

ALVIN JUNIOR COLLEGE

BULLETIN OF INFORMATION

AND

ANNOUNCEMENT OF COURSES

DAY COLLEGE

EVENING COLLEGE

1949-1950

Alvin, Texas

With Announcements for 1950-51

CALENDAR

SESSION OF 1949-50

From: September 12, 1949 to May 26, 1950, inclusive

AN EDUCATION

in a college for living

Alvin Junior College was started to put into practice a number of ideas about education. The College aims to sustain these ideas:

1. The belief that it is impossible to separate the school from the world.
2. The belief that democracy is a good way of life, to be lived as well as studied.
3. The belief that learning is something that happens through experience, in a living situation.
4. The belief that education has to be different for each person because no two persons are alike.

On these beliefs Alvin has built an educational plan in which each student is encouraged, guided, and instructed toward academic and vocational efficiency.

Registration	September 1 to 12
Classes Begin	September 12
Thanksgiving Vacation	November 24 and 25
Christmas Holidays	December 22 to January 2
Semester Exams Begin	January 13, 1950
Semester Ends	January 20, 1950
Second Semester Begins	January 23, 1950
Easter Holidays	April 7 to 10
Baccalaureate Service	May 21
Final Examinations	May 15 to 19
Graduation Exercises	May 25
Second Semester Ends	May 26
Summer Session Registration	May 26, 29, and 30
Independence Day	July 4
Examinations for Summer Session	July 14, and 15
Summer Session Ends	July 15
Summer Recess	July 15 to September 5
School Opens	September 5, 1950

ADMINISTRATION

BOARD OF TRUSTEES

Mr. J. E. Harriman, President
Mr. Max Vogan, Secretary

Mr. F. A. Duke	Mr. Nester Wieting
Mr. George Duncan	Dr. H. E. Merz
Mr. Carlton Ely	Mrs. H. W. Peters

OFFICERS OF ADMINISTRATION

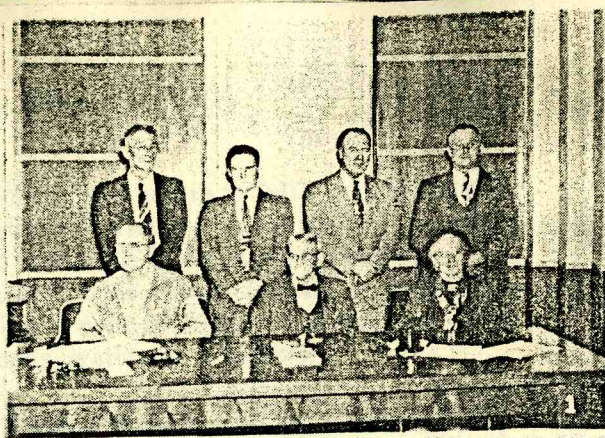
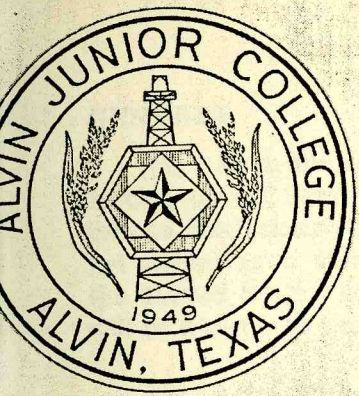
Mr. A. G. Welch, M.A.	Superintendent
Mr. W. H. Meyers, M.S.	Dean
Mr. N. M. Nelson, M.A.	Registrar
Miss Louise Kropf, M.A.	Director Adult Education
Miss Estelle Cope, M.A.	Counseling
Mrs. W. O. Ferrell	Sect. to the Dean and the Registrar
Mrs. Riley A. Godwin	Secretary to Superintendent
Mrs. Thelma Hutchins, R.N.	Resident Nurse

FACULTY

Mr. A. G. Welch, M.A.	Superintendent
Mr. W. H. Meyers, M.S.	Dean
Mr. Neal M. Nelson, M.A.	Registrar
Miss Estelle Cope, M.A.	Guidance Counselor
Mr. O. T. Barker, M.E.*	Industrial Arts
Miss Charles B. Benson, M.A.*	English
Mrs. Anona Brown, M.S.*	Home Economics
Mr. Robert Butts, B.S.	Science
Miss Mona Daniel, M.A.	Social Science
Mrs. Minnie Fincher, M.A.*	Spanish
Miss Willie B. Finger, M.S.	Mathematics
Mr. Riley A. Godwin, B.A.*	Agriculture
Miss Jean Haberle, B.A.	Speech
Miss Arlyne Haggard, M.A.*	Business Education
Mr. John M. Holst, M.S.*	Science
Miss Helen Horton, B.M.	Piano, Organ, Harp
Mrs. Thelma Hutchins, R.N.	Nurse
Miss Bessie Mae Kee, M.Ed.	English
Mr. R. Cecil King, M.Ed.*	Instrumental Music
Miss Louise Kropf, M.A.*	Adult Education
Mr. Elmo Marburger, M.Ed.	Business Education

Mr. S. N. Maxwell, M.S.*	Physical Education
Mr. C. P. Munz, M.S.*	Industrial Arts
Mrs. Hester Petrisky, M.A.	Physical Education
Mr. O. V. Robinson, M.Ed.*	Education
Mrs. Cherry Simpson, B.A.	Art
Miss Evelyne Strickland, M.A.	Library
Mr. William A. Wasson, M.A.*	Mathematics
Miss Mary R. Wood, M.A.*	Social Science
Miss Martha Ferguson, B.A.	Journalism-English
Mrs. Helen Roberts, B.S.	Home Economics
Miss Virginia Moore, B.S.	Choral Music
Mr. Wilton O. Ferrell, B.S.	Physical Education
Mr. M. B. Johnstone, B.S.	Mathematics-Physical Education
Mrs. Merle Wilson, M.A.	English

* Denotes Department Head.



I. GENERAL INFORMATION

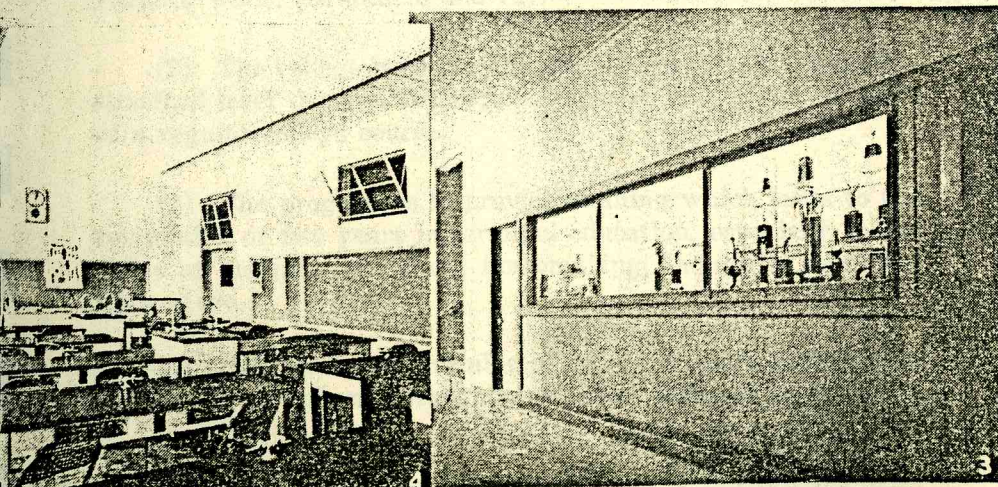
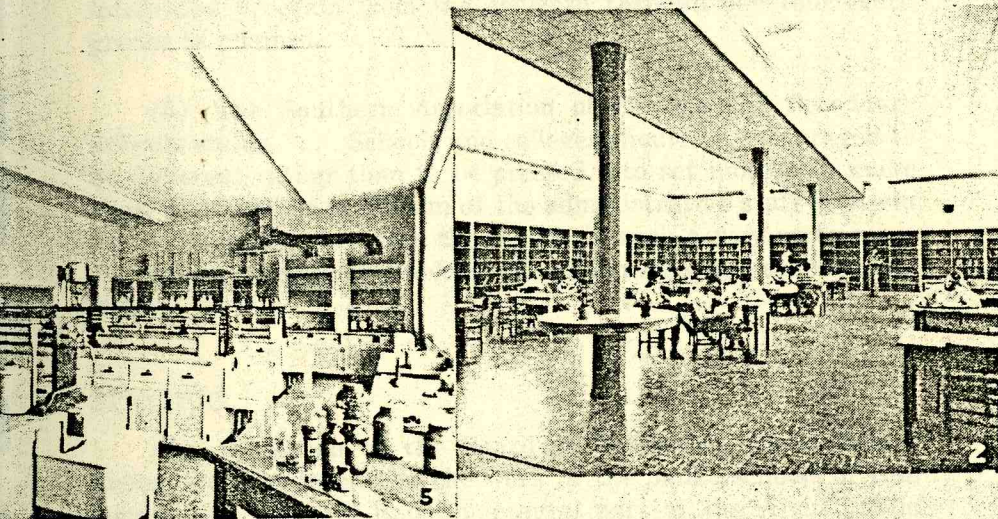
A. HISTORY

Alvin Junior College is a part of the Alvin Public School System. It consists of the eleventh, twelfth, thirteenth, and fourteenth grades. The eleventh and twelfth grades constitute the lower division and the thirteenth and fourteenth grades constitute the upper division.

The College was authorized and established after a careful survey had been taken at the urging of citizens of this community. Action by the Board of Education was followed by a favorable vote by the citizens who passed a bond issue and set a tax for the support of the College.

Classes were begun with the opening of school on September 12, 1949. Facilities had been provided through careful study and planning by education leaders in the state, the Board of Education, administrative officers, faculty members, and townspeople.

Highlights of the first semester included the opening assembly held on September 12, formation of college clubs during the month of September, the formation of the Advisory Committee for Adult Education and the dinner for that group on September 1, at which time Dr. C. C. Colvert and Dr. J. W. Reynolds of the University of Texas led the discussion period, the first student sponsored assembly on Columbus Day, October 12, by the Pan American Student Forum, the faculty talent assembly on October 4, and the adoption of the Constitution for the Student Body on Tuesday, November 15. A series of athletic, dramatic, musical and literary events are scheduled to be completed during the coming months. Athletic events include football, basketball, track, and tennis competition; dramatic events include at least two class plays during the year; current events and literary activities include several assembly programs and evening forums for adult members of the community. A vocations day program for the college students is being planned in cooperation with one of the near-by service clubs.



1. Board of Education.

2. College Library.

3. Trophy Case.

4. Physics Laboratory.

B. OBJECTIVES

GENERAL

(1) Alvin Junior College was set up to fulfill a definite need in this area of Brazoria County. It is aimed to make this college into an institution which is flexible in its make-up and offerings, yet achieving a standard that is sound for an institution in the United States, serving a part of Texas in a manner which will be a credit to the Texas System of Education.

(2) Alvin Junior College is a 4-year college, patterned after institutions found in Mississippi, California, and Kansas. An integrated program from the eleventh through the fourteenth grades is planned.

(3) The Southern Association of College and Secondary Schools states, ". . . Schools and colleges should be encouraged to be different rather than to be pressed into set moulds to make them all alike." It is the aim of the administrative staff of Alvin Junior College to organize the college in such a way as to serve the largest number of people of this community and surrounding areas.

SPECIFIC

(1) By action of the Board of Education, Alvin Junior College is an extension of the work of the public schools of this community. As such it is an integral part of the Alvin Public Schools, furnishing in future months and years two additional years of work. (Grades 13 and 14).

(2) The college is to provide pre-professional training of a standard level to meet the requirements of the first two years of a regular college course.

(3) The program is to provide training which leads to the completion of two years in terminal education, especially in the fields of business education, homemaking, industrial arts, and agriculture.

(4) Furthering the training of adults through activities in an evening school and through cooperative cultural programs, is

provided through board action, administrative appointments, and meetings of community leaders.

(5) The college hopes to strengthen the students' grasp of national and world affairs in order that they may be better citizens.

(6) Another aim is to strengthen the students' knowledge of good health practices.

(7) The college is cooperating with the community to provide planning for better recreational facilities and opportunities.

C. REGULATIONS

AFFILIATION WITH ACCREDITING AGENCIES

Alvin Junior College is equipped with laboratory, classroom, and athletic facilities which are designed, over a period of a few years, to meet in full the requirements for recognition by the Southern Association of Colleges and Secondary Schools, the Texas Association of Junior Colleges, the Association of Texas Colleges, and the State Department of Education. The Board of Education has authorized the Administrative Officers of the College to accept invitations to join the following organizations in 1949:

The Southern Association of Junior Colleges
The Association of Texas Public Junior Colleges
The American Association of Junior Colleges

Students who attend the Alvin Junior College are reminded that this institution is new and that we have not had the time to become fully accredited. Students should, therefore, plan their courses carefully and build a good record in the local college so that when they transfer to senior colleges they will be able to justify the admission on individual approval, which has been promised by most of the senior colleges of the State. Students who plan to transfer to a senior college must make good grades; otherwise the local college cannot recommend their work for transfer elsewhere for additional schooling.

ADMISSION

UNITS

Entrance requirements are stated in terms of units. A unit represents nine months of study in a subject in a secondary school, constituting approximately a quarter of the studies for the year. A four years' curriculum should be regarded as representing not more than sixteen units of work.

All graduates from accredited secondary schools are eligible for entrance to the Alvin Junior College. However, those students who plan to enter the Division of Liberal Arts and Pre-Professional Training should enter with high school credits as shown in the following chart. Adults may enter the Department of Adult Education at any time, subject to the current rules of the College. Returning veterans may enter at any time, and their program will be given individual attention by the Registrar.

GENERAL REQUIREMENTS

Age. Applicants for admission to the upper division must be at least 14 years old. Applicants who seek admission by individual approval must be at least 21 years old.

For full admission to the College fifteen units of high school credits are required, eight being prescribed and seven being elective. The prescribed units are as follows:

- a. English—3
- b. From the Mathematics Group in Section A—2
- c. From the Social Science Group in Section A—2
- d. Natural Science—1
- e. Additional from Section A or B, or A or B together—7

Section A

English Group	Mathematics Group
English 3-4	Algebra 1-1½-2
Foreign Language Group	Plain Geometry 1
French 2-3	Solid Geometry ½
Spanish 2-3	Trigonometry ½
German 2-3	General Mathematics 1
Greek 2-3	
Latin 2-3-4	

Natural Science Group	Social Science Group
Biology 1	Early European History . . . 1
Botany 1	Modern European History . . 1
Chemistry 1	World History 1
General Science 1	American History ½-1
Physics 1	Texas History ½
Physiography ½	Civics ½-1
Zoology 1	Economics ½

All other courses accredited by the State Department of Education.

COLLEGE OF ENGINEERING

The unit requirements for admission to the colleges of engineering are: English—3 units; Algebra—2 units; Plane Geometry—1 unit; Solid Geometry—½ unit; Physics—1 unit; from Section A above—3½ units; and additional from Section B—4 units, making a total of at least 15 units.

METHODS OF ADMISSION

Students may be admitted in one of four ways, or by a combination of two or more of them, as follows:

(a) **By Diploma**—Within the limits of the above list, graduates of schools in the approved list issued by the State Department of Education are credited with the subjects they have completed in which the schools are accredited. In order to determine these units, they are required to present statements of their work made out by the superintendent or principal.

(b) **By Examination**—Any or all scholarship requirements may be met by passing the admission examination.

In grading examination papers, whatever the subject, account will be taken of the applicant's use of English. Excellence in one subject will not make up for deficiency in another. Credits are not divisible in any subject.

Every natural science examination paper must be accompanied by a laboratory notebook.

(c) **General Educational Development Tests**—Any veteran

who has seven high school credits and passes the General Educational Development Test will be admitted to college.

(d) **By Individual Approval**—An applicant over 18 years of age who has been a member of the armed services, or an applicant over 21 years of age, may be admitted without examination on the following conditions:

He must furnish evidence that he has substantially covered the ground of the units required of other candidates and that he has sufficient ability and seriousness of purpose to do the work desired with profit to himself and to the satisfaction of the College.

Students who enter on individual approval and plan to remove requirements for a high school diploma first, and then pursue a course of study in regular junior college work, will be expected to fulfill the program previously outlined.

ADDING AND DROPPING COURSES

After the first registration for the session, a student may add, drop, or substitute a course only with the approval of the Registrar. Adding of courses which result in registration for a total of more than 16 hours per semester must be approved by the Dean of the College.

On the recommendation of the institution concerned, a student may at any time be required by the Registrar to drop a course because of neglect, lack of preparation, poor attitude, etc.

Registration by students on scholastic probation must be approved by the Dean.

STUDENT PUBLICATIONS

The student body, under faculty sponsorship, edits a weekly paper called *The Clarion* and a year book, *The Yellow Jacket*. Both of these publications are well received and provide the students and the college organizations with opportunity for training in journalistic practices.

NUMBER OF HOURS—STUDENT LOAD

A student should register for five college courses, or fifteen class hours per week, as approved by the Registrar. Under exceptional circumstances, a student may register for more hours of work if his study program is approved by the Dean. A student may register for part-time training (fewer than twelve semester hours) with the approval of the Dean.

A semester hour represents the work accomplished by a class meeting one hour a week for eighteen weeks. A year-hour represents the work of a class meeting one hour a week for thirty-six weeks. Consequently, a class meeting three times a week counts three semester hours, or three-year hours, according to whether it meets for a semester or a year. A course represents the work accomplished by a class meeting three times a week for a year of thirty-six weeks.

MINIMUM ENROLLMENT

The standard college load is fifteen semester hours of work. Students who take more than this amount of work for credit, or those who fall below twelve hours of work, must secure permission from the Dean. Permission to carry a light load is granted only in cases where the student is in ill health, working practically a full shift, or where there is serious illness at home which makes it impossible for that student to take more than twelve hours of work. An over-load is granted only in case of proven scholarship. A poor student may not take courses over and above the normal load.

ATTENDANCE REQUIREMENTS

Credit and grade in any course are to be determined primarily on the student's mastery of the contents and achievement set for the course as measured by the student's initiative and diligence, preparation of required work, class tests, and final examinations. No "cuts" are allowed. Several absences will tend to lower the grade, and persistent absences will preclude a passing grade. Regular class attendance is expected of all students. In case of an emergency, students are required to arrange for an absence in advance.

When a student has been absent from a class for one week (without permission from the Dean), he will be sent a notice requesting that he appear at the office to give the reason for the absence on or before the end of the following week. In case the student does not appear to explain his absence, he will be dropped from the rolls as of the date the notice was sent out. This rule applies to civilian and veteran students alike.

STUDENT RESPONSIBILITY

Alvin Junior College provides fine equipment and facilities with which to work. The Junior College is delighted to grant students as much freedom of action as is compatible with good work. A high sense of personal honor and regard for truth represents the foundation for good conduct. Students who, contrary to established rules, persistently fail to conduct themselves properly will be dropped from the rolls of the institution.

CONDUCT

As stated before, students will be expected to conduct themselves as ladies and gentlemen while on the campus. Rules and regulations posted and made by the Administration or the Student Council are to be followed by all students. Students will be dropped from the rolls of the college for major offenses. If the offense is minor, the Dean will usually place the student on probation for conduct. Continued poor conduct will be cause to drop the student from the College for a stated period.

Failure of a serious nature in class work, or continued failure to attend class, will be cause for action by the Dean or Registrar.

GRADES AND REPORTS

Grades: Alvin Junior College rates a student by work done in class work, counting three-fourths, and a final examination, counting one-fourth of the final grade. Four letters are used for passing work: A (excellent), B (good), C (fair), and D (low pass). A "K" indicates an incomplete and an "F" is a failure. A grade of D is not recommended for transfer of credit to a senior college.

Reports: Periodic reports are made to parents who express a desire for them. Mid-term reports of poor grades and poor attendance are sent to parents of minors. Grades for 1949-50 will be issued each six weeks; grade cards for 1950-51 will be issued each nine weeks period.

When the work of a student is reported incomplete or when the grade is withheld, a grade of "K" is reported by the Registrar, unless the student has been permitted by the Dean to postpone the examination or a part of the class work.

A student who fails to pass in a course, but makes a grade of "K", is called "conditioned" and is allowed opportunity to remove the condition by a second examination within one semester after it was received. This second examination may be taken with the next class in the same subject, or on one of the days appointed for condition examinations. In either case he must make application to the Dean before the seventh day preceding the day of the examination period. At the discretion of the teacher, a student who makes a "K" on a course may be allowed to continue the course, and by making a "C" on the next semester's work remove the condition.

A student who fails to pass a condition examination in any subject forfeits thereby the right to ask for another examination in that course and must take the course over to secure credit for it. Absence from any scheduled examination will have the same effect as failure, unless excused by the Dean or Registrar.

A student who makes a grade of "D" and wants to raise that grade may do so by completing an outline review and taking a special examination. A written request must be made to the Dean for permission to take this examination.

GRADE POINTS

A student will be expected to maintain a 1 grade point average over a period of semesters. In arriving at the average grade point the following chart is used:

A grade of "A" equals 3 grade points per semester hour.

A grade of "B" equals 2 grade points per semester hour.

A grade of "C" equals 1 grade point per semester hour.

No grade points are given for a grade of "D".

SCHOLASTIC PROBATION

Students who fail to pass in at least three-fourths of their subjects or who fail to maintain a 1-point grade average for a semester are placed on scholastic probation by the Dean. Students must bring up their work by the end of the next semester. Failure to do so will mean that the student will be dropped from the rolls of the college for at least one college school term.

PROBATIONARY PERIOD

There will be a probationary period for all Junior College students who transfer from the Alvin Junior College to some other college until the Alvin Junior College has been checked by the committee from the Association of Texas Colleges and its program approved. This usually requires from one to two years. During this period, students who complete the work of the Alvin Junior College and wish to transfer to another college will be accepted on probation. All new institutions must go through this same process of being checked before they are accepted as classified junior colleges by the Committee on Classifications of the Association of Texas Colleges.

During this period of probation, every effort will be made by the College authorities to make the program into what may some day soon be called, "A Junior College First Class". Each student is urged to do his part to build, day by day, this standard which Alvin Junior College hopes soon to have earned.

GUIDANCE

The Junior College provides guidance and counseling services for all students. Placement tests are given during the registration period, and subsequently the Counseling Officer gives additional tests. In addition, an over-all personality development course is given through the Department of Education and Psychology called Orientation 101A-101B. The areas of investigation include: health, personal adjustments, college orientation, marriage and family relations, vocational planning, use of the College Library, and how to study.

STUDENT COUNCIL

Student affairs of Alvin Junior College are managed by a student council made up of at least five representatives of each

of the four classes (11-12-13-14 grades). Additional members, above the five members, are elected on the basis of the size of each class.

1. Powers, duties, and responsibilities given to the Student Council:

- A. Recreation activities
- B. School calendar
- C. Student-administration participation
- D. Assembly participation
- E. Revision of the Constitution
- F. School elections
- G. Student-parent participation
- H. Special drives
- I. Interschool relationship
- J. Intramural participation
- K. Operation of school store

2. Powers denied the Student Council:

- A. Academic rules and procedure
- B. Interscholastic League and band activities
- C. Dramatics
- D. Any social activity which is not given for the whole school

The sponsors of the Student Council are: The Dean, the Registrar, and the Guidance Director. At least one sponsor will be present at all council meetings.

SCHOLARSHIPS

The Board of Education will award annually a scholarship of \$50.00 (to apply on tuition) to the valedictorian of any high school in this area of Texas. This scholarship will be good for a period of two years.

Other scholarships and awards will be given by civic and service clubs of this area and presented according to succeeding announcements.

D. NUMBERING OF COURSES

THREE DIGITS ARE USED IN NUMBERING COURSES

- a. The first digit denotes the level of work, whether it is freshman, sophomore, or terminal in nature.
 1. Subjects numbered from 100 to 149 are of thirteenth (freshman) level; subjects numbered 180-199 are courses taken in either the thirteenth or fourteenth year.
 2. Subjects numbered in the 200's are of sophomore (14 year) level.
 3. Courses numbered from 150 to 179 and 250 to 279 are terminal in nature, and credit may or may not be transferred to a senior college.
 4. In this catalogue the number in parenthesis following a subject is the old number given to the course in the first catalogue, 1949-50.
- b. The middle digit indicates the progression in a subject or course. English 113 is the first course usually offered in the fall term, and it is followed by English 123, usually offered in the spring term.
- c. The last digit denotes the credit value in semester hours. Subjects labeled 101A and 101B carry one-half hour of credit per semester.
- d. Courses on the secondary school level are denoted by the use of 10-11-12, such as history 11A and 11B (eleventh grade subject).

ADVANCED STANDING

Advanced standing may be secured by two classes of students:

1. A student entering from another college must present:
 - a. A letter of honorable dismissal.
 - b. An official transcript of his entire college record, including his admission units. Credits from affiliated colleges will be accepted at full value, provided such credits are recognized in this institution.
2. A student from a secondary school who, in addition to satis-

fying the admission requirements, wishes to obtain, by examination or other means, advanced standing in any department must secure the consent of the head of the department concerned and the approval of the Registrar.

Solid geometry and trigonometry accepted as entrance credit may each be counted as two semester hours toward a diploma, provided (1) that the applicant has sufficient number of entrance units other than these, and (2) that the applicant takes a full course (six hours) of college mathematics and makes an average of at least C.

HYPHENATED COURSES

Courses which are hyphenated in the catalogue are considered to be one-year subjects, and credit is not given toward graduation or on transfer to another college until the full year's work is completed. All science courses and a few others are hyphenated, and a student will be expected to complete the full year course. Note that the following courses come under this classification: Physics 114-124, Biology 113-123, Chemistry 114-124, History 113-123, Accounting 214-224, Physical Education, and Orientation 101A-101B.

E. TUITION AND FEES

For tuition purposes, the students who enroll in Alvin Junior College will be classified as follows:

1. **Resident**—Students who are residents of the Alvin Independent School District.
2. **Non-Resident**—Students whose home is not in the Alvin Independent School District but who are residents of Texas.
3. **Out of State**—Students whose home is outside of the State of Texas.

Tuition and fees are as follows:

1. Resident students classified as full time students pay each semester;
 - a. \$5.00 general deposit fee (returnable).

- b. \$5.00 music fee for students taking piano, organ, or vocal music lessons.
2. Non-Resident students pay each semester
- a. \$12.00 per course (3 hour subject) or \$25.00 tuition for a full load (15 semester hours of work).
 - b. \$5.00 deposit fee.
 - c. \$5.00 fee for students taking lessons in piano, organ or vocal music.
3. Out of State residents pay each semester:
- a. Tuition over and above \$25.00 as prescribed by state authorities.
 - b. \$5.00 deposit fee.
 - c. \$5.00 fee for students taking piano, organ, or vocal music. (Choir or chorus excepted).

II. DIVISIONS OF THE COLLEGE

A. VALUE OF 6-4-4 PLAN

¹ See "Parsons and the 6-4-4 Plan," Junior College Press, Parsons, Kansas.

The success of other schools who have tried the 6-4-4 plan of operation, naturally, influenced the Board of Education of the Alvin Schools when they voted to establish the Alvin Junior College. It may be of interest here to recount the various advantages which have been set down by others who have had twenty or more years of experience along these lines.¹

"Perhaps the more apparent advantage to the educator lies in the fact of the more simple organization and the superiority which a four-year unit has over a three or a two-year unit of the schools. . . . Under some plans, it is necessary either to have separate and distinct administrations for the two-year junior college and the three-year senior high school or to ask one administrator to handle both of these organizations. Neither of these plans is entirely satisfactory. . . . Under some types, we have separate administrators for units of two, three, and three years each, respectively. It is quite generally conceded that such a plan is unduly expensive and can not be so efficient as the operation of larger units. The same objections hold very largely where the three-year senior high school and the two-year junior college are operated under the same administrator. It is true that the expense of operation would be somewhat curtailed by that change but it has the added handicap that two of these units are under the supervision of a single administrator which makes for a complicated situation and certainly does not add to school efficiency. The difficulties which inhere in the operation of two or three-year school units still obtain.

"One serious difficulty noted under some plans of operation is that the tenth grade students particularly are the step-children of the upper unit. As the youngest students of the five grades which are usually housed together, it seems very difficult to provide them with the activities which are desirable for students of that age and classification. They belong to the year of early adolescence while the students of the upper four years represent

rather the years of later adolescence. For that reason the tenth grade seems to integrate better with the seventh, eighth, and ninth grades than with the more advanced years.

"As the dominant class in the junior high school, the tenth grade students have a much better opportunity for the development of leadership than they could possibly have as the lower grade in a five-year or even a three-year unit."

The elimination of the tenth grade leaves a more cohesive and advanced group of students in the four-year junior college. Dr. John W. Harberson, principal of the Pasadena four-year junior college, says, "With a proper orientation and adjustment program in the eleventh grade, the upper classes, including the twelfth grade, can be held to a standard of accomplishments in no way inferior to that maintained in the traditional freshman and sophomore years of college." Here again the fact that practically all of the teachers in the unit instruct classes from grades eleven to fourteen inclusive, means that a high standard of preparation is required for teaching positions and that the students in the eleventh and twelfth grades have the advantage of the same high quality of teaching as that enjoyed by the students in the upper division of the four-year school. Ordinarily there seems to be a wide gap between the type of work done in the average senior year in high school and that which is demanded of students in the freshman year in college. This four-year unit tends to bridge that gap, not by lowering the standard of work done by the upper division, but rather by raising the standard in the lower division.

Other arguments which are produced by educators for the new plan of organization are as follows:

1. The social program for the upper unit can be developed satisfactorily because there is not too wide a spread in the ages and social maturity of the students ranging from the eleventh to the fourteenth grades.

2. Curriculum reorganization and sequence are encouraged by virtue of the fact that a much larger percentage of students transfer directly from the twelfth to the thirteenth grades than under other types of organization. Thus needless repetition can be eliminated.

3. Ultimately, under this plan, the diploma or degree given at the end of the junior college years will come from a four-year institution and will thus be considered more valuable and desirable than a similar diploma for a two-year school.

B. COURSES OFFERED ON THE LOWER DIVISION LEVEL

(Grades 11 and 12)

MATHEMATICS

Algebra 10A-10B-11A-11B
Plane Geometry 11A-11B
Advanced Arithmetic 12A
Solid Geometry 12A
Trigonometry 12B

SOCIAL STUDIES

World History 10A-10B
American History 11A-11B
Texas History 12A
Civics 12A
Sociology 12B
Economics 12B

FOREIGN LANGUAGE

Spanish 10A-10B
Spanish 11A-11B

SCIENCE

General Science 10A-10B
Biology 10A-10B
Chemistry 12A-12B
Physics 12A 12B

COMMERCIAL STUDIES

Bookkeeping 12A-12B
Commercial Geography 11B
Typewriting 10A-10B
Shorthand 12A-12B

MUSIC

Band 11A-11B
Band 12A-12B
Choir 11A-11B
Choir 12A-12B
Piano 11A-11B
Piano 12A-12B
Organ 11A-11B
Organ 12A-12B
Harp 11A-11B
Harp 12A-12B

ART

Art 10A-10B
Art 11A-11B
Art 12A-12B

INDUSTRIAL ARTS

Woodwork 10A-10B
Woodwork 11A-11B
Metal 10A-10B
Metal 11A-11B
Auto Mechanics 12A-12B
Mechanical Drawing 10A-10B
Mechanical Drawing 11A-11B

AGRICULTURE

Vocational Ag. 10A-10B
Vocational Ag. 11A-11B
Vocational Ag. 12A-12B

HOMEMAKING

Homemaking 10A-10B
Homemaking 11A-11B
Homemaking 12A-12B

LANGUAGE ARTS

English 10A-10B
English 11A-11B
English 12A-12B
Journalism 12A-12B
Public Speaking 10A-10B
Public Speaking 11A-11B

PHYSICAL EDUCATION

P. E. 10A-10B
P. E. 11A-11B
P. E. 12A-12B

FORUM

Forum 10A-10B
Forum 11A-11B
Forum 12A-12B

C. COURSES OFFERED ON THE UPPER DIVISION LEVEL

(Grades 13 and 14)

AGRICULTURE

Ag. 113, General Animal Husbandry
Ag. 123, Fundamentals of Crop Production

BUSINESS ADMINISTRATION AND BUSINESS EDUCATION

T. 153 (113), Beginning Typing
T. 162, Intermediate Typing for Adult Students
T. 163 (123), Intermediate Typing
T. 273 (213), Advanced Typing
Shd. 153-163 (113-123), Beginning and Intermediate Shorthand
Shd. 213, Advanced Shorthand
Mach. 182 (212), Business Machines
S. Pr. 223, Secretarial Practice
G. M. 153 (113), General Business Mathematics
B. Eng. 153, Business English
Law 163, Business Law
Acc. 153, Beginning Accounting
Acc. 163, Intermediate Accounting
Acc. 173, Tax and Payroll Accounting
Math. 193, Mathematics of Finance
B. A. 214-224, Accounting
Acc. 233 (223), Cost Accounting

DEPARTMENT OF EDUCATION AND PSYCHOLOGY

Ed. 113, Introduction to Educational Psychology

Ed. 123, Methods in Elementary School Subjects

Ed. 213, Child Psychology

Ed. 223, Secondary Education

Psy. 213, General Psychology

O. 101A-101B, College Orientation

Ed. 183 (233), Health Education

DEPARTMENT OF ENGLISH

E. 113, Composition and Rhetoric

E. 123, Composition and Rhetoric

E. 213, Survey of Literature, Part I

E. 223, Survey of Literature, Part II

Sp. 113, 123, Fundamentals of Speech

J. 153, News Reporting

Dr. 182, 183, Dramatic Arts

B. Eng. 153, Business English

DEPARTMENT OF FINE ARTS

Mu. 114, Harmony and Ear Training

A.M. 111 or 121, 211 or 221, Applied Music

A.M. 112, 122, 212, 222, Applied Music

A.M. 113, 123, 213, 223, Applied Music

Mu. 112S, 122S, Study of Strings

Mu. 112B, 122B, Study of Percussion

Mu. 112R, 122R, Study of Reeds

Mu. 112BR, 122BR, Study of Brasses

Harp 112, 122, Study for Harp Majors

Choir 111, 121, 211, 221, A Capella Choir

Choir 101A 101B, A Capella Choir

Piano 112, 122, Study for Piano Majors

Piano 212, 222, Study for Piano Majors

Organ 112, 122, Study for Organ Majors

Organ 212, 222, Study for Organ Majors

Harp 212, 222, Study for Harp Majors

Cl. 113, 123, 213, 223, Study of Clarinet

Band 111, 123, 211, 221, College Band

Art 113, 123, Design

D.P. 213, 223, Drawing and Painting

C.A. 153, Commercial Art

Art 163, Interior Design

DEPARTMENT OF HOME ECONOMICS

Cl. 113, Textiles and Clothing

Cl. 123, Textiles and Clothing

Foods 113, 123, Food and Nutrition

F.R. 133, Family Relations

DEPARTMENT OF INDUSTRIAL ARTS

W.W. 153, General Woodworking

W.W. 163, Cabinet Making

W.W. 183, 193, Advanced Cabinet Making

M.S. 153, 163, Machine Shop

M.S. 183, 193, Advanced Machine Shop

DEPARTMENT OF FOREIGN LANGUAGE

Span. 153-163, Elementary College Spanish

Span. 113-123, Spanish Grammar and Composition

Fr. 153-163, Elementary French

Fr. 113-123, French Composition and Grammar

DEPARTMENT OF MATHEMATICS

- Alg. 113, College Algebra
- Trig. 123, Plane Trigonometry
- An. 114, Analytic Geometry
- Cal. 213, Differential Calculus
- Cal. 223, Integral Calculus
- M.D. 113, Mechanical Drawing
- M.D. 112, 121, Mechanical Drawing
- D.G. 183 (213), Descriptive Geometry
- Alg. 152, Intermediate Algebra

DEPARTMENT OF PHYSICAL EDUCATION

- P.E. 101A, 101B, Physical Education for Women
- Ed. 183, Health Education (see Dept. of Education)
- P.E. 131, 141, Physical Education for Men

DEPARTMENT OF SCIENCE

- B. 113-123, General College Biology
- Chem. 114-124, General Inorganic Chemistry
- Phy. 184-194, General Physics

DEPARTMENT OF SOCIAL SCIENCE

- H. 113-123, History of Western Civilization
- H. 183 (213), The United States to 1865
- H. 193 (223), The United States Since 1865
- Govt. 213, American National Government
- Govt. 223, American State Government
- Govt. 233, Constitutions
- Eco. 213, Principles of Economics
- Eco. 223, Economic Problems

D. THE LIBRARY

One of the most important contributions that the schools can make to a student's preparation for life is to render effective guidance in the use of library tools. Students are not altogether to blame if they have not had these advantages brought to their attention; therefore, teachers and librarians on all levels should be responsible for directing their students in the use of learning materials offered in the library. If students are to learn efficiently from working in the library, educators must integrate library usage with the teaching of their various subjects, that is, require work that stresses the intelligent use of library aids.

The library is recognized as a guidance and materials center where pupils may come to know, use, and enjoy books, magazines, and other library resources in all subject fields. It is a laboratory, reading room, and a work center for the entire school.

Alvin Junior College Library, housed in the new building, contains approximately six thousand books as well as a number of periodicals for use in supplementing class work. The periodical files go back to 1938, thus furnishing the students with a wealth of reference material in many fields.

E. CURRICULAR SUGGESTIONS

ART — LEADING TO B. A. DEGREE

Eleventh Year		Thirteenth Year	
1. English 11A, 11B.....1 unit		A. English 113, 123.....6 hrs.	
2. Am.Hist. 11A, 11B.....1 unit		B. History*6 hrs.	
3. Plane Geometry 11A, 11B.....1 unit		C. Art 113, 123.....6 hrs.	
4. Art 11A, 11B.....1 unit		D-1. Mathematics, or	
5. P. E.....Credit		D-2. Speech 113, 123.....6 hrs.	
6. Forum 11A, 11B.....Credit		E-1. Foreign Language, or	
		E-2. Education 113, 123.....6 hrs.	
		F. P. E.....Credit	
		G. Orientation 101.....1 hr.	

Note: History 113-123, or 183,193.

Twelfth Year	
1. English 12A, 12B*.....1 unit	
2a. Civics 12A, or	
2b. Sociology 12B. or	
2c. Economics 12B.....1 unit	
3. Elective2 units	
4. P. E.....Credit	
5. Forum 12A, 12B.....Credit	

Note: *Speech or Journalism may be substituted for English 12 with the permission of the Dean.

Fourteenth Year	
A. English 213, 223.....6 hrs.	
B. Government 213, 223*.....6 hrs.	
C-1. Education, or	
C-2. Mathematics6 hrs.	
D. Art6 hrs.	
E. Electives6 hrs.	

Note: *Six hours of government are advisable, but not a requirement for the A. A. Diploma.

BUSINESS ADMINISTRATION — LEADING TO B.B.A. DEGREE

Eleventh Year		Thirteenth Year	
1. English 11A-11B.....1 unit		A. English 113, 123.....6 hrs.	
2. Am. History 11A-11B.....1 unit		B. Mathematics or History.....6 hrs.	
3. Typing 10A-10B.....1 unit		C. Science*6 or 8 hrs.	
4. Plane Geometry 11A-11B.....1 unit		D-1. Foreign Language, or	
5. P. E.....Credit		D-2. Speech 113, 123.....6 hrs.	
6. Forum 11A-11B.....Credit		E. Electives6 hrs.	
		F. P. E.Credit	
		G. Orientation 101A-101B1 hr.	

Twelfth Year	
1. English 12A, 12B*.....1 unit	
2a. Economics 12B, or	
2b. Civics 12A, or	
2c. Sociology 12B.....1 unit	
3a. Shorthand 12A-12B, or	
3b. Bookkeeping 12A-12B.....1 unit	
4. Elective1 unit	
5. P. E.....Credit	
6. Forum 12A-12B.....Credit	

Note: *Science-Biology, Chemistry, or Physics.

Fourteenth Year	
A. English 213, 223.....6 hrs.	
B. Government 213, 223*.....6 hrs.	
C-1. Foreign Language, or	
C-2. Speech 113, 123.....6 hrs.	
D. B. A. 114, 124.....8 hrs.	
E. Electives6 hrs.	

Note: *Three hours of Government required for A. A. Diploma.

CURRICULA

DRAMATICS AND SPEECH — LEADING TO B. A. DEGREE

Eleventh Year		Thirteenth Year	
1. English 11A, 11B.....1 unit		A. English 113, 123.....6 hrs.	
2. Am. History 11A, 11B.....1 unit		B. Speech 113, 123.....6 hrs.	
3. Public Speaking 11A, 11B.....1 unit		C. Mathematics or History.....6 hrs.	
4. Plane Geometry 11A, 11B.....1 unit		D. Foreign Language.....6 hrs.	
5. P. E.....Credit		E. Electives6 hrs.	
6. ForumCredit		F. P. E.....Credit	
		G. Orientation 101A-101B.....1 hr.	

Twelfth Year		Fourteenth Year	
1. English 12A, 12B.....1 unit		A. English 213, 223*.....6 hrs.	
2a. Civics 12A, or		B. Dramatics 183.....3 hrs.	
2b. Sociology 12B, or		C. Government 213, 223.....6 hrs.	
2c. Economics 12B.....1 unit		D. Science ** or Math.....6 or 8 hrs.	
3a. Art 11A, 11B, or		E. History *** or Economics.....6 hrs.	
3b. Foreign Language.....1 unit		F. Electives3 hrs.	
4. Elective1 unit		Note: *Journalism may be substituted for English 223 with Dean's approval.	
5. P. E.....Credit		**Science-Biology, Chemistry, or Physics.	
6. Forum 12A, 12B.....Credit		***History 113-123, or 183, 193.	

PRE-LAW — LEADING TO L. L. B. DEGREE

Eleventh Year		Thirteenth Year	
1. English 11A, 11B.....1 unit		A. English 113, 123.....6 hrs.	
2. Am. Hist. 11A, 11B.....1 unit		B-1. Mathematics, or	
3. Plane Geometry 11A, 11B.....1 unit		B-2. Speech 113, 123.....6 hrs.	
4. Spanish 10A-10B.....1 unit		C. Science*.....6 or 8 hrs.	
5. P. E. 11A-11B.....Credit		D. History**6 hrs.	
6. Forum 11A-11B.....Credit		E. Foreign Language.....6 hrs.	
		F. P. E.Credit	
		G. Orientation 101A-101B.....1 hr.	

Twelfth Year	
1. English 12A, 12B*.....1 unit	
2. Public Speaking 12A, 12B.....1 unit	
3. Civics 12A.....½ unit	
4. Sociology 12B.....½ unit	
5. Spanish 11A-11B.....1 unit	
6. P. E.....Credit	
7. Forum 12A-12B.....Credit	

Note: *Journalism 12A-12B or Speech 11A-11B may be substituted for English 12A, 12B with the approval of the Dean.

Note: *Science, Biology, Chemistry, or Physics. **History 113-123, or 183, 193.

Fourteenth Year	
A. English 213, 223*.....6 hrs.	
B. Mathematics or Speech.....6 hrs.	
C. Government 213, 223.....6 hrs.	
D-1. B. A. 214, 224, or	
D-2. Economics 213, 223.....6 or 8 hrs.	
E. Electives6 hrs.	

Note: *Speech or Journalism may be taken in place of English 223. However, most senior colleges require 12 hours of English for graduation.

CURRICULA

EDUCATION—LEADING TO B. ED. DEGREE

Eleventh Year	Thirteenth Year
1. English 11A, 11B.....1 unit	A. English 113, 123.....6 hrs.
2. Am. History 11A, 11B.....1 unit	B-1. Science*, or
3. Plane Geometry 11A, 11B.....1 unit	B-2. Mathematics6 or 8 hrs.
4. Spanish 10A, 10B.....1 unit	C. Foreign Language6 hrs.
5. P. E.Credit	D. Ed. 113, 123.....6 hrs.
6. Forum 11A, 11B.....Credit	E. P. E.Credit
	F. Orientation 101A-101B1 hr.
	Note: *Science-Biology, Chemistry, or Physics.
Twelfth Year	Fourteenth Year
1. English 12A, 12B.....1 unit	A. English 213, 223*.....6 hrs.
2a. Civics 12A, or	B. Government 213, 223.....6 hrs.
2b. Sociology 12B, or	C. Education 213, 223.....6 hrs.
2c. Economics 12B, or	D. History**6 hrs.
2d. Texas History 12A.....1 unit	E. Electives6 hrs.
3. Spanish 11A, 11B.....1 unit	
4. Elective1 unit	Note: *Journalism may be substituted for English 223. **History 113-123, or History 183, 193.
5. P. E.Credit	
6. Forum 12A, 12B.....Credit	

INDUSTRIAL ARTS—LEADING TO B. S. DEGREE

Eleventh Year	Thirteenth Year
1. English 11A, 11B.....1 unit	A. English 113, 123.....6 hrs.
2. Am. Hist. 11A, 11B.....1 unit	B. Mathematics6 hrs.
3. Plane Geometry 11A, 11B.....1 unit	C. Science*6 or 8 hrs.
4. Shop or Agriculture.....1 unit	D. Ag. 113, 123 or Shop 153, 163.....6 hrs.
5. P. E.Credit	E. Electives6 hrs.
6. Forum 11A, 11B.....Credit	F. P. E.Credit
	G. Orientation 101A-101B1 hr.
	Note: *Science-Biology, Chemistry, or Physics.
Twelfth Year	Fourteenth Year
1. English 12A, 12B.....1 unit	A. English 213, 223.....6 hrs.
2a. Physics, or	B. Government 2133 hrs.
2b. Mathematics1 unit	C. Science*6 or 8 hrs.
3. Shop or Agriculture.....1 unit	D. Shop6 hrs.
4. Electives1 unit	E. Electives9 hrs.
5. P. E.Credit	Note: *Science-Biology, Chemistry, or Physics.
6. Forum 12A-12BCredit	

CURRICULA

PRE-MEDICAL — LEADING TO M. D. DEGREE

Eleventh Year	Twelfth Year
1. English 11A, 11B.....1 unit	1. English 12A, 12B*.....1 unit
2. Am. Hist. 11A, 11B.....1 unit	2a. Civics 12A, or
3. Spanish 10A, 10B*.....1 unit	2b. Texas History 12A, or
4. Plane Geometry 11A, 11B.....1 unit	2c. Economics 12B, or
5. P. E.Credit	2d. Sociology 12B1 unit
6. Forum 11A, 11B.....Credit	3. Spanish 11A, 11B.....1 unit
	4. Chemistry 12A, 12B.....1 unit
Note: *Students may begin language in tenth grade.	5. P. E.Credit
	6. Forum 12A, 12B.....Credit
	Note: *Substitution may be made on approval of the Dean.
Thirteenth Year	Fourteenth Year
A. English 113, 123.....6 hrs.	A. English 213, 223.....6 hrs.
B-1. Chemistry 114, 124, or	B. Government 213, 223.....6 hrs.
B-2. Biology 113, 123.....6 or 8 hrs.	C. Science.....6 or 8 hrs.
C. Mathematics6 hrs.	D-1. Speech 113, 123, or
D. Foreign Language6 hrs.	D-2. History 183, 193.....6 hrs.
E. Electives6 hrs.	E. Electives6 hrs.
F. P. E.Credit	
G. Orientation 101A-101B1 hr.	

MUSIC—LEADING TO BACHELOR OF MUSIC DEGREE

Eleventh Year	Thirteenth Year
1. English 11A, 11B.....1 unit	A. English 113, 123.....6 hrs.
2. Am. Hist. 11A, 11B.....1 unit	B. Mathematics6 hrs.
3. Plane Geometry 11A, 11B.....1 unit	C. History*6 hrs.
4. Spanish 10A, 10B.....1 unit	D-1. Science**, or
5. MusicCredit	D-2. Education 113, 123.....6 or 8 hrs.
6. P. E.Credit	E. Music 1144 hrs.
7. Forum 11A, 11B.....Credit	F. P. E.Credit
	G. Orientation 101A-101B1 hr.
Twelfth Year	
1. English 12A, 12B*1 unit	Note: *History 113-123 or History 183, 193. **Science-Biology, Chemistry, or Physics.
2a. Civics 12A, or	
2b. Sociology 12B, or	
2c. Economics 12B, or	
2d. Texas History 12A.....1 unit	
3. Spanish 11A, 11B.....1 unit	
4. Elective1 unit	
5. MusicCredit	
6. P. E.Credit	
7. Forum 12A, 12B.....Credit	

Fourteenth Year

A. English 213, 223*.....6 hrs.
B. Government 213, 223**.....6 hrs.
C. Music6 hrs.
D. Electives12 hrs.

Note: *English 12 may be dropped and another subject elected with approval of the Dean.

Note: *Journalism may be substituted for English 223. **Three hours of Government are required for A. A. diploma.

CURRICULA

HOME ECONOMICS — LEADING TO B. S. DEGREE

Eleventh Year	Twelfth Year
1. English 11A, 11B.....1 unit	1. English 12A, 12B.....1 unit
2. Am. History 11A, 11B.....1 unit	2. Foreign Language1 unit
3. Homemaking 11A, 11B.....1 unit	3. Homemaking 12A, 12B.....1 unit
4. Plane Geometry 11A, 11B.....1 unit	4a. Art, or
5. P. E.Credit	4b. Social Science1 unit
6. ForumCredit	5. P. E.Credit
	6. Forum 12A, 12B.....Credit

Thirteenth Year	Fourteenth Year
A. English 113, 123.....6 hrs.	A. English 213, 223.....6 hrs.
B. Chemistry 114, 124.....8 hrs.	B. Government 213, 223.....6 hrs.
C-1. Mathematics, or	C-1. History*, or
C-2. Foreign Language6 hrs.	C-2. Economics6 hrs.
D. Education6 hrs.	D. Electives12 hrs.
E. H. Ec.6 hrs.	E. H. Ec.6 hrs.
F. P. E.Credit	
G. Orientation1 hr.	Note: *History 113, 123, or History 183, 193.

PRE-ENGINEERING — LEADING TO B. S. DEGREE

Eleventh Year	Twelfth Year
1. English 11A, 11B.....1 unit	1. English 12A, 12B.....1 unit
2. Am. Hist. 11A, 11B.....1 unit	2. Public Speaking 11A, 11B.....1 unit
3. Physics or Chemistry.....1 unit	3. Physics or Chemistry.....1 unit
4. Algebra*1 unit	4a. Solid Geometry 12A, or
5. Mechanical Drawing1 unit	4b. Trigonometry 12B½ unit
6. P. E. 11A, 11B.....Credit	5a. Texas History 12A, or
7. Forum 11A, 11B.....Credit	5b. Civics 12A or
Note: *Consult tenth grade curricular offerings.	5c. Sociology 12B, or
	5d. Economics 12B½ unit
	6. P. E. 12A, 12B.....Credit
	7. Forum 12A, 12B.....Credit

Thirteenth Year	Fourteenth Year
A. English 113, 123.....6 hrs.	A. English 213, 223.....6 hrs.
B. Algebra 1133 hrs.	B. Government 213, 223*.....6 hrs.
C. Trigonometry 123*3 hrs.	C. Calculus 213, 223.....6 hrs.
D. M. D. 112, 121.....3 hrs.	D. D. Geometry 183.....3 hrs.
E1- Speech 113, 123, or	E. Physics 184-1948 hrs.
E 2. History 183, 193.....6 hrs.	F. Electives3 hrs.
F. Analytics 1144 hrs.	
G. Chemistry 114, 124.....8 hrs.	
H. P. E.Credit	
I. Orientation 101A-101B1 hr.	
Note: Engineering students take Algebra 113 and Trigonometry 123 during fall term.	Note: *Three hours of Government are required for A. A. Diploma.

CURRICULAR

TERMINAL—LEADING TO TERMINAL EDUCATION DIPLOMA

Eleventh Year	Thirteenth Year
1. English 11A, 11B.....1 unit	A. English 113, 153.....3 hrs.
2. American Hist. 11A, 11B.....1 unit	B. History or Speech.....6 hrs.
3. Shop, Commercial, or Ag.....2 units	C. Shop, Bus. Ed., or Ag.....12 hrs.
4. P. E.Credit	D-1. Foreign Language, or
5. Forum, 11A, 11B.....Credit	D-2. Mathematics6 hrs.
	E. Elective3 hrs.
	F. P. E.Credit
	G. Orientation 101A, 101B.....1 hr.

Twelfth Year	Fourteenth Year
1. English 12A, 12B*.....1 unit	A. Electives6 hrs.
2. Mathematics1 unit	B-1. Science*, or
3. Shop, Commercial, or Ag.....2 units	B-2. Education 113 and Pay. 213...6 or 8 hrs.
4. P. E.Credits	C. Industrial Arts, Business Education, or Ag. courses.....12 hrs.
5. Forum 12A, 12B.....Credit	D. History or Government.....6 hrs.
Note: *Speech may be substituted for English 12.	Note: *Science-Biology, Chemistry, or Physics.

III. REQUIREMENTS FOR GRADUATION

A. **Associate in Arts Diploma:** To receive the Associate in Arts Diploma, a student must have completed at least sixty hours of college work of the thirteenth and fourteenth grades including:

1. Nine semester hours in English and at least three semester hours in either speech or journalism.

or

2. Twelve semester hours in English.

3. Six hours in social science, including at least three hours in government.

4. Complete at least eighteen hours of work of sophomore standing.

5. Earn at least twelve semester hours of credit at Alvin Junior College.

B. **The Junior College Terminal Education Certificate:** To receive the certificate, a student must have received the following credit in semester hours:

1. Twelve hours in business education, woodworking, machine shop, or agriculture and shop for a major in terminal education.

2. Six hours in social science, music, psychology, or mathematics.

3. At least six hours in English.

4. Sufficient hours to total sixty semester hours.

5. Earn at least twelve semester hours at Alvin Junior College.

IV. COURSES OF STUDY

A. THE DEPARTMENT OF AGRICULTURE

Ag. 113. **General Animal Husbandry.** (Credit: 3 semester hours.)

An introductory survey course intended to acquaint the student with the importance of livestock and livestock farming in the United States and Texas. A study of the types and breeds; market classes and grades of such animals as beef cattle, swine, goats, horses, and mules; attention will be given to breeding, judging, care and management.

Ag. 123. **Fundamentals of Crop Production.** (Credit: 3 semester hours.)

Course designed to meet the needs of majors in Agriculture. Classification and distribution of farm crops, importance of good varieties and good seed; crop improvement; preparation of seed beds; the use of commercial fertilizers, manure and lime; seeding practices; proper tillage; harvesting; crop rotation; disease and insect enemies.

B. THE DEPARTMENT OF BUSINESS ADMINISTRATION

T. 153 (113). Beginning Typing. (Credit: 3 semester hours.)

Exercises planned to develop a proper wrist and finger movement leading to complete mastery of the keyboard by the touch method. Attention given to accuracy and concentration. Special effort made to attain speed at the typewriter. Practice in letter writing, use of carbon paper and miscellaneous typing. Minimum requirement of 30 credit words per minute must be maintained.

Three hours of lecture and laboratory and two hours of practice per week.

T. 162. Intermediate Typing for Adult Students. (Credit: 2½ semester hours.)

This course is a continuation of T. 153. Special emphasis will be placed on letter writing, tabulations, report forms, and accuracy exercises. Minimum requirement of 40 words per minute on a five-minute speed test. Class meets two hours per week for instruction and in addition, each member must spend at least two hours on laboratory work. Prerequisite: Typing skill of at least 20 words per minute or T. 153.

T. 163 (123). Intermediate Typing. (Credit: 3 semester hours.)

Basic skills, rhythm, accuracy, speed, tabulation, letter and report forms are stressed. Three hours per week for 18 weeks. Minimum requirement of 40 words per minute on 10 minute speed test. Prerequisite: T. 153 or one year of high school typing.

T. 273 (213). Advanced Typing. (Credit: 3 semester hours.)

Additional training is given in letter writing, filing business papers, tabulation, stencil cutting, creation of office atmosphere. Minimum requirement of 60 credit words per minute for 15 minute speed test is maintained. Three hours of laboratory and practice for 18 weeks. Prerequisite: T. 153-163 or their equivalent.

Shd. 153 (113). Beginning Shorthand. (Credit: 3 semester hours.)

Planned for beginners of Gregg System. Aims at mastery

of the principles of Gregg shorthand and with drills in the correct formation of work outlines and phrase forms; the study of word signs, phrasing, dictation, transcription, and speed building. Three lecture-laboratory and two practice hours per week.

Shd. 163 (123). Intermediate Shorthand. (Credit: 3 semester hours.)

Continuation of Shorthand 153. Class meets for three lecture-laboratory hours per week. Speed dictation of 80 words required. Prerequisite: Shorthand 153.

Shorthand 213. Advanced Shorthand. (Credit: 3 semester hours.)

Improvement of shorthand speed and office efficiency through practice. Further emphasis is given to widening vocabulary. Accurate transcription is stressed. Three hours laboratory and practice. Prerequisite: Shd. 153-163 or their equivalent.

Mach. 182 (212). Business Machines. (Credit: 2 semester hours.)

Course designed to familiarize students with the various machines in the business office; calculator, adding machine, comptometer, bank posting, mimeograph, and dictaphone. Prerequisite: Six hours of credit in business administration or business education courses. Open to thirteenth grade students with consent of the instructor.

S. Pr. 223. Secretarial Practice. (Credit: 3 semester hours.)

Shorthand review and high-speed dictation; personality in the office; office practice and routine; store and office visitations; filing. A study will be made of secretarial occupations, and handling of mail, general office duties and secretarial personality. Dictation increased to 95-120 words per minute. Three lecture-laboratory and two practice hours per week for 1 semester. Prerequisite: Shd. 153-163 or their equivalent.

G. M. 153 (113). General Business Mathematics. (Credit: 3 semester hours.)

Rapid review of business arithmetic; fundamental processes; rapid calculations, drill, and speed; business forms and office procedures. Three lecture-laboratory hours per week for 18 weeks.

B. Eng. 153. Business English. (Credit: 3 semester hours.)

This course gives practice in the use of correct and forceful English in writing business letters and reports. It is preferable to take this course after taking English 113.

Law 163. Business Law. (Credit: 3 semester hours.)

Principles of law, of contracts applicable to bailments, innkeepers, carriers, sales, partnerships, corporation, property, deeds, mortgages, landlord and tenant, torts and business crimes. Three hours of lecture. Prerequisite: Six hours of credit in business administration or business education or consent of instructor.

Acc. 153. Beginning Accounting. (Credit: 3 semester hours.)

This course is open to thirteenth grade students. Accounting 153-163 may be substituted for Accounting 214. Fundamentals of accounting theory and practice in relation to single proprietorships. Application of principles by problems and practice set. Students desiring to transfer college credit should register for Acc. 214.

Acc. 163. Intermediate Accounting. (Credit: 3 semester hours.)

Continuation of Accounting 153. Fundamentals of accounting theory and practice in relation to partnerships and corporations. Prerequisite: Accounting 153 or its equivalent.

Acc. 173. Tax and Payroll Accounting. (Credit: 3 semester hours.)

Social security taxes, unemployment compensation, federal and state returns, recording of payments. Three hours per week for 18 weeks. Prerequisite: Consent of instructor.

Math. 193. Mathematics of Finance. (Credit: 3 semester hours.)

Basic principles of finance, developed from an algebraic standpoint. Simple and compound interest, discount, equations of time and date, annuities, bonds, sinking funds, depreciation, life insurance, statistics. Emphasizes practical aspects of mathematics. May be taken in place of trigonometry by students who desire no further course in mathematics.

A study of mathematics used in business to form a basis for accounting and business statistics. Prerequisite: Algebra 113.

B. A. 214-224. Accounting. (Credit: 8 semester hours.)

This course is designed to meet the requirements of business administration majors who plan to transfer work to a senior college. The analysis and recording of business transactions; a study of the accounting equation, business papers, ledgers, books of original entry, classification and interpretation of accounts and financial statements, adjusting and closing entries, sole proprietorship and partnership accounting; and simple corporation accounting. Six hours of lecture and laboratory per week for thirty-six weeks. Prerequisite: Sophomore standing.

Acc. 233 (223) Cost Accounting. (Credit: 3 semester hours.)

An introductory course, emphasizing the accounting for materials, labor and manufacturing expenses. Special attention to procuring, pricing, storing, issuing, and inventorying of materials; labor cost, wage plans, and social security taxes. Three hours lecture and laboratory. Prerequisite: Accounting 153-163 or 214.

C. THE DEPARTMENT OF EDUCATION AND PSYCHOLOGY

Ed. 113. Introduction to Educational Psychology. (Credit: 3 semester hours.)

A course dealing with the applications of the principles of psychology to the training of children. A background to all other courses in education. Important aspects are: mental and physical growth of children, pupil interest, social development, individual differences, abnormal behavior, learning, measurements of units, capacities, and achievement. Open to thirteenth grade students.

Ed. 123. Methods in Elementary School Subjects. (Credit: 3 semester hours.)

A course dealing with the aims and procedures in teaching the subjects of the elementary curriculum. Prerequisite: Education 113.

Ed. 213. Child Psychology. (Credit: 3 semester hours.)

A study of the child, his nature, and his needs as a basis for understanding the child and for methods of training him; special emphasis upon the study of adolescence. Prerequisite: Sophomore standing.

Ed. 223. Secondary Education. (Credit: 3 semester hours.)

This is a course in the study of the development, organization, and methods of secondary education and of adolescent psychology as it has to do with organization and methods in our schools. Prerequisite: Education 113.

Psy. 213. General Psychology. (Credit: 3 semester hours.)

A first course in general psychology. It is designed to give the student a broad view of the field and to acquaint him with the fundamental laws of behavior that have to do with daily conduct in various life situations. Topics include: Motivation, learning, thinking, and life adjustments. Prerequisites: Sophomore standing.

O. 101A-101B. College Orientation. (Credit: 1 semester hour.)

An introduction to proper registration procedures, college

living, library usage, how to study, preparation of term reports, selecting vocational goals, use of leisure time, and making college assist in their attainment. Required of all full-time thirteenth grade students. One period per week for 36 weeks.

Ed. 183 (233). Health Education: (Credit: 3 semester hours.)

This course is designed primarily for prospective school teachers. A brief period is devoted to health and hygiene, with a careful study of anatomy and personal hygiene. The major part of the course deals with methods and materials in health education. The following units are worked in the library and in the classroom: Care of the body, health examination, records, clothing, care of building and equipment, sanitation, buildings, equipment, curriculum, programs, control of communicable diseases, teaching methods and correlation, first aid, safety, and health materials to be used in each grade. Prerequisite: Sophomore standing and Education 113.

D. THE DEPARTMENT OF ENGLISH

E. 113. Composition and Rhetoric. (Credit: 3 semester hours).

This course aims to promote clearness and correctness of expression through practice in writing. It includes a review of the fundamentals of the technique of all prose writing.

E. 123. Composition and Rhetoric. (Credit: 3 semester hours).

Continuation of English 113. This course consists of the study of exposition, description, and narration as forms of prose composition, and practice in writing each. Outside reading from standard authors supplements the theme work. English 113 and 123 are required for an Associate In Arts Diploma. Prerequisite: English 113.

E. 213. Survey of Literature. (Credit: 3 semester hours).

This course is a study of masterpieces of literature of the classical, romantic, and realistic styles. An effort will be made to share through literature some of the ideas which have shaped our cultural heritage and to show how these ideas in literature are related to those expressed in other arts. Collateral reading, oral reports, and themes will be required. Individual conferences will be held. Prerequisite: English 113 and 123 and sophomore standing.

E. 223. Survey of Literature. (Credit: 3 semester hours).

This course is a continuation of English 213. The study of English Literature covers the periods from Dryden to present day writers. Collateral reading, oral reports, and themes will be required. Individual conferences will be held. Prerequisite: English 213.

Sp. 113, 123. Fundamentals of Speech. (Credit: 6 semester hours).

These courses may be taken separately. Speech 113 is a prerequisite for Speech 123. The first semester consists of the study of vocal mechanism and the techniques of voice control; the improvement of articulation and pronunciation; the importance of speech as an aid in social adjustment; the study of the use of bodily action and its importance in relation to speech;

vocabulary development; and a brief study of common speech defects and their correction. The second semester is devoted to the study of the techniques of public speaking and the types and organization of public speeches. It is recommended that students have credit for lower division Speech before entering this college course.

Dr. 183. Dramatic Arts. (Credit: 3 semester hours).

Fundamentals of the art of drama; a study of dialogue, interpretation, and characterization; a study of the fundamentals of make-up and costuming; technical elements of production; history of the development of the drama; significance and aspects of present-day theatre. Consent of the instructor is necessary for enrollment in the course.

Dr. 182. Dramatic Arts. (Credit: 2 semester hours).

This is a fundamental course. A study of dialogue, costuming, interpretation, and characterization; a study of make-up; and participation in at least one play. Class meets for two hours per week plus laboratory hours during play rehearsals. Students may not receive credit for both Dr. 183 and 182. Consent of instructor is necessary for enrollment in course.

J. 153. Introduction to Journalism. (Credit: 3 semester hours)

This course is open to students who are interested in writing news stories and who wish to study the subject of the newspaper as a social instrument. Instruction and practice in interviewing and writing; discussions of news sources, news values, and other types of writing. Three lectures and one laboratory hour per week.

E. THE DEPARTMENT OF FINE ARTS

ART

Art 113-123. Design. (Credit: 3 semester hours each).

A two-semester course giving laboratory practice as an introductory contact with the nature and practice of art together with basic knowledge and skills in design, color, and drawing.

Topics: Problems in design; lettering; color; drawing, and painting, pencil, pen and ink, colored chalk, pastel, watercolor, tempera; textiles; linoleum blockprinting; wood and plaster carving; metal modeling; leather tooling. Required course for art majors. Elective course for non-art majors and needs no prerequisite. Three lecture and three laboratory periods per week. Course runs for the full 36 weeks.

D.P. 213, 223. Drawing and Painting. (Credit: 6 semester hours).

A laboratory course in oil painting. Class will meet for six laboratory hours per week. Course runs for the full 36 weeks. Prerequisite: D. & P. 213 is a prerequisite to D. & P. 223, and consent of instructor.

C.A. 153. Commercial Art. (Credit: 3 semester hours).

A practical course designed to refine lettering skills and to develop the special skills and techniques involved in commercial poster layouts. No prerequisite required. Two one-hour lecture periods and four one-hour laboratory periods per week.

Art 162. Interior Design. (Credit: 2 semester hours)

An introductory course in home decoration with emphasis on good taste in the use of color, design, furniture, and accessories. Two one-hour lectures per week for 18 hours. No prerequisite.

MUSIC

Mu. 114. Harmony and Ear Training. (Credit: 4 semester hours).

A study of the principal and subordinate chords and their inversions in both major and minor modes. Training in sight singing and in hearing and playing chords.

Five hours per week. Two hours per week in harmony, two hours per week in sight singing and ear training, and one hour

per week in keyboard harmony. Recommended especially for music majors.

Mu. 112S-122S. Study of Strings. (Credit: 4 semester hours).

Attainment of fundamental playing on each of the following; violin, viola, cello, and bass; study of methods and materials for teaching these instruments. One hour lecture, two hours laboratory, per week.

Mu. 112B-122B. Study of Percussion. (Credit: 4 semester hours).

Attainment of rudimentary playing on each of the following: snare and bass drums, tympani, cymbals, bells, and traps; Study of methods and materials for teaching these instruments; one hour lecture, two hours laboratory per week.

Mu. 112R.-122R. Study of Reeds. (Credit: 4 semester hours).

Attainment of fundamental playing on each of the following: flute, clarinet, saxophone, oboe, and bassoon. Study of methods and materials for teaching these instruments. One hour lecture, two hours laboratory per week.

Cl. 113, 123, 213, 223. Study of Clarinet. (Credit: 3 semester hours each).

Attainment of definite skills in playing scales, studies, and solos on clarinet as a solo performer; two half-hour lessons and a minimum of 15 practice hours per week.

These courses are for students of exceptional musical ability.

Piano 112, 122. Study for Piano Majors. (Credit: 4 semester hours).

For piano majors. Bach, two-part inventions; a Haydn, Mozart or Beethoven Sonata; Schubert, Impromptu; Mendelssohn, Songs without Words; Debussy, Arabesques. Ability to play simple accompaniments at sight.

Piano 212, 222. Study for Piano Majors. (Credit: 4 semester hours).

F. THE DEPARTMENT OF FOREIGN LANGUAGE

Span. 153-163. **Beginning College Spanish.** (Credit: 6 semester hours).

While this course is definitely aimed toward proficiency in conversational Spanish, care is taken to give the student the necessary background in pronunciation, verb forms, and grammatical construction to enable him to take the following courses in Intermediate College Spanish.

Span. 113-123. **Intermediate College Spanish.** (Credit: 6 semester hours).

This course includes more complex grammatical points. Reading of classical and contemporary literature with a view to furthering Good Neighbor relationships and gaining a better understanding of international affairs.

Fr. 153-163. **French For Beginners.** (Credit: 6 semester hours).

This course is devoted to the essentials of grammar, oral and written composition, translation, and pronunciation. Fluency in reading is stressed. Course not offered 1949-50.

Fr. 113-123. **French Composition and Grammar.** (Credit: 6 semester hours).

French readings, grammar, and composition based partly on a formal text and partly on selected readings. Stress will be placed on oral work. Course not offered 1949-50.

G. THE DEPARTMENT OF HOME ECONOMICS

Cl. 113. **Textiles and Clothing.** (Credit: 3 semester hours).

A course in elementary construction. This course is planned to help students meet simple clothing problems. Emphasis is placed on the five common textile fibers, selection of becoming and appropriate clothing, consideration of factors that influence price and suitability of fabrics for different uses.

One class and 4 laboratory periods per week.

Cl. 123. **Textiles and Clothing.** (Credit: 3 semester hours).

A continuation of clothing study that provides for developing skills in fitting, tailoring, and remodeling clothes. One class and four laboratory periods weekly. Required for homemaking majors.

Foods 113-123. **Food and Nutrition.** (Credit: 6 semester hours).

This course deals with the selection, cost, preparation of food, basic preparation of recipes and table service. One lecture period and four laboratory periods weekly. Required for homemaking majors.

Course may be taken for one semester only with the approval of the Dean and the Instructor.

F.R. 133. **Family Relations.** (Credit: 3 semester hours.)

This course covers the relations of various members of the family to each other and the problems which arise from their relationships. Also deals with management problems related to family and social life.

H. THE DEPARTMENT OF INDUSTRIAL ARTS

W.W. 153 (113). **General Woodworking.** (Credit: 3 semester hours).

A course for the purpose of designing and constructing simple wood projects with hand tools by applying shop principles learned about: finishing and finishing materials, construction, wood fasteners, and cabinet hardware. Elementary construction with woodworking machines will follow the hand tool information. Meets for 1 theory class and four hours of laboratory work per week. Prerequisite: none.

W.W. 163. **Cabinet Making.** (Credit: 3 semester hours).

A continuation of Woodwork 153, but centering around the use, care, and operation of machines. The course will include design, construction, factory methods, a study of lumber, and upholstery. Prerequisite: W.W. 153.

W.W. 183, 193. **Advanced Cabinet Making.** (Credit: 6 semester hours).

A course in advanced cabinet making and design based on factory methods. This course is designed to fit the student for employment or for specialization at a senior college in this field. Class meets for 1 theory lesson and 4 laboratory hours per week. Prerequisite: W.W. 163.

M.S. 153 (113), 163 (123). **Machine Shop.** (Credit: 6 semester hours).

Practice in bench and machine tool work in metals; babbiting, pipe fitting, drilling, turning, boring, grinding, milling, planing, shaping, tool making, and heat treatment of metals. M.S. 153 is a prerequisite to M.S. 163. Class meets for 1 theory and 4 laboratory hours per week.

M.S. 183, 193. **Advanced Machine Shop.** (Credit: 6 semester hours).

This course is designed to continue M.S. 153 and M.S. 163 so that the student will be fitted for employment or for advanced work as a shop major in a senior college. Prerequisite: M.S. 163.

I. THE DEPARTMENT OF MATHEMATICS

Alg. 113. **College Algebra.** (Credit: 3 semester hours).

A review of the fundamental operations of algebra, followed by a study of quadratic equations, exponents and radicals, proportion, progression, mathematical induction and binomial theorem, elementary theory of equations, determinants, complex numbers, and partial fractions.

This course is required of those students who expect to teach mathematics or intend to specialize in the sciences or engineering. Prerequisite: High School Algebra.

Alg. 152. **Intermediate Algebra.** (Credit: 2 semester hours).

The elementary operations, linear equations, ratio and proportion, variation, exponents, and radicals, quadratic equations, applications.

Students must have Algebra 152 or its equivalent to take Algebra 113.

Trig. 123. **Plane Trigonometry.** (Credit: 3 semester hours).

Mastery of trigonometric functions with applications; functions of acute angles; functions of obtuse, and multiple angles; identities; derivation of formulas; logarithms; solution of both right triangles and obtuse triangles; practical problems involving heights and distances; graphical representation of trigonometric functions and geometric applications. Prerequisite: Mathematics 113 and High School Plane Geometry.

An. 114. **Analytic Geometry.** (Credit: 4 semester hours).

A course in the solution of geometric problems through applied algebra by the graphical representation of points, lines, curves and the transformation of coordinates, polar coordinates, transcendental curves, parametrics and space formulas, with special emphasis on rapid curve sketching. Prerequisite: High School Geometry and Algebra 113.

Cal. 213. **Differential Calculus.** (Credit: 3 semester hours).

This course is designed to teach the elementary principles of differential calculus and their application. A study of varia-

tions of functions with respect to changes in the independent variables by means of the concepts of the derivative and differential, the application of this theory to the slopes of curves, non-uniform velocities, accelerations, forces and approximations of maxima and minima values of functions. Prerequisite: Algebra 113 and High School Plane Geometry.

Cal. 223. Integral Calculus. (Credit: 3 semester hours).

A study of integrations and their application to finding areas, volumes, centroids, equations of curves and solution of differential equations. Prerequisite: Cal. 213.

M.D. 113. Mechanical Drawing. (Credit: 3 semester hours).

A course for students who plan to major in engineering at a senior college. Freehand lettering; care and use of instruments; geometric construction; orthographic projection; pictorial methods; working drawings. Two lectures and seven hours of supervised drafting per week.

M.D. 112-121. Mechanical Drawing. (Credit: 3 semester hours).

Same course as Mechanical Drawing 113, but divided into two semesters of work; six hours of lecture and laboratory the first semester and three hours of lecture and laboratory the second term.

D.G. 183 (213). Descriptive Geometry. (Credit: 3 hours).

A course designed for those who plan to major in engineering in a senior college. Point, line, and plane problems; tangent planes, intersectionals, and developed surfaces; auxiliary views; shade, shadow, and perspective. Three lectures and six hours of supervised problem work per week. Prerequisite: Mechanical drawing and entrance credit for solid geometry.

J. THE DEPARTMENT OF PHYSICAL EDUCATION

P.E. 101-A and 101-B. Physical Education for Women. (Credit: $\frac{1}{2}$ semester hour each term).

P.E. 131-141. Physical Education for Men. (Credit: $\frac{1}{2}$ semester hour each term).

P.Ed. 183. Health Education (see Dept. of Education).

K. THE DEPARTMENT OF SCIENCE

Phy. 184-194. **General Physics.** (Credit: 8 semester hours).

The first semester work concerns mechanics, molecular physics, and heat. Three hours per week for class work and four hours for laboratory exercises. Prerequisite: Student should have completed Math 113 (Algebra) and Math 123 (Trigonometry) or be taking the courses concurrently with the study of physics. No student will be admitted to this physics course who does not have credit for high school algebra, plane geometry, and one unit of advanced mathematics.

The second semester's course (Physics 194) is a continuation of Physics 184. Magnetism and electricity; sound and light; and modern physics. Three lectures and four laboratory hours per week.

BIOLOGY

B. 113-123. **General College Biology.** (Credit: 6 semester hours).

The first semester's study concerns the principles of botany. The principles and activities of protoplasm and the cell; a morphological study of representative phyla; the principles of plant physiology and ecology will be considered. Lecture three hours; laboratory two hours per week.

The second semester is devoted to the principles of Zoology.—a study of the representative animal phyla. Local representatives will be studied from the morphological and physiological standpoint. Ecology and embryology will also be considered, followed by exercises in taxonomical principles. Lecture three hours; laboratory two hours per week.

CHEMISTRY

Chem. 114-124. **General Inorganic Chemistry.** (Credit: 8 semester hours).

The first semester is devoted to a study of the atomic, molecular and ionic theories; the periodic and gas laws, principles of chemical reactions with related industrial processes. Lecture three hours; laboratory four hours per week.

The second semester's work is a continuation of Chemistry

114; oxidation and reduction reactions, the metals and recovery from their own, followed by an introduction to elementary qualitative analysis in organic chemistry. Three hours of lecture and four hours of laboratory per week for thirty-six weeks.

L. THE DEPARTMENT OF SOCIAL SCIENCE

HISTORY

H. 113-123. **History of Western Civilization.** (Credit: 6 semester hours).

History of Western Civilization is a six-semester-hour course extending throughout the school year. The fall semester's work in History 113 will begin with the study of man's pre-historic origins and trace the evolution of civilization to the outbreak of the Protestant Revolt in the sixteenth century. Obviously no more than an outline of man's history over a period of many centuries can be studied within the scope of one semester. This course is not only the introductory course in the field of history, but it is also the basic introduction to economics, government, sociology and geography. History 113 is a prerequisite to History 123.

H. 183 (213). **The United States to 1865.** (Credit: 3 semester hours).

European forces; Spanish and Portuguese conquest in the Americas; English, French, and Dutch beginnings; accomplishments of nationalistic groups; revolution in British colonies; War of Independence; establishment of the new nation; westward movement and frontier influence; problems of the formative period; cultural and constitutional growth; internal and international relations. This course is required for graduation from some senior colleges in Texas.

H. 193 (223). **The United States Since 1865.** (Credit: 3 semester hours).

Continuation of History 183. Growth of national ideals; movement for individual freedom; party government and public interests; industrial development; labor problems and agrarian unrest; changing international policies; war and peace problems of agriculture, business, and government, cultural progress and attempts at social cooperation; current world problems and trends. This course is required by some senior colleges in Texas for graduation.

GOVERNMENT

Govt. 213. **American National Government.** (Credit: 3 semester hours).

European background in democratic experience. Survey of national government in the United States, with emphasis upon the Constitution. Principles of the Constitution; administration and foreign relations; problems of legislation; judicial procedures and the Supreme Court; recent tendencies and development in policy and administration. Prerequisite: Sophomore standing.

Govt. 223. **American State Government.** (Credit: 3 semester hours).

Analysis of State and Local Government in the United States, with particular emphasis upon the Constitution of Texas. Constitutional development; functions and problems of State government; suffrage, parties, and elections; county and municipal organization; model constitution. Prerequisite: Sophomore standing.

Govt. 233. **Constitutions.** (Credit: 3 semester hours).

European and colonial background of the United States Constitution, formation of the document, and the Constitution in operation. Constitutional history of Texas; consideration of procedures under the document and of proposals for change. Prerequisite: Sophomore standing.

ECONOMICS

Eco. 213. **Principles of Economics.** (Credit: 3 semester hours.)

A study of the basic principles of economics with emphasis on production, exchange, value, distribution, consumption, and saving; the institutions through which each of these principles operates in a capitalistic economy; industrial and business organizations; money and credit; price; wages; interest; profit. Prerequisite: Sophomore standing.

Eco. 223. **Economic Problems.** (Credit: 3 semester hours.)

A study of the economic problems arising from the interaction of economic institutions; problems of labor, finance, business cycles, international economics, governmental control; a study of the major forms of economic collectivism.

This course and Economics 213 are recommended for those who plan degrees leading to law, teaching, and business administration. Prerequisite: Economics 213 and sophomore standing.

V. DEPARTMENT OF ADULT EDUCATION

Catalogue of 1949-50

Announcements for 1950-51

A. OBJECTIVES

The Department of Adult Education has been created as a service department for the adults of Alvin and the surrounding territory. The prime objective of the department is to offer educational opportunities to enable adults to meet the constantly changing requirements for successful community living. A program of services in these areas is proposed:

Advanced adult academic education of a secondary and post-secondary level including technical and collegiate education.

General education in the fields of intercultural, and international understanding through conferences, courses, forums, lectures, and suitable media.

Basic elementary education for the foreign and native born including training for naturalization and citizenship.

Education in the fields of homemaking and family relations.

Education in vocational and prevocational training.

Opportunities of recreational and hobby type conducive to an enriched personal and community living.

Education in economic, social, civic problems, and information.

Other pertinent areas.

To assure a close tie with the community, the Board of Education has appointed a Community Advisory Committee drawn from thirty related organizations and interests. This Community Advisory Committee meets upon need to determine the interests, needs, facilities, and opportunities for adult education and recreation and how the program is to be financed.

In addition, a Resource Committee is drawn from the college faculty to provide professional and technical advice.

B. FOUR AREAS

The program of educational services to adults has been implemented under four presentations:

1. Academic Program

a. Adults may acquire academic work and collegiate credit through the regular day program of the college. The day program is tuition free to those students who live in the college district.

Academic work may be done and collegiate terminal credit earned during the evening hours. The tuition is \$4.00 per semester hour or any fraction thereof, with a maximum of \$25.00 per term of 18 weeks regardless of the number of semester hours. It is advised, however, that students with full time employment not carry more than six semester hours of work per term. Grades for the evening classes are issued at the end of the term.

The following courses were offered during the evening hours of the 1949-50 term:

Accounting 153—3 semester hours; See Course of Study for Description

Business English 153—3 semester hours; See Course of Study for Description

Business Law 153—3 semester hours; See Course of Study for Description

Shorthand 113-123—6 semester hours; See Course of Study for Descriptions

Spanish 153—3 semester hours; See Course of Study for Description

Typing 153—3 semester hours; See Course of Study for Description

Bookkeeping 153—3 semester hours

Elements of bookkeeping: journalizing, posting, adjusting and closing entries, work sheet, and financial statements. Prerequisite for accounting for those students who have not had

previous bookkeeping knowledge. Three hours per week for 18 weeks.

Typing 053—3 semester hours terminal—nontransferable

Especially designed to try for accuracy—not speed—needed for cutting stencils and working up detailed and tabulated report forms.

Typing 162—Intermediate Typing for Adult Students—2½ semester hours

This course is a continuation of T. 153. Special emphasis will be placed on letter writing, tabulations, report forms, and accuracy exercises. Minimum requirement of 40 words per minute on a five-minute speed test. Class meets two hours per week for instruction, and in addition, each member must spend at least 2 hours on laboratory work. Prerequisite: Typing skill of at least 20 words per minute or T. 153.

Regular departments of the college represented in the curriculum will offer other courses as requests are expressed. Ten students are required for a class.

b. College Preparatory Program

A special study of the needs of those adults desiring to complete high school work and to qualify for a diploma is planned through the use of a testing program upon entrance. The incompleteness having been found as the result of the testing, provisions will be made for overcoming them. When at least two semesters of satisfactory work have been completed, another testing program will be administered, and if passed satisfactorily, the students will be recommended for high school diplomas.

No tuition charges have been set, as yet, for this program.

c. Basic Preparatory Program

Special arrangements will be made for adults desiring to take such elementary school subjects as reading, arithmetic, writing, English. Upon satisfactory completion of sufficient

background material, these students will be recommended for attendance in the College Preparatory Program.

No tuition charges have been set, as yet, for this program.

2. Short Unit Courses

These courses are designed for those adult students wishing to give only a short time to certain studies and activities of practical or avocational value. Most of the classes meet once or twice a week for four or six weeks. The registration fees vary according to the number of actual clock hours of instruction. In 1949-50 the registration fees ranged from \$2.00 for 1-6 hours of instruction to \$8.50 for 31-36 hours of instruction. Because the fees are low and classes are often continued on the basis of the number of students in the early enrollment, there are no refunds or transfers of fees. Equipment is usually provided by the college and students furnish their own materials unless other arrangements are agreed to. Where expensive materials, equipment, or services are required for certain classes, a special fee of \$3.00 per student has been charged. No grades are given; however, certificates of completion are issued to those who have been in full attendance and who have successfully completed any course. Each course of 18 clock hours length carries with it 1 semester hour terminal credit with the college, provided it meets with the approval of the Dean of the college.

These short courses were offered in 1949-50:

Ceramics - Basic—12 clock hours

The handling, care, modeling, and glazing of clay. Projects through coil, slab, and pinch methods. 4 pieces.

Ceramics - Intermediate—12 clock hours

Four pieces of hand-made, hand-decorated clay made through mold pouring, slip painting, underglazing and scraffito decorating.

Dairy Husbandry—18 clock hours

Feeds and feeding, record keeping, sanitation, diseases, insects and parasites.

Gift Wrapping—4 clock hours

Two meetings of lecture, demonstration, and practice of attractive and unique wrapping.

Home Nursing—Unit I—12 clock hours

The care and comfort of the sick in the home. Standard Red Cross course.

Interiors - Home Decoration—18 clock hours

An introductory course in home decoration with emphasis on good taste in the use of color, furniture, and accessories.

Poultry Husbandry—18 clock hours

Culling, feeds and feeding, diseases, housing, brooding.

Sewing - Basic—24 clock hours

Learning to follow pattern instructions, short cuts in cutting and constructing a garment, putting in zippers and bound button holes, and setting in sleeves.

Tailoring—24 clock hours

Problems involving techniques such as fitting, tailor basting, padding of lapels and collar, and beveled seams used in making tailored garments. Completion of at least one tailored garment, preferably a suit or coat.

Woodworking - Introductory—18 clock hours

Familiarizing the student with the care, use and safety of hand tools. Use of elementary woodworking material by making small projects.

Other short course offerings that may be organized as the requests justify, are:

Advertising; Architectural Drawing; Art Appreciation;

Bible; Conversational Spanish; Creative Writing; Dramatics; Drapery Making; Drawing and Painting; Driver Education; Farm, Dairy, or Home Bookkeeping; Fire Prevention and Extinguishment; Fix-it course for Foods; Furniture Refinishing; Furniture Slip-Covers; Home Planning; How to Conduct a Meeting; Job and Safety Training; Law for Laymen; Mechanical Drawing; Machine Shop Practice; Merchandising; Metal Craft; Metalurgy; Methods of Deep Freezer; Music Appreciation; Needle Craft; Parent Education; Penmanship; Personal Charm; Petroleum Education; Photography; Police Work and Crime Investigation; Projector Machines Operation and Care; Rice Production; Speech Practices; String Ensemble; Texas History and Government; Use of the Library; Use of Sewing Machine Attachments; Weaving; Welding; and Woodwork—Advanced.

If a course other than those listed is desired, it will be offered if requested by as many as ten students, and provided an instructor and facilities are available.

3. Forum Series

A trial series of three monthly forum topics was run in 1949-50. The series was directed by the Department of Adult Education with the co-sponsorship of community organizations.

The topics considered and the co-sponsoring groups were:

November—United States Place in World Affairs—co-sponsored by Alvin Chamber of Commerce

December—The Family Prepares for Democracy—co-sponsored by the Alvin Council of Parent-Teacher Associations

January—Can Alvin Be the Most Beautiful Town in Texas?
—co-sponsored by the Alvin Garden Club

Attendance and interest seem to justify other forum series, and more detailed plans will be laid for further consideration of topics of local, national, international, cultural and intercultural concern.

4. Community Services

The facilities of the college and the professional assistance of the college staff have been extended to the community in various fields of activity. Some of those fields during 1949-50 included:

Recreational—

Family Night Square Dance—co-sponsored by the Alvin Council of Parent-Teacher Associations recreation committee

Community Choir—facilities and encouragement were extended to volunteers from the community.

Development—

Home and Family Life Conference—2 days of study in cooperation with the local Parent-Teacher Association.

Institute on Personal and Child Development—a part of Parent-Teacher Association study programs.

Sunday School Teachers Forum—in cooperation with the Alvin Ministerial Alliance—for a monthly overview of the Sunday School lessons for the month to come—inter-denominational and nonindoctrinal

North Side Community Club—organized to sponsor educational activities at the North Side Community Center
Other projects under consideration that should prove of community service value are:

Firemen Training School

School for Peace Officers

Water and Sewage School

City Planning Conference

Boy Scout Leaders Conference

Girl Scout Leaders Conference

Leadership Training Institute

Custodial Training School

A fifth area of educational services is anticipated—that of vocational education. When sufficient requests are registered, arrangements will be made to offer courses in fields of distributive education and in trade and industrial education.

Through these fields can be offered such courses as:

For Petroleum Industry—

Oil Pipe Line Transportation Practices

Basic Instrumentation

Compressors in the Petroleum Industry

Conferences for the Development of Managerial Ability and Leadership

Principles of Drilling Mud Control

Applied Mathematics for the Petroleum Industry

Care and Operation of Pumping Engines and Units

Treating Oil Field Emulsions

For Skilled Workers—

Automotive

Butane

For Supervisory and Management Training

For Distributive Education Training

Drug-Store Merchandising

Retail Credit Procedures

Retail Training Institute

Restaurant Training

Any many others . . .

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