the men once, and the full choir once. By this arrangement each individual member of the choir meets rehearsal but twice each week.

## A CAPPELLA CHOIR AND GLEE CLUBS

The Harding A Cappella Choir of men and women and the Men's Glee Club and Women's Glee Club are three of the outstanding musical organizations. The choir won first place in the competition of central southern states at Memphis in 1937. The glee clubs give programs both at school and at many other places throughout Arkansas, and other states.

## ORCHESTRA

The orchestra is one of the special activities of the college. All students of the school interested in the work are invited to bring their instruments and take advantage of this splendid orchestral training. Only the best orchestral material is studied, and the experience gained helps students to prepare to fill profitable positions in professional orchestras, or to direct orchestral work in schools. One hour each day is devoted to both sectional and full rehearsals. Several public concerts are held throughout the year.

## BAND

Another enjoyable and valuable organization is the college band. Students who own any kind of band instrument should bring it with them. Those who have never played in a band before can secure the necessary group and private instruction from the director. Those who wish to join the Harding band and do not own instruments should wait until they come and try out with the director before selecting and purchasing their instruments. The director can give them helpful suggestions.

## HONORARY AND SOCIAL CLUBS

All honorary clubs and organizations must receive a permit from the school.

### Social Clubs

A number of clubs combining in varying degrees both social and literary activities have been organized in order to give every student an opportunity for the best social development. The clubs for young women are the Woodson Harding Comrades, established in 1926, the Ju-Go-Jus in 1926, and Los Companeras in 1933-34. In addition to these are the Mu Etti Adelpheans, Sapphonians, Ko Jo Kais, all organized in 1935-36, the GATA's in 1938, and the Tofebt, Alpha Thetas, and Las Amigas in 1939.

The men's clubs are the Cavaliers, established in 1929, the Sub-T's in 1929, the T. N. T's in 1933-34, the Koininias in 1934-35, the Lambda Sigmas in 1935, the Tagmas in 1937, and the Pix in 1938.

### Alpha Honor Society

Membership in the Alpha Honor Society is limited to those whose scholarship is of the very highest excellence. Only a limited number may be admitted. Office of the Provost  
Moral and social qualities must also be of



similar excellence. Meetings of the society are held annually at the alumni homecoming during commencement week and at other times through the year. The purpose of the society is to encourage superior scholarship with high moral attainments.

### ATHLETICS

Extravagant athletics is not considered in keeping with the best interests of earnest and profitable school work. It is our purpose to keep athletics within such bounds as to retain its full value as an agency to maintain a healthful condition of the body while the mind works. We believe students as a rule enter college to gain a mental discipline and a certain amount of useful knowledge, rather than to become athletes. On the other hand, a wholesome and enjoyable system of exercise for students is a valuable asset to the accomplishment of the work required by conscientious teachers. The general relaxation through interest in a game has much value in breaking up nervous tension prevalent among hard-working students.

For this reason all forms of athletics except football are sponsored and encouraged. Because football makes such heavy demands upon the students' time, and has been found so injurious to health and so expensive to maintain, it has been discontinued. In its place regular schedules of intramural sports are arranged between classes and clubs during the fall quarter, and every student is given an opportunity to play. This plan has proved much more satisfactory than intercollegiate football, and has allowed a greater emphasis to be placed upon those sports that can be carried into later life as a source of recreation and health.

All the athletics of the college are under the direct supervision of the faculty at all times. No student whose grades and deportment are not satisfactory will be allowed to participate in any contest. No language unbecoming a Christian is allowed on our grounds.

#### Basketball

This major winter sport is encouraged and a large number of students take part in the intramural contests.

#### Baseball and Softball

Both of these sports are supported, and softball is a regular part of the intramural program in the fall and spring.

#### Tennis

Two concrete and other clay courts for tennis have been provided, and the management heartily encourages this health-giving exercise.

### Horseback Riding

The college provides horses for those who wish this form of healthful exercise. The Equestrian Club was organized in 1918 for those especially interested, but all students, no matter whether members of the club, have the privilege of riding.

### SWIMMING

The most healthful and delightful of sports is made possible all winter long by the beautiful steam-heated swimming pool on the campus. Instructors are arranged to teach swimming to those who wish to learn it. The time is divided between the young men and young women, so that the pool is accessible to both every day in the week. No mixed swimming is allowed.

### TRACK AND FIELD

Track and other field sports are encouraged.

## SCHOLARSHIPS AND PRIZES

### THE W. J. CARR SCHOLARSHIP

The W. J. Carr Scholarship was founded by a gift of \$2,500 from W. J. Carr of Junction City, Arkansas. The interest on the above sum pays the regular tuition on one student each regular school year.

### ELIZABETH J. COUCHMAN MEMORIAL FUND

This fund of \$940.00, the interest from which is applied on a scholarship for some student each year, was made possible through the generosity of Mrs. Elizabeth J. Couchman of Winchester, Kentucky.

There are so many deserving students who need aid, and to invest in these students is so worthwhile a work that Harding College invites others to follow these examples. For suggested forms for wills, see page 15.

### BOOTH BROTHERS MEMORIAL SCHOLARSHIP

This scholarship covering the regular tuition of one student each year has been permanently endowed by gifts from the Booth family of Searcy. It will continue perpetually through the future of the institution.

The donors of this scholarship endowment are among the best known families in Searcy, the father having moved to the county from Tennessee in 1852 and began a successful farming and livestock business. Later the firm of Booth Brothers was organized and rapidly established a reputation for integrity, honesty, and strict business responsibility which made it out-

standingly successful. They helped in the construction of the Missouri Pacific Railroad, the Rock Island, and the Missouri and Arkansas, and built Highway 67 through White County. The firm later was instrumental in organizing one of the banks and in building and financing other businesses and public services.

The Booth family have always felt a responsibility in encouraging any movement for the public welfare. Through their interest in the education of young people they have established the Memorial Scholarship.

### HONOR SCHOLARSHIPS

Harding College grants regularly to the valedictorian of each North Central or class A high school a scholarship of \$150, half of which may be applied on tuition each of the two successive years following graduation. To the salutatorian it grants a scholarship of \$100, half of which may be applied on tuition each of the two following years. With the cash discount permitted on the balance of the tuition, the amount still due exclusive of the scholarship each year would be for valedictorians only \$60, for salutatorians \$80.

For Class B schools with graduating classes numbering twenty or more the same two scholarships are granted. For classes of less than twenty the valedictorian scholarship is reduced to \$100, half of which may be applied on tuition each of the two successive years.

For Class C schools only the valedictorian scholarship of \$100 is granted, half of which may be applied on tuition each of the two successive years following graduation.

### INTER-CLUB DEBATE CUP

Occasionally the men's social clubs compete for a silver loving cup. In 1936 the cup was won by the Sub T's.

### PRESS CLUB MEDAL IN ORATORY

The Press Club offers a medal each year to the winner in an all-college oratorical contest. The winner in 1936 was Owen Pearce; in 1937, William Medearis; in 1938, James Warren; in 1939, James McDaniel; in 1940 Dennis Allen. In the women's division the medal was won in 1938 by Miss Doris Hickman, in 1939 by Mabel Dean McDaniel, and in 1940 by Marie Brannen.

### SCHOLARSHIP MEDAL

A scholarship medal is conferred each year by the Alpha Honor Society upon the graduate with the highest scholarship record.

## REGULATIONS

### DISCIPLINE

For discipline we appeal to the hearts and consciences of our students and depend much upon the Bible study and teaching. Love and justice are the moving principles of our government, regulations are as few as possible, and we demand only that the students do right. If after patient effort we cannot reach a student in this way, we advise him to go home.

### SOCIAL REQUIREMENTS

#### Non-Students

It has been the custom to permit worthy young men who are not members of the student body to enter into the social life of the college. This is a custom we are glad to continue under proper conditions.

All young men who are not students of the institution must be presented formally to the matron. It shall be necessary that they present at this introduction letters of recommendation from the minister of the church which they attend regularly. This recommendation must testify concerning the moral character of the young man.

Any young man who is thus permitted to enter the social life of the college thereby pledges himself to obey all social regulations of the school. Any young man who violates this pledge will be promptly excluded.

#### Local Students

The college management has the general oversight of local students on the grounds and in the buildings and at all other times when participating in college activities.

#### Boarding Students

All boarding students are required to room in our student homes unless they stay with relatives in town or work for their room and board. All such cases must be approved by the president of the college.

#### Secret Marriages

The contracting parties of a secret or unapproved marriage taking place within the student body of Harding College will be excluded from the college and all credits earned within that year will be cancelled.

The student-preacher aiding such marriage by performing the ceremony shall be dealt with similarly.



## Tobacco

Those who are directly responsible for the influence on the grounds and in the buildings of Harding College believe that the use of tobacco in any form is injurious to the user. It is our purpose therefore to discourage the use of tobacco in every way that we can. We have a deep interest in those who have acquired the habit of using it and desire only to help them quit the habit. But if they WILL persist in the use of it we insist that they must use it so as to throw around others the least possible temptation. Hence, the use of tobacco on the college campus and in the buildings is strictly forbidden except in the rooms of those who use it.

## HOLIDAYS

Students will not be permitted to leave for home to spend any holiday until the school adjourns for such holiday, unless it be by written consent of their parents. Even if one obtains such permission, his absence from his classes will be unexcused and will count with other unexcused absences in lowering his grades, deducting from his credits, or excluding him from his course. Similarly any class missed because of a late return after a holiday will be unexcused and will count as above. Parents should note this well and not encourage students to miss classes at such times.

## CLASS ABSENCES

No class cutting will be tolerated. When a student misses a recitation in any class, he must present to the registrar a satisfactory excuse within two days after he returns to the class.

The following regulations apply to absences:

1. When a student has three unexcused absences from any class, he shall be dropped from the course by the instructor. He may be reinstated only by the recommendation of the registrar and the payment of \$1.00 fee.
2. Any student who has ten unexcused absences from all classes and chapel shall forfeit one hour of credit; twenty absences discount two hours of credit, etc. These absences need not occur in a single class but may be the total in all classes.

Harding University judgment of the committee, any other measures may be more effective in dealing with any individual

student, it shall be at liberty to add to the above penalties or to substitute others.

## CLASS CHANGES

No student is permitted to change or leave a class without the approval of the dean and the teacher in charge of the class. After the first two weeks any student changing a class will be charged a fee of \$1.00.

Any class dropped without the approval of the dean will be marked F, and this grade will be entered in the record of the student.

No class changes will be permitted after the fourth week of any term. Any class dropped after that time because of failing grades will be marked F.

## EXAMINATIONS

Examinations will be given regularly at the close of each term and during the term at the discretion of the instructor. No student is excused from these examinations. In case a student misses an examination for any cause, he may secure a special examination by applying to the dean and paying the instructor fifty cents examination fee.

## REPORTS AND GRADES

Reports will be sent to parents or guardians at the end of each term. Should a student be doing unsatisfactory work, a report to this effect will be sent to the parents at any time.

The rank of the student will be indicated by letters as follows:

A is the highest grade, 90 to 100.

B is good, 80 to 90.

C is fair, 70 to 80.

D is the lowest passing grade, 70.

I is "Incomplete." It implies nothing as to the quality of the work, and may be removed by completing the work of the course.

E is "Conditional failure." It may be removed by passing a satisfactory examination on the course.

F is "Failed." Credit for the course may be had only by repeating it in class.

## TRANSCRIPTS OF CREDITS

Each student is entitled to one transcript of credit without charge, but a fee of \$1.00 will be charged for each additional copy. Office of the Provost



## INFORMATION FOR NEW STUDENTS

### HOW TO REACH US

The two main lines of the Missouri Pacific from Little Rock to Memphis and from Little Rock to St. Louis pass through Kensett, which is less than four miles from the college campus. Fourteen passenger trains stop at Kensett daily. A branch line of the Missouri Pacific runs several trains each day from Kensett to Searcy, and students may stop at the college station. Students arriving at Kensett on trains not connecting with the Kensett-Searcy locals will be met by college cars if they have notified the college on what train they will arrive. Students who have not notified the college on exactly what train they will arrive may telephone from the station and they will be met promptly. Students coming from Memphis can make connection with the bus at Bald Knob about 9:30 p. m.

Students from western Oklahoma may take the Rock Island to Little Rock and transfer to the Missouri Pacific. Students from northwest Arkansas find a direct route over the Missouri and North Arkansas line from Eureka Springs through Searcy.

In addition to the train service four buses pass through Searcy each day from Little Rock to St. Louis, six from north east Arkansas to Little Rock and one daily from Memphis to Searcy.

Students will be met free at the opening of each term. But fifty cents will be charged per student for trips at any other time. Fifty cents will be charged for delivering trunks from the station to dormitory rooms at any time.

### EXPENSES

The expenses outlined below are for college students only. Expenses in the academy are outlined in the academy catalog.

It is our desire to keep expenses at Harding College as low as possible consistent with efficiency.

The boarding student who takes advantage of the Special Cash Scholarship explained below can meet all school expenses for \$338.25 to \$368.25 for the year. This includes regular tuition, term fees, room and board. The resident student can meet all expenses for \$143.25 for the year.

### Personal Expenses

In estimating school expenses the following facts should not be overlooked. Young people at home spend money for clothing and incidentals; hence such things should not be considered a part of the school expenses. If students are free to write checks on their parents for any amount they wish to spend, their expenses will be much greater. It is impossible for us to control spending without the help and encouragement of parents.

Parents who wish their children to make bills with the merchants in town, having their bills sent home for payment, should write directly to the dean about the matter. We are doing everything in our power to prevent making of unapproved bills. During the past, the merchants and parents have cooperated heartily with us, and we have together helped students to keep their personal expenses low. We ask parents to continue their cooperation in the future.

### TUITION, FEES, AND ROOM RENTS

The school year of nine months (thirty-six weeks) is divided into three terms of twelve weeks each.

The expenses are paid by the term and at the beginning of the term. This is required because the school must have the money due it to give efficient service, and parents can arrange for one expense account more easily than the school can arrange for many.

No part of tuitions, fees, or rents will be refunded and no deductions are made for late registrations. Students should enter at the beginning of a term.

A student who withdraws of his own accord does not thereby place the college under obligation to refund tuitions, fees, or rents. Expelled students forfeit all tuitions, fees, or rents.

In cases of protracted illness, a transferable certificate will be issued for all unused tuitions and rents. Under no circumstances will fees be refunded.

### REGULAR TUITION AND FEES

Tuition, College (each term).....	\$50.00
Entrance Fee (payable by all students each term).....	5.00
Activity Fee (each term).....	3.25
Library Fee (each term).....	1.50
Medical and Hospital Fee (each year).....	5.00
Graduation Fee (covering diploma, cap and gown).....	7.50

Office of the Provost



Fifteen hours and the Bible is a full course, and should one take more work, one is charged \$3.00 for each term hour above the fifteen and Bible.

### SPECIAL CASH SCHOLARSHIPS

For the coming year the college is arranging for 300 scholarships, covering the regular tuition for the year, to be sold for \$120.00 each to those who first apply. These scholarships reduce the cost of the year's tuition from \$150.00 to only \$120.00 and place the work at Harding College within easy reach of practically any student. Because we are forced to limit the total enrollment of the school, it is impossible to arrange for more scholarships at present on this basis. The first ones, therefore, who apply will be given the opportunity to buy these scholarships, and as soon as the 300 have been taken other applicants must enter upon the regular basis of \$150.00 for the year.

To secure the scholarship one must pay at least \$10.00 down when reservation is made. The balance is paid as follows: \$30.00 at the beginning of the fall term, \$40.00 at the opening of the winter term, and \$40.00 at the opening of the spring term. No work or credit from other payments will be allowed on these scholarships. Students granted work for tuition pay at the rate of \$50.00 a term. For this reason the scholarship is far better than work.

Frankly, the scholarship is an effort to place the work of Harding College within the reach of every boy and girl. It is also an effort to give those who desire it the opportunity to take more of the fine arts work, which is so rich in cultural advantages. The scholarship student can take the regular college course and private work in piano, voice, public speaking, violin, or art for \$180.00 a year—less than the regular tuition in many colleges.

Remember that the number of Special Cash Scholarships is limited to 300. You should make application for yours at once. The total number was taken last year.

The Scholarship Contract is enclosed. Fill it out and mail it with your check for \$10.00 as the initial payment.

### SCHOLARSHIPS FOR PREACHERS

Preachers and young men preparing to preach, who actually make this their life work, are granted scholarships covering half the amount of their regular tuition. This re-

duction amounts to \$75.00 for the year. Such students are required to sign a note for this amount, which becomes due five years after they have left school, if at that time they have ceased to give their time to the ministry. If, however, they are actively engaged in preaching, the notes are cancelled. No young man who uses tobacco is entitled to this consideration.

Young preachers wishing to take advantage of the Special Cash Scholarship may secure these scholarships for \$60.00 by paying the initial payment of \$10.00 and the balance quarterly as in the case of other scholarships. They will then sign a note for the \$75.00 left, which is cancelled five years after they leave the school if at that time they are actively engaged in preaching.

### FREE MUSIC, SPEECH, AND ART COURSES

Much of the class work in music, speech, and fine arts requires no fees additional to regular tuitions. These cultural courses should be included in every student's program of work, and by a removal of all special fees we hope to make them available to all. Tuitions are charged only for private instruction.

### SPECIAL TUITIONS AND FEES

Piano, Voice, Violin, Art:

Two private lessons a week, per term.....	\$20.00
One private lesson a week, per term.....	12.00
Class instruction (divided equally by 2 or 3) per class	24.00
Voice (for High School students only), 2 lessons a week	15.00
Speech (private lessons), each term:	
Mrs. Coleman .....	20.00

### ROOM RENT

Rooms for girls, with private lavatory, \$19.50 up, a term; with bath shared between two rooms, \$24.00 a term; with private bath, \$30.00 a term. Prices vary according to location.

Rooms for men range from \$15.00 to \$22.50 a term, depending upon size, location, and conveniences. Single rooms can be had for \$24.00 up.

All rooms are furnished approximately alike, most of them with single beds unless the double is preferred.

### RESERVING ROOMS

All students away from home, either boarding or light housekeeping, are required to room in the college dormitories and apartments. The only exception to this requirement



is with students who have relatives in town with whom they may stay. In each such case permission must be secured from the president of the college.

Since new students do not know the location of rooms, they may make their reservations by specifying the price of the room they desire, and we will make the best selection possible for them. When they arrive they will have opportunity to change the selection if they wish. Floor plans of the dormitories, showing location, size, and price of rooms, will be sent on request. Every reservation must be accompanied by a deposit of \$5.00. In case the student is prevented from coming, the reservation deposit is refunded, provided request is made to the college not later than two weeks before the opening of the fall term. The reservation fee is returned at the close of the year minus any breakage or damage to rooms or furniture, or is applied on any balance still due the school.

### FURNISHINGS FOR ROOMS

Each student should bring with him pillow, pillow cases, sheets, and at least enough cover for a bed in winter, towels, and such other articles as he may desire. In addition to these things the occupants of a room are required to furnish window shades and electric light bulbs. Our experience is that these articles receive treatment that makes them very expensive to the college. Our only recourse from this useless expense is to make this requirement. We find that when a student pays for such articles out of his own pocket he treats them with more consideration. Students are encouraged to bring any pictures, rugs, pennants, or other furnishings that will make their rooms more attractive and homelike.

### ELECTRICAL APPLIANCES

Students are allowed to bring such electrical appliances with them as irons and hot plates, but a fee large enough to cover the cost of operating them will be charged.

### DORMITORY LIFE

One of the superior advantages at Harding College is the dormitory life of the institution. At much cost and keenly felt responsibility student homes are maintained that a rare home life may be given our students.

This phase of school life has been studied perhaps more thoroughly than any other branch of our work. It has been our object to compensate, if possible, for

the loss a child sustains in leaving his own home and entering a boarding school, and we are prouder of our accomplishment along this line than of almost any other of our undertakings. To throw around our boarding students a safe influence without making the home a "prison" to the young boy or girl who has been brought up in the lax home life of today is really a difficult undertaking. To give to the students a home life that has in it the care, protection, and training that ought to be in every Christian home and at the same time make it attractive to the student is really an art. While we fall far short of what we should like to do, we have so far succeeded that, after observing our care of the girls entrusted to us, many parents have frankly expressed the conviction that our dormitory is better for girls than their own homes—homes, too, that are as carefully directed as can be found in the country.

Our student homes are steam-heated and thoroughly modern, and since these advantages are given at less cost than they can be had anywhere else, all boarding students are required to live in the school homes until they are full. So we request no arrangements be made for boarding save through the faculty of Harding College.

### MEDICAL AND HOSPITAL SERVICE

In 1927 we installed for the first time in the history of the school a health department. A small hospital was furnished and a graduate nurse was secured to care for the students. This service has been extremely valuable. Many students who are not physically strong when they come grow strong under the care and advice of the nurse.

For the coming year this service is to be greatly extended. A fee of \$5.00 a year will be charged each student, and for this small fee he will receive the following service:

1. A complete medical examination covering eyes, nose, throat, teeth, lungs and chest, blood tests, urinalysis, etc.
2. Innoculation against typhoid, smallpox, etc.
3. Complete medical and surgical attention for all emergency or acute illnesses, such as influenza, broken bones, infections, operations for acute appendicitis, etc.
4. Complete hospitalization in our infirmary.
5. The constant service of a trained nurse in the Provost Office.
6. Constant attention and help regarding diets, though in cases where a special diet may be quite expensive the

student will be expected to pay the difference between this cost and his regular board.

The above service does not cover medical attention, however, for chronic illnesses and matters that should have been attended to before entrance. Thus it would not include the following:

1. Treatment of tuberculosis or long-time contagious diseases. Tests and thorough examinations will be given, but in actual cases the student will be asked to transfer to a sanatorium where proper and long-time treatment can be given.
2. It would not cover tonsilectomies, or treatment of chronic hay fever or asthma, or chronic glandular troubles. These chronic cases will have the constant care of the nurse, but medical attention will have to be paid separately from the fee.
3. It does not cover drugs and serums or biologicals, extensive examinations, or X-rays. The nurse and doctors will advise regarding the necessity of such extensive service, but the cost will be in addition to the fee.

The service, however, which is included within the fee is worth far more than its cost. A thorough medical examination, such as is given every student, would ordinarily cost from \$10 to \$15. A single operation for acute appendicitis would cost from \$75 to \$125. The constant attention of a graduate nurse together with hospital privileges is usually outside the reach of the ordinary family. Yet all this is covered by the medical and hospital fee and service. Students may select their own doctor, but all such service must be arranged through the nurse. The school will not be responsible for any medical service arranged for by the student alone.

### THE COLLEGE CLUB CAFETERIA PLAN

The College Club is a co-operative organization in which both students and teachers receive their meals at cost. The cafeteria plan is used and each student may make his own choice of meats, vegetables, desserts, etc. The deposit of \$17.00 per month (four weeks) is expected to cover the cost of all meals. Should the cost be less, each student will receive a refund of the balance of the deposit. Those desiring additional food, or special items not on the regular menu for the day,

such as ice cream, pies, cakes, and other delicacies available, may secure these also by paying the cashier for them at the time.

Students who pay the board by the quarter deposit \$50.00 at the beginning of each quarter—a total of \$150.00. Students who pay by the month deposit \$17.00 at the first of each school month—a total of \$153.00.

Freshmen and others who must be present for the two days of orientation program are charged only the additional cost of meals and room for this period—\$2.00.

### EXPLANATION OF THE POLICY OF THE COLLEGE CLUB

The following articles set forth the general policy of the club:

1. The College Club is run on the co-operative plan, hence:
2. No one makes a penny of profit from the board.
3. Each student has a right to help form the policy of the Club in regard to the kind of food served, the amount of food, and the general cost.
4. In case the cost of operation for the year exceeds the deposit, such excess shall be paid in ten days after the operative cost has been announced.
5. In case of loss, the whole club shall be responsible, and such loss shall be borne equally by all the members of the club.
6. Club members may bring visitors to the dining hall by paying 25 cents for their meals.
7. All club dues are based upon the school month of four weeks and NOT upon the calendar month.
8. Members of the club who withdraw before the end of the school year are charged a \$1.00 withdrawal fee.
9. All unused deposits are refunded at the opening of the next school year.

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## TOTAL EXPENSES FOR THE YEAR

The following is the exact amount the student will need for the year for his regular expenses.

	Low	High
Tuition .....	\$150.00	\$150.00
Entrance fee .....	9.00	9.00
Activity fee .....	9.75	9.75
Library fee .....	4.50	4.50
Medical and Hospital fee .....	5.00	5.00
Room rent .....	45.00	72.00
Meals (deposits) .....	150.00	153.00
Total for year .....	\$373.25	\$403.25

## COSTS FOR SCHOLARSHIP STUDENTS

	Low	High
Tuition (Scholarship) .....	\$120.00	\$120.00
Entrance fee .....	9.00	9.00
Library fee .....	4.50	4.50
Activity fee .....	9.75	9.75
Medical and Hospital fee .....	5.00	5.00
Room rent .....	45.00	72.00
Meals (deposits) .....	150.00	153.00
Total for year .....	\$343.25	\$373.25

## SPECIAL AIDS TO STUDENTS

## EMPLOYMENT

The school each year furnishes a limited number of working scholarships to deserving students covering varying amounts of the regular tuition. Students who must have work to help with their expenses should apply early. We naturally prefer to grant such aid to students who have been in school long enough to prove their faithfulness. For this reason, students who do not find work one year, may receive all the work necessary the following year. Again, because of unfaithfulness we often have to replace a student who has been given work. This gives opportunity to others who may be on the waiting list. Consequently, students who are really faithful, who want an education and are willing to work at anything to get it, enter each fall with no promise of work and find places when these changes are made.

## WORK SCHOLARSHIPS

Students granted working scholarships of any amount must realize that they are assuming an obligation to pay the specified amount in faithful service. The responsibility is their own to see that they render the service required. Should they fail to do so the amount of the scholarship is due in cash.

The student should also recognize that such scholarship is a special favor extended to him, and in return he should be willing to uphold at all times the ideals of the school. Any student granted a working scholarship who persistently violates regulations or disregards ideals of the school will have his scholarship revoked.

Applications for such scholarships must be made on a regular form furnished by the college and must be accompanied by a \$1.00 reservation fee. These fees are a guarantee of good faith. For a student to fail to come after work has been reserved for him often results in the loss of another student for whom the work could have been saved. In case the scholarship cannot be granted the fee is returned. Otherwise all such fees go into a fund to furnish equipment and materials for those who are working.

It is strongly urged that students not apply for more work than is absolutely necessary. To work too many hours may place the student at a disadvantage scholastically or cause an even more serious loss of health. Any student who works more than three hours a day must limit the number of his class hours accordingly.

Working students should bring with them sufficient changes of suitable work clothes, such as overalls, to supply their own needs. The college does not furnish such articles.

## LOAN FUNDS

Instead of work it is often advisable to secure a loan for a part of the tuition or other expense. This is true of those who expect to find employment the following summer or year that will enable them to begin repaying the loan, or those who have such security or endorsements as will make the loan safe for a long period. The Arkansas Student Loan Association has limited funds available for this purpose, and the college will assist in finding other means also.

## PLACEMENT SERVICE

For the purpose of aiding graduates and other deserving students to find employment the college has a placement service. Students who desire teaching positions, or positions with commercial or industrial firms, file their

complete credentials in the placement office, and these are brought to the attention of prospective employers. The effort is made to find the kind of position for which each student is best qualified. While this service is intended primarily for the student it is also available for former students and alumni. In order that its value may be as great as possible it is requested that all available openings for teachers or others be reported to the office as soon as known.

### A CONFIDENTIAL WORD TO PARENTS

The school cannot do the work it should do without the co-operation of parents. For the first few weeks of every year, and after visits home, students are often homesick. We all want our children to love their home and would be a little disappointed if they were not homesick. But with the hearty welcome they will receive from the older students, and with the beginning of active work, they will soon become happy and contented. It never helps students to recover for the parents to stay with them. Such a course usually results in the student's returning home or in his getting a poor start in his work.

Do not encourage your children to come home for any holiday before the regular time, or remain longer than the time appointed. Should the student be of "B" or "C" scholarship, it is very probable that those absences would cause the loss of an hour of credit and injure the student's interest in his work. Constant visits home often cause a feeling of restlessness and homesickness, cause a student to lose interest in his work, and ruin the entire year for him.

### WEEK-END VISITS WITH FRIENDS

Our many years of experience have taught us that week-ends spent away from the college with friends are often very detrimental to the student. For this reason we require the written consent of parents or guardians before we permit students these privileges. Such permission must be sent directly to the college officials.

### SPECIAL BIBLE LECTURE WEEK

For the benefit of our own students, especially those who are already preaching or who expect to preach; for the benefit of preachers, elders, song leaders, and Lord's Day Bible School teachers in this state and neighboring states and for all others who may be able to avail themselves of this advantage, a special series of Bible lectures is offered during the Thanksgiving week each year.

It is our purpose to bring to Harding College for this

Special short course outstanding men in the brotherhood who have something to offer which we could not otherwise get. We want younger preachers and Bible students to have advantage of the experience, wisdom, and knowledge of our most outstanding preachers.

The lectures deal with vital problems facing the church and the individual Christian and are of great interest not only to our students and friends but to all preachers and leaders in the church.

Announcements will be sent out during October of the specific course for each year, and information will be gladly given on request at that time.

### SPECIAL WINTER COURSES UNDER G. C. BREWER

Dr. Grover C. Brewer will be in residence during the winter quarter to offer a number of special courses of great interest to Bible students, preachers, and church leaders. These include:

210 Survey of Church History.....	5 Hours
221 Evidences of Christianity .....	3 Hours
225 Systematic Doctrine .....	3 Hours
228 Life and Teachings of Paul .....	3 Hours

Those who know Dr. Brewer will be delighted at the opportunity of attending any or all of these courses.

Besides these, however, other courses in Bible and religious education scheduled for the winter quarter include the following:

102 Acts of Apostles, Dr. J. N. Armstrong
102 Acts of Apostles, President George S. Benson
105 The Hebrew Nation, Professor S. A. Bell
108 Preparation of Sermons, Dr. J. N. Armstrong
213 Church History, Professor Batsell Baxter
113 The Church and Her Pupils, Professor S. A. Bell.
217 Oral Interpretation of the Bible, Mrs. J. N. Armstrong
202 Romans, Professor B. F. Rhodes
206 General Epistles, Professor John Lee Dykes.
212 Religious Journalism, Professor Neil B. Cope

In addition to these are many other courses in speech, English, and other fields definitely related to the work of preachers and church leaders. It is hoped that preachers and others everywhere will take advantage of this unusual offering.



## TEACHER'S CERTIFICATES

Teachers' certificates of various types are issued by the State Department of Education to students who fulfill the requirements for such types.

The following curricula are designed to meet these requirements. They are in harmony also with the most advanced theory and practice in the training of teachers.

### I. THREE-YEAR ELEMENTARY CERTIFICATE

This certificate is based upon the completion of one year of college work, including not less than nine hours of education. It authorizes the holder to teach in non-classified or Class C and D schools.

The following courses are required for this certificate:

Fall Term		Winter Term	
Term	Hours	Term	Hours
English 101 .....	3	English 102 .....	3
Soc. Sc. 101 .....	3	Soc. Sc. 102 .....	3
Biology 101 .....	4½	Music 114 .....	3
Education 101 .....	3	Education 105 .....	3
Speech 101 .....	2	Speech 102 .....	2
Ph. Ed. 100 .....	0	Physical Education 101 ....	1
	15½		15

#### Spring Term

Term	Hours
English 120 .....	4½
Soc. Sc. 103 .....	3
Education 104 .....	3
Art 110 .....	3
Physical Education 107 ....	3
	16½

It is understood that all students take at least one daily Bible class, in addition to their other work.

### II. FOUR-YEAR ELEMENTARY CERTIFICATE

This certificate requires the completion of two years of college work, including not less than 18 nor more than 24 term hours in professional courses.

The following curriculum shows the required professional subject matter courses for this certificate:

#### FIRST YEAR

The first year follows the same requirements as those for the Three-Year Elementary Certificate outlined above.

#### SECOND YEAR

Fall Term		Spring Term	
Term	Hours	Term	Hours
English 105 .....	3 3	English 106 .....	3 3
History 101 .....	3 3	History 102 .....	3 3
Education 106 .....	4½ 4½	Education 103 .....	3 3
Ph. Education 151 ...	3 3	Elective .....	3 3
Education 140 .....	3	Ph. Ed 150 .....	3
or Elective .....	2	or Education 140 ....	4½
	16½ 15½		15 16½
<b>Winter Term</b>			
English 107 .....	3 3		
History 103 .....	3 3		
Ph. Sc. 100 .....	4½ 4½		
Ph. Ed. 150 .....	3		
**Elective .....	2		
or Education 140 ....	4½		
	15½ 15		

\*Only 4½ hours of directed teaching is permitted for this certificate, but this may be taken during any quarter of the sophomore year. During the quarters in which directed teaching is not chosen, the electives should include Speech 101 and 102 unless the student is excused from these courses by his entrance tests.

\*\*For students whose grades are sufficiently high the elective should be English 103.

### III. SIX-YEAR ELEMENTARY CERTIFICATE

In addition to the requirements under II above, this certificate requires the completion of the four-year college course, including not less than 24 nor more than 36 hours in professional courses and the specialization in certain subject matter areas. The requirements of the junior and senior years are as follows:



**I. Professional Requirements:**

	Term Hours
Ed. 240 Directed Teaching .....	4½
From the following: .....	3-11
Ed. 210 Curriculum Development ...	5
Ed. 204 Tests and Measurements ....	3
Ed. 212 History and Philosophy of Education .....	5

**II. Specialization Requirements:**

A. In addition to the work of the freshman and sophomore years listed under II above, the following general background courses are required:

Art 111 Public School Art .....	3
Music 242 Music Education .....	3
Home Ec. 100 (for Women) .....	5
Hist. 205-206 Presidential Administrations .....	10
Geography 101 or 115 .....	3
Eng. 210 or 211 American Literature .	5
Pol. Sc. 200 .....	3
Science electives (for women 4 hours) (For men 9 hours)	
Math. 110 Socialized Math. ....	4½

B. In one area of specialization, such as English, history and social sciences, music, art, or natural science, the student must complete a total of from 27 to 36 hours, including the work listed in the general requirements above.

**VI. JUNIOR HIGH SCHOOL CERTIFICATE**

This certificate requires the completion of two years of college work, including not less than 13.5 nor more than 22.5 term hours in professional courses.

A student expecting this certificate must select at least two areas in which he will specialize for teaching. The following combinations are approved:

English .....	Latin, French, or Spanish
English .....	Social Science
Mathematics .....	Science
Mathematics .....	Social Science
Science .....	Social Science
Home Economics .....	Science
Home Economics .....	Social Science
Public School Music ....	English and Speech

In his selected groups the student will be expected to complete at least the number of hours indicated below:

	Term Hours
English .....	18
Mathematics .....	9
Science:	
Biology .....	12
General Science .....	12
(Including not less than 4½ hours each in biological and physical sciences.)	
Latin, French, or Spanish .....	18
(Three hours may be deducted for each high school unit in the chosen lan- guage; maximum deduction 9 term hours).	
Social Science .....	21
European History .....	4½
American History .....	4½
Three of the following .....	12
Economics, Sociology, Government, Geography.	

**PLAN OF SELECTION**

The courses should be selected as nearly as possible in the following order:

**FIRST YEAR**

	Term Hours
English 101, 102, 103 .....	9
Social Science 101, 102, 103 .....	9
Biology 101 .....	4½
*Speech 101, 102 .....	4
Physical Education 107 .....	3
Physical Education 101 .....	1
Physical Education 150 .....	3
Electives (not education) .....	15

49½

**SECOND YEAR**

	Term Hours
Physical Science, 100 .....	4½
English 105, 106, 107 .....	9

History 101,102,103 .....	9
Education 102, 200, 205 .....	9
Education 150 .....	4½
One from the following: .....	3
Education 224 .....	3
Education 226 .....	3
Education 227 .....	3
Education 228 .....	3
Education 229 .....	3
Education 230 .....	3
Physical Education 152 .....	3
Electives .....	10

52

\*Required unless exempted by entrance tests.

## VII. HIGH SCHOOL CERTIFICATE

This certificate, valid in both junior and senior high schools, requires the completion of a four-year college course, including not less than 24 nor more than 40 term hours in professional courses.

In selecting his major and minor departments, the student should consult the approved combinations given under the junior high school certificate. The following table indicates the number of hours needed for teaching in each group:

COMMERCE .....	48
Including the following:	
Business Ad. 102-104 .....	12
Business Ad. 105-107 .....	9
Business Ad. 108-110 .....	12
Business Ad. 200 .....	4
Business Ad. 111, 112 .....	6
Business Ad. 216 .....	4½
English 110 .....	3
Geography 115 .....	3

ENGLISH .....

36

LATIN, FRENCH, SPANISH .....

27

(Three hours may be deducted for each high school unit in the chosen language,

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but maximum deduction nine hours.)

MATHEMATICS .....

22.5

PHYSICAL EDUCATION .....

27 to 36

## SOCIAL SCIENCES .....

36

Including:

European History. or 101, 102, 103 ..	9
American History .....	9
Social Science 101, 102, 103 .....	9
Government, Economics, or Geography	3

## SCIENCE .....

36

To teach in any one field—biology, physics, or chemistry—12 hours are required in that field.

## PHYSICAL EDUCATION .....

27 to 36

Requirements in this field are given with description of courses in the department.

## PUBLIC SCHOOL MUSIC .....

45

Applied Music .....

18

(To be distributed in two fields, piano being one)

Appreciation, History, and Literature...

9

Theory .....

12 - 13½

(Including Harmony, Sight-Reading, Ear Training, Form, and Analysis)

Conducting and Ensemble .....

3 - 4½

## APPLIED MUSIC

Requirements the same as for the certificate in Public School Music, except that at least 13½ hours must be taken in the particular field in which the certificate is desired.

## PLAN OF SELECTION

The best plan for the selections of courses is given in the following outline:

### FIRST YEAR

	Term Hours
English 101, 102, 103 .....	9
Speech 101, 102 .....	4
Elective (not Education) .....	32

45

### SECOND YEAR

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English 105, 106, 107 .....	9
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Education 102 .....	3
Elective .....	38
	<hr/> 50

## THIRD YEAR

Education 200, 205 .....	6
Education 201 or 202 .....	3
Elective .....	41
	<hr/> 50

## FOURTH YEAR

	Term Hours
Education 250, 251 .....	9
Of the following, one or more .....	3-6
Education 220 .....	3
Education 224 .....	3
Education 226 .....	3
Education 227 .....	3
Education 228 .....	3
Education 229 .....	3
Education 230 .....	3
Elective .....	35-38
	<hr/> 50

## VIII. HOME ECONOMICS CERTIFICATES

Since the certification of teachers for Smith-Hughes positions in high schools is confined to only one or two institutions in each state, Harding College cooperates with this teacher-training program by offering all the courses leading to such certificates with the exception of the methods and supervised teaching. Students may receive the Bachelor of Science in Home Economics and then transfer to an acceptable graduate school and complete the requirements for the Smith-Hughes certificates at the same time they receive their M. S. degrees. Such students will also be qualified for home demonstration work. Or they may transfer at the end of their second or third year to one of the institutions selected for such certification. The following, however, are the requirements for the Smith-Hughes certificates in home economics:

## ECONOMICS:

	Term Hours
Food and Nutrition .....	18
Clothing and Textiles .....	12
Home Management Residence .....	3
Child Development (This may include Child Psychology) .....	9
Family Relationships .....	3
Home Nursing .....	3
Household Economics .....	3
	<hr/> 51

## RELATED SCIENCE AND ART:

Elementary Design .....	9
Costume Design .....	3
Home Planning and Equipment .....	4½
House Furnishing .....	3
General Chemistry .....	12
Organic and Physiological Chemistry .....	6
General Zoology or Human Physiology .....	4½
Household Bacteriology .....	6
Sociology .....	3
	<hr/> 51

## EDUCATION:

Educational or Adolescent or Child Psychology ..	9
Adult Education .....	3
Special Methods in Teaching Home Economics ..	3
Supervised Observation and Student Teaching ..	7½
Principles of Secondary Education .....	3
Technique of Teaching .....	3
Tests and Measurements .....	3
	<hr/> 31½

## ACADEMIC AND ELECTIVES:

English .....	9
English or Modern Language .....	9
Journalism .....	4½
Additional Electives .....	34
	<hr/> 56½

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Complete Total ..... 192

## PLAN OF SELECTION

The best plan of selection, together with complete requirements for the B. S. in Home Economics, will be given preceding the description of courses in the department.

## CERTIFICATES FOR OTHER STATES

## APPLICATION FOR CERTIFICATES

Students desiring teachers' certificates in this or other States should first pay to the Bursar the fee of \$1.00 for the preparation of the application, and present the Bursar's receipt and approval to the Registrar, who will then make application for them.

## COLLEGE OF ARTS AND SCIENCES

## ADMISSION

The College of Arts and Sciences is planned to follow the completion of a standard high school course of fifteen units. By a unit is meant a course of study pursued for one period a week through at least thirty-six weeks, each unit period being at least forty minutes in length and each laboratory period at least eighty.

Students from accredited high schools will be admitted by transcript properly signed by the superintendent or principal. Students from unaccredited high schools may be admitted by examination, or by passing an intelligence test as explained below.

## ARKANSAS STUDENTS

In accordance with the uniform entrance requirements adopted by the colleges of the state, students from Arkansas high schools should note well the following instructions:

1. Applicants from all high schools should write the dean of the college for a blank certificate of entrance, have it properly filled out and signed by their superintendent or principal, and return it to the dean as early as possible. A notice will be sent them of the acceptance of their application, or of any conditions to be met for entrance.

2. Applicants from unaccredited schools and students without sufficient high school credit may be admitted in three ways:

(1) Applicants eighteen years of age or older whose entrance units have been reduced to not less than thirteen, but less than fifteen, may enter by passing an intelligence test.

(2) Applicants under twenty-one years of age who come from unaccredited schools or who have insufficient high school credit, may be admitted by examination.

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(3) Applicants twenty-one years of age or older, who come from unaccredited schools, or who have insufficient or no high school credit, may enter by passing an intelligence test or by examination.

#### STUDENTS FROM OTHER STATES

Students from accredited high schools of other states will be admitted by transcript without examination. Those from unaccredited high schools or those who have insufficient high school credit may be admitted as explained under No. 2 above. All transcripts should be sent to the dean before the date fixed for enrollment and classification.

#### ENTRANCE PROCEDURE AND TESTS

In order that the best possible guidance may be given in the selection of courses to determine where each student needs to strengthen his preparation, and to find out the special fields for which the student is best qualified by interests, ability, and previous training, a series of tests and conferences are held with all entering freshmen during the first and second days of the registration period. Registration for freshmen is complete only after these diagnostic tests. A fee of 50 cents is charged each student to assist in meeting the expense of this self study.

Students entering from unaccredited high schools or applicants without high school credit are given their entrance tests also during these two days.

#### PRESCRIBED ENTRANCE UNITS

The following courses will be required for admission to the College of Arts and Sciences:

English .....	3 units
Algebra .....	1 unit
Plane Geometry .....	1 unit
American History .....	1 unit
Laboratory Science .....	1 unit
Foreign Language .....	2 units
Elective .....	6 units

Harding University  
Total ..... 15 units

Note 1. Laboratory science may be satisfied by physics chemistry 1 unit, biology 1 unit, botany 1 unit, zoology 1 unit or by 1-2 unit each of botany or zoology, provided each was accompanied by 160 minutes of laboratory work each week.

Note 2. The two units of language must have been taken in the same language.

Note 3. The requirement of algebra 1 unit and plane geometry 1 unit may be met with 2 units of correlated mathematics.

Note 4. Two years' work (two lessons a week) in music or public speaking count one unit. In art and drawing one unit will be allowed for five periods of ninety minutes each week for thirty-six weeks.

#### DEFICIENT CREDIT

Students who have their fifteen units of high school work but lack some of the above requirements will be allowed to work out these requirements in their college course. For example, if a student has no foreign language in the high school, he will be allowed to take nine additional hours of language in the college for each deficient unit in the high school. At the same time this work will count in full toward his degree.

#### ADVANCED STANDING

Credit will be given for collegiate work done in other standard colleges upon approval of the Committee on Advanced Standing, provided that the applicant presents proper credentials of his work from his college.

#### REQUIREMENTS FOR DEGREES

The college confers three degrees: the Bachelor of Arts, Bachelor of Science and Bachelor of Music degrees. The requirements for each degree are given separately below.

##### BACHELOR OF ARTS

The degree of Bachelor of Arts requires the completion of one hundred ninety-two term hours of college work, together with a scholarship record of two hundred twenty honor points. At least forty-five hours must be completed in residence, twenty of which must be in the student's senior year.

Should a student enter with advanced credit from another college, the number of honor points required of him shall be in proportion to the number of college hours carried here.

## DEFINITION OF TERM HOURS

A term hour of credit requires one hour of recitation or lecture per week for twelve weeks. Each hour of recitation is supposed to be accompanied by not less than two hours of preparation. In laboratory courses two or three hours of laboratory work is equivalent to one hour of recitation.

## DEFINITION OF HONOR POINTS

For each grade of "A" the student is awarded three honor points for each hour. Similarly a grade of "B" counts two points for each hour. A grade of "C" counts one point for each hour. A grade of "D" is passing, but counts no honor points. A grade of "I" allowed to remain on any course is failing and detracts from the student's record one point for each hour. A grade of "F" detracts from the student's record two points for each hour.

## PLAN OF WORK

The work of the college is planned to follow the major elective system with certain modifications which will safeguard the interests of the student, and is divided into thirteen groups as follows:

- I. Ancient Languages and Literatures.  
Including Greek and Latin.
- II. Art and Architecture.
- III. Bible and Religious Education.
- IV. Biological Sciences.
- V. Business and Economics.
- VI. Education and Psychology.
- VII. English Language and Literature.  
Including Public Speaking and Journalism.
- VIII. Home Economics.
- IX. Mathematics.
- X. Modern Languages and Literatures.  
Including Spanish, French and German.
- XI. Physical Education.
- XII. Physical Sciences.  
Including Chemistry and Physics.
- XIII. Social Sciences.  
Including History, Sociology, Political Science  
and Geography.

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## PRESCRIBED WORK

During the freshman and sophomore years each student will be expected to complete as much as possible of the following prescribed work, all of which must be finished before the end of the junior year:

1. Eighteen hours in English, consisting of English 101-103 and 105-107, required of all freshmen and sophomore students, except that students working for the B. S. degree are exempt from 105-107. Speech 101-102 are required of all who do not pass the placement test in speech with sufficiently high scores.
2. Fifteen hours in a single foreign language above the entrance requirements of two units in any language. Students entering with no foreign language must complete twenty-five hours in college. Students entering with a single unit of language and continuing the same language must complete twenty hours in college. Students working for the B. S. in Home Economics, Education, or Business Administration are exempt from the language requirement.
3. Twenty-two hours must be taken in groups IX, XII, and IV combined. At least twelve hours of this requirement must be in either group XII or group IV in laboratory courses. Five hours may be in group VIII.
4. At least nine hours must be taken in group XIII.
5. At least five hours must be taken in group III.

## JUNIOR AND SENIOR REQUIREMENTS

At least sixty term hours within the total required for the Bachelor's degree must be taken in courses numbered 200 and above, and these must be taken in the junior and senior years only. Any 200 course taken by permission earlier will count as a 100 course. Senior students taking freshman courses will be discounted one-fifth of the credit for each course.

Not later than the beginning of the junior year each student is required to choose a department in which he desires to specialize, and in which he shall complete not less than forty nor usually more than sixty term hours, as the head of the department may specify. At least twenty-five of these hours must be in courses not open to freshmen and sophomores. Each student should advise the Office of the Registrar of his chosen department as to the selection of courses within his department and in other departments.



With the advice of the professor in charge of 1940-1941 Harding College Catalog ment in which he is specializing, the student shall choose two other departments, in one of which he shall complete not less than thirty and in the second not less than fifteen hours.

Students who enter with two or more years of college credit from another institution will be expected to follow the requirements outlined above as fully as possible. Those, however, who enter with three full years of college work may be released from the major requirement if it should be impossible to arrange their work to meet it.

Additional work may be required of candidates for graduation as a penalty for improper conduct. No student will be graduated who is guilty of any gross offense, or who has failed to make satisfactory arrangement for his fees and tuition.

### ELECTIVES

Aside from the required work of the freshman and sophomore years, and the requirements for specializing in his chosen department, the student is at liberty to elect such courses as he may desire. The following regulations govern the selection of all elective and required courses:

1. No student may be enrolled in any subject in advance of any other which he has yet to take and which is offered in the schedule.
2. During the freshman and sophomore years not more than thirty hours may be taken in any one department.
3. No freshman or sophomore may carry more than ten hours in any one group at one time without special permission.

### BACHELOR OF SCIENCE

The degree of Bachelor of Science also requires the completion of one hundred ninety-two hours of college work, together with a scholarship record of two hundred twenty honor points. At least forty-five hours must be completed in residence here, twenty of which must be in the student's senior year. Should a student enter with advanced credit the number of honor points required will be proportionally reduced.

During the freshman and sophomore years the student must meet the requirements in English, foreign languages, social science, and Bible that are required for the Bachelor of Arts degree, with the exception of English 105-107.

He must select at least four sciences (such as physics,

chemistry, mathematics, botany, zoology, physiology) in two of which he must complete fifteen hours each and in two others ten hours each before the end of the junior year.

A total of one hundred term hours of science must be completed in the following groupings: fifty hours in one group and forty in two other groups combined; or forty hours in one group and fifty in two other groups combined.

### BACHELOR OF SCIENCE IN EDUCATION

The Bachelor of Science degree with a major in Education and a second major in some other subject requires the completion of one hundred ninety-two hours of work together with the freshman and sophomore requirements listed for the B. A. degree with the exception of foreign language. The curriculum is listed in the department of education.

### BACHELOR OF SCIENCE IN HOME ECONOMICS

The curriculum for the Bachelor of Science in Home Economics is listed in the department of home economics.

### BACHELOR OF MUSIC

The course leading to the degree of Bachelor of Music is designed to cover four years of intensive study, not only in achieving a high degree of proficiency in the major subject, but also in attaining an understanding of the theoretical and esthetic principles of Musical Art. The requirements are set forth fully in the Division of the Fine Arts.

### AMOUNT OF WORK

Three majors of work with an additional course in Bible, totaling fifty hours for the year, is the normal amount of work allowed each student. Students who carry such a course may enroll in one fine arts department, such as piano, art, expression, or voice, without credit; those who carry more than one of the fine arts courses must limit the amount of their regular work accordingly.

Students who work more than three hours a day for expenses will not be allowed to carry a full schedule of college work.

Sophomore students whose grades for the term immediately preceding have averaged B may carry eighteen hours but receive no credit for Bible.

Juniors and seniors whose grades for the term immediately preceding have averaged B may carry eighteen hours with Bible accredited.



But it is never wise for students to carry the maximum load. It is far better to carry the minimum and achieve a high scholastic record. Students who work for their school expenses should limit their courses proportionately. To carry a full load under such circumstances is ruinous both to health and to habits of thoroughness.

### COURSE NUMBERS

The meaning of the numbers given to college courses is as follows:

1. Courses numbered from 100 to 199 are primarily for freshmen and sophomores. They may be elected by juniors and seniors with the advice of the head of their department.
2. Courses numbered from 200 upward are open only to juniors and seniors.

### SECONDARY TRAINING SCHOOL

A complete high school is maintained as a unit of our teacher training system for the supervision of teachers in secondary education. While the faculty and administration are separate from and independent of the college organization, it works in co-operation with the education department of the college in putting into practice the best educational methods. The faculty of the Secondary Training School is enrolled in the High School Catalog, which is published as the July Bulletin. It will be sent to any address on request.

### ELEMENTARY TRAINING SCHOOL

The Elementary Training School is maintained on the grounds for two purposes: First, to serve as a laboratory for the Department of Education in the training of efficient teachers and in working out problems in elementary school methods and practice; and second, to give a limited number of children the finest training it is possible for us to give them in a model elementary school. The training school includes the entire eight grades below the academy. It is under the general direction of the department of education, but each grade is also under an experienced and capable teacher, who conducts all the work, and assists the students who may do practice teaching in the department by suggesting criticisms of their plans and methods.

The faculty for the Teachers' Training School is also enrolled in the Academy Section.

## DESCRIPTION OF COURSES

### I. ANCIENT LANGUAGES AND LITERATURES

The work of this department is designed primarily for those who wish to gain a knowledge of Greek for the purpose of Biblical study. For those who wish to major in Greek twenty-five hours are required.

#### GREEK

#### 101, 102, 103. ELEMENTARY GREEK 15 Hours

A study of the grammar and syntax of the Greek language together with its literature. In the first course the regular conjugations of the Greek verb are mastered and the epistles of John are read. The second course continues the grammar with further readings from the New Testament. The third course finishes the remaining portions of the grammar, and covers the gospel of John and as much as possible of Mark. Fall, Winter, Spring. 11:30. Armstrong.

#### 104, 105, 106. ADVANCED GREEK 15 Hours

The three courses contain a further study of Greek grammar and syntax together with systematic work in Greek composition and continuous vocabulary reviews. In the first course the gospels of Matthew and Luke are read. In the second, the shorter Pauline epistles are begun, and in the third the remaining Pauline epistles are covered with the exception of Romans and the two letters to the Corinthians. Fall, Winter, Spring. 1:15. Armstrong.

#### 201. NEW TESTAMENT GREEK 5 Hours

This course covers Romans and First and Second Corinthians, with liberal use of commentaries. Fall.

#### 202. NEW TESTAMENT GREEK 5 Hours

This course continues the study of the New Testament with the epistle to the Hebrews, the general epistles, and the Revelations. Winter.

#### 203. NEW TESTAMENT GREEK 5 Hours

The remaining parts of the New Testament are read in this last quarter. Spring.

#### 204, 205. THE SEPTUAGINT 10 Hours

During the first two quarters of the fourth year selections are read from the Septuagint, and patristic Greek is read. Cobbhart, Harnock, and Zahn's edition is used. This includes



the epistles of Clement of Rome, Ignatius, Polycarp, and others. Fall, Winter.

206. PATRISTIC GREEK 5 Hours  
The reading of patristic Greek is continued with special attention to the vernacular idiom. Spring.

## II. ART AND ARCHITECTURE

The study of art is a valuable aid to mental discipline and to the development of taste and general character. It is desirable that students take the regular course, which will be modified to meet the demands of those taking art for home decoration. Outdoor sketching, when practicable, will be given throughout the course.

The annual Art Exhibit is one of the most important social events. No work is allowed to be taken from the college until after the exhibition.

### CERTIFICATES

A Certificate in Art will be granted upon the completion of ninety-five term hours of college work including twenty term hours in art.

101. ELEMENTARY DRAWING 3 Hours  
Drawing in charcoal from simple objects and casts. Drawing from still life, pen and ink, and water colors; courses in perspective painting in oil and water color. One hour each term. Fall, Winter, Spring.

102. DRAWING AND PAINTING 3 Hours  
Charcoal drawing from full length casts, working human head, outdoor sketching, time sketching, painting from nature in oil, water colors, and pastel. One hour each term. Fall, Winter, Spring.

103. PAINTING AND SKETCHING 3 Hours  
Pastel and water colors from copy, pen and ink sketching, painting on tapestry. One hour each term. Fall, Winter, Spring.

105. STILL LIFE PAINTING 3 Hours  
Drawing and painting from still life, landscape, and life models. One hour each term. Fall, Winter, Spring.

110. PUBLIC SCHOOL ART 3 Hours  
This and the following courses are intended to meet the needs of teachers in the public schools. The first course covers art for primary grades: elementary drawing, free-hand paper cutting, clay modeling, water color work, etc. Fee \$2.00. Fall, Spring. 1:15.

111. PUBLIC SCHOOL ART 3 Hours  
Intermediate handiwork; basket weaving, fabric painting, wax modeling, etc. For teachers of intermediate grades. Fee \$2.00. Fall. 1:15.

112. PUBLIC SCHOOL ART 3 Hours  
Advanced handiwork, drawing and water color painting for teachers in upper grades. Fee \$2.00. Winter. 1:15.

- 114, 115. COMMERCIAL ART 9 Hours  
Practical application of art to commercial needs, including lettering, and the designing and executing of advertisements. Fall, Winter, Spring. 2:15.

117. ELEMENTARY DESIGN 3 Hours  
A course especially for home economics students designed to aid in the choice of the proper color combinations in clothing, and in house decoration. Color, proportion, balance, are stressed. Fee \$2.00. Winter. 9:00.

118. APPLIED DESIGN 3 Hours  
A continuation of 117 in flat pattern designing and color. Executing of designs for rugs, linoleum, wall paper, and textiles. Three hours per week. Fee \$2.00. Spring. 9:00.

120. MECHANICAL DRAWING I 3 Hours  
A course in free-hand drawing in pencil and charcoal of still life, geometric objects, and outdoor sketching. Fall, 11:30.

121. MECHANICAL DRAWING II 3 Hours  
Shades and shadows, perspective, elementary design, and working drawings. Class of four is required. Winter. 11:30.

122. ARCHITECTURAL DESIGN 3 Hours  
Continuation of 121. Original designing, working drawings, and rendered executions in various mediums of problems adaptable to the architectural field. Spring. 11:30.

205. ADVANCED DESIGN 3 Hours  
Prerequisite: Art 117. Art principles applied to dress designing. Sketching, original designs, application of color to individual problems in distinctive dress. Fee \$2.00. Winter. 1:15.

206. TECHNIQUE OF SCENE PRODUCTION 2 Hours  
Theory of scene construction, including design, color, light; the use of materials; and actual training in the production of scenes for specific plays. Fall, Winter, Spring. Same as Speech 206.

**218. HISTORY OF ART 3 Hours**

Painting in ancient, classic, and mediaeval times; and the Italian. Practice in interpreting selected examples. Fall. 8:00.

**219. HISTORY OF ART 3 Hours**

French, Spanish, Dutch, British, and American painting. Winter. 8:00.

**220. HISTORY OF SCULPTURE AND ARCHITECTURE 3 Hours**

A survey of the great periods of sculpture and architecture with an analysis of the difference in types. Spring. 8:00.

**III. BIBLE AND RELIGIOUS EDUCATION**

So deeply do religious thought and ideals enter into the social structure and development of all peoples that no man can understand the world in which he lives without a knowledge of its religious foundations. The work of this department is adapted to the needs of four classes of students. For the student who wants the cultural and scriptural values to be derived from contact with the greatest spiritual teachers, the courses in Bible and religious literature introduce him to the profoundest thinking of men and to much of the greatest literature of the world. For the student who wishes to prepare himself for leadership in religious and social work the courses not only in Bible but in Christian education and history are designed. For the student who plans to devote his life to preaching, to missionary work, or to religious journalism all the above courses together with those in homiletics and Christian Teaching are offered.

Students desiring to major in Bible and Religious Education must complete not less than forty nor more than sixty hours in the department, including 212, 213, 214, 230, 240, and ten hours of additional 200 work. They must also select a second major in which they must complete from forty to fifty hours. It is recommended that English, Social Sciences, Biological Science, Journalism, or Public School Music be the second major. It would usually be well to include enough education to meet the minimum teaching requirements. Related courses recommended for majors in the department include Religious Journalism 212, Greek, Speech, Debating, and Education 102, 103, and 205, Educational, Child, and Adolescent Psychology.

The library contains a fairly large collection of the best books dealing with the Bible and Biblical history. Besides a number of the standard commentaries, it has Hastings's Encyclopedia of Religion and Ethics, the Schaft-Herzog Encyclopedia of Religious Knowledge, Schaft's Church History complete, together with a number of other monumental works; the works of the early Fathers, the works of Campbell, McGarvey, and others of the restoration movement; the Millennial Harbinger, the Catholic Encyclopedia, the Jewish Encyclopedia, and many other valuable works.

**I. BIBLICAL LITERATURE****101. MATTHEW 1 2-3 Hours**

A study of the first gospel as to its historical situation, content, and purpose. Attention is given to the geography, history, and customs of Palestine in the days of Christ. Outline and memory work, but the main emphasis is upon interpretation. Fall. 9:00 and 10:30. Armstrong, Benson.

**102. ACTS OF APOSTLES. 1 2-3 Hours**

A study of the establishment and development of the Church under the leadership of the apostles. Analytical outline of the book and geography of the Roman Empire. Emphasis upon the missionary zeal of the early Christians, especially of Paul. Winter. 9:00 and 10:30. Armstrong, Benson.

**103. HEBREWS 1 2-3 Hours**

A careful study of the historical situation and the doctrinal content of the treatise to the Hebrews. A special effort is made to show the superiority of the New Covenant in its spirit and workings over the Old. Parallel readings from the Law of Moses. Spring. 9:00 and 10:30. Armstrong, Benson.

**104. THE PENTATEUCH 1 2-3 Hours**

A study of the inspired account of the beginning of things, of the Patriarchs, and of the Law. The five books of Moses are studied as closely as time permits. The book of Deuteronomy is emphasized especially as a devotional study. Fall. 9:00 and 10:30. Bell.

**105. THE HEBREW NATION 1 2-3 Hours**

A study of Israel's history from the feeble beginnings under Joshua to the Babylonian captivity. The prophets of this period are studied in their proper historical setting. Throughout this interesting period of Bible history, replete with striking men and women, God is held up as the most interesting being of them all. His attitude towards man in



his desperate struggle with sin, which is the supreme question of the ages, is stressed continually. Winter. 9:00 and 10:30. Bell.

### 106. RESTORATION AND INTER-BIBLICAL HISTORY 1 2-3 Hours

A study of Jewish history from the coming out of Babylon to the birth of Christ. Ezra, Esther, Nehemiah, Daniel and most of the books of the Apocrypha are studied. The prophets who wrote during this time of the Restoration are read in their proper connection. Considerable attention is also given to the contemporaneous history of Babylon, Persia, Greece and Rome. Spring. 9:00 and 10:30. Bell.

### 201. JOHN 1 2-3 Hours

A close study of the fourth gospel by analytical outline, memory work, and historical interpretation. Special emphasis is placed upon this gospel as the exponent of the spirit of Christianity. Prerequisite: Bible 101-103. Fall. 10:30. Rhodes.

### 202. ROMANS 1 2-3 Hours

A careful study of the epistle to the Romans by analytical outline and doctrinal content. A close following of the development of the theme of the book. A thorough grasp of the argument and teaching is sought. Winter. 10:30 Rhodes.

### 203. FIRST AND SECOND CORINTHIANS 1 2-3 Hours

A consideration of the founding and historical connections of the Church at Corinth. A topical outline and an interpretation of Paul's Corinthian epistles. The many fundamental principles and practical lessons of the books are emphasized. Spring. 10:30. Rhodes.

### 205. LIFE OF CHRIST 1 2-3 Hours

The course consists of a comparative study of John and the synoptic gospels. An attempt is made to arrange the events in the life of Christ chronologically so that the student may get as full and orderly a conception of the development of his personal ministry as possible. The sermons, miracles, and parables are studied especially, in order that the teachings of the Lord may be emphasized. Farrar's Life of Christ is used in connection with the sacred text. Fall. 10:30. Baxter.

### 206. SHORTER EPISTLES OF PAUL 1 2-3 Hours

First Thessalonians, Second Thessalonians, Galatians, the four "Prison Epistles" (Ephesians, Philippians, Colossians and Philemon), and the three "Pastoral Epistles" (First Tim-

Titus, and Second Timothy) are taken up in the order in which they were written. Historical setting, correlation of the author's life, and teaching of each book are gone into closely. Winter. 10:30. Baxter.

### 107. GENERAL EPISTLES 1 2-3 Hours

An intensive study of the letters of James, Peter, John, Jude. Historical setting, peculiarities of style, doctrines, and spirit of each are emphasized. Spring. 10:30. Baxter.

### 106. 217, 218. ORAL INTERPRETATION OF THE BIBLE 9 Hours

A course using the Bible and three books of the Apocrypha as basic material. The scholars of the world are agreed that the Bible is supremely great literature, yet when we open our ordinary versions we look in vain for lyrics, epics, dramas, sonnets, and orations of other great literatures of the world; instead the eye catches nothing but a monotonous uniformity of numbered sentences, more suggestive of an itemized legal instrument than of what we understand as literature. Hence Moulton's Modern Reader's Bible, the English Revised Version printed in modern literary form, is used as a basic text for this course. Fall, Winter, Spring. W. Th. F. S. 10:30. Mrs. Armstrong.

## II. RELIGIOUS HISTORY

### 102. ACTS 1 2-3 Hours

Growth of the church during the first half century. Same as Bible 102. Winter. 10:30. Armstrong, Benson.

### 104, 105, 106. OLD TESTAMENT HISTORY 1 2-3 Hours

Same as Bible 104, 105, 106 above. Fall, Winter, Spring. 10:30. Bell, Baxter.

### 210. LIFE AND TEACHING OF PAUL 3 Hours

The life of the Apostle Paul and his teaching considered in relation to his Jewish and Gentile background and his competition with Jewish and pagan thought. Winter. 9:00. Brewer.

### 212. RISE OF CHRISTIANITY 3 Hours

The growth of Christianity from the first century to the beginning of the great reform movements of the fourteenth century. Readings in the early church Fathers, and the influence of the barbarian invasions and pagan thought. Fall. 1:15. Baxter.



**213. THE REFORMATION PERIOD** 3 Hours  
Development of Christianity through the great reform movements of Wycliff, Luther, Calvin, and other religious leaders before the eighteenth century. Winter. 1:15. Brewer.

**214. CHRISTIANITY IN THE MODERN WORLD** 3 Hours

A study of Christianity from the beginning of the eighteenth century to the present. This includes the Wesleyan revival and the restoration movements of the nineteenth century. Spring. 1:15. Baxter.

**224. GEOGRAPHIC AND SOCIAL BACKGROUNDS OF CHRISTIANITY** 2 Hours

A study of the geography of Palestine and the related areas together with the social conditions and customs which aid in an understanding of Christian thought. Fall. 9:00. Baxter.

**220. OUTLINE OF CHINESE HISTORY** 5 Hours

A survey of Chinese religious thought and political developments. Same as History 220. Fall. 9:00. Benson.

### III. RELIGIOUS TEACHING

**107, 108, 109. PREPARATION OF SERMONS** 3 Hours

An intensive study of many fundamental doctrines. Same as Religious Education 107, 108, 109. Fall, Winter, Spring. 8:00. Armstrong.

**220. COMPARATIVE RELIGION** 3 Hours

This course includes a study of the origin, teaching and fruits of the chief world religions (Confucianism, Buddhism, Taoism, etc.) in comparison with each other and with the Christian religion. Fall. 11:30. Benson.

**230. OUTLINE OF CHRISTIAN THOUGHT** 3 Hours

A systematic study of the fundamental doctrines of the Christian faith: The nature of God, the physical world, human personality, the nature, work and teaching of the Christ, the Church, the Christian life, and human destiny. Winter. 2:15. Brewer.

**232. HISTORY OF CHRISTIAN THOUGHT** 3 Hours

A study of the development of religious doctrines, with attention to the particular situations out of which

they arose, the values which they intended to secure, and their relation to the teaching of the New Testament. Spring. 2:15. Benson.

**240. CHRISTIANITY AND MODERN THOUGHT** 3 Hours

A study of the relation of the Bible and Christian teaching to contemporary scientific and social thinking. Winter. 11:30. Brewer.

**242. THE BASIS OF CHRISTIAN FAITH** 3 Hours

An examination of the basis of Christian faith in relation to the philosophies of Pantheism, Materialism, Agnosticism, Idealism, and Naturalism—an evaluation of fundamental Christian truth. Spring. 11:30. Baxter.

### IV. CHRISTIAN EDUCATION

**107, 108, 109. HOMILETICS** 3 Hours

A course in the preparation and delivery of sermons, including the materials for sermons types of argument, adaptation of the subject to times and needs, and a survey of the Old and New Testaments for subjects and materials for sermons. Outlines for sermons are constructed and practice is given in preaching both in and out of class. Fall, Winter, Spring. 8:00. Armstrong.

**228. EDUCATIONAL PROGRAM OF THE CHURCH** 3 Hours

This course is an introduction to the study of the educational work of the church, including the responsibility, the aim of its work, direction and supervision, the preparation of the teachers and their relation to pupils, grading and classification, curriculum, agencies and methods, organization and administration. Fall. 11:30. Bell.

**229. PSYCHOLOGY OF RELIGIOUS TEACHING** 3 Hours

In this course a study is made of the capacities and needs of the pupils of the church from the viewpoint of Christianity. A study is also made as to ways by which the church can properly develop these spiritual capacities and meet these spiritual needs. The pupil will be followed in his growth from infancy to maturity and through adulthood. His capacities and needs will be studied during each period of development and methods of meeting these needs successfully will be considered. Winter. 11:30. Bell.



**230. THE MASTER TEACHER 3 Hours**

This is a study of the nature, character, qualifications, and technique of the successful religious teacher. Jesus is accepted as the standard, the Master Teacher, and an effort is made to understand the nature of his approach, his method of teaching, and the power of his influence, and to apply these principles to present day situations. Spring. 11:30. Dykes.

**232. MISSIONARY TECHNIQUE 3 Hours**

This is a study of the work of the different missions on Oriental fields, including a study of their methods, both past and present. Health problems and living conditions on the foreign fields are also studied. Spring. 9:00. Benson.

**IV. BIOLOGICAL SCIENCES**

The courses in biology have been organized to meet the needs of those students who desire to obtain some knowledge of biology as a part of their general education, those who need it to satisfy the requirements of other departments, and those who desire to specialize in this field of science.

The department occupies four rooms well equipped for undergraduate courses in botany, zoology, bacteriology, and physiology. The library contains a large number of standard reference works and periodicals dealing with the various phases of biological science.

Courses 101, 102 and 103 are generally prerequisites for all advanced courses, exceptions being noted in the proper places. Students desiring to major in Biology must complete forty-five hours. Courses 101, 102, 103, 201, 202, and 209 are required of all majors. It is advisable that students specializing in biology obtain a broad scientific foundation including work in the related sciences, and a reading knowledge of French or German. They should plan to take courses in mathematics, chemistry, physics, and other allied sciences. Premedical students should plan to take courses 102, 103, 201, 202, 209; additional courses are very desirable.

**101. SURVEY IN BIOLOGICAL SCIENCE 4 1-2 Hours**

This course, required of all prospective teachers, is designed to cover the field of biology from the cultural

standpoint, with emphasis upon fundamental principles such as respiration, assimilation, reproduction, etc. Lectures will be given five times a week, but students will be expected to attend and report on laboratory demonstrations and outside readings. Fall. 8:00, 9:00. Abbott.

**102, 103. ANIMAL BIOLOGY 10 Hours**

This is a continuation of freshman biology with detailed study of the properties and activities of protoplasm, the structure and physiology of the cell, and a survey of the phyla of the animal kingdom. Lectures and recitations T., Th., S. 8:00; Lab. W., F., 8:00 to 10:00 or 3:15 to 5:15. Fee \$4. Winter, Spring. Abbott.

**104, 105. GENERAL BOTANY 10 Hours**

An introductory course in Botany to give the student fundamental principles regarding the structure, function, and reproduction of representative seed plants and a study of the classification of the plant kingdoms with a study of representative types from the algae to the seed plants. Lectures and recitations T., Th., S., 1:15; Lab. W., F., 1:15-3:15. Fee \$4. Fall, Winter. (Alternates with 201. Given 1941-42.) Abbott.

**106. GENETICS 3 Hours**

A study of the laws of heredity and their application to plant and animal breeding. Prerequisites: Biology 101-102. Lectures and recitations T., Th., S., 9:00. Fee \$2. Fall. Bell.

**108, 109. GENERAL BACTERIOLOGY 6 Hours**

An introductory course in Bacteriology dealing with the morphology and physiology of the most important groups of bacteria. Prerequisites: Biology 101-103, or consent of the instructor. Lectures and recitations T., Th., S., 1:15; Lab. W., F., 1:15-4:15. Fee \$4. Deposit \$2. Spring. (Alternates with 203. Given 1940-41.) Abbott.

**201. COMPARATIVE VERTEBRATE ZOOLOGY 4 Hours**

An intensive and comparative study and dissection of such vertebrates as dogfish, necturus, turtle, pigeon, and cat will be made. Prerequisites: Biology 101, 102, and 103. Lectures and recitations T., Th., 9:00; Lab. W., F., 8:00 to 10:00. Fee \$4. Fall. (Alternates with 104. Given 1940-41.) Abbott.

**202. COMPARATIVE VERTEBRATE ZOOLOGY 4 Hours**

A continuation of Zoology 201. Lectures and recitations T., Th., 9:00. Lab. W., F., 8:00 to 10:00. Office of the Provost. (Alternates with 105. Given 1940-41.) Abbott.



**203. ECONOMIC ENTOMOLOGY 5 Hours**

This course will give the student an introduction to the insect life of this region. It will include a study of structure, classification, life history, and habits of insects and their economic importance. Prerequisites: Biology 101, 102 and 103. Lectures and recitations T., Th., Sat., 9:00. Lab. W., F., 8:00 to 10:00. Fee \$4. Spring. (Given in 1941-42.) Abbott.

**206. HUMAN ANATOMY-PHYSIOLOGY 5 Hours**

A study of the structure, function and relationship of the various parts of the human body. Attention will also be given to physiological processes of the human body. Prerequisites: Biology 101, 102, and 103. Lectures and recitations T., Th., Sat., 3:15. Lab. W., F., 3:15 to 5:15. Fee \$4. Fall. Abbott.

**208. FIELD ZOOLOGY AND ECOLOGY 5 Hours**

A study in identification and classification of the principal animal groups of this region. This course will also include a study of the relations of these animals to the physical and biological conditions under which they live. Prerequisites: Biology 101, 102, and 103 and junior or senior standing. Lectures and recitations W., F., 3:15. Lab. T., Th., Sat., 3:15 to 5:15. Fee \$4. Spring. (Given in 1940-41.) Abbott.

**209. VERTEBRATE EMBRYOLOGY 5 Hours**

A course dealing with the fundamental facts and processes of development, the cell and cell division, maturation, fertilization, and cleavage. Emphasis will be placed on the frog, chick, and pig. Prerequisites: 201 and 202. Lectures and recitations T., Th., Sat., 3:15. Lab. W., F., 3:15 to 5:15. Fee \$4. Winter. Abbott.

**210. ANIMAL MICROLOGY 3 Hours**

A course designed to teach the student to prepare microscope slides and to interpret histological preparations. Emphasis is placed upon a few simple and established techniques rather than a variety of difficult procedures. Fee \$4. Spring. 9:00. (Given 1940-41 and alternate years.) Abbott.

**227. TEACHING OF SCIENCE 3 Hours**

A practical course in materials and methods for teaching the sciences in junior and senior high schools. Attention is given to the curricula, to specific aims, to methods of vitalizing and clarifying subject matter, and to testing results.

Harding University  
Prerequisite: All who plan to teach science in high schools. Lectures and recitations T., Th., Sat., 11:00. Winter. Abbott.

**V. BUSINESS ADMINISTRATION AND ECONOMICS**

The work of this department meets the needs of three classes of students: those who desire a business training that will qualify them for secretarial, accounting, or administrative positions in the business world; those who plan to teach business courses in high schools or commercial colleges; and those who wish a general knowledge of business procedure as a single phase of their college work. Those majoring in the department for the Bachelor's degree must elect Economics 228 also; and those planning to teach commercial subjects in high schools must elect 228.

Minor teaching fields recommended for teachers are Biology and social sciences, English, and mathematics. For those planning for secretarial work English and speech, or Journalism are recommended.

Various types of equipment are furnished for instruction and student use, including the comptometer, dictaphone, bookkeeping machines, etc. Non-credit instruction and practice are given on all machines.

**SECRETARIAL COURSE**

For the one-year secretarial course the following is the suggested plan of selection:

Fall Term		Winter Term	
	Term Hours		Term Hours
B. A. 102 .....	4	B. A. 103 .....	4
B. A. 105 .....	3	B. A. 106 .....	3
B. A. 50 .....	3	B. A. 51 .....	3
Eng. 101 .....	3	Eng. 102 .....	3
Sp. 101 .....	2	Sp. 102 .....	2
P. E. 100 .....	1	P. E. 101 .....	1
	16		16

**Spring Term**

	Term Hours
B. A. 104 .....	4
B. A. 107 .....	3
Eng. 103 .....	3
Eng. 110 .....	3
Elective .....	3

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## COURSE FOR TEACHERS

For those planning to teach and working toward the Bachelor of Science in Business Administration, the following is the suggested plan of selection: A second teaching field should also be selected as a minor. If this is history and social sciences it should include 10 hours of American history and five of elective history.

## FIRST YEAR

## Fall Term

	Term Hours
Eng. 101 .....	3
B. A. 102 .....	4
B. A. 105 .....	3
Soc. Sc. 101 .....	3
Speech 101 .....	2
P. E. 100 .....	1
	<hr/>
	16

## Winter Term

Eng. 102 .....	3
B. A. 103 .....	4
B. A. 106 .....	3
Soc. Sc. 102 .....	3
Speech 102 .....	2
P. E. 101 .....	1
	<hr/>
	16

## Spring Term

Eng. 103 .....	3
B. A. 104 .....	4
B. A. 107 .....	3
Soc. Sc. 103 .....	3
P. E. 107 .....	3
	<hr/>
	16

## THIRD YEAR

B. A. 200 .....	5
B. A. 111, 216 .....	9
Geog. 115 .....	3
Ed. 102, 200 .....	6
Science & Math .....	9
B. A. (Elective) .....	10
P. E. 152 .....	3
Home Ec. 100 or Elective ..	5
	<hr/>
	50

## SECOND YEAR

## Fall Term

	Term Hours
Eng. 105 .....	3
Biol. 101 .....	4½
B. A. 108 .....	4
History 101 .....	3
Elective .....	2
	<hr/>
	16½

## Winter Term

Eng. 106 .....	3
B. A. 109 .....	4
History 102 .....	3
Elective .....	3
Ph. Ed. 150 .....	3
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	16

## Spring Term

English 107 .....	3
Ph. Sc. 100 .....	4½
B. A. 110 .....	4
History 103 .....	3
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	14½

## FOURTH YEAR

B. A. (Elective) .....	5
Ed. 228 .....	3
Ed. 201, 202, 203, 204, or 205	6
Ed. 250, 251 .....	9
Elective in minor .....	15
Economics 200 .....	4½
English 110 .....	3
Elective .....	5
	<hr/>
	50½

## I. BUSINESS ADMINISTRATION

## 101. SECRETARIAL ACCOUNTING 6 Hours

A course for freshmen who need preparatory training in double entry bookkeeping before entering Business Administration 108, or for those desiring a one-year bookkeeping course. No credit toward B. A. or B. S. degree, but nine hours credit toward the commercial certificate. Fall, Winter. 11:30. Stapleton.

## 102, 103, 104. STENOGRAPHY 12 Hours

Courses 102, and 103 cover the fundamental principles of shorthand. During the first term special emphasis is placed on accuracy in reading and writing shorthand. Speed and accuracy are stressed during the second term through dictation and transcription. Course 104 meets five days a week for class instruction and three days per week for laboratory work in actual office practice and secretarial training. A speed of 120 words per minute is required for credit for the third term. Fee for spring term, \$3.50, unless taken concurrently with typewriting. Fall, Winter, Spring. 8:00. Stapleton.

## 105, 106, 107. TYPEWRITING 9 Hours

Accuracy, together with speed, is stressed from the very beginning. Requires a thorough technique in the typing of letters, telegrams, manuscripts and theses, copying rough drafts, tables of contents, bibliographies, outlines, programs, tabulations, legal work, and various other business forms most commonly used. A very high degree of accuracy is demanded. Students are required to master a speed of thirty words a minute for the first term; forty for the second term; and fifty words per minute for the third term, if credit is expected. Fee, \$3.50 per term. Fall, Winter, Spring. 9:00, 2:15. Stapleton.

## 108, 109, 110. PRINCIPLES OF ACCOUNTING 12 Hours

A very thorough course in accounting theory and practice in relation to single proprietorship, partnership, and corporation. In addition to study of practical records much attention is given to making and interpreting statements from the managerial standpoint. The student is made familiar with business forms and vouchers by the use of practice sets using business papers. During the third quarter a careful study is made of records for manufacturers, cost, and departmental ac-



counting. Prerequisite: 50 - 51, or high school bookkeeping, sophomore standing, or permission of instructor. Fall, Winter, Spring. Class T., Th., 1:15. Lab. W., F., 1:15-3:15. Gibson.

### 111, 112. BUSINESS LAW 9 Hours

General principles of the law of contracts, agency, negotiable instruments, partnerships, corporations, personal and real property, and fiduciary relationships. Much time is devoted to the study of actual cases and the opinions pronounced by the courts in deciding them. Prerequisite: Sophomore standing. Fall, Winter. 8:00. Gibson.

### 115. COMMERCIAL GEOGRAPHY 3 Hours

This course deals with the natural resources of the country and their relations to commerce and business. It covers the business developments of outstanding nations. Attention given to these factors as fundamental to industrial and commercial developments of the United States. Spring. 2:15. Pryor.

### 200. INTERMEDIATE ACCOUNTING 5 Hours

Designed to train the student to analyze problems and apply the accounting principles involved. A series of graded problems is used to illustrate the form and content of a balance sheet, statement of profits, analysis of profits, application of funds, capital expenditures and depreciation policies, installment sales of personal and real property, consignments and ventures, branches and agencies, foreign exchange, consolidations, accounting for corpus and income, accounting on liquidating basis contrasted with "going concern" basis. Prerequisite: B. A. 110. Fall 11:30. Gibson.

### 201. INTRODUCTORY COST ACCOUNTING 5 Hours

An introduction to the study of cost accounting. The first half of the course covers methods of finding the cost of specific orders or lots. The second half covers the fundamentals of process costs, accounting for by-products and joint products, estimate costs, standard costs, and cost problems of department stores. Attention is given to the bookkeeping procedure necessary to accomplish correct results, also on acquiring familiarity with the uses of the forms more commonly utilized in cost accounting. Prerequisite: B. A. 110. (Given in 1940-41 and alternate years.) Winter. 11:30. Gibson.

### 202. AUDITING PRINCIPLES 5 Hours

This course covers both theory and practice of auditing, discussion being supplemented with problems, questions and specimen working papers such as are applicable to balance sheet audits. The detailed subject matter covers the auditing procedure involved in connection with cash and cash funds, receivables, inventories, investments, deferred charges, capital assets, intangible assets, liabilities—both actual and contingent, accounts showing net worth, closing of an audit, and preparation of audit reports. Prerequisite: B. A. 200. Spring. 11:30. Gibson.

### 203. INVESTMENTS 5 Hours

Principles governing the proper investment of personal and institutional funds. Prerequisites: Business Administration 103 and Economics 200 or taken concurrently. Offered 1941-42 and alternate years. Fall 9:00. Gibson.

### 204. FEDERAL INCOME TAXES 5 Hours

A general course in federal income taxes. Particular emphasis is laid on the current law and the preparation of income tax returns for individuals, partnerships, corporations, and fiduciaries. Among the topics covered are: analysis of transactions, constructive receipt, earned income, sales and exchanges, capital gains and losses, inventories, depreciation, installment sales, involuntary conversion, dividend distributions. Prerequisite: B. A. 110. (Given in 1941-1942 and alternate years.) Winter. 11:30. Gibson.

### 205. PRICES 5 Hours

The purpose of this course is to get the student in the habit of analyzing any given price situation in terms of the fundamental principles involved. Emphasis is placed upon the elasticity of supply and demand, price trends, cyclical and seasonal variations, purchasing power, and the part played by the future market. Prerequisite: Economics 200. (Offered 1941-42 and in alternate years.) Fall. 9:00. Gibson.

### 206. STATISTICS 5 Hours

This course deals with graphic presentations, frequency distributions, averages, measures of skewness and variation, index numbers, analysis of time series, linear and non-linear correlation. (Offered 1940-41 and in alternate years.) Winter. 9:00. Gibson.



**207. PRINCIPLES OF MARKETING** 5 Hours

The place of marketing in our economic structure; an analysis of the present marketing structures by functions, institutions, and commodities. Prerequisite: Economics 200. (Offered 1940-41 and in alternate years.) Spring. 9:00. Gibson.

**208. MONEY AND BANKING** 5 Hours

Money, coinage, paper, currency, bi-metallism, gold and silver production, monetary standards and price levels, domestic and foreign exchange. History and principles of banking, with special attention to the Federal Reserve System. (Offered 1941-42 and alternate years.) Winter. 9:00. Gibson.

**210. CORPORATION FINANCE** 5 Hours

Study of the different types of securities by which capital is provided for business corporations; the valuation, promotion, capitalization, financing, consolidation and reorganization of such corporations. (Offered 1941-42 and in alternate years.) Spring. 9:00. Gibson.

**216. OFFICE MANAGEMENT** 4½ Hours

A practical course for secretaries and prospective business executives, dealing with methods and techniques of office management. Throughout the course emphasis is given to the place, duties, and function of the office manager. Prerequisite: sophomore standing. Spring. 11:30. Stapleton.

**228. TEACHING COMMERCIAL SUBJECTS** 3 Hours

A thorough and practical course in methods of presenting commercial subjects in high schools, with special emphasis on the teaching of shorthand, typewriting, bookkeeping. Required of students who expect to teach in the field of business education. Fall. T. Th. S. 1:15. Stapleton.

**250. DIRECTED TEACHING IN COMMERCIAL SUBJECTS** 4 1-2 Hours

May be directed teaching in shorthand, typewriting, or bookkeeping. Required for the commercial certificate. Prerequisite or corequisite: Bus. Ad. 228 and junior standing. Fall, Winter, Spring. Time arranged by appointment.

**II. ECONOMICS****200. PRINCIPLES OF ECONOMICS** 4 1-2 Hours

The basic principles of economics will be emphasized through this course, and will be applied as far as possible to specific problems. Spring. 2:15. (Alternates with 205).

**205. AMERICAN ECONOMIC HISTORY** 5 Hours

Attention is given to colonial agriculture, industry, and trade. After 1789, the main lines of study are banking, transportation, tariff, the development of the natural resources, the rise of manufactures, and the expansion of corporate methods in industry and trade, with special attention given to the history of American labor. Spring. 2:15.

**III. RELATED COURSES**

The following courses closely related to the business field are recommended for those specializing in the different phases of business administration.

Art 113, 114. **Commercial Art.** 6 hours.

Speech.

Journalism 203. **Advertising.** 5 hours.

Journalism 225. **News Photography.** 3 hours.

Math. 111. **Mathematics of Investment and Insurance.** 5 hours.

**VI. EDUCATION AND PSYCHOLOGY**

Courses in the department of education and psychology are designed to meet the needs of those preparing for the teaching profession in its various fields and for those who plan to do administrative work in education.

Students may major in education either for the Bachelor of Arts or the Bachelor of Science degree. Requirements for the Bachelor of Arts degree have already been outlined elsewhere. The Bachelor of Science degree has two sequences, emphasizing elementary education and secondary education. The requirements in each sequence are outlined below.

**BACHELOR OF SCIENCE DEGREE****I. ELEMENTARY SEQUENCE**

This follows the requirements outlined in the preceding section for the four-year and six-year certificates. In addition to these requirements, however, the candidate must complete the following:

**Professional Courses:**

During the junior and senior years at least twenty hours must be selected from the following: Ed. 103, 204, 210, 211, 212, 208.

**Fields of Specialization:**

During the junior and senior years the student must select one field of specialization in which he will complete

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a major of work. The suggested fields, together with the requirements in each, above the minimum set forth for the certificate, are as follows:

1. English (including Speech and Journalism).

Twenty hours selected from the following:

English 210 or 211 American Literature; 215 The Romantic Period; 216 The Victorian Poets. Speech 101, 102 Principles (unless previously taken) 201, 202, Oral Interpretation; 205 Play Production. Journalism 201 Elements of Journalism.

2. Social Science (History, Political Science, Sociology).

Twenty hours selected from the following:

Geography 101, or 115 ..... 3 hours  
History 205, 206 ..... 10 hours  
History 207 ..... 3 hours  
Pol. Sc. 200 ..... 3 hours

3. Science (Biology, Chemistry, Home Economics, Mathematics).

Twenty hours selected from the following:

Biology 102, 103, Animal Biology; 104, 105 Botany; 203 Economic Entomology; 206 Human Anatomy-Physiology.  
Home Ec. 101 or 111 Clothing; 121 Textiles; 204 Child Development.

4. Art.

Twenty-four hours selected from the following:

101, 102 Drawing; 103 Painting and Sketching; 105 Still Life Painting; 117, 118, 205 Design; 218, 219, 220 History of Art.

5. Music.

Twenty-four hours selected from the following:

121, 122, 123 Elementary Theory; 111, 112, 113 Sight-singing, Ear Training; 114, 242, 244; 204, 205, 206 History and Appreciation; 207, 208, 209 Applied Piano or Voice.

## II. SECONDARY SEQUENCE

### Freshman and Sophomore Requirements:

These are the same as for the Bachelor of Arts with the exception of foreign languages, which is not required but recommended.

The requirements for the Bachelor of Science degree with the sequence in secondary education and administration follow the minimum requirements for the certificate as outlined in the preceding section, but include the following additional work:

### Professional Courses:

A total of forty hours, including those required for the certificate, the additional hours to be selected from: 201, 202, 203, 205, 210, 211, 212, 215, 216, or courses in special methods in the secondary field.

### Specialization:

Requirements for specialization in each field are given with description of courses. A total of forty to fifty-four hours, including courses listed for the certificate, is required for specialization in any field.

## I. ELEMENTARY EDUCATION

### 102. EDUCATIONAL PSYCHOLOGY 3 Hours

A study of the basic facts and principles of human behavior; the development and growth of man's equipment for learning; the learning process; and the application of both the principles of behavior and the laws of learning to the problems of the class-room teacher. Fall. 8:00, 9:00. Summitt.

### 103. CHILD PSYCHOLOGY 3 Hours

A study of the principles of the development of the normal child with practical application to the problems of the class-room teacher. It includes a study of motor development, emotional development, development of meanings, imagination, verbal learning, social development, etc. Winter. 8:00. Summitt.

### 104. INTRODUCTION TO TEACHING 3 Hours

An intensely practical course in methods of teaching in primary and elementary grades, together with observation of classroom work. It is designed to precede courses in practice teaching, and should give the student a definite working knowledge of procedure and technique. Spring. 9:00. Pryor.

### 105. MATERIALS AND METHODS IN ELEMENTARY SCHOOLS 3 Hours

An integrated course covering lesson planning, units of study, assignments and motivation, with the formation of habits of study, as applied more specifically to the field of reading, writing, and the beginning language work. Directed observation in the training school is an essential part of the course. Winter. 8:00. Cathcart.



### 106. MATERIALS AND METHODS IN THE ELEMENTARY SCHOOLS 4 1-2 Hours

A study of the newer methods of teaching social studies, arithmetic, science and nature study in the elementary schools. The student will become acquainted with the philosophy and practices of the integrated program. Several integrated units will be produced and studied. Fall. 8:00. Snow.

### 110, 111. ART IN THE ELEMENTARY SCHOOL 6 Hours

Description of courses will be found in the Art department. 110 Spring; 111 Fall. 1:15. McCullough.

### 114, 242. MUSIC EDUCATION IN THE ELEMENTARY SCHOOL 6 Hours

Description of courses will be found in the School of Music. 242 Fall; 114 Winter. 1:15. Kirk.

### 244. MUSIC EDUCATION 3 Hours

Methods in public school music for the high school. Spring. 1:15. Kirk.

### 120. JUVENILE LITERATURE 4 1-2 Hours

Description of the course will be found in the English department. Spring. 8:00. Cathcart.

### 140. DIRECTED TEACHING IN ELEMENTARY GRADES 4 1-2 Hours

A beginning course closely integrated with the theory courses and requiring at least sophomore standing.

### 240, 241. ADVANCED DIRECTED TEACHING— ELEMENTARY 9 Hours

Recommended only for seniors specializing in the field of elementary education. Juniors admitted by special permission.

## II. SECONDARY EDUCATION

### 200. TECHNIQUE OF TEACHING IN SECONDARY SCHOOLS 3 Hours

In this course are carefully studied the problems that are peculiar to the junior and senior high schools. Attention is given to organization, aims, and functions, programs of extra-curricular activities, but special attention is given to the teaching problems. Winter. T. Th. S. 9:00. Summitt.

### 201. PRINCIPLES OF SECONDARY EDUCATION 3 Hours

A study of the fundamental principles underlying secondary education. Special attention is given to the adolescent period. Includes a study of the program of the studies, methods of organization and administration, and the relationship of secondary education to both elementary and higher education. Fall. T. Th., S. 2:15. Summitt.

### 202. THE TEACHER AND SECONDARY SCHOOL ADMINISTRATION 3 Hours

The problems of secondary school administration from the point of view of the classroom teacher. Winter. T., Th., S., 2:15. Summitt.

### 203. HIGH SCHOOL SUPERVISION 3 Hours

A practical course dealing with the problems of the nature and organization of supervision and the types of supervisory service. Spring. T. Th. S. 2:15. Summitt.

### 204. TESTS AND MEASUREMENTS 3 Hours

A study of the construction and use of achievement examinations with major emphasis on tests in the secondary field. Spring. T., Th., S., 1:15. Summitt.

### 208. PROBLEMS OF THE RURAL SCHOOL 5 Hours

This course is designed to study problems peculiar to the rural school and to find means for solving these problems. A special attempt is made to improve rural school services. Fall. 9:00. (Not given 1940-41.) Pryor.

### 210. CURRICULUM DEVELOPMENT 5 Hours

A study of the principles of curriculum making and a practical application of these principles to the task of revising our elementary and high school courses of study. Fall. 1:15. Summitt.

### 211. EDUCATIONAL STATISTICS 5 Hours

This course is designed to prepare students to read critically educational articles employing statistical methods, to compute the measures most commonly used in educational measurement, to know the assumptions upon which these are based, and to be able to use these measures in interpreting standard and informal test results. Spring. 8:00. Summitt.

### 205. ADOLESCENT PSYCHOLOGY 3 Hours

A study of the developmental behavior of boys and girls of the teen age. Problems characteristic of this age involving



physical, social, emotional, and intellectual development will be studied with a view to helping the teacher maintain proper treatment of the learner during this important period of growth. Spring. 9:00. (Given 1940-41 and in alternate years with 216.) Summitt.

## 212. HISTORY AND PHILOSOPHY OF EDUCATION 5 Hours

A survey of the history of education as a background of recent educational developments and current educational methods and practices. Winter. 9:00. (Not given 1940-41.) Pryor.

## 215. EXTRA-CURRICULAR ACTIVITIES 3 Hours

The organization, administration, and supervision of extra-class activities in the junior and senior high schools. An attempt is made to develop the guiding principles of pupil participation in such activities as home room, class, student council, school clubs, assemblies, publications, etc. Given 1940-41 and in alternate years. Winter. T., Th., S. 1:15. Summitt.

## 216. VOCATIONAL AND EDUCATIONAL GUIDANCE 3 Hours

This course deals with the principles and techniques of guidance in human growth and development. Special emphasis is placed on the organization, administration, and supervision of a vocational and educational guidance program. (Given in 1941-42 and alternate years with 205.) Spring. T., Th., S., 9:00. Summitt.

## 224. TEACHING ENGLISH 3 Hours

An examination of the aims, methods, and materials of high school English. Various problems and difficulties found in English teaching are studied. Required of those planning to teach English. Same as English 224. Fall. T., Th., S., 1:15. Sears.

## 226. TEACHING THE SOCIAL SCIENCES 3 Hours

A course in the methods and materials for the teaching of history and the social sciences in high school. Required of those planning to teach the social sciences. Same as History 226. Fall. T., Th., S. 2:15. Rhodes.

## 227. TEACHING OF SCIENCE 3 Hours

A practical course in the aims and methods of teaching high school sciences. Required of those planning to teach science in high schools. Winter. T., Th., S. 11:30. Abbott.

## 228. TEACHING COMMERCIAL SUBJECTS 3 Hours

A course covering methods and materials for commercial subjects in secondary schools. It precedes practice teaching in commerce, and is required of those who plan to teach commercial work in high schools. Fall. T., Th., S. 1:15. Stapleton.

## 229. THE TEACHING OF FOREIGN LANGUAGES 3 Hours

A course in the methods and materials for teaching of Spanish, French, or Latin in high schools. Fall. T., Th., S. 2:15. Miller.

## 230. THE TEACHING OF MATHEMATICS 3 Hours

Reasons for teaching, and general and special methods of teaching mathematics in secondary schools. Current problems and selected topics are discussed. Open to experienced teachers and to juniors and seniors. Fall. T., Th., S. 2:15. Hykes.

## 250. DIRECTED TEACHING IN SECONDARY SCHOOLS 4 1-2 Hours

A beginning course in directed teaching in the junior high school field. It is closely related to the theory courses and requires sophomore standing.

## 250, 251. ADVANCED DIRECTED TEACHING—SECONDARY 9 Hours

A course designed for seniors completing the requirements for teaching in secondary schools. Juniors may be admitted by special permission.

## VII. ENGLISH, SPEECH, AND JOURNALISM

### I. ENGLISH

Besides some historical maps, the equipment for this department is the college library, which is provided with the works of all the standard English and American writers and translations from the great writers of other nations; with numerous biographical, critical and historical works, including the Cambridge histories of English and American literature; with the Variorum Shakespeare; with the standard periodicals, and with many works of more general interest.

Students specializing in this department must complete fifty-four hours, including 101-103, which are required of all



freshmen; 105-107; five hours in advanced composition or Shakespeare (201 or 202,) and American Literature (210). Ten hours in speech may be counted toward the English major, which should include Speech 201. Students are also urged to acquire a reading knowledge of French or German during their course.

Those who expect to teach English in high school must include 224, and at least five hours in speech.

### 101, 102, 103. FRESHMAN COMPOSITION 9 Hours

A study of the principles of composition with written work throughout the course. Special emphasis is given to the sentence, the paragraph, the mechanics of writing, and vocabulary building. Exposition is treated in the first term. Required of all freshmen. Fall, Winter, Spring. T., Th., S., 9:00, 10:30, 1:15, 2:15. Lab. 2:15-4:45, Sec. "A." T.; "B." W., "C" Th.; "D." F. Coordinates with Speech 101-103. Stapleton, Cope.

### 105, 106, 107. HISTORY OF ENGLISH LITERATURE 9 Hours

A comprehensive survey of the growth and development of English literature from the earliest times to the present. Masterpieces of both prose and poetry are studied. Fall, Winter. 11:30, 2:15. Cope or Sears, Stapleton.

### 110. BUSINESS ENGLISH 3 Hours

A course covering practical English usage, including grammar and punctuation, as applied to business correspondence. Spring 1:15. Stapleton.

### 120. JUVENILE LITERATURE 4 1-2 Hours

A study of the various types and sources of children's literature. Extensive reading is done to acquaint the prospective teacher with the wealth of the material, and the best methods are demonstrated in the teaching of literature to children. Spring. 8:00. Cathcart.

### 201, 202. SHAKESPEARE 10 Hours

A study of Shakespeare's genius and development as a dramatic artist. Attention is paid to the general form of Elizabethan drama, and collateral readings from contemporary dramatists are required. Prerequisite: 101-103, 105-107. Fall, Winter. 8:00. Sears.

### 203. CHAUCER 5 Hours

A study of Chaucer's language and literary art. Some attention is given to changes and development of the English language through this period, and to Chaucer's social background. Prerequisite: 101-103, 105-107. Spring. 8:00. Sears.

### 210, 211. SURVEY OF AMERICAN LITERATURE 10 Hours

A comprehensive survey and study of the historical background, the development, and the significance of American literature from its beginning to modern times. Lectures and class discussions, daily readings, and weekly papers are required. Fall, Winter. 11:30. (Offered 1940-41 and in alternate years.) Sears or Cope.

### 215. THE ROMANTIC PERIOD, 1798 - 1832 5 Hours

Special study is made of Wordsworth, Coleridge, Byron, Shelley, and Keats in an effort to interpret their thought and art in its individual achievement and in its relation to the spirit of the period. The shorter poems are read with close attention along with selected passages from longer poems and related prose. Fall. 11:30. (Offered 1941-42 and alternate years.) Sears.

### 216. VICTORIAN POETRY, 1832-1892 5 Hours

This course gives special emphasis to Browning, Tennyson, Arnold, the Rossettis, Swinburne, and Morris, but includes also a number of the minor poets. The shorter poems are given close study in an effort to arrive at an appreciation of the thought and art of each writer, but selections are also read from the longer poems. Winter. 11:30. (Offered 1941-42 and in alternate years.) Sears.

### 218. DEVELOPMENT OF THE ENGLISH NOVEL 5 Hours

This course includes a study of the English novel from Defoe to Meredith. Attention is given to the rise and development of the novel and to the different types of fiction from the adventure stories of Defoe and the historical novel of Scott, to the realistic novels of Hardy. The course is critical as well as historical, and novels representative of various types and movements are read. Spring. 11:30. (Offered 1940-41 and in alternate years.) Sears.



**220. MODERN DRAMA 5 Hours**

A study of the major contemporary dramatists of England, America, Ireland, France, Germany, Norway, Russia, Spain, Italy, etc. Attention is given to the changes in dramatic technique brought about by Ibsen, to the one-act play, and to present tendencies in the drama. Lectures and parallel readings. Spring. 11:30. (Offered 1940-41 and in alternate years.) Sears.

**ENGLISH 221. POETRY WRITING 2 Hours**

A study and practice in technique of versification and poetry writing. Attention is given to different genres, rhythm, imagery, figures, and tropes. Some attention is given to interpretation and appreciation of poetry. Daily reading in poetry and daily practice in poetry writing are required in this course. Spring. W., F. 8:00. Cope.

**222. ADVANCED COMPOSITION 5 Hours**

The first half of this course will be devoted to the composition of all forms of magazine writing except the short story, drama, and poetry. The second half will be given to short story writing. The course will emphasize technique and style. Spring. 1:15. Cope.

**223. PLAY WRITING 3-5 Hours**

A course for those who wish to apply the principles of dramatic art to the actual writing of plays. Various dramatic situations are analyzed and ways studied for developing them. Under the direction of the instructor and the suggestion and criticism of the group each student works out one or more situations into a single play or an act of a longer play. Prerequisite or corequisite: 220. Spring. Time to be arranged.

**224. THE TEACHING OF ENGLISH 3 Hours**

An examination of the aims, methods and materials of high school English. Various problems and difficulties found in English teaching are studied. Same as Education 224. Fall. T., Th., S. 1:15. Sears.

**II. SPEECH**

The work of the department of speech is adapted to three classes of students: those who wish to cultivate refinement in manners and speech, those who wish to develop ease and power as public speakers and readers, and those who desire <sup>Harding University</sup> and practical training that will make them effective teachers of public speaking, expression, dramatic art, or English.

Those planning to specialize in speech for the Bachelor's degree must complete forty term hours in the department, including 101, 102, 120, 201, 202, 204, or 205, and at least one year in the speech choir, together with a minor in English, including English 202 and 220.

Special students who do not wish to complete the requirements for a degree but desire to specialize in speech alone, will be granted a Diploma in Speech. Such students must complete at least forty hours in the department including the required courses listed above, together with thirty hours in English, including 202 and 220. Since the diploma is a certificate of proficiency, however, the amount of work must necessarily vary with the individual.

Equipment for this department includes an excellent library covering every course; the Campus Players' workshop, in which every type of costume and stage scenery is designed and produced; the wardrobe, which includes all costumes created from time to time; an excellent stage with unusual lighting and sound machinery; complete sound-recording and transcription equipment for use in the study of pronunciation and voice quality and in radio programs; and complete radio and public address equipment for program and class use.

**101, 102. PRINCIPLES OF SPEECH 4 Hours**

A practical introductory course, based upon diagnostic tests of individual differences. It includes correct pronunciation, introductory phonetics, development of distinct utterance, voice improvement, and speech in relation to everyday affairs. No tuition or fee. Courses 101 and 102 are required of all students unless exempted by entrance tests. Fall, Winter, Spring. W., F., 9:00, 1:15, 2:15. Mrs. Armstrong.

**103. INTRODUCTION TO PUBLIC SPEAKING 2 Hours**

Studies in the technique and practice of the short speech: the announcement, the introduction of a speaker, the speech of welcome, the response to welcome, the speech of presentation and of acceptance, the nomination speech, the after dinner speech, the sales talk, etc. This course is one of the most practical courses in the curriculum of the speech department, and while it is not prerequisite to Speech 112, the student strongly advised to take this preliminary course. <sup>Office of the Provost</sup> Spring. W., F., 9:00, 1:15, 2:15. Mrs. Armstrong.



### 104, 105. FUNDAMENTALS OF ORAL INTERPRETATION 6 Hours

An introductory and fundamental course in the oral interpretation of the printed page, including pronunciation, enunciation, tone, phrasing, rhythm and bodily expression as means of interpretation. Prerequisite: 101, 102. Fall, Winter, T., Th., S., 9:00. Mrs. Coleman.

### 106. LITERARY ANALYSIS AND INTERPRETATION 3 Hours

The fundamental principles of analysis and interpretation are applied to various forms of literature. Attention is given to characterization. Open to those who have had 104 and 105. Spring. T., Th., S. 9:00. Mrs. Coleman.

### 108, 109, 110. ADVANCED ORAL INTERPRETATION 9 Hours

A more advanced course in the interpretation of literature. More difficult selections are used demanding more skill in dramatic thinking, and general powers of expression. Material is prepared for frequent public recitals. Individual instruction. Open only to those who have had 104, 105, and 106. Fall, Winter, Spring. By appointment.

### 112, 113, 114. PUBLIC SPEAKING 9 Hours

The laboratory method is used, speeches by the students being attended with round table discussions and lectures by the instructor. The aim of the course is to lay the foundation for a direct, forceful manner of speaking and to help the student to think and speak freely and well before an audience. Prerequisite: 101, 102. Fall, Winter, Spring. T., Th., S. 2:15. Mrs. Coleman.

### 115. TECHNIQUE OF SCENE PRODUCTION 2 Hours

Theory of scene construction, including design, color, light; the use of materials; and actual training in the construction of scenes for specific plays. Two hours. Fall, Winter, Spring. 3:15, 4:15. (Not offered in 1940-41.) Coleman.

### 120. a. b. c. INTRODUCTORY DRAMATICS 1-5 Hours

An interpretation of one-act and full-evening plays, with special emphasis on character presentation, balance in grouping, setting, and atmosphere. Students are required to appear in numerous and varied roles in regular productions under the direction of the instructor, some of the productions

given privately before the group, others being given in the workshop annual tournament, while others are used for the major activity of the College Lyceum. Applicants for the course must be approved by the instructor. The course runs each quarter. Two to six hours credit. Fall, Winter, Spring. 3:15, 4:15. Mrs. Coleman.

### 124. FUNDAMENTALS OF MAKE-UP 2 Hours

This is a laboratory course designed to prepare the student to do satisfactory work in simple personal make-up for the stage and in the make-up of others. Students are required to observe and gain actual experience in the make-up costs for workshop and Campus Players productions. Fee \$1. Required of all speech majors and of all special students before certificate or diploma will be granted. Fall. W., F., 2:15. Mrs. Coleman.

### 125, 126. DEBATING 4 Hours

Enrollment in this course will be limited in order to give more intensive training. A text is used as the basis of the course, but work will consist largely of actual debates. Fall, Winter. W., F., 3:15. Sears.

### 201, 202. ORAL INTERPRETATION OF POETRY AND DRAMA 9 Hours

An advanced course in the interpretation of different forms of poetry, the analysis of plays and character roles, together with their actual presentation in single impersonations or in group productions. T., Th., S., 2:15. Mrs. Armstrong.

### 204. a. b. c. ADVANCED DRAMATICS 1-5 Hours

A course open to junior and senior students who have had 120 and, by permission, to other juniors and seniors who have unusual dramatic ability. Fall, Winter, Spring. 3:15. Mrs. Coleman.

### 205. a. b. c. PLAY PRODUCTION 1-5 Hours

An advanced course in the actual coaching and production of one-act and full evening plays. The course covers the general principles of staging, lighting, costuming, make-up, and interpretation of roles and the play as a whole. With the suggestions and criticisms of the instructor the student is allowed to work out complete details for the dramatic production, train the actors, design the costumes and settings and direct and supervise the lighting, stage effects, and make-up. Some of these productions are given privately before the



dramatic club; others are given publicly at intervals or are reserved for the workshop tournament. It is designed to give the student a thorough preparation for organizing and directing dramatic activities in high schools or communities. Fall, Winter, Spring. 3:15, 4:15. Mrs. Coleman.

### 206, 207. ADVANCED ARGUMENTATION 4 Hours

An advanced course in which the principles of argumentation are applied to speech and debate. Fall, Winter, W., F., 3:15. Sears.

### 208. PHONETICS 3 Hours

An advanced course in which the student is required to make accurate transcriptions, not only of good American and British speech, but of the dialectal and provincial speech of the campus. Required of all speech majors. Fall. T., Th., S., 9:00. (Offered 1940-41 and in years alternating with 220.) Mrs. Armstrong.

### 209. MAKE-UP 2 Hours

An advanced course giving special attention to character make-up. Advised for all speech majors. This course may be substituted by permission for the required course 124 by students who have learned by practical experience fundamentals of make-up. Fee \$2. W., F., 2:15. Mrs. Coleman.

### 210, 211. RADIO SURVEY 6 Hours

A theory and laboratory course in radio including voice adaptation, radio announcing, experimental work in the creation of sound effects, a study of types of programs and the technique of program construction, continuity and script writing, and the actual broadcasting of finished programs. Radio equipment includes a late model Presto recording machine, a public address system, two microphones, and a growing sound effects library. Fall, Winter. T., Th., S., 11:30. Mrs. Armstrong.

### 212. RADIO DRAMATICS 3 Hours

A practical course in the technique and practice of writing and presenting on the radio original sketches and dramas, and the adaptation of stories and plays for the air. Spring. T., Th., S., 11:30. Mrs. Armstrong.

### 216, 217, 218. ADVANCED ORAL INTERPRETATION 9 Hours

A course using the Bible and three books of the Apocrypha as basic texts. The scholars of the world are agreed that the Bible is a supremely great literature, yet when we open our

ordinary versions, we look in vain for the lyrics, epics, dramas, essays, sonnets, and orations of other great literatures of the world; instead the eye catches nothing but a monotonous uniformity of numbered sentences, more suggestive of an itemized legal instrument than of what we understand as literature. Due to this fact, Moulton's Modern Reader's Bible, the English Revised Version printed in modern literary form, is used as a basic text for this course. Fall, Winter, and Spring. W., Th., F., S., 10:30. Mrs. Armstrong.

### 220. TEACHING OF SPEECH 3 Hours

A course in the principles underlying the teaching of oral interpretation, accompanied by observation and practice. The course is designed for those who plan to teach public speaking and dramatics or direct speech choirs in high schools or privately, but is open to other juniors or seniors with experience and training in speech. Fall. T., Th., S., 2:15. (Offered 1941-42 and in alternate years with 208.) Mrs. Armstrong.

## III. JOURNALISM

The work of the department of journalism is adapted to the needs of three classes of students: those who plan to make journalism their life work, those who need a practical knowledge of journalism in connection with another chosen profession, and those who desire advanced work in creative writing.

Journalism either as a major or a minor field may well be combined with English, the social sciences, business administration, or speech. Those specializing in journalism as a profession are urged to take as much work in English and social sciences as possible for background. Those preparing for advertising and publicity work should combine with journalism, psychology and commercial art. Those planning to teach should complete enough social science, English, or business to make two teaching fields, and must elect the necessary courses in education.

Forty hours of journalism are required for a major; thirty hours for a minor. Sophomores may register for 101, but other courses are open to juniors and seniors. Journalism 101 or 201 is prerequisite for all other courses except



212 and 222. Courses 201, 212, and 222 may be counted as English credit. Home economics majors should take either 201 or 222; 202 may be taken by those having a year of credit in high school.

As special equipment for the department, besides the library, the college has a complete printing and photographic plant, in which students may gain practical experience in newspaper editing, make-up, printing, and news photography. The department also publishes the college weekly, maintains the Press Club and a publicity bureau which contributes articles to various state papers, and assists in planning college bulletins and circulars.

#### 101, or 201. INTRODUCTION TO JOURNALISM 5 Hours

An examination of the broad field of journalism, and an inquiry into opportunities in the various branches of the profession. Exercises on reading newspapers and understanding the problems of the press, both metropolitan and rural. Open to sophomores. Required for all further study in journalism. Fall. 9:00. Cope.

#### 202. REPORTING NEWS 5 Hours

Fundamentals of gathering and writing news. Exercises in news values and in writing news for every department of the newspaper. Winter. 9:00. Cope.

#### 203. ADVERTISING 5 Hours

A survey of advertising methods and media; problems in selling and the psychology of advertising. Special attention is given to newspaper and magazine techniques and practices, but the course may be adapted to the needs of the students. Spring. 9:00. Cope.

#### 205. HISTORY OF JOURNALISM 5 Hours

The development of newspapers is traced from colonial times to the present. The newspaper is studied in relation to the American economic, social, and political development. Special attention is given to the great figures in American journalism through outside readings and term papers. Fall. 1:15. Cope.

#### 206. EDITING 5 Hours

Preparation of good copy, copyreading, headline writing, desk work, makeup, news values, reader interest, promotion, and editorial problems are studied. Special consideration is given to editorial practices on the small town dailies and weeklies. Winter. 1:15. Cope.

#### 210. EXTRACURRICULAR JOURNALISM 2-5 Hours

Credit may be given for staff work on school publications under certain limitations. Confer with head of the department.

#### 212. RELIGIOUS JOURNALISM 3 Hours

A course of special interest to those preparing for the ministry or other church work. An examination and study of magazines and other publicity media used by local churches and by individuals. The writing of religious articles for publication and the preparation of copy for the press are considered. Various problems of religious journalism are discussed, and special lecturers are invited to deal with special topics. Winter. 8:00. Cope.

#### 222. SPECIAL ARTICLES; FEATURE AND SHORT STORY WRITING 5 Hours

Study, analysis, and criticism of the various kinds of magazine and newspaper feature articles. The course will emphasize style and technique. Short story writing will be studied during the last half of the course. Students are expected to write for publication, and markets are considered. Same as English 222. Spring. 1:15. Cope.

#### 225. NEWS PHOTOGRAPHY 3 Hours

The fundamentals of photography, developing and printing, enlarging, use of press photographic equipment, and standard techniques are studied both by lecture and laboratory work. A distinct program of work is set up for the student to follow and complete under conditions similar to actual press work. Laboratory equipment and press cameras are available, but the student is expected to furnish his own equipment for work in the course. Fee, \$3. Fall. 8:00. Cope.

## VIII. HOME ECONOMICS

The department of home economics provides fundamental background information and a basis for many vocational phases of home economics. Students desiring home economics for the sake of their own homes, or those planning to do interior decoration, institutional managing or buying, or to go into industrial fields or social service may complete their entire course here. Since the certification of teachers for Smith-Hughes high schools is confined to one or two institutions in each state, however, students who are interested in teaching or in doing home demonstration work may complete the requirements for the Bachelor of Science in home economics here and transfer to a graduate school of home economics for one year, receiving their certificates for teaching at the same time they receive the Master's Degree. Or they may transfer at the end of the second or third year and receive their certificates at the same time they receive their Bachelor's degree.

Students desiring the Bachelor of Arts degree with a major in home economics must complete the requirements outlined in the preceding section for the degree.

## BACHELOR OF SCIENCE IN HOME ECONOMICS

## FIRST YEAR

## Fall Term

	Term	Hours
English 101 .....	3	3
Home Ec. 102 .....	5	5
Soc. Sc. 101 .....	3	
or Chem. 101 .....	4	
Speech 101 .....	2	2
Phys. Ed. 101 .....	1	1
	—	—
	14	15

## Winter Term

	Term	Hours
English 102 .....	3	3
Home Ec. 101 .....	5	5
Art 117 .....	3	3
Soc. Sc. 102 .....	3	
or Chem. 102 .....	4	
Speech 102 .....	2	
Phys. Ed. 102 .....	1	1
	—	—
	16	16

## SECOND YEAR

## Fall Term

	Term	Hours
Home Ec. 111 .....	5	5
Language .....	5	5
English 105 .....	3	
Chem. 101 .....	4	
or Soc. Sc. 101 .....	3	
Phys. Ed. 110 .....	0	0
Elective .....	2	
	—	—
	16	16

## Winter Term

	Term	Hours
Home Ec. 112 .....	5	5
Chem. 102 .....	4	
or Soc. Sc. 102 .....	3	
Language .....	5	
or English 106 .....	3	
Phys. Ed. 150 .....	3	3
Elective .....	3	
	—	—
	17	17

## Spring Term

	Term	Hours
English 103 .....	3	3
Home Ec. 114 .....	3	3
Art 118 .....	3	3
Soc. Sc. 103 .....	3	
or Chem. 103 .....	4	
Phys. Ed. 107 .....	3	3
	—	—
	15	16

## THIRD YEAR

## Fall Term

	Term	Hours
Home Ec. 221 .....	3	
or 211 .....	3	
Chemistry 201 .....	5	5
Education 102 .....	4½	4½
Journalism 201 .....	5	5
	—	—
	17½	17½

## Winter Term

	Term	Hours
Chem. 202 .....	1	1
Education 200 .....	3	3
Art 205 .....	3	3
History 102 .....	3	
or Home Ec. 201 .....	5	
Speech 102 .....	2	2
Education 103 .....	3	3
	—	—
	15	17

## Spring Term

	Term	Hours
Home Ec. 204 .....	5	5
Home Ec. 202 .....	5	
or Biol. 108-9 .....	6	
Education 205 .....	3	3
Elective .....	3	
	—	—
	16	17

## Spring Term

	Term	Hours
Home Ec. 121 .....	3	3
Chem. 103 .....	4	
or Soc. Sc. 103 .....	3	
Language .....	5	
or Elective .....	7	
Phys. Ed. 152 .....	3	3
	—	—
	15	16

## FOURTH YEAR

## Fall Term

	Term	Hours
Home Ec. 211 .....	3	
or 221 .....	3	
Home Ec. 212 .....	5	5
Biology 206 .....	5	5
Gov't 201 .....	3	3
	—	—
	16	16

## Winter Term

	Term	Hours
Home Ec. 213 .....	5	
Home Ec. 222 .....	5	
Home Ec. 223 .....	3	
Education 231 .....	3	
	—	—
	16	

## Spring Term

	Term	Hours
Home Ec. 224 .....	5	5
Education 204 .....	3	3
Biology 108-9 .....	6	
or Home Ec. 202 .....	5	
Education 212 .....	3	3
	—	—
	17	16



### 100. INTRODUCTION TO PERSONAL AND HOME STANDARDS 5 Hours

A practical lecture-demonstration course intended to develop a consciousness of standards and good taste in dress, personal grooming and hygiene, nutrition and physical fitness. Aims to help the student acquire social poise and a wholesome, refined personality, and optimum health. Scheduled conferences for giving specific aid with individual problems. Required of all college freshmen and sophomore girls except home economics majors. Fall. 3:15.

### 101. CLOTHING AND RELATED ART 5 Hours

Prerequisite, or corequisite, Art 117. The selection of materials, simple designing, and garment construction with emphasis on the selection of the wardrobe and suitability to individuals. Construction of garments from cotton and woolen materials. Fee, \$3. Winter. T., Th., S., 8:00; Lab. W., F., 8:00-10:00. Miss Hopper.

### 111. CLOTHING 5 Hours

Prerequisite, Home Economics 101. The selection and use of designs and finishes suitable for tailored wool and linen and silk afternoon and evening problems. The alterations of patterns, fitting problems, pressing, and budgeting. Fee, \$3. Fall. Lect., T., Th., S., 8:00; Lab. W., F., 8:00-10:00. Miss Hopper.

### 121. TEXTILES 3 Hours

A study of consumer problems in the choice, care, and cost of various fabrics. Facts of production, and marketing processes to give skill in recognition of fabrics and in evaluating materials new and old. Spring. 8:00. Miss Hopper.

### 201. ADVANCED CLOTHING 5 Hours

Prerequisite, 111. The selection and construction of clothing suitable for infants and small children. The development of original, simple designs through draping, flat pattern work. Fee, \$3. Fall. 1:15; Lab., W., F., 1:15-3:15. Miss Hopper.

### 211. HISTORY OF COSTUME DESIGN 3 Hours

Prerequisite, Art 117. A study of development of costume through past generations to the present time. The design principles and their application to color and figure types with special emphasis on individual figure and color analysis. The development of original dress designs for various occasions. (Given 1940-41 and in years alternating with 221.) Fee, \$1. Fall, 11:30. Miss Hopper

### 213. HOME PLANNING AND DESIGNING 5 Hours

Prerequisite, Art 117. A study of the home from the standpoint of utility, beauty, and economy, including housing standards, plans, elevations, and some landscaping. A brief survey of styles of domestic architecture and furnishings and their application to present day planning and furnishing. Fee, \$1. Winter. 11:30. Miss Hopper.

### 221. PERIOD FURNITURE 3 Hours

A study of the styles of interiors and furniture from ancient to modern times in relation to their present day uses. Special problems in interior decoration. (Given in 1941-42 and in years alternating with 211.) Fee, \$1. Fall. 11:30. Miss Hopper.

## FOODS AND NUTRITION

### 102. FOOD SELECTION AND PREPARATION 5 Hours

A general course covering the selection, preparation and utilization of the more common food materials and built around meal planning and table service units. Fee, \$3. Fall. Lect. T., Th., S., 8:00. Lab. W., F., 8:00-10:00. Mrs. Bell.

### 112. FOOD BUYING AND MEAL MANAGEMENT 5 Hours

Prerequisite, Foods 102. A study of foods from the standpoint of culinary values, preservation, costs, markets, standard products, grades and label, and consumer responsibility. Meal planning and table service in relation to meal management. Fee, \$3. Winter. Lectures, T., Th., S., 8:00; Lab. W., F., 8:00-10:00. Mrs. Bell.

### 202. EXPERIMENTAL COOKERY 5 Hours

Prerequisite, 112, and organic chemistry. A study of the problems of cookery and food utilization in the light of the physico-chemical changes occurring. Fee, \$3. Spring. 1:15. Lab. W., F., 2:15-4:15. Mrs. Bell.

### 212. PRINCIPLES OF NUTRITION 5 Hours

Prerequisite, 112, and organic chemistry. Parallel or prerequisite, Physiology. Concerned with the digestion and metabolism of foods and the requirements of a normal diet for different ages. Fee, \$4. Fall. 1:15; Office of the Provost 3:15. Mrs. Bell.



## 222. CHILD NUTRITION AND NUTRITION IN DISEASE 3 Hours

Prerequisite, Foods 212. Normal nutrition and health with emphasis on causes and prevention of malnutrition in children. Adaptations of the normal diet to provide adequate nutrition in disease with emphasis on diseases caused by diet deficiencies. Fee, \$2. Winter, 1:15; Lab. W., F., 1:15-3:15. Mrs. Bell.

### HOME MANAGEMENT

## 114. HOME NURSING 3 Hours

A practical course concerned with the care of the sick and convalescent in the homes, first aid in emergencies, and dietaries for special cases. Designed to meet the requirements of those planning to teach home economics. Spring. T., Th., S., 9:00. Miss Hopper.

## 204. CHILD DEVELOPMENT 5 Hours

Growth through the prenatal, infant, and preschool stages. Care and feeding of the child. Needs for normal, physical, moral, social, emotional, and language development of the child and methods of meeting these needs. Observation and practice with children in the nursery school. Spring. 11:30. Mrs. Bell.

## 220. FAMILY RELATIONSHIPS 3 Hours

A study of the factors that play a part in successful family life today and the responsibilities of the family to community living. Prerequisite: junior standing. Spring. T., Th., S., 3:15. Mrs. Bell.

## 223. ECONOMICS OF THE HOUSEHOLD AND HOUSEHOLD EQUIPMENT 3 Hours

Application of the principles of economics to the problems of the household, such as expenditures for food, clothing, shelter and other consumer-purchasing problems. Selection of equipment for the home, its operation, cost, care and repair. Prerequisite: Economics, 3 hours. Winter. 3:15. Mrs. Bell.

## 224. HOME MANAGEMENT 3 Hours

Cottage residence in home management house. This course is designed to give each girl an opportunity to apply knowledge gained in previous courses of food preparation, housekeeping, household finance, hospitality, and various group relationships in a home atmosphere. Prerequisite: 102 and 112. Spring.

## 231. ADULT EDUCATION 3 Hours

This is a course in the methods and materials of parental and adult education designed to meet the needs of those whose professions make it necessary to educate and direct the thinking of parents and other adults. It is especially adapted to home demonstration agents and others interested in social welfare. Winter. T., Th., S., 9:00. Mrs. Bell.

### IX. MATHEMATICS

The importance of mathematics as an instrument in the applied sciences cannot be overemphasized. Students planning for engineering in all of its phases, for architecture, or for chemical or physical research need a most thorough training in mathematics. But outside of these scientific fields mathematics is also important in accounting and business administration, in educational administration and statistics, and in many of the professions.

The work of the department is, therefore, adapted to the needs of those who plan to enter the various engineering, technical, and professional fields, as well as of those who plan to teach mathematics in junior and senior high schools.

For students inadequately prepared for Ph. Sc. 100 because of a deficiency in mathematics, a special non-credit survey course will be given in which the most vital mathematical processes will be reviewed.

Students specializing in mathematics must complete a minimum of 45 hours in the department. At least 25 hours must be in courses not open to freshmen and sophomores. Courses 104, 105, 106, 200, 201, and 202 are required.

The student is urged to acquire a reading knowledge of both French and German and to complete not less than 10 hours work in general physics.

### PRE-ENGINEERING COURSE

Students who plan to enter an engineering school should advise with the head of the mathematics or the physical science departments to be sure they meet the requirements of the particular school they plan to enter. The following sug-



gested course, however, meets the requirements of most engineering schools for either chemical, civil, or mechanical engineering.

**FIRST YEAR****Fall Term**

	Term Hours
Eng. 101 .....	3
Chem. 101 .....	4
*Math. 104 .....	5
Art 120 .....	3
Ph. Ed. 100 .....	1
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	16

**Winter Term**

Eng. 102 .....	3
Chem. 102 .....	4
Math. 105 .....	5
Art 121 .....	3
Ph. Ed. 101 .....	1
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	16

**Spring Term**

Eng. 103 .....	3	3
Chem. 103 .....	4	4
Math. 106 .....	5	5
Art 122 .....	3	
or Speech 103 .....	2	
Ph. Ed. 102 .....	0	1
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	16	16

**SECOND YEAR****Fall Term**

	Term Hours
Math. 201 .....	5
Physics 103 .....	5
Chem. 104 .....	5
Speech 112 .....	3
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	18

**Winter Term**

Math. 202 .....	5
Physics 104 .....	5
Chem. 105 .....	5
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	15

**Spring Term**

Math. 203 .....	5
Physics 105 .....	5
Chem. 204 .....	5
Math. 102 .....	3
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	18

\*Students who have had only one year of high school algebra and are inadequately prepared for 104 must take 101 or second year high school algebra before beginning this course. This may be done during the preceding summer quarter.

**ARCHITECTURAL ENGINEERING**

Students planning to enter schools of architecture should consult the dean or head of the mathematics or physical science departments to be sure they are meeting the requirements of the particular school they have chosen. The following course, however, will meet the requirements of nearly all schools of architecture. Variations necessary can be easily worked out with the advice of the dean or head of the department.

**FIRST YEAR****Fall Term**

	Term Hours
Eng. 101 .....	3
Math. 104 .....	5
Art 101 .....	3
Chem. 101 .....	4
Ph. Ed. 100 .....	1
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	16

**Winter Term**

Eng. 102 .....	3
Math. 105 .....	5
Art 102 .....	3
Chem. 102 .....	4
Ph. Ed. 101 .....	1
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	16

**Spring Term**

Eng. 103 .....	3
Math. 106 .....	5
Art 105 .....	3
Chem. 103 .....	4
Ph. Ed. 102 .....	1
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	16

**SECOND YEAR****Fall Term**

	Term Hours
Physics 103 .....	5
French 101 .....	5
Math. 201 .....	5
Art 120 .....	3
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	18

**Winter Term**

Physics 104 .....	5
French 102 .....	5
Math. 202 .....	5
Art 121 .....	3
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	18

**Spring Term**

Physics 105 .....	5
French 103 .....	5
Math. 203 .....	5
Art 122 .....	3
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	18

**100. SOLID GEOMETRY****3 Hours**

This course is open to students who do not offer solid geometry for entrance credit. Winter. 1:15.

**101. ALGEBRA****5 Hours**

(Equivalent to two entrance units in algebra.) Designed for: first, students presenting less than one and a half en-

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trance units in algebra; second, students presenting one and one-half entrance units in algebra but whose foundation is such that they will be unable to do creditable work in Mathematics 102. (No college credit is allowed students of the second type.) 5 hours. Fall. 1:15.

### 102. DESCRIPTIVE GEOMETRY 5 Hours

Problems on points, lines, and planes; classification of curved lines, auxiliary planes, intersections of surfaces, marked surfaces, sections. Prerequisite: plane geometry. Spring, 1:15.

### 104. COLLEGE ALGEBRA 5 Hours

Rapid review of elementary algebra; function concept; graphs; ratio, proportion, and variation; progressions; mathematical induction and the binomial theorem; complex numbers; theory of equations; logarithms; determinants; partial fractions; infinite series. Prerequisite: two entrance units in algebra. Winter. 9:00.

### 105. PLANE TRIGONOMETRY 5 Hours

Development and use of trigonometric functions; functional relations; sums and differences of angles; multiple angles; identities; inverse functions; logarithms; solution of triangles. Prerequisite: Mathematics 101 or equivalent. (Credit not allowed if trigonometry is offered to satisfy the minimum entrance credits.) Fall. 9:00.

### 106. ANALYTIC GEOMETRY 5 Hours

Properties of the straight line, the circle, etc.; transformation of axes; polar coordinates; conic sections. Prerequisite: Mathematics 103. Spring 9:00.

### 110. SOCIALIZED MATHEMATICS 4 1-2 Hours

Required of teachers working toward advanced elementary certificates. The course consists in the practical application of mathematics to various life situations, and demonstrates techniques in motivation and teaching of mathematics in elementary grades. Winter. 2:15.

### 111. MATHEMATICS OF INVESTMENT AND INSURANCE 3 Hours

The theory of compound interest; annuities; sinking funds; interest rates; theory of probability; mortality tables; some work in the elements of statistics. Recommended for students with major work in business administration. Prerequisite: Mathematics 101 or equivalent. Spring. 2:15.

### 200, 201, 202. DIFFERENTIAL AND INTEGRAL CALCULUS 15 Hours

A study of the fundamental principles of the calculus. Differentiation and integration of functions; maxims and minims; curve tracing; the integral as the limit of a sum; problems in volumes, areas, rates, velocities, etc.; centroids; series; partial differentiation; multiple integrals. Prerequisite: Mathematics 104, 105, 106. Fall, Winter, Spring. 8:00.

### 203. DIFFERENTIAL EQUATIONS 5 Hours

A study of the solution and application of ordinary differential equations. Prerequisite: Mathematics 200, 201, and 202. Fall. 11:30. (Given 1940-41 and alternate years.)

### 204. DIFFERENTIAL EQUATIONS 5 Hours

A continuation of 203. Spring. 11:30 (Given 1940-41 and alternate years.)

### 205. SOLID ANALYTICAL GEOMETRY 5 Hours

Metric theory of planes, lines, and quadric surfaces in Euclidean three-dimensional space, emphasis on the use of determinants and matrices. Prerequisite: Mathematics 200, 201, and 202. Spring. 11:30. (Given 1941-42 and alternate years.)

### 206, 207. THEORY OF EQUATIONS 10 Hours

Complex numbers; the solution of quadratic, cubic, and quartic equations; theorems concerning roots of equations; geometric interpretation of algebraic results; determinants; and symmetric functions. Prerequisite: Mathematics 200, 201, and 202. Fall, Winter. 11:30. (Given 1941-42 and alternate years.)

### 230. THE TEACHING OF MATHEMATICS 3 Hours

Modern trends in teaching mathematics in secondary schools; general and specific methods; current problems. Prerequisite or corequisite: Mathematics 200, 201, and 202. Open to juniors and seniors. Fall. T., Th., S., 2:15.

## X. MODERN LANGUAGES AND LITERATURES

The courses offered in modern languages meet the needs both of those who must have reading knowledge of a foreign language as an aid to work in other fields and of those who wish to specialize in the department. Students who finish the course satisfactorily should expect to possess a good pronunciation, be able to read accurately and readily, and have some knowledge of modern writers.



Those specializing in either French or Spanish must complete at least forty-five hours in the language selected including French 208, 209, 210, or Spanish 206, 210, and 211. It is recommended that students majoring in one of these languages work out a first or second minor in the other and in English.

The selection of a language as an aid to specialization in other departments should be made after advising with the head of one's major department. Those planning to major in history may well select either French or Spanish; a knowledge of both is desirable. French or German is recommended for those specializing in any science and for pre-medical students.

Students presenting one year of entrance credit in French or Spanish from secondary schools should begin their course with French 102 or Spanish 102; those presenting two entrance credits may begin with French 104 or Spanish 104.

### I. FRENCH

#### 101, 102, 103. ELEMENTARY FRENCH 15 Hours

Thorough drill in French grammar and exercises in conversation, composition and reading. Fall, Winter, Spring. 11:30. McKittrick.

#### 104, 105, 106. INTERMEDIATE FRENCH 15 Hours

Grammar review, composition, and conversation with readings from modern French writers. Fall, Winter, Spring. 8:00. McKittrick.

#### 201, 202. FRENCH NOVEL 10 Hours

A study of the rise and growth of the novel in France. Readings, lectures, and reports. Fall, Winter, Spring. 1:15. (Offered 1940-41 and alternate years.) McKittrick.

#### 204. FRENCH COMPOSITION AND CONVERSATION 3 Hours

A course for more advanced students in writing and speaking French. Attention is given to the idiom of the language. Spring. 1:15.

#### 205. FRENCH CLASSIC DRAMA 5 Hours

Fall. 1:15. (Offered 1941-42 and alternate years.) McKittrick.

#### 206. CONTEMPORARY FRENCH DRAMA 5 Hours

Winter. 1:15. (Offered 1941-42 and alternate years.) McKittrick.

#### 208, 209. SURVEY OF FRENCH LITERATURE 10 Hours

Lectures, readings, and reports. Fall, Winter. 9:00. McKittrick.

#### 210. FRENCH ROMANTICISM 5 Hours

A study of the rise and growth of Romanticism in France. Spring. 9:00. McKittrick.

### II. GERMAN

#### 101, 102, 103. ELEMENTARY GERMAN 9 Hours

A systematic study of German grammar with persistent exercise in conversation and composition together with the reading of simple classics. Fall, Winter, Spring. 2:15. (Offered 1940-41 and alternate years.) McKittrick.

#### 104, 105, 106. INTERMEDIATE GERMAN 9 Hours

A thorough review is made of grammar but special emphasis is placed upon composition, conversation, and the reading of more difficult prose and verse. Fall, Winter, Spring. 2:15. (Offered 1941-42 and alternate years.) McKittrick.

### III. SPANISH

#### 101, 102, 103. ELEMENTARY SPANISH 15 Hours

A study of grammar, the reading of moderately difficult selections, chiefly from modern writers, and constant systematic drill in conversation and composition. Fall, Winter, Spring. 9:00. Hollar.

#### 104, 105, 106. INTERMEDIATE SPANISH 15 Hours

Grammar review, composition, and conversation, with readings from representative Spanish authors. Fall, Winter, Spring. 8:00. Hollar.

#### 201. MODERN SPANISH FICTION 5 Hours

A study of the best prose writers of the nineteenth century, such as Alarcon, Becquer, Valdes, Mesonero, Romanos, Pereda, and Valera. Reports and discussions. Fall. 11:30. (Offered 1941-42 and alternate years.)

#### 202. CONVERSATION AND COMPOSITION 2 Hours

A thorough review of grammar with exercises in composition, both oral and written. Winter. W., F., 2:15. Hollar.

**205. MODERN SPANISH DRAMA 5 Hours**

A study of the development of the drama in Spain since the Golden Age. Winter. 11:30. (Offered 1941-42 and alternate years.) Hollar.

**206. SURVEY OF SPANISH LITERATURE 5 Hours**

The course is based upon Northup's Introduction to Spanish Literature with collateral reading of representative selections. Lectures and reports. Spring. 11:30. (Offered 1941-42 and alternate years.) Hollar.

**210. SPANISH-AMERICAN LITERATURE 5 Hours**

A rapid survey of Spanish American literature since colonial times based on Coester's Literary History of Spanish America and Weisinger's Spanish-American Readings. Outside readings. Fall. 11:30. (Offered 1940-41 and alternate years.) Hollar.

**211. SPANISH DRAMA OF THE GOLDEN AGE 5 Hours**

Readings from the drama of the Siglo de Oro. Lectures and reports. Winter 11:30. (Offered 1940-41 and alternate years.) Hollar.

**212. PROSE AND POETRY OF THE GOLDEN AGE 5 Hours**

A study of the most important writers of non-dramatic prose and poetry of the period of the Siglo de Oro. Collateral readings, lectures, and reports. Spring. 11:30. (Offered 1940-41 and alternate years.) Hollar.

**229. THE TEACHING OF FOREIGN LANGUAGES 3 Hours**

A course in the methods and materials for the teaching of Spanish and French, with some attention to Latin, in high schools. Must precede or accompany all practice teaching in Spanish or French. Fall. T., Th., S., 2:15.

## **XI. DEPARTMENT OF PHYSICAL EDUCATION**

The work of the department is arranged to meet the needs of the largest number of students. For the sake of health and recreation 100, 101, 102, 110, 111, and 112 are required of every student, with the exception that those who carry 107, 108, 109 or 113 may be exempt from the recreational activities during these quarters.

For those preparing to teach physical education or direct summer camps or playground activities the department offers a complete minor, which will be gradually expanded to a full major of work.

In addition to the courses listed the department carries out an extensive program of intramural athletics in which every student may take part. This program includes softball, baseball, basketball, soccer, tennis, track and field sports, swimming, badminton, volleyball, archery, hockey, golf, and other forms of recreation that can be carried into later life.

**100, 101, 102. RECREATIONAL ACTIVITIES 3 Hours**

Instruction and participation in various games of a recreational nature. Tournaments will be held in the various activities. Both men and women. Fall, Winter, Spring. W., F., 8:00, 11:30; T., Th., 2:15; W., F., 3:15. Berryhill, Rhodes.

**107. HEALTH AND SAFETY 3 Hours**

A study of the problems of health and safety with application to the individual, the community, and the state, together with procedures for instruction in health and safety in schools. Required of all teachers. Spring. 3:15. Berryhill.

**110, 111, 112. LEISURE TIME GAMES 3 Hours**

A study in the field of games which may be made a part of the personal physical education program of students in everyday life. Actual participation in games is required. Both men and women. Fall, Winter, Spring. W., F., 11:30; T., Th., 2:15; W., F., 3:15. Berryhill, Rhodes.

**150. PERSONAL HYGIENE 3 Hours**

Application of the findings of science and medicine to daily living. Required of all teachers. Winter, Spring. 9:00. Bell.

**151. DIRECTION OF PLAYGROUND ACTIVITIES FOR CHILDREN 3 Hours**

A physical education program for elementary grade levels. Selection of games, methods of instruction, and organization for play. Required of all elementary school teachers. Fall. 9:00. Cathcart.

**152. DIRECTION OF PLAYGROUND ACTIVITIES—SECONDARY 3 Hours**

A physical education program for high school levels, including the selection of games, methods of instruction, and



organization. Required of all teachers in secondary schools. Winter. 3:15. Berryhill.

### 153M. W. ELEMENTARY SWIMMING

3 Hours

Practice in the technique of elementary strokes and dives. Separate for men and women. Winter. 4:15.

### 200. HISTORY OF PHYSICAL EDUCATION

3 Hours

Rise of physical education in various countries, aims of leaders, the relationship of these aims to social, political, and economic influences of the time, and their contribution to present day physical education. Both men and women. Fall. 2:15. Berryhill. Rhodes.

### 201. COACHING OF BASKETBALL

2 Hours

The course covers interpretation of rules, technique in defense and offense, fundamentals of passing, shooting and dribbling, play situations, and tournament directing. Both men and women. Winter. 2:15. Berryhill, Rhodes.

### 202. COACHING OF TRACK AND FIELD EVENTS

2 Hours

Study of techniques in jumping, hurdling, vaulting, distance running, sprinting, and weights. Attention is given to field day programs, etc. Spring. 2:15. Berryhill. Rhodes.

### 203W. ATHLETICS FOR WOMEN

2 Hours

Practice in skills and techniques of various games. Participation in soccer, basketball, volleyball, softball, badminton, etc. Conducted outdoors when possible. Spring. 2:15.

### 250. DIRECTING INTRAMURAL ACTIVITIES

3 Hours

Methods of promoting intramural activities. Individual, and group organization of activities for gymnasium, playground, and athletic field. Methods of organizing programs to meet all conditions. Both men and women. Fall. 3:15.

### 251. GYMNASTICS

2 Hours

Study of and participation in the Swedish, German, Danish, and American systems. Winter. 3:15, 4:15.

### 252M. W. ADVANCED SWIMMING

2 Hours

Advanced instruction in various strokes and dives. Participation in dual and group meets. Also lessons in life saving methods. Separate sections for men and women. Spring. 3:15, 4:15.

## XII. PHYSICAL SCIENCES

Both the laboratories and the library are well equipped for the physical sciences. The library contains a large number of the best works on both chemistry and physics, together with periodicals. The laboratory is supplied with all the necessary and usual equipment for undergraduate courses, including standard cabinets, water, gas, electricity, a distillery, calorimeter, electric furnace, oven, analytical balance, etc. Complete equipment has been added for ore, coal, and water analysis.

Students planning to major in chemistry must complete 16 hours. They should also plan to finish fifteen hours in physics and courses in mathematics, including two in calculus. It is strongly recommended that they acquire a working knowledge of German or French during the course.

## PRE-MEDICAL COURSE

The following course is suggested for the three-year course for premedical students:

FIRST YEAR	SECOND YEAR
Term Hours	Term Hours
Chem. 101, 102, 103 .... 9	Chem. 104, 105, 204.. 15
Math. 101, 102, 103 .... 14½	Math. 104, 105, ..... 10
Chem. 101, 102, 103 .. 12	Physics 103, 104, 105 . 15
Ph. 101, 102 ..... 4	Ed. 102 ..... 3
P. Ed. 100, 101, 102 .. 3	P. Ed. 110, 111, 112, .. 3
Elective ..... 7	Elective ..... 4
49½	50

## THIRD YEAR

Term Hours
Biol. 201, 202, 203 .. 12
Chem. 201, 202 ..... 10
French or German.. 15
Elective ..... 13
—
50

All standard medical schools require at least 90 quarter hours of college work for entrance, but it is strongly recommended that whenever possible a student should spend four years in premedical work and arrange his work so as to meet the requirements for a B. S. degree with a major in Biology or Chemistry.

## LABORATORY TECHNICIAN COURSE

Those preparing to be laboratory technicians or to enter schools of nursing for advanced training should follow the curriculum as here outlined. This will prepare for entrance to the technician's course in medical schools.

### FIRST YEAR

#### Fall Term

	Term Hrs.
English 101 .....	3
Biology 101 .....	4½
Chemistry 101 .....	4
*Speech 101 .....	2
Elective .....	2
Ph. Ed. 100 .....	0
	<hr/> 15½

#### Winter Term

English 102 .....	3
Biology 102 .....	5
Chemistry 102 .....	4
Speech 102 .....	2
Ph. Ed. 101 .....	0
Elective .....	2
	<hr/> 16

#### Spring Term

English 103 .....	3
Biology 103 .....	5
Chemistry 103 .....	4
Ph. Ed. 102 .....	0
Elective .....	4
	<hr/> 16

### SECOND YEAR

#### Fall Term

	Term Hrs.
Chemistry 201 .....	5
Chemistry 104 .....	5
Physics 103 .....	5
	<hr/> 15

#### Winter Term

Chemistry 202 .....	5
Physics 104 .....	5
**Elective .....	6
	<hr/> 16

#### Spring Term

Chemistry 204 or 205 ....	5
Physics 105 .....	5
Biology 108, 109 .....	6
	<hr/> 16

\*If the student is not well prepared in mathematics, it would be advisable to take Math. 101 or 104 instead of Speech 101 or 104.  
 \*\*This elective may be either Math. 105 if needed for physics, or Biology 209.

## PRE-DENTAL COURSE

Students planning to enter a dental school should consult the dean or head of the department to be sure that they are meeting the requirements of the particular school of their choice. The following curriculum, however, will meet the requirements of nearly all dental schools.

### FIRST YEAR

#### Fall Term

	Term Hrs.
English 101 .....	3
Biology 101 .....	4½
Chemistry 101 .....	4
Soc. Sc. 101 .....	3
Speech 101 .....	2
Ph. Ed. 100 .....	0
	<hr/> 16½

#### Winter Term

English 102 .....	3
Biology 102 .....	5
Chemistry 102 .....	4
Soc. Sc. 102 .....	3
Ph. Ed. 102 .....	1
	<hr/> 16

#### Spring Term

English 103 .....	3
Biology 103 .....	5
Chemistry 103 .....	4
Soc. Sc. 103 .....	3
Ph. Ed. 102 .....	1
	<hr/> 16

### SECOND YEAR

#### Fall Term

English 105 .....	3
Chemistry 104 .....	5
Chemistry 201 .....	5
*Math. 104, or 101, or Elective .....	3-5
	<hr/> 16-18

#### Winter Term

English 106 .....	3
Physics 104 .....	5
Elective .....	8
	<hr/> 16

#### Spring Term

English 107 .....	3
Physics 105 .....	5
Economics 200 .....	4½
Elective .....	3-5
	<hr/> 15½-17½

\*Math. 101 or 104 is advised before physics if the student is weak in mathematics. Electives preferred are foreign language, comparative anatomy, public speaking, or more advanced organic or qualitative analysis. Office of the Provost



## PRE-PHARMACY COURSE

Students planning to enter schools of pharmacy ~~should~~ consult the dean or the head of the department to ~~be sure~~ that he is meeting the particular requirements of the ~~school~~ of his choice. The following curriculum, however, is ~~sug-~~gested.

Fall Term		Winter Term	
	Term Hrs.		Term Hrs.
English 101 .....	3	English 102 .....	3
Math. 104 .....	5	Math. 105 .....	3
Biology 101 .....	4½	Biology 102 .....	3
Soc. Sc. 101 .....	3	Soc. Sc. 102 .....	3
Ph. Ed. 100 .....	0	Ph. Ed. 101 .....	0
	15½		16
Spring Term			
	Term Hrs.		
English 103 .....	3		
Biology 103 .....	5		
Soc. Sc. 103 .....	3		
Economics 200 .....	4½		
Ph. Ed. 102 .....	0		
	15½		

## I. GENERAL

## 100. PHYSICAL SCIENCE SURVEY 4 1-2 Hours

An introduction to the various physical sciences and their place and importance in our present civilization. Visual and laboratory demonstrations of scientific data and processes. Required of all teachers. Spring. 9:00. Snow, Abbott.

Harding University

## II. CHEMISTRY

The curriculum for the four-year course for those who ~~are~~ majoring in chemistry is as follows:

FIRST YEAR		SECOND YEAR	
	Term Hours		Term Hours
Chemistry 101, 102, 103 ....	12	Chemistry 104, 105 .....	10
English 101, 102, 103 .....	9	English 105, 106, 107, .....	9
Mathematics 104, 105 .....	10	Mathematics 106 .....	5
Soc. Sc. 101, 102, 103 .....	9	Biology 101, 102, 103 .....	14½
Bible 101, 102, 103 .....	5	Bacteriology .....	6
Elective .....	5	Elective .....	5
	50		49½
THIRD YEAR		FOURTH YEAR	
	Term Hours		Term Hours
Chemistry 201, 202, 204 ....	15	Chemistry 205 .....	5
German or		Physics 103, 104, 105 .....	15
French 101, 102, 103 .....	15	German or	
Mathematics 200, 201, 202 ..	15	French 104, 105 .....	10
Elective .....	5	Electives* .....	15
	50	*Preferably in Biology.	—
			45

## 101, 102, 103. GENERAL CHEMISTRY 12 Hours

A course in inorganic chemistry, giving a general knowledge of the laws and theories of chemistry, together with a study of the more common elements and their most important compounds. Fall, Winter, Spring. Lectures 1:15, T., Th., S.; Lab., W., F., 1:15-3:15. Fee \$5; deposit \$2 per term. Snow.

## 104. QUALITATIVE ANALYSIS 5 Hours

A course in the separation and identification of the more common metallic and non-metallic ions. The lectures deal with the chemistry of the analytical reactions, special emphasis being given to the applications of mass action, solubility product, etc. Lectures and recitations two hours and laboratory nine hours a week. Prerequisite: Chemistry 103. Fee \$7; deposit, \$3. Fall. Lectures, T., Th., 8:00; Lab., T., Th., S., 1:15-4:15. Snow.

## 105. QUALITATIVE ANALYSIS 5 Hours

A continuation of the preceding course. Prerequisite: Chemistry 104. Fee \$7; deposit \$3. Winter Office of the Provost, 8:00; Lab., T., Th., S., 1:15-4-15. Snow.

**201, 202. ORGANIC CHEMISTRY 10 Hours**

A study of the methods of preparation and properties of the more important organic compounds. Theory of reactions and proof of structure are studied. Lectures and recitations three hours and laboratory six hours a week. Prerequisite: Chemistry 103. Fee \$7; deposit \$5. Fall, Winter. Lectures, T, Th., S., 8:00; Lab., T, Th., 2:15-5:15. Snow.

**203. ORGANIC CHEMISTRY 5 Hours**

A more advanced course of organic chemistry than 201 and 202. A survey of the paraffin, ethylene, acetylene, and aromatic series will be studied. Lectures and recitations three hours and laboratory six hours a week. Prerequisite: Chemistry, 202. Fee \$7; deposit \$5. Winter. Lectures, T, Th., S., 8:00; Lab., T, Th., 2:15-5:15. Snow.

**204. QUANTITATIVE ANALYSIS 5 Hours**

A study of the most important methods in elementary gravimetric analysis, chemical calculations, etc. Lectures and recitations two hours and laboratory nine hours a week. Prerequisite: Chemistry 105. Fee \$5; deposit \$3. (Spring, 1941) Lectures, T, Th., 8:00; Lab., T, Th., S., 1:15-4:15. Snow.

**205. QUANTITATIVE ANALYSIS 5 Hours**

A study of the most important methods in elementary volumetric analysis, chemical calculations, etc. Lectures and recitations two hours and laboratory nine hours a week. Prerequisite: Chemistry 105. Fee \$5; deposit \$3. (Spring, 1941) Lectures, T, Th., 8:00; Lab., T, Th., S., 2:15-5:15. Snow.

**206. QUANTITATIVE ANALYSIS 5 Hours**

A study of the more difficult methods of gravimetric and volumetric analysis are made in this course. Lectures and recitations are two hours and laboratory nine hours a week. Prerequisite: Chemistry 204. Fee \$5; deposit \$3. Fall. Time to be arranged.

**207. CHEMISTRY OF FOODS 5 Hours**

A study of the source, composition, and adulteration of foods. Especially for home economics students. One lecture, recitation and twelve laboratory hours a week. Outside readings will be assigned. Prerequisite: Chemistry 202. Fee \$5; deposit \$5. Any quarter.

**III. PHYSICS**

A deposit of five dollars will be required of each student for physics. Breakage or damage to apparatus in excess of the deposit must be paid before credit will be given for the course.

**103, 104, 105. GENERAL PHYSICS 15 Hours**

A course dealing with the development of formulae and their application in the solving of problems. An attempt is made to give the student a certain facility in translating physical conceptions into mathematical symbols and mathematical formulae into physical ideas. Fall term, mechanics and heat. Winter, sound and light. Spring, magnetism and electricity. Prerequisite, high school physics and trigonometry. Fee, \$5 per term. Lectures, T, Th., S., 11:30; Lab., W., F., 2:15-5:15. Snow.

**XIII. SOCIAL SCIENCES**

Courses in social sciences are an essential part of a general education, as well as a necessary preparation for many professions.

The library is especially well supplied for the department. It contains practically all the standard works dealing with American, English, and European history, including the Cambridge series, numerous governmental publications, valuable source material in American history, and current periodicals.

Students wishing to specialize in the social sciences must complete at least forty-five hours in the department. These should include Soc. Sc. 101-103 and History 101-103, 107, 201-202, 205, 206. Students planning to teach the social sciences in high schools should include either Economics 200, Government 200, or Geography 101, and History 226. It is recommended that those who major in the department acquire a reading knowledge of Spanish or French.

**PRE-LAW COURSE**

Students planning to enter schools of law must complete from two to four years of pre-law work. No set course is prescribed, but students must maintain a grade average of "C" or better. It is recommended that the student include as much work as possible in social sciences, economics, English, speech, debating, psychology, Bible, business administration, and government. Those taking the four-year course should major in social sciences or English.

**I. HISTORY****101, 102, 103. SURVEY OF CIVILIZATION**

9 Hours  
An attempt to interpret our present civilization through a survey of its foundations in the past and their causal re-

Office of the Provost



lation to the present. Required of all teachers. Fall, Winter. Spring. 8:00, 1:15. Pryor.

### 107. THE UNITED STATES 5 Hours

A survey course dealing with colonial and national movements. Open to freshmen and sophomores. Spring. 11:30.

### 108. LATIN AMERICA 3 Hours

A survey course of all Hispanic America. Winter. 11:30.

### 201, 202. ENGLISH HISTORY 10 Hours

This course deals with the fundamentals of the political, religious, literary, and economic activities of the English people and the development of English institutions to the present time. Prerequisite 101, 102. Fall, Winter. 9:00. Rhodes.

### 204. THE FRENCH REVOLUTION AND NAPOLEONIC WARS 5 Hours

France on the eve of the revolution; influence of the political and social philosophers; causes and results of the revolution; the Napoleonic wars. Prerequisite 101-102. Spring. 9:00. Rhodes.

### 205, 206. PRESIDENTIAL ADMINISTRATIONS 10 Hours

This is an intensive study of the political, social, and economic development of the United States. The first course covers the period from Washington to Lincoln; the second, from Lincoln to the present. Prerequisite, 107. Fall, Winter. 11:30. Rhodes.

### 207. CONTEMPORARY EUROPE 5 Hours

This course deals specifically with the epoch-making events that began with the World War in 1914 and includes development down to the present time. Prerequisite 101-102. Spring. 11:30. Rhodes.

### 211. CRITICAL PERIOD IN AMERICAN HISTORY 3 Hours

The close of the Revolutionary War, the weakness of the Articles, the feeling of disunion, international complications, and the formation of a new constitution. Prerequisite 107. Winter. 2:15. Rhodes.

### 217. THE RECONSTRUCTION PERIOD 3 Hours

The various theories of reconstruction receive adequate treatment. An understanding is sought for the constitutional and economic phases of the period. Prerequisite 107. Spring. 2:15. Rhodes.

### 220. OUTLINE OF CHINESE HISTORY 5 Hours

This course naturally divides itself into three sections: a very brief study of the long period from 2000 B. C. to A. D. 1279; a fuller outline of the period beginning with the Mongol Dynasty, and closing with the beginning of the Republic of China in 1911; and a still more complete outline of the history of the Republic, continuing from 1911 to the present. Fall. 9:00. Benson.

### 226. TEACHING OF SOCIAL SCIENCES 3 Hours

A course in the methods and materials of teaching history and the social sciences in high schools. Required of all who plan to teach the social sciences. Same as Education 226. Fall. 2:15. Rhodes.

## II. GEOGRAPHY

### 101. FUNDAMENTALS OF GEOGRAPHY 3 Hours

A survey of regional geography, including climates, temperatures, moisture, rainfall qualities of soil, locations of river systems, mountain ranges, etc., and the aspect of geography affecting racial divisions and human population. Winter. 2:15. Pryor.

### 115. INDUSTRIAL GEOGRAPHY 3 Hours

This course deals with the natural resources of the country and their relations to commerce and business. It covers the business development of the outstanding nations. Spring. 2:15. Pryor.

## III. SOCIOLOGY AND POLITICAL SCIENCE

### 101, 102, 103. SOCIAL SCIENCE SURVEY 9 Hours

A survey of our present social system, including its organization into communities, states, and races, and the fundamental problems which affect the social organizations, such as human relations and law, commerce, finance, natural resources, geographical influences, etc. Most of the first course is given to the problem of conservation of natural resources. Required of all teachers. Fall, Winter, Spring. 9:00; 11:30; 2:15. Baxter.

200. AMERICAN NATIONAL  
GOVERNMENT

3 Hours

A study of the organization of our national government, with the significant changes and developments, and the basic ideals underlying it. Required for advanced elementary school certificates. Fall. 2:15. Pryor.

201. AMERICAN STATE AND LOCAL  
GOVERNMENT

3 Hours

A study of our present local and state governments and their development, and the relations between these and our national government. Required for advanced elementary school certificates. Winter. 8:00. (Not given in 1940-41.) Pryor.

202. COMPARATIVE GOVERNMENT 3 Hours

A comparative study of the governments of various European states with that of the United States, and an examination of the underlying political philosophies on which they are based. Spring. 8:00. (Not given in 1940-41.) Pryor.

# Harding School Of Music

1940 - 1941

CURRICULA AND OUTLINE OF  
COURSES LEADING TO THE  
BACHELOR OF MUSIC DEGREE  
AND THE BACHELOR OF ARTS  
OR OF SCIENCE IN MUSIC  
EDUCATION  
Office of the Provost



## MUSIC FACULTY

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LEONARD KIRK. B. A., Director

Music Education, Theory and History, and Director  
of Glee Club and Chorus.

MARY N. ELLIOTT, B. A., B. Mus.

Piano and Theory.

FLORENCE FLETCHER JEWELL, B.Mus.

Voice and Director of Girls' Glee Club.

WILLIAM LAAS

Wind Instruments

Director of Orchestra and Band.

MRS. R. A. WARD

Violin, Violincello.

## SCHOOL OF MUSIC

### PURPOSE OF THE SCHOOL

The School of Music is organized to meet the needs of three types of students: those who want the cultural development to be attained through a study of music; those who want a thorough preparation for more advanced professional training; and those who plan to prepare themselves for teaching Fine Arts.

### DEPARTMENTS MAINTAINED

The School of Music offers work in Piano, Voice, Violin, and Public School Music. In addition to the violin, it includes work in other orchestral instruments. The work of each department is outlined below.

### BACHELOR OF MUSIC DEGREE

The course leading to the degree of Bachelor of Music is designed to cover four years of intensive study, not only in achieving a high degree of proficiency in the major subject, but also in attaining an understanding of the theoretical and aesthetic principles of musical art. Academic subjects, such as English, Psychology, Language, History, and Principles of Education, are required for the degree of Bachelor of Music.

### MUSIC SCHOLARSHIP

The Music Department offers each year one free scholarship in each department of voice and piano. These scholarships are granted to students of outstanding talent who are without sufficient means to pursue their studies. Scholarship application blanks and detailed information regarding examinations will be mailed upon request.

### ENTRANCE REQUIREMENTS

All candidates for the Bachelor of Music degree must have graduated from an accredited high school, or must have completed a sufficient amount of literary work to rank them as college freshmen. Also, piano students must be able to play with fair accuracy and in a creditable manner the material outlined in the third grade of the Preparatory Department, or selections of the same standard of merit and degree of difficulty. This does not mean, however, that only students able to meet these requirements can study piano, but students may enter as beginners and do preparatory work until they are able to do the work of college standing.



Voice students should have had some previous musical training, but not necessarily vocal training.

Violin students should have covered the ground of the third grade of the Preparatory Department, or the equivalent thereof.

Candidates for the Bachelor of Music degree must meet the foregoing requirements in their major applied subjects, but may receive college credit in their minor applied subjects without previous training in that subject.

All students of applied music will be required to take two lessons a week, with one exception, viz: students majoring in an applied subject may take one lesson a week in a minor applied subject.

Students may receive credit for class instruction in the minor applied subject.

Practice rooms are provided, and absence from practice is counted the same as absence from classes.

## MUSICAL ORGANIZATIONS

### CHORUS AND GLEE CLUBS

Men's Glee Club and Girl's Glee Club will meet separately twice a week and will be combined once a week for the mixed Chorus. These groups will meet at 2:15, and one hour credit will be given in Ensemble to those who wish college credit. However any who are able to qualify may enter this course without credit. These groups will sing on the regular college radio programs and will give concerts at the college. Trips will also be taken throughout the year. Tuxedos are provided for the Men's Glee Club and these will be worn by the men selected from the group to represent the college on trips. A variety of music will be used in these groups which will give practical experience in ensemble work.

### GIRLS' TRIO

A Girls' Trio will be selected from the college during the fall term and will sing on programs at the college and will tour with the Glee Club. These girls should possess good singing voices and should have some previous experience.

### MALE QUARTET

The Male Quartet will be selected from college students whose voices will blend and who are interested in quartet singing. <sup>Harding University</sup> should adjust their schedules so that at least one hour each day can be spent in rehearsals.

## ORCHESTRA

All students interested in orchestra are invited to bring their instruments and take advantage of this musical organization and its training. The orchestra takes part in the various musical programs and in the radio broadcasting.

### BAND

Regular instruction in the various wind and other band instruments is given, and any student who desires may try for entrance to the band. Those who have instruments should bring them when they come. The band plays for the various student activities and is a popular organization.

### RADIO BROADCASTING

Students of the various musical organizations and departments and students of speech conduct weekly broadcasts over KLRA and occasionally over other commercial stations. These offer splendid training for professional radio broadcasting. The speech department offers a specialized course in radio speech and the techniques of program arrangement and broadcasting.

## COURSES OF STUDY

### Outline of Course Leading to the Bachelor of Music Degree With A Major in Piano, Violin, or Voice.

#### FIRST YEAR

##### Fall Term

	Term Hrs.
English 101 .....	3
Soc. Sc. 101 .....	3
Music 111 .....	2
Music 121 .....	3
Major Applied Music .....	2
Speech 101 .....	2

15

##### Winter Term

	Term Hrs.
English 102 .....	3
Soc. Sc. 102 .....	3
Music 112 .....	2
Music 122 .....	3
Major Applied Music .....	2
Speech 102 .....	2

15

#### SECOND YEAR

##### Fall Term

	Term Hrs.
English 105 .....	3
Music 116 .....	2
Music 221 .....	3
Major Applied Music .....	2
Music 140 a .....	0
Foreign Language .....	5

15

##### Winter Term

	Term Hrs.
English 106 .....	3
Music 117 .....	2
Music 222 .....	3
Major Applied Music .....	2
Music 140b .....	0
Foreign Language .....	5

15

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## Spring Term

English 103 .....	3
Soc. Sc. 103 .....	3
Music 113 .....	2
Music 123 .....	3
Major Applied Music .....	2
Elective .....	3

16

## THIRD YEAR

## Fall Term

Major Applied Music .....	2
Minor Applied Music .....	2
Music 251 .....	2
Music 204 .....	2
Music 224 .....	2
Music 200a .....	0
Elective .....	5

## Winter Term

15

Major Applied Music .....	2
Minor Applied Music .....	2
Music 252 .....	2
Music 205 .....	2
Music 225 .....	2
Music 200b .....	0
Elective .....	5

15

## Spring Term

## Term Hrs.

Major Applied Music .....	2
Minor Applied Music .....	2
Music 253 .....	2
Music 206 .....	2
Music 226 .....	2
Music 200c .....	1
Elective .....	5

16

\*The foreign language should be French or German. For Major in Voice both languages are recommended.

## Spring Term

English 107 .....	3
Music 118 .....	2
Music 223 .....	2
Major Applied Music .....	2
Music 140c .....	1
Foreign Language .....	1

16

## FOURTH YEAR

## Fall Term

Major Applied Music .....	2
Minor Applied Music .....	2
Music 227 .....	2
Music 227 .....	2
Music 214 .....	3
Music 201a .....	0
Elective .....	5

16

## Winter Term

Major Applied Music .....	2
Minor Applied Music .....	2
Music 228 .....	2
Music 208 .....	2
Music 215 .....	3
Music 201b .....	0
Elective .....	5

16

## Spring Term

Major Applied Music .....	2
Minor Applied Music .....	2
Music 229 .....	2
Music 209 .....	2
Music 216 .....	3
Music 201c .....	1
Elective .....	5

17

The Bachelor of Music degree is conferred upon the completion of not less than 192 quarter hours.

In the second quarter of the junior and senior years the candidate must prepare for public performance a program of classic and modern composition.

Students are required to attend all faculty and student recitals.

### Outline of Course Leading to the Bachelor of Arts Degree With The Certificate in Public School Music or Applied Music

## FIRST YEAR

## Fall Term

## Term Hrs.

English 101 .....	3
Soc. Sc. 101 .....	3
Biology 101 .....	4½
Mus. 111 .....	2
Speech 101 .....	2
Applied Music .....	2
Ph. Ed. 100 .....	0

16½

## Winter Term

## Term Hrs.

English 102 .....	3
Soc. Sc. 102 .....	3
Mus. 112 .....	2
Applied Music .....	2
Speech 102 .....	2
Ph. Ed. 150 .....	3

15

## Spring Term

## Term Hrs.

English 103 .....	3
Soc. Sc. 103 .....	3
Mus. 113 .....	2
Ph. Ed. 107 .....	3
Applied Music .....	2
Elective .....	2

15

## SECOND YEAR

## Fall Term

## Term Hours

English 105 .....	3
History 101 .....	3
Mus. 121 .....	3
Applied Music .....	2
Ph. Ed. 151 .....	3
Elective .....	2

16

## Winter Term

English 106 .....	3
History 102 .....	3
Mus. 122 .....	3
Applied Music .....	2
Elective .....	5

16

## Spring Term

English 107 .....	3
History 103 .....	3
Mus. 123 .....	3
Applied Music .....	2
Ph. Sc. 100 .....	4½

15½

\*Electives may be in music. But enough elective work should be in English and speech or in foreign language or social sciences to make one of these a second teaching field.

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## THIRD YEAR

## Fall Term

Mus. 204 .....	2
Mus. 242 .....	3
Educ. 102 .....	3
Elective .....	5

15

## Winter Term

Mus. 205 .....	2
Applied Music .....	2
Educ. 200 .....	3
Elective .....	8

15

## Spring Term

Mus. 206 .....	2
Applied Music .....	2
Mus. 244 .....	3
Educ. 205 or 203 .....	3
Elective .....	5

15

\*For those planning to teach in the elementary field, Educ. 105, 106, 103, and 240 and 241 could be substituted for Educ. 200, 205, 202, 201, and 250 and 251.

## DESCRIPTION OF APPLIED COURSES

Unlike courses where students pursue the same general plan, instruction in music involves special adaptation to the needs of each individual pupil. The primary aim is to lay a thorough technical foundation, at the same time seeking to establish right habits of musical thinking, in order that between the technical means and the aesthetic result no line may be drawn.

In piano the correct hand form, proper action, nerve and muscle control are established. In voice the best methods of

## FOURTH YEAR

## Fall Term

Mus. 224 .....	3	0
Ed. 250 .....	4	
Elective .....	10	
Or Elective .....	10	

16 10

## Winter Term

Mus. 225 .....	2	3
Educ. 250, or 251 .....	4	
Elective .....	10	
or Elective .....	14	

16 10

## Spring Term

Mus. 226 .....	2	3
Mus. 216 .....	2	3
Educ. 250 or 251 .....	4	
Elective .....	8	
or Elective .....	14	

16 10

\*For teaching the applied music at least 14 hours must be taken in the chosen fields. For the certificate in Public School Music alone the applied music must be distributed over two fields, one of which must be piano.

breathing and tone placement are employed. Coupled with these two aims there is a careful study of the works of the great masters which are used through all stages of advancement in order that the emotional and intellectual faculties may be developed in company with the technical, and the student grow in sympathetic understanding of all that is involved in artistic playing and artistic singing.

## PIANO

## PREPARATORY

For convenience in grading this work is divided into three grades. This does not necessarily mean three years, as the student is advanced as rapidly as his ability and application to work make possible.

## GRADE I

Special attention is paid to hand position, properties of touch, notation, and rhythm.

Beginner's Exercises and Studies by Koehler, Loeschhorn, Meyers, or others.

Easy pieces.

## GRADE II

Major and Minor Scales, one octave, hands separate. Biehl, Op. 114, and Loeschhorn, Op. 65, books 2 and 3. Kunz—Canons.

Sonatinas by Clementi, Kuhlau, and Loeschhorn.

Pieces of equal grade.

## GRADE III

Major and Minor Scales, two octaves, slow tempo.

Koehler, Op. 242.

Meyers—Second Etude Album.

Heller, Op. 47.

Sonatinas or easy sonatas by Clementi, Haydn, and Mozart.

Pieces of equal grade.

More advanced work is supplied in this grade when necessary.

## COLLEGIATE COURSE

## 101, 102, 103. FIRST YEAR PIANO 6 Hours

Technique: Major and minor scales four sixteenths at M. M. 80; 2, 3, and 4 octaves, parallel and contrary motion; chords; major and minor triads. Arpeggios in various forms on major and minor triads.

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Studies from Czerny, Berens, Clementi, etc.

Compositions: Bach, some two and three part inventions; Beethoven Sonatas or movements from Sonatas, such as Op. 4 No. 1; Op. 14, No. 3, or Sonata D Major. Mendelssohn Songs without Words; easier pieces of Schumann, Schoppe, Chopin's Nocturne Op. 9, No. 2, F Minor Op. 55, No. 1, etc.

## 104, 105, 106. SECOND YEAR

## PIANO

6 Hours

Technique: Major and minor scales in thirds, sixths, tenths, and octaves, parallel and contrary motions M. M. 66 Chords: majors, minors, and diminished triads; dominant and diminished sevenths. Arpeggios on major, minor triads, and dominant and diminished seventh chords.

Studies: Czerny, Op. 740; Cramer; Hanon; Philipp; Clementi.

Bach: Well Tempered Clavichord; English Suites.

Sonatas: Beethoven, Op. 2, No. 3; Op. 10, No. 2; Op. 11, 22, 28, 76, 26.

Pieces: Chopin, Etudes, Waltzes, Nocturnes, Preludes; Schumann, Fantasy Pieces, Novelties, Arabesque; easier works of Brahms, Debussy, Liszt.

## 201, 202, 203. THIRD YEAR PIANO 6 Hours

Technique: Scales and arpeggios to M. M. 108; Brahms, 51 Exercises.

Studies: Clementi, Czerny.

Sonatas: Beethoven, Op. 31, 27, 90, 81, etc.

Pieces: More difficult pieces as Chopin Ballades, Etudes, and Nocturnes; Brahms, Rhapsodies, Ballades, Intermezzo; compositions by Liszt, Debussy, Ravel, Scriabine.

## 204, 205, 206. FOURTH YEAR

## PIANO

6 Hours

Chopin: Etudes.

Bach: Organ transcriptions of Busoni, Tausig, Liszt.

Sonatas: Beethoven, Schumann, Brahms or Chopin.

Pieces such as Schumann, Etudes Symphoniques; Liszt, La Campanella, Rigolletto, Hungarian, and Spanish Rhapsodies, Mefisto Waltz, etc.; Albeniz, Triana; Ravel, Pavane, Jeux d'eau, Le Gibet; Scriabine, Ninth Sonata, Op. 68; Debussy Reflects dans l'eau. La Cathedrale engloutie, L'Isle joyeuse etc. Harding University Bach D Minor; Brahms, D Minor; Liszt, E Flat major, A major; Tschalkowsky, B Flat minor, etc.

## VIOLIN

Private instruction, Wednesday and Friday afternoons, by appointment.

## PREPARATORY

Preparatory material on which students may be examined before entering the freshman year:

Kayser, Etudes, Op. 20, Bk. II.

Gruenberg, Progressive Studies, Vol. I, or other similar Etudes.

Scales and Arpeggios in the lower three positions.

Dancal Air Varies, Seitz Concertos and similar works.

## COLLEGIATE

## 101, 102, 103. FIRST YEAR VIOLIN 6-12 Hours

Fundamental technical exercises of Sevcik.

Two octave scales and arpeggios.

Mazas, Op. 36, Bk. I.

Dont, Op. 37.

Alard, Op. 21.

Sitt, Op. 20.

First part of Kreutzer Etudes.

Concertos of Acolay, Haydn.

Sonatas and Sonatinos of Handel, Schubert.

Standard works of medium difficulty.

## 104, 105, 106. SECOND YEAR

## VIOLIN

6-12 Hours

Tartini, Art of the Violin; Sevcik, Op. 8-9.

Mazas, Part II.

Schradieck, Op. 37, Vol. 3.

Concertos of Rode, Vivaldi, Nardini, Viotti, Leclair.

De Beriot, Bach, A minor.

Pieces by De Beriot, Alard, Leonard, Vieuxtemps, Wieniawski, and other standard works.

## 201, 202, 203. THIRD YEAR

## VIOLIN

6-12 Hours

Sevcik, Op. 1, Parts 3 and 4.

Flesch scale system.

Sonata from classical and romantic periods.

Etudes of Rode, Rovelli, Fiorilli, Wieniawski.

Etude Caprices.

Concertos.

Spohr, Bach E major and standard repertoire of the Provost Chamber music study.



## 204, 205, 206. FOURTH YEAR VIOLIN

6-12 Hours

Kneisel and Gavinies, Etudes.  
Dont, Op. 35.  
Paganini, Caprices.  
Saret, L'Ecole Moderne, Wieniawski.  
Bach Sonatas.  
Concertos of Bruch, Wieniawski, Lato, Saint-Saens, Mendelssohn, and others.  
Sonatas and concertos by modern composers.  
Chamber music study.  
A public recital is required for the senior year.

## VIOLINCELLO

### 101, 102, 103. FIRST YEAR 6-12 Hours

Major and minor scales in three octaves. Study of bowing and thumb position exercises in Grutzmacher's Daily Exercises, Vols. I and II, from Dotzner's 113 Exercises. Selected solo pieces of suitable grade.

### 104, 105, 106. SECOND YEAR 6-12 Hours

Four octave scales; Giese's Scales and Technical Exercises. Exercises of Joseph Werk and A. Franchomme. Easier sonatas, concertos, and scales.

### 201, 202, 203. THIRD YEAR 6-12 Hours

Four octave scales. Julius Klanzel, Studies; Duport, Studies; Bach, Sonatas. Concertos of Goltermann, Romberg, Linder, and others. Difficult solo pieces.

### 204, 205, 206. FOURTH YEAR 6-12 Hours

Exercises of Battanchow, Popper Grutzmacher; Concertos of Saint-Saens, Haydn, Lalo, Volkman, and others. Sonatas of Beethoven, Brahms, Grieg, Boelmann.

## VOICE

### 101, 102, 103. FIRST YEAR VOICE 6-12 Hours

It would be impossible to outline a course of training suitable for all students, since so much depends upon the individual ability of the pupil. No methods are adhered to strictly and only a general idea of the work can be given.

Production of tone by correct breathing and proper tone placement. Vocalizes consisting of vowel practice and exact articulation of consonants. Singing major and minor scales, arpeggios, and easy secular and sacred songs in English.

## 104, 105, 106. SECOND YEAR VOICE

6-12 Hours

Continued drill in breathing and tone placing; more difficult exercises in vocal technique requiring greater velocity in scales and arpeggios. More difficult secular and sacred songs from classics with perhaps an easier operatic aria or selection from an oratorio.

### 201, 202, 203. THIRD YEAR VOICE 6-12 Hours

Continued development in technical power; study of difficult and complicated melodic and rhythmic figures. Much attention given to interpretation and the study of such composers as Haydn, Handel, Gounod, Brahms, Franz, Schubert, Schuman, Saint-Saens, MacDowell, Chadwick, etc.

## 204, 205, 206. FOURTH YEAR VOICE

6-12 Hours

Acquaintance with a wide range of song literature from modern and classic composers will be made. Ensemble singing, study of operas and oratorios, and French, German, and Italian songs. Also the compositions of Kramer, La Forge, Hageman, etc.

## THEORY

### 111, 112, 113. SIGHT SINGING, EAR TRAINING, AND DICTATION 6 Hours

This course is to develop ability to write from dictation easy intervals and scales, then with rhythm, and later melodies in primary triads. It also includes practice in sight singing and oral dictation. Prerequisite 103. Fall, Winter, Spring. 2:15.

### 114. GRADE SCHOOL MUSIC METHODS 3 Hours

Designed for those preparing to teach in the grades. Winter.. 8:00.

### 121, 122, 123. ELEMENTARY HARMONY 9 Hours

A study of diatonic harmony leads the student from an introduction to the elements of harmony through a study of triads, seventh and ninth chords, their inversions and relations, to modulation. Fall, Winter, Spring. 9:00.

## 140 a, b, c, 150 a, b, c, 200 a, b, c, 201 a, b, c. ENSEMBLE

4 Hours

Training in chorus, glee clubs, quartets, orchestra, band, and ensemble. Instrumental ensemble is required of all students majoring in piano, violin or other orchestral instruments. Chamber music is required of all students majoring in

## HARDING COLLEGE

140

stringed instruments, and chorus or glee club is required of all students majoring in voice or public school music. Ensemble 140, 150, covers the freshman and sophomore years respectively and are one hour each; 200 and 201 cover the junior and senior year and are one hour. Fall, Winter, Spring. 6:00.

### 204, 205, 206. HISTORY AND APPRECIATION OF MUSIC 6 Hours

A study of the evolution of music from antiquity through the poly-phonic and classic period. The influence of individuals and of political and social movements on the growth of music is studied. No prerequisite. Fall, Winter, Spring. 11:30.

### 207, 208, 209. HISTORY AND APPRECIATION OF MUSIC 6 Hours

The history of music from the romantic period to modern times. Bibliography of outstanding composers and a study of their styles of composition. Prerequisite, 116. Fall, Winter, Spring. 11:30.

### 214, 215. ORCHESTRATION AND INSTRUMENTATION 6 Hours

A study of the instruments of the orchestra and how to arrange music for them. Fall, Winter, Spring. 4:15.

### 218. CONDUCTING 3 Hours

This course includes baton technique, rehearsal methods, interpretation, repertoire, arranging and selecting music for performance by orchestras, band, and chorus. Spring. 4:15, 6:00.

### 221, 222, 223. ADVANCED HARMONY 9 Hours

Chromatic harmony deals with chromatic chords used as embellishments and substitutes for diatonic harmony; with chromatic chords used as a means of effecting modulation; and with the use of this material in the study of form and analysis. Fall, Winter, Spring. 8:00.

### 224, 225, 226. FORM AND ANALYSIS 6 Hours

The study of musical form as represented by longer works of great composers. Various designs and patterns in which music is written are studied in detail that the student may be able to analyze the construction of music both in his repertory and in music he hears. Fall, Winter, Spring. 9:00.

## SCHOOL OF MUSIC

141

### 227, 228, 229. COMPOSITION 6 Hours

A study of melodic composition for Piano and Voice, and for combinations of instruments and voices. Fall, Winter, Spring. 9:00.

### 242. MUSIC EDUCATION 3 Hours

A more advanced course in music methods in elementary schools for those majoring in public school music or for those who have had 114 and special musical experience. Fall. 9:00. Kirk.

### 244. MUSIC EDUCATION 3 Hours

Methods in public school music for the high school. Spring. 1:15. Kirk.

### 251, 252, 253. COUNTERPOINT 6 Hours

Counterpoint in two, three, and four parts, combined species, and fugue. Prerequisite Harmony 223 Fall, Winter, Spring. 1:15.

### 254, 255, 256. DOUBLE COUNTERPOINT, CANON, FUGUE 6 Hours

Writing counterpoint so that its voices may be subjected to inversion. Canon and fugue follow with certain exercises throughout. Fall, Winter, Spring. 1:15.

Prerequisite Counterpoint 253.

## COST OF INDIVIDUAL INSTRUCTION

### PIANO, VOICE, OR VIOLIN

Two lessons per week, per term .....	\$20.00
One lesson per week, per term .....	12.00
Two class lessons per week, per term, per class .....	24.00
(Cost divided equally between two or three students.)	

### FEE FOR PIANO PRACTICE

One hour daily practice, per term .....	\$2.00
Two hours daily practice, per term .....	4.00
For each additional hour .....	1.00

## REGULATIONS

No deductions will be made for lessons missed except in the case of protracted illness. Lessons missed will not be made up except in case of illness. Lessons missed on the day are not made up. Pupils must register with the registrar at the beginning of each term before lessons will be given.



## GRADUATES OF 1940

James Adams, B.A.	Business Administration	Tennessee
Margaret Alston, B.A.	English	Tennessee
Lamar Baker, B.A.	Business Administration	Tennessee
Leah Barr, B.S.	Home Economics	Pennsylvania
Charlene Bergner, B.A.	Business Administration	Kansas
Jewell Blackburn, B.A.	Business Administration	Oklahoma
Marie Brannen, B.A.	History and Social Science	Florida
Lloyd Brents, B.A.	English	Arkansas
Oscar Drake, B.S.	History and Social Science	Tennessee
Cortez Ehl, B. A.	Business Administration	Alabama
Emerson Flannery, B.A.	History and Social Science	Ohio
Loyd D. Frashier, B.S.	Chemistry	Texas
Mack Greenway, B.S. E.	Education and Biology	Arkansas
Delbert Harris, B.A.	Social Science	Arkansas
Douglas Harris, B.A.	History	Tennessee
Eugene Wood Hart, B.S.E.	Education and Social Science	Arkansas
Lillie Huddleston, B.A.	English	Arkansas
Houston Itin, B.A.	History	Tennessee
Gene Koken, B.A.	History and Social Science	Nebraska
Ruth Langford, B.A.	English	Texas
Arvel Martin, B.A.	History and Social Science	Arkansas
Valda Faye Montgomery, B.A.	History and Social Science	Arkansas
Virginia O'Neal, B.S.E.	English	Oklahoma
Morgan Poole, B.A.	English	Arkansas
Margaret Alice Redus, B.A.	English	Arkansas
Hugh Rhodes, B.S.E.	Education	Oklahoma
Roy Roe, B.A.	Social Science	Arkansas
William Sanders, B.S.E.	Education	Tennessee
Jack Wood Sears, B. S.	Biological Science	Arkansas
Pattie Hathaway Sears, B.A.	English	Arkansas
Joe Spaulding, B.A.	Social Science	Arkansas
William Stokes, B.A.	Social Science	Arkansas
Alston Tabor, B.A.	Social Science	Arkansas
T. Rose Terry, B.S.	Home Economics	Oklahoma
Eva Thompson, B.S.	Home Economics	Arkansas
J. P. Thornton, B.A.	Business Administration	Arkansas
Nancy Fern Vaughn, B.A.	English	Oklahoma
Granville Westbrook, B.A.	Mathematics	Texas
Lena Roetzel Wilkison, B.S.E.	Education and English	Arkansas
Clarence Wilson, B.S.E.	Education and Social Science	Arkansas
Murrey Wilson, B.A.	English	Tennessee

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## DESCRIPTION OF COURSES

### I. ANCIENT LANGUAGES AND LITERATURES

The work of this department is designed primarily for those who wish to gain a knowledge of Greek for the purpose of Biblical study. For those who wish to major in Greek forty-five hours are required.

#### GREEK

#### 101, 102, 103. ELEMENTARY GREEK 15 Hours

A study of the grammar and syntax of the Greek language together with its literature. In the first course the regular conjugations of the Greek verb are mastered and the epistles of John are read. The second course continues the grammar with further readings from the New Testament. The third course finishes the remaining portions of the grammar, and covers the gospel of John and as much as possible of Mark. Fall, Winter, Spring. 11:30. Armstrong.

#### 104, 105, 106. ADVANCED GREEK 15 Hours

The three courses contain a further study of Greek grammar and syntax together with systematic work in Greek composition and continuous vocabulary reviews. In the first course the gospels of Matthew and Luke are read. In the second, the shorter Pauline epistles are begun, and in the third the remaining Pauline epistles are covered with the exception of Romans and the two letters to the Corinthians. Fall, Winter, Spring. 1:15. Armstrong.

#### 201. NEW TESTAMENT GREEK 5 Hours

This course covers Romans and First and Second Corinthians, with liberal use of commentaries. Fall.

#### 202. NEW TESTAMENT GREEK 5 Hours

This course continues the study of the New Testament with the epistle to the Hebrews, the general epistles, and the Revelations. Winter.

#### 203. NEW TESTAMENT GREEK 5 Hours

The remaining parts of the New Testament are read in this last quarter. Spring.

#### 204, 205. THE SEPTUAGINT 10 Hours

During the first two quarters of the fourth year selections are read from the Septuagint, and patristic Greek is begun. Gebbhart, Harnock, and Zahn's edition is used. This includes



the epistles of Clement of Rome, Ignatius, Polycarp, and others. Fall, Winter.

## 206. PATRISTIC GREEK 5 Hours

The reading of patristic Greek is continued with special attention to the vernacular idiom. Spring.

## II. ART AND ARCHITECTURE

The study of art is a valuable aid to mental discipline and to the development of taste and general character. It is desirable that students take the regular course, which will be modified to meet the demands of those taking art for home decoration. Outdoor sketching, when practicable, will be given throughout the course.

The annual Art Exhibit is one of the most important social events. No work is allowed to be taken from the college until after the exhibition.

### CERTIFICATES

A Certificate in Art will be granted upon the completion of ninety-five term hours of college work including twenty term hours in art.

## 101. ELEMENTARY DRAWING 3 Hours

Drawing in charcoal from simple objects and casts. Drawing from still life, pen and ink, and water colors; courses in perspective painting in oil and water color. One hour each term. Fall, Winter, Spring.

## 102. DRAWING AND PAINTING 3 Hours

Charcoal drawing from full length casts, working human head, outdoor sketching, time sketching, painting from nature in oil, water colors, and pastel. One hour each term. Fall, Winter, Spring.

## 103. PAINTING AND SKETCHING 3 Hours

Pastel and water colors from copy, pen and ink sketching, painting on tapestry. One hour each term. Fall, Winter, Spring.

## 105. STILL LIFE PAINTING 3 Hours

Drawing and painting from still life, landscape, and life models. One hour each term. Fall, Winter, Spring.

## 110. PUBLIC SCHOOL ART 3 Hours

This and the following courses are intended to meet the needs of teachers in the public schools. The first course covers art for primary grades: elementary drawing, free-hand painting, clay modeling, water color work, etc. Fee \$2.00. Fall, Spring. 1:15.

## 111. PUBLIC SCHOOL ART 3 Hours

Intermediate handiwork; basket weaving, fabric painting, gesso, wax modeling, etc. For teachers of intermediate grades. Fee \$2.00. Fall. 1:15.

## 112. PUBLIC SCHOOL ART 3 Hours

Advanced handiwork, drawing and water color painting for teachers in upper grades. Fee \$2.00. Winter. 1:15.

## 113, 114, 115. COMMERCIAL ART 9 Hours

Practical application of art to commercial needs, including lettering, and the designing and executing of advertisements. Fall, Winter, Spring. 2:15.

## 117. ELEMENTARY DESIGN 3 Hours

A course especially for home economics students designed to aid in the choice of the proper color combinations in clothing, and in house decoration. Color, proportion, balance, are stressed. Fee \$2.00. Winter. 3:00.

## 118. APPLIED DESIGN 3 Hours

A continuation of 117 in flat pattern designing and color. Executing of designs for rugs, linoleum, wall paper, and textiles. Three hours per week. Fee \$2.00. Spring. 9:00.

## 120. MECHANICAL DRAWING I 3 Hours

A course in free-hand drawing in pencil and charcoal of still life, geometric objects, and outdoor sketching. Fall, 11:30.

## 121. MECHANICAL DRAWING II 3 Hours

Shades and shadows, perspective, elementary design, and working drawings. Class of four is required. Winter. 11:30.

## 122. ARCHITECTURAL DESIGN 3 Hours

Continuation of 121. Original designing, working drawings, and rendered executions in various mediums of problems adaptable to the architectural field. Spring. 11:30.

## 205. ADVANCED DESIGN 3 Hours

Prerequisite: Art 117. Art principles applied to dress designing. Sketching, original designs, application of color to individual problems in distinctive dress. Fee \$2.00. Winter. 1:15.

## 206. TECHNIQUE OF SCENE PRODUCTION 2 Hours

Theory of scene construction, including design, color, light; the use of materials; and actual training in Office of the Provost of scenes for specific plays. Fall, Winter, Spring. Same as Speech 206.



218. HISTORY OF ART 3 Hours  
Painting in ancient, classic, and mediaeval times; and the Italian. Practice in interpreting selected examples. Fall. 8:00.
219. HISTORY OF ART 3 Hours  
French, Spanish, Dutch, British, and American painting. Winter. 8:00.
220. HISTORY OF SCULPTURE AND ARCHITECTURE 3 Hours  
A survey of the great periods of sculpture and architecture with an analysis of the difference in types. Spring. 8:00.

### III. BIBLE AND RELIGIOUS EDUCATION

So deeply do religious thought and ideals enter into the social structure and development of all peoples that no man can understand the world in which he lives without a knowledge of its religious foundations. The work of this department is adapted to the needs of four classes of students. For the student who wants the cultural and scriptural values to be derived from contact with the greatest spiritual teachers, the courses in Bible and religious literature introduce him to the profoundest thinking of men and to much of the greatest literature of the world. For the student who wishes to prepare himself for leadership in religious and social work the courses not only in Bible but in Christian education and history are designed. For the student who plans to devote his life to preaching, to missionary work, or to religious journalism all the above courses together with those in homiletics and Christian Teaching are offered.

Students desiring to major in Bible and Religious Education must complete not less than forty nor more than sixty hours in the department, including 212, 213, 214, 230, 240, and ten hours of additional 200 work. They must also select a second major in which they must complete from forty to fifty hours. It is recommended that English, Social Sciences, Biological Science, Journalism, or Public School Music be the second major. It would usually be well to include enough education to meet the minimum teaching requirements. Related courses recommended for majors in the department include Journalism 212, Greek, Speech, Debating, and Education 102, 103, and 205, Educational, Child, and Adolescent Psychology.

The library contains a fairly large collection of the best works dealing with the Bible and Biblical history. Besides a number of the standard commentaries, it has Hasting's Encyclopedia of Religion and Ethics, the Schaft-Herzog Encyclopedia of Religious Knowledge, Schaft's Church History complete, together with a number of other monumental works; the works of the early Fathers, the works of Campbell, McGarvey, and others of the restoration movement; the Millennial Harbinger, the Catholic Encyclopedia, the Jewish Encyclopedia, and many other valuable works.

### I. BIBLICAL LITERATURE

101. MATTHEW 1 2-3 Hours  
A study of the first gospel as to its historical situation, content, and purpose. Attention is given to the geography, history, and customs of Palestine in the days of Christ. Outline and memory work, but the main emphasis is upon interpretation. Fall. 9:00 and 10:30. Armstrong, Benson.
102. ACTS OF APOSTLES. 1 2-3 Hours  
A study of the establishment and development of the church under the leadership of the apostles. Analytical outline of the book and geography of the Roman Empire. Emphasis upon the missionary zeal of the early Christians, especially of Paul. Winter. 9:00 and 10:30. Armstrong, Benson.
103. HEBREWS 1 2-3 Hours  
A careful study of the historical situation and the doctrinal content of the treatise to the Hebrews. A special effort is made to show the superiority of the New Covenant in its spirit and workings over the Old. Parallel readings from the Law of Moses. Spring. 9:00 and 10:30. Armstrong, Benson.
104. THE PENTATEUCH 1 2-3 Hours  
A study of the inspired account of the beginning of things, of the Patriarchs, and of the Law. The five books of Moses are studied as closely as time permits. The book of Deuteronomy is emphasized especially as a devotional study. Fall. 9:00 and 10:30. Bell.
105. THE HEBREW NATION 1 2-3 Hours  
A study of Israel's history from the feeble beginnings under Joshua to the Babylonian captivity. The prophets of this period are studied in their proper historical setting. Throughout this interesting period of Bible history, replete with striking men and women, God is held up as the most interesting being of them all. His attitude towards man in



his desperate struggle with sin, which is the supreme question of the ages, is stressed continually. Winter. 9:00 and 10:30. Bell.

### 106. RESTORATION AND INTER-BIBLICAL HISTORY 1 2-3 Hours

A study of Jewish history from the coming out of Babylon to the birth of Christ. Ezra, Esther, Nehemiah, Daniel and most of the books of the Apocrypha are studied. The prophets who wrote during this time of the Restoration are read in their proper connection. Considerable attention is also given to the contemporaneous history of Babylon, Persia, Greece and Rome. Spring. 9:00 and 10:30. Bell.

### 201. JOHN 1 2-3 Hours

A close study of the fourth gospel by analytical outline, memory work, and historical interpretation. Special emphasis is placed upon this gospel as the exponent of the spirit of Christianity. Prerequisite: Bible 101-103. Fall. 10:30. Rhodes.

### 202. ROMANS 1 2-3 Hours

A careful study of the epistle to the Romans by analytical outline and doctrinal content. A close following of the development of the theme of the book. A thorough grasp of the argument and teaching is sought. Winter. 10:30 Rhodes.

### 203. FIRST AND SECOND CORINTHIANS 1 2-3 Hours

A consideration of the founding and historical connections of the Church at Corinth. A topical outline and an interpretation of Paul's Corinthian epistles. The many fundamental principles and practical lessons of the books are emphasized. Spring. 10:30. Rhodes.

### 205. LIFE OF CHRIST 1 2-3 Hours

The course consists of a comparative study of John and the synoptic gospels. An attempt is made to arrange the events in the life of Christ chronologically so that the student may get as full and orderly a conception of the development of his personal ministry as possible. The sermons, miracles, and parables are studied especially, in order that the teachings of the Lord may be emphasized. Farrar's Life of Christ is used in connection with the sacred text. Fall. 10:30. Baxter.

### 206. SHORTER EPISTLES OF PAUL 1 2-3 Hours

First Thessalonians, Second Thessalonians, Galatians, the four "Prison Epistles" (Ephesians, Philippians, Colossians and Philemon), and the three "Pastoral Epistles" (First Tim-

othy, Titus, and Second Timothy) are taken up in the order in which they were written. Historical setting, correlation with the author's life, and teaching of each book are gone into closely. Winter. 10:30. Baxter.

### 207. GENERAL EPISTLES 1 2-3 Hours

An intensive study of the letters of James, Peter, John, and Jude. Historical setting, peculiarities of style, doctrines, and spirit of each are emphasized. Spring. 10:30. Baxter.

### 216, 217, 218. ORAL INTERPRETATION OF THE BIBLE 9 Hours

A course using the Bible and three books of the Apocrypha as basic material. The scholars of the world are agreed that the Bible is supremely great literature, yet when we open our ordinary versions we look in vain for lyrics, epics, dramas, essays, sonnets, and orations of other great literatures of the world; instead the eye catches nothing but a monotonous uniformity of numbered sentences, more suggestive of an itemized legal instrument than of what we understand as literature. Hence Moulton's Modern Reader's Bible, the English Revised Version printed in modern literary form, is used as a basic text for this course. Fall, Winter, Spring. W. Th. F. S. 10:30. Mrs. Armstrong.

## II. RELIGIOUS HISTORY

### 102. ACTS 1 2-3 Hours

Growth of the church during the first half century. Same as Bible 102. Winter. 10:30. Armstrong, Benson.

### 104, 105, 106. OLD TESTAMENT HISTORY 1 2-3 Hours

Same as Bible 104, 105, 106 above. Fall, Winter, Spring. 10:30. Bell, Baxter.

### 210. LIFE AND TEACHING OF PAUL 3 Hours

The life of the Apostle Paul and his teaching considered in relation to his Jewish and Gentile background and his competition with Jewish and pagan thought. Winter. 9:00. Brewer.

### 212. RISE OF CHRISTIANITY 3 Hours

The growth of Christianity from the first century to the beginning of the great reform movements of the fourteenth century. Readings in the early church Fathers, and the influence of the barbarian invasions and the Protestant Reformation. Office of the Provost. 1:15. Baxter.



**213. THE REFORMATION PERIOD 3 Hours**

Development of Christianity through the great reform movements of Wycliff, Luther, Calvin, and other religious leaders before the eighteenth century. Winter. 1:15. Brewer.

**214. CHRISTIANITY IN THE MODERN WORLD 3 Hours**

A study of Christianity from the beginning of the eighteenth century to the present. This includes the Wesleyan revival and the restoration movements of the nineteenth century. Spring. 1:15. Baxter.

**224. GEOGRAPHIC AND SOCIAL BACKGROUNDS OF CHRISTIANITY 2 Hours**

A study of the geography of Palestine and the related areas together with the social conditions and customs which aid in an understanding of Christian thought. Fall. 9:00. Baxter.

**220. OUTLINE OF CHINESE HISTORY 5 Hours**

A survey of Chinese religious thought and political developments. Same as History 220. Fall. 9:00. Benson.

**III. RELIGIOUS TEACHING****107, 108, 109. PREPARATION OF SERMONS 3 Hours**

An intensive study of many fundamental doctrines. Same as Religious Education 107, 108, 109. Fall, Winter, Spring. 8:00. Armstrong.

**220. COMPARATIVE RELIGION 3 Hours**

This course includes a study of the origin, teaching and fruits of the chief world religions (Confucianism, Buddhism, Taoism, etc.) in comparison with each other and with the Christian religion. Fall. 11:30. Benson.

**230. OUTLINE OF CHRISTIAN THOUGHT 3 Hours**

A systematic study of the fundamental doctrines of the Christian faith: The nature of God, the physical world, human personality, the nature, work and teaching of the Christ, the Church, the Christian life, and human destiny. Winter. 2:15. Brewer.

**232. HISTORY OF CHRISTIAN THOUGHT 3 Hours**

A study of the development of religious doctrines, with attention to the particular situations out of which

they arose, the values which they intended to secure, and their relation to the teaching of the New Testament. Spring. 2:15. Benson.

**240. CHRISTIANITY AND MODERN THOUGHT 3 Hours**

A study of the relation of the Bible and Christian teaching to contemporary scientific and social thinking. Winter. 11:30. Brewer.

**242. THE BASIS OF CHRISTIAN FAITH 3 Hours**

An examination of the basis of Christian faith in relation to the philosophies of Pantheism, Materialism, Agnosticism, Idealism, and Naturalism—an evaluation of fundamental Christian truth. Spring. 11:30. Baxter.

**IV. CHRISTIAN EDUCATION****107, 108, 109. HOMILETICS 3 Hours**

A course in the preparation and delivery of sermons, including the materials for sermons types of argument, adaptation of the subject to times and needs, and a survey of the Old and New Testaments for subjects and materials for sermons. Outlines for sermons are constructed and practice is given in preaching both in and out of class. Fall, Winter, Spring. 8:00. Armstrong.

**228. EDUCATIONAL PROGRAM OF THE CHURCH 3 Hours**

This course is an introduction to the study of the educational work of the church, including the responsibility, the aim of its work, direction and supervision, the preparation of the teachers and their relation to pupils, grading and classification, curriculum, agencies and methods, organization and administration. Fall. 11:30. Bell.

**229. PSYCHOLOGY OF RELIGIOUS TEACHING 3 Hours**

In this course a study is made of the capacities and needs of the pupils of the church from the viewpoint of Christianity. A study is also made as to ways by which the church can properly develop these spiritual capacities and meet these spiritual needs. The pupil will be followed in his growth from infancy to maturity and through adulthood. His capacities and needs will be studied during each period of development and methods of meeting these needs successfully will be considered. Winter. 11:30. Bell.



**230. THE MASTER TEACHER 3 Hours**

This is a study of the nature, character, qualifications, and technique of the successful religious teacher. Jesus is accepted as the standard, the Master Teacher, and an effort is made to understand the nature of his approach, his method of teaching, and the power of his influence, and to apply these principles to present day situations. Spring. 11:30. Dykes.

**232. MISSIONARY TECHNIQUE 3 Hours**

This is a study of the work of the different missions on Oriental fields, including a study of their methods, both past and present. Health problems and living conditions on the foreign fields are also studied. Spring. 9:00. Benson.

**IV. BIOLOGICAL SCIENCES**

The courses in biology have been organized to meet the needs of those students who desire to obtain some knowledge of biology as a part of their general education, those who need it to satisfy the requirements of other departments, and those who desire to specialize in this field of science.

The department occupies four rooms well equipped for undergraduate courses in botany, zoology, bacteriology, and physiology. The library contains a large number of standard reference works and periodicals dealing with the various phases of biological science.

Courses 101, 102 and 103 are generally prerequisites for all advanced courses, exceptions being noted in the proper places. Students desiring to major in Biology must complete forty-five hours. Courses 101, 102, 103, 201, 202, and 209 are required of all majors. It is advisable that students specializing in biology obtain a broad scientific foundation including work in the related sciences, and a reading knowledge of French or German. They should plan to take courses in mathematics, chemistry, physics, and other allied sciences. Premedical students should plan to take courses 102, 103, 201, 202, 209; additional courses are very desirable.

**101. SURVEY IN BIOLOGICAL SCIENCE 4 1-2 Hours**

This course is required of all prospective teachers, is designed to cover the field of biology from the cultural

standpoint, with emphasis upon fundamental principles such as respiration, assimilation, reproduction, etc. Lectures will be given five times a week, but students will be expected to attend and report on laboratory demonstrations and outside readings. Fall. 8:00, 9:00. Abbott.

**102, 103. ANIMAL BIOLOGY 10 Hours**

This is a continuation of freshman biology with detailed study of the properties and activities of protoplasm, the structure and physiology of the cell, and a survey of the phyla of the animal kingdom. Lectures and recitations T., Th., S. 8:00; Lab. W., F., 8:00 to 10:00 or 3:15 to 5:15. Fee \$4. Winter, Spring. Abbott.

**104, 105. GENERAL BOTANY 10 Hours**

An introductory course in Botany to give the student fundamental principles regarding the structure, function, and reproduction of representative seed plants and a study of the classification of the plant kingdoms with a study of representative types from the algae to the seed plants. Lectures and recitations T., Th., S., 1:15; Lab. W., F., 1:15-3:15. Fee \$4. Fall, Winter. (Alternates with 201. Given 1941-42.) Abbott.

**106. GENETICS 3 Hours**

A study of the laws of heredity and their application to plant and animal breeding. Prerequisites: Biology 101-103. Lectures and recitations T., Th., S., 9:00. Fee \$2. Fall. Bell.

**108, 109. GENERAL BACTERIOLOGY 6 Hours**

An introductory course in Bacteriology dealing with the morphology and physiology of the most important groups of bacteria. Prerequisites: Biology 101-103, or consent of the instructor. Lectures and recitations T., Th., S., 1:15; Lab. W., F., 1:15-4:15. Fee \$4. Deposit \$2. Spring. (Alternates with 203. Given 1940-41.) Abbott.

**201. COMPARATIVE VERTEBRATE ZOOLOGY 4 Hours**

An intensive and comparative study and dissection of such vertebrates as dogfish, necturus, turtle, pigeon, and cat will be made. Prerequisites: Biology 101, 102, and 103. Lectures and recitations T., Th., 9:00; Lab. W., F., 8:00 to 10:00. Fee \$4. Fall. (Alternates with 104. Given 1940-41.) Abbott.

**202. COMPARATIVE VERTEBRATE ZOOLOGY 4 Hours**

A continuation of Zoology 201. Lectures and recitations T., Th., 9:00. Lab. W., F., 8:00 to 10:00. Fee \$4. Winter. (Alternates with 105. Given 1940-41.) Abbott.

**203. ECONOMIC ENTOMOLOGY 5 Hours**

This course will give the student an introduction to the insect life of this region. It will include a study of structure, classification, life history, and habits of insects and their economic importance. Prerequisites: Biology 101, 102 and 103. Lectures and recitations T., Th., Sat., 9:00. Lab. W., F., 8:00 to 10:00. Fee \$4. Spring. (Given in 1941-42.) Abbott.

**206. HUMAN ANATOMY-  
PHYSIOLOGY 5 Hours**

A study of the structure, function and relationship of the various parts of the human body. Attention will also be given to physiological processes of the human body. Prerequisites: Biology 101, 102, and 103. Lectures and recitations T., Th., Sat., 3:15. Lab. W., F., 3:15 to 5:15. Fee \$4. Fall. Abbott.

**208. FIELD ZOOLOGY AND ECOLOGY 5 Hours**

A study in identification and classification of the principal animal groups of this region. This course will also include a study of the relations of these animals to the physical and biological conditions under which they live. Prerequisites: Biology 101, 102, and 103 and junior or senior standing. Lectures and recitations W., F., 3:15. Lab. T., Th., Sat., 3:15 to 5:15. Fee \$4. Spring. (Given in 1940-41.) Abbott.

**209. VERTEBRATE EMBRYOLOGY 5 Hours**

A course dealing with the fundamental facts and processes of development, the cell and cell division, maturation, fertilization, and cleavage. Emphasis will be placed on the frog, chick, and pig. Prerequisites: 201 and 202. Lectures and recitations T., Th., Sat., 3:15. Lab. W., F., 3:15 to 5:15. Fee \$4. Winter. Abbott.

**210. ANIMAL MICROLOGY 3 Hours**

A course designed to teach the student to prepare microscope slides and to interpret histological preparations. Emphasis is placed upon a few simple and established techniques rather than a variety of difficult procedures. Fee \$4. Spring. 9:00. (Given 1940-41 and alternate years.) Abbott.

**227. TEACHING OF SCIENCE 3 Hours**

A practical course in materials and methods for teaching the sciences in junior and senior high schools. Attention is given to the curricula, to specific aims, to methods of vitalizing and clarifying subject matter, and to testing results. Required of all who plan to teach science in high schools. Lectures and recitations T., Th., Sat., 11:00. Winter. Abbott.

**V. BUSINESS ADMINISTRATION  
AND ECONOMICS**

The work of this department meets the needs of three classes of students: those who desire a business training that will qualify them for secretarial, accounting, or administrative positions in the business world; those who plan to teach business courses in high schools or commercial colleges; and those who wish a general knowledge of business procedure as a single phase of their college work. Those majoring in the department for the Bachelor's degree must elect Economics 200 also; and those planning to teach commercial subjects in high schools must elect 228.

Minor teaching fields recommended for teachers are history and social sciences, English, and mathematics. For those planning for secretarial work English and speech, or journalism are recommended.

Various types of equipment are furnished for instruction and student use, including the comptometer, dictaphone, bookkeeping machines, etc. Non-credit instruction and practice are given on all machines.

**SECRETARIAL COURSE**

For the one-year secretarial course the following is the suggested plan of selection:

Fall Term		Winter Term	
	Term Hours		Term Hours
B. A. 102 .....	4	B. A. 103 .....	4
B. A. 105 .....	3	B. A. 106 .....	3
B. A. 50 .....	3	B. A. 51 .....	3
Eng. 101 .....	3	Eng. 102 .....	3
Sp. 101 .....	2	Sp. 102 .....	2
P. E. 100 .....	1	P. E. 101 .....	1
	16		16

**Spring Term**

	Term Hours
B. A. 104 .....	4
B. A. 107 .....	3
Eng. 103 .....	3
Eng. 110 .....	3
Elective .....	3

Office of the Provost



## COURSE FOR TEACHERS

For those planning to teach and working toward the Bachelor of Science in Business Administration, the following is the suggested plan of selection: A second teaching field should also be selected as a minor. If this is history and social sciences it should include 10 hours of American history and five of elective history.

## FIRST YEAR

## Fall Term

	Term Hours
Eng. 101 .....	3
B. A. 102 .....	4
B. A. 105 .....	3
Soc. Sc. 101 .....	3
Speech 101 .....	2
P. E. 100 .....	1
	<hr/>
	16

## Winter Term

Eng. 102 .....	3
B. A. 103 .....	4
B. A. 106 .....	3
Soc. Sc. 102 .....	3
Speech 102 .....	2
P. E. 101 .....	1
	<hr/>
	16

## Spring Term

Eng. 103 .....	3
B. A. 104 .....	4
B. A. 107 .....	3
Soc. Sc. 103 .....	3
P. E. 107 .....	3
	<hr/>
	16

## THIRD YEAR

B. A. 200 .....	5
B. A. 111, 216 .....	9
Geog. 115 .....	3
Ed. 102, 200 .....	6
Science & Math .....	9
B. A. (Elective) .....	10
Ph. Ed. 152 .....	3
Home Ec. 100 or Elective ..	5
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	50

## SECOND YEAR

## Fall Term

	Term Hours
Eng. 105 .....	3
Biol. 101 .....	4½
B. A. 108 .....	4
History 101 .....	3
Elective .....	2
	<hr/>
	16½

## Winter Term

Eng. 106 .....	3
B. A. 109 .....	4
History 102 .....	3
Elective .....	3
Ph. Ed. 150 .....	3
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	16

## Spring Term

English 107 .....	3
Ph. Sc. 100 .....	4½
B. A. 110 .....	4
History 103 .....	3
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	14½

## FOURTH YEAR

B. A. (Elective) .....	5
Ed. 228 .....	3
Ed. 201, 202, 203, 204, or 205	6
Ed. 250, 251 .....	9
Elective in minor .....	15
Economics 200 .....	4½
English 110 .....	3
Elective .....	5
	<hr/>
	50½

## I. BUSINESS ADMINISTRATION

## 50, 51. SECRETARIAL ACCOUNTING 6 Hours

A course for freshmen who need preparatory training in double entry bookkeeping before entering Business Administration 108, or for those desiring a one-year bookkeeping course. No credit toward B. A. or B. S. degree, but nine hours credit toward the commercial certificate. Fall, Winter. 11:30. Stapleton.

## 102, 103, 104. STENOGRAPHY 12 Hours

Courses 102, and 103 cover the fundamental principles of Gregg shorthand. During the first term special emphasis is placed on accuracy in reading and writing shorthand. Speed and accuracy are stressed during the second term through much dictation and transcription. Course 104 meets five days a week for class instruction and three days per week for laboratory work in actual office practice and secretarial training. A speed of 120 words per minute is required for credit for the third term. Fee for spring term, \$3.50, unless taken concurrently with typewriting. Fall, Winter, Spring. 8:00. Stapleton.

## 105, 106, 107. TYPEWRITING 9 Hours

Accuracy, together with speed, is stressed from the very beginning. Requires a thorough technique in the typing of letters, telegrams, manuscripts and theses, copying rough drafts, tables of contents, bibliographies, outlines, programs, tabulations, legal work, and various other business forms most commonly used. A very high degree of accuracy is demanded. Students are required to master a speed of thirty words a minute for the first term; forty for the second term; and fifty words per minute for the third term, if credit is expected. Fee, \$3.50 per term. Fall, Winter, Spring. 9:00, 2:15. Stapleton.

## 108, 109, 110. PRINCIPLES OF ACCOUNTING 12 Hours

A very thorough course in accounting theory and practice in relation to single proprietorship, partnership, and corporation. In addition to study of practical records much attention is given to making and interpreting statements from the managerial standpoint. The student is made familiar with business forms and vouchers by the use of practice sets using business papers. During the third quarter of the course is made of records for manufacturers, cost, and departmental ac-

counting. Prerequisite: 50 - 51, or high school bookkeeping, sophomore standing, or permission of instructor. Fall, Winter, Spring. Class T., Th., 1:15. Lab. W., F., 1:15-3:15. Gibson.

### 111, 112. BUSINESS LAW 9 Hours

General principles of the law of contracts, agency, negotiable instruments, partnerships, corporations, personal and real property, and fiduciary relationships. Much time is devoted to the study of actual cases and the opinions pronounced by the courts in deciding them. Prerequisite: Sophomore standing. Fall, Winter. 8:00. Gibson.

### 115. COMMERCIAL GEOGRAPHY 3 Hours

This course deals with the natural resources of the country and their relations to commerce and business. It covers the business developments of outstanding nations. Attention given to these factors as fundamental to industrial and commercial developments of the United States. Spring. 2.15. Pryor.

### 200. INTERMEDIATE ACCOUNTING 5 Hours

Designed to train the student to analyze problems and apply the accounting principles involved. A series of graded problems is used to illustrate the form and content of a balance sheet, statement of profits, analysis of profits, application of funds, capital expenditures and depreciation policies, installment sales of personal and real property, consignments and ventures, branches and agencies, foreign exchange, consolidations, accounting for corpus and income, accounting on liquidating basis contrasted with "going concern" basis. Prerequisite: B. A. 110. Fall. 11:30. Gibson.

### 201. INTRODUCTORY COST ACCOUNTING 5 Hours

An introduction to the study of cost accounting. The first half of the course covers methods of finding the cost of specific orders or lots. The second half covers the fundamentals of process costs, accounting for by-products and joint products, estimate costs, standard costs, and cost problems of department stores. Attention is given to the bookkeeping procedure necessary to accomplish correct results, also on acquiring familiarity with the uses of the forms more commonly utilized in cost accounting. Prerequisite: B. A. 110. (Given in 1940-41 and alternate years.) Winter. 11:30. Gibson.