

1966

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Southern Illinois University Carbondale

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*University
Extension Services
1966-1967*



Southern Illinois University Bulletin

OBJECTIVES OF SOUTHERN ILLINOIS UNIVERSITY

TO EXALT BEAUTY

*In God,
in nature, and
in art;
Teaching how to love the best
but to keep the human touch;*

TO ADVANCE LEARNING

*In all lines of truth
wherever they may lead,
Showing how to think
rather than what to think,
Assisting the powers
of the mind
In their self-development;*

TO FORWARD IDEAS AND IDEALS

*In our democracy,
Inspiring respect for others
as for ourselves,
Ever promoting freedom
with responsibility;*

TO BECOME A CENTER OF ORDER AND LIGHT

*That knowledge may lead
to understanding
And understanding
to wisdom.*

*University
Extension Services
1966-1967*



Southern Illinois University Bulletin

SOUTHERN ILLINOIS UNIVERSITY BULLETIN

VOLUME 8, NUMBER 8

AUGUST, 1966

Second-class postage paid at Carbondale, Illinois. Published by Southern Illinois University, monthly except September, October, and December.

This Issue

of the *Southern Illinois University Bulletin* covers in detail the schedule of classes for University Extension Services.

THE FOLLOWING issues of the Southern Illinois University Bulletin may be obtained free from Central Publications, Southern Illinois University, Carbondale, Illinois 62901.

Schedule of Classes. Please specify *quarter* (fall, winter, spring, or summer) and *campus* (Carbondale or Edwardsville).

General Studies Catalog.

Graduate Catalog.

Division of Technical and Adult Education.

Financial Assistance.

University Extension Services

Undergraduate Catalog. The catalog is available for examination in high school guidance offices and libraries throughout Illinois and in some other states. Copies will be furnished free to educational institutions upon request and to new students upon matriculation. The catalog may be purchased at the University Bookstore for \$1; mail orders should be sent to Central Publications and must include remittance payable to Southern Illinois University.

Contents



Board of Trustees; Officers of Instruction iv

UNIVERSITY EXTENSION SERVICES 1

GENERAL INFORMATION 1

 Class meetings 1

 First Class Meeting 1

 Tuition and Fees 2

 Registration 2

 Auditing 2

 Textbooks 2

 Library Facilities 2

 Extension Credit Applicable to the Bachelor's and Master's Degrees 2

 Course Numbering System 3

 Scheduling Extension Classes 3

POLICIES AND PROCEDURES OF THE EDUCATIONAL CONFERENCE

 PROGRAM 3

 Purpose of the Program 3

 Origin of Conference 3

 Conference Planning 3

 Assistance Provided by University Extension Services 3

 Costs 4

SCHEDULE OF CLASSES 5

COURSE DESCRIPTIONS 14



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·
· Board of Trustees and
· Officers of Instruction
·
·

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University Extension Services

1

The University Extension Services is an all-university agency with offices on both the Carbondale and Edwardsville campuses. Its major function is to impart knowledge to persons not in regular attendance at the University. This is done in two ways: (a) The Extension Class Program, and (b) The Educational Conference Program.

Extension classes, which offer college credit and are identical to similar classes offered on the campus, are scheduled in the various communities in the southern half of the state of Illinois, or are offered by radio or television for Southern Illinois residents, where there is a need for them. Classes are also scheduled in foreign countries when there are definite advantages to having them offered there.

The Educational Conference Program is conducted on both campuses of the University and occasionally off campus in nearby cities and towns. Assistance is not only given for local conferences but for state and national conferences. Persons attend these conferences from the state of Illinois, from all parts of the country, and in some instances from all over the world.

The University Extension Services, in its programs, uses professional faculty members, distinguished visiting authorities, library facilities, various teaching aids, and many other resources of the University in carrying out its function.

GENERAL INFORMATION, POLICIES, AND PROCEDURES OF THE EXTENSION CLASS PROGRAM

CLASS MEETINGS

Three quarter-hour Extension classes meet weekly for a period of twelve weeks, each meeting being two and one-half hours in length unless otherwise stated. Four quarter-hour Extension classes meet weekly for a period of sixteen weeks, each meeting being two and one-half hours in length, or weekly for twelve weeks with four extra meetings being arranged for by the instructor and the group. Five quarter-hour Extension classes meet weekly for twelve weeks. (Four hour classes are sometimes listed in this schedule as semester classes, but the credit awarded is in quarter hours.)

FIRST CLASS MEETING

The date of the first meeting of an Extension class is arbitrarily set by the extension dean. The instructor and the group, at the first meeting of the class, decide upon which day of the week subsequent meetings are to be held if the instructor has other days available.

T U I T I O N A N D F E E S

Tuition is \$6.00 per quarter hour of credit plus a \$1.05 textbook rental fee. The textbook rental fee must be paid by all students, including holders of Normal School and Military scholarships, except graduate students who must purchase, or make other arrangements, for their books. (The instructor has the privilege of requiring the purchase of additional books and materials.)

R E G I S T R A T I O N

Registration for Extension classes will be conducted by the instructor during the first and second meetings of the class. Students are urged to register at the first meeting. Students registering after the second meeting of the class must have unusually good reasons for doing so which must be approved by the Dean of University Extension Services. A late registration fee of \$5.00 will also be charged.

All Extension students must have their Social Security numbers with them in order to complete their registration at the first class meeting.

A U D I T I N G

Persons not interested in receiving credit may audit courses, if facilities are available, by receiving permission from the instructor. Auditors pay the same fee as those who register for credit.

T E X T B O O K S

Undergraduate students will be able to obtain rented textbooks at the first meeting of the class. Graduate students may either purchase books at the first meeting of the class or complete a form for ordering them. In this case, the books ordered will be available at the second meeting of the class.

L I B R A R Y F A C I L I T I E S

Each instructor may, if he so desires, take a number of supplemental reading books, perhaps thirty or forty, to his Extension class. These books are readily available to the student as they are kept in the room where the class is conducted. Students are also issued a Library Permit which enables them to use any of the libraries on any of our campuses. There is no charge for these services.

E X T E N S I O N C R E D I T A P P L I C A B L E T O T H E B A C H E L O R ' S A N D M A S T E R ' S D E G R E E S

Extension credit may be applied to meet graduation requirements or towards a master's degree. University policy provides, however, that not more than one-half of the total credit required for graduation, or 96 quarter-hours, may be obtained in off-campus courses. Sixteen quarter-hours of Extension credit may be applied toward a master's degree.

COURSE NUMBERING SYSTEM

Any 400 level course may be used for either undergraduate or graduate credit. The 500 level courses are open to graduate students only. Only students who have graduate standing or more than 96 hours of undergraduate credit, which is at least junior standing, may register in a 400 level course. Other Extension courses are open to students who are high school graduates or over 21 years of age (students who have been forced to drop school because of low grades are not eligible for Extension work unless permission is obtained from the proper campus academic dean). Those starting to work toward the master's degree must come to the Office of the Graduate School before the end of their first course and have an adviser assigned who will help plan the rest of their graduate program.

SCHEDULING EXTENSION CLASSES

Extension courses will be scheduled under the following three conditions: (1) Where it is apparent that there is a need present and adequate enrollments to justify scheduling the class; (2) When it is possible to obtain a faculty member to teach the class; and (3) When adequate laboratory and library facilities are available.

POLICIES AND PROCEDURES OF THE EDUCATIONAL CONFERENCE PROGRAM

PURPOSE OF THE PROGRAM

Educational conferences are scheduled when off-campus persons are in need of knowledge which may be obtained from our professional faculty members, from outstanding authorities who may be brought to the campus, or which may evolve as a result of panel and other discussion techniques participated in by those mentioned above as well as others.

ORIGIN OF CONFERENCE

The idea of a conference may originate from one or more persons who are members of one of our academic departments or divisions, from one or more persons with similar interests off-campus, from a member of the University Extension Services, or by a combination of these as well as other persons.

A call to the University Extension Services will set in motion the process which results in a specific conference.

CONFERENCE PLANNING

A conference planning group is usually desirable in order to determine if there is a real need for a conference, to better define this need, and to discuss the best personnel and conference techniques to meet this need.

ASSISTANCE PROVIDED BY THE UNIVERSITY EXTENSION SERVICES

In addition to helping determine and assemble a conference planning group,

to advise this group of conference techniques which will probably be most successful for this particular conference, and to perform other details incidental to planning, many other activities are often carried on by the University Extension Services. Some of these are as follows:

1. Make arrangements for persons to appear on the conference program, including subject matter specialists as well as representatives from the University Administration.
2. Assemble the conference program and have it printed.
3. Determine a mailing list and send invitations to persons on this list.
4. Arrange for publicity about the conference through a number of media.
5. Reserve auditoriums and other meeting rooms.
6. Arrange for coffee hours, luncheons, and banquets.
7. Requisition microphones, movie and slide projectors, and other paraphernalia of this type.
8. Arrange for registering persons attending the conference.
9. Make any special parking arrangements needed.
10. Make arrangements for lodging for conferees.
11. Arrange tours of campus and other facilities.
12. Arrange social hours for spouses of those attending the conference.
13. Meet trains and airplanes where necessary.
14. Type and distribute copies of speeches presented at the conference.
15. Perform a number of other activities often necessary for a particular conference.

C O S T S

A conference registration fee is often assessed to cover some of the conference costs. On some occasions other sources of funds are used to pay for bringing outstanding authorities to the conference and to cover other expenses.

The complete schedule of Extension classes for the Fall of 1966 appears below. In addition to Fall classes, a number of offerings which have already been scheduled for later terms are listed.

Schedule of Classes

2

ANNA

State Hospital

Fall Quarter

Special Education 410a-4, *Problems and Characteristics of the Emotionally Disturbed Child*

First Meeting: Monday, September 26, 4 P.M.

Instructor: Thomas Shea

Winter Quarter

GSB 101a-3, *Man and Culture in Time and Space*

First Meeting: *To be announced*

Instructor: Maynard Samuelson

CARROLLTON

High School

Fall Quarter

Elementary Education-Secondary Education 505-4, *Improvement of Reading Instruction*

First Meeting: Thursday, September 22, 6:30 P.M.

Instructor: William Holder

CENTRALIA

Junior College

Fall Quarter

Educational Administration and Supervision 539-4, *Community Development Through the School*

First Meeting: Thursday, September 22, 6:30 P.M.

Instructor: Edward Sasse

Fall Semester

Home and Family 302-4, *Basics of Family Living*

Marion County
Housing Authority

First Meeting: Tuesday, September 27, 2-5:00 P.M.

Instructor: Mildred Collins

Spring Semester

Instructional Materials 417-4, *Audio-Visual Methods in Education*

First Meeting: Wednesday, February 1, 6:30 P.M.

Instructor: Donald Ingli

Elementary Education 437-4, *Problems in Reading*

First Meeting: *To be announced*

Instructor: *To be announced*

Spring Quarter

Secretarial and Business Education 414a-3, *Organization and Administration of Cooperative Vocational Business Education Programs*

First Meeting: Wednesday, March 22, 6:30 P.M.

Instructor: Harry Bauernfeind

Quarter to be Announced

Secretarial & Business Education 414b-3, *Organization and Administration of Cooperative Vocational Business Education Programs*

EAST ST. LOUIS

Senior High School

Fall Quarter

Engineering 412b-3, *Engineering Practice*

First Meeting: Tuesday, September 27, 6:30 P.M.

Instructor: Eldred Hough

Industrial Education 491b-3, *Principles of Industrial Teaching*

First Meeting: Monday, September 26, 5:30 P.M.

Instructor: Wayne Ramp

Home and Family 302-4, *Basics of Family Living* Samuel Gompers Home

First Meeting: Wednesday, September 21, 1:30-4:30 P.M.

Instructor: Mildred Collins

Winter Quarter

Home and Family 302-4, *Basics of Family Living* (offers resident credit)

First Meeting: *To be announced*

Instructor: *To be announced*

Industrial Education 485-3, *Principles and Philosophy of Industrial, Vocational and Technical Education*

First Meeting: Monday, January 2, 5:30 P.M.

Instructor: *To be announced*

Spring Quarter

Industrial Education 494-3, *Organization and Administration of Industrial Education*

First Meeting: Monday, March 27, 5:30 P.M.

Instructor: *To be announced*

EDWARDSVILLE

Madison County
Farm Bureau Building

Fall Quarter

Home and Family 302-4, *Basics of Family Living (offers resident credit)*

First Meeting: Thursday, September 22, 2-5:00 P.M.

Instructor: Mildred Collins

Winter Quarter

Home and Family 302-4, *Basics of Family Living*

First Meeting: *To be announced*

Instructor: *To be announced*

ELDORADO

High School

Fall Quarter

Industrial Education 494-3, *Organization and Administration of Industrial Education*

First Meeting: Wednesday, September 21, 6:30 P.M.

Instructor: Ralph Gallington

Winter Quarter

Industrial Education 495-3, *Occupational Analysis*

First Meeting: Wednesday, January 4, 5:30 P.M.

Instructor: *To be announced*

Spring Quarter

Industrial Education 491b-3, *Principles of Industrial Teaching*

First Meeting: Wednesday, March 22, 5:30 P.M.

Instructor: *To be announced*

GREENVILLE

High School

Fall Quarter

Elementary Education 542-4, *Language Arts in the Elementary School*

First Meeting: Tuesday, September 27, 6:30 P.M.
Instructor: William Holder

HARDIN

Calhoun High School

Fall Quarter

Elementary Education 415-2-4, *Improvement of Instruction in Arithmetic in the Elementary School*

First Meeting: Wednesday, September 21, 6:30 P.M.
Instructor: Richard Swerdlin

HARRISBURG

Junior College

Winter Quarter

Elementary Education 442-4, *Science for the Elementary Teacher*

First Meeting: Tuesday, January 3, 6:30 P.M.
Instructor: John Newport

Spring Quarter

Educational Administration and Supervision 500-4, *Research Methods*

First Meeting: *To be announced*
Instructor: James H. Hall

JACKSONVILLE

Morgan County
Housing Authority

Fall Semester

Home and Family 302-4, *Basics of Family Living*

First Meeting: Tuesday, September 27, 2-5:00 P.M.
Instructor: *To be announced*

KARNAK

Elementary School

Fall Quarter

Secondary Education 562-4, *The High School Curriculum*

First Meeting: Tuesday, September 27, 6:30 P.M.
Instructor: Nelson Bossing

Elementary Education 543-4, *Teaching the Social Studies in the Elementary School*

First Meeting: Monday, September 26, 6:30 P.M.
Instructor: Victor Randolph

LITCHFIELD

Jr. High School

Fall Quarter

Elementary Education 543-4, *Teaching the Social Studies in the Elementary School*

First Meeting: Wednesday, September 21, 6:30 P.M.

Instructor: Regan Carpenter

MARION

U.S. Penitentiary

Fall Quarter

GSA 101a-3, *Energy & Particles I—Physics*

First Meeting: Tuesday, September 27, 12 Noon

Instructor: Jason Collins

GSB 101a-3, *Man and Culture in Time and Space*

First Meeting: Wednesday, September 21, 6:30 P.M.

Instructor: Maynard Samuelson

GSC 209-3, *Modern Literature—Form & Idea*

First Meeting: Thursday, September 22, 12 noon

Instructor: Charles Helwig

Winter Quarter

TGSA 101b-3, *Introduction to Physical Science*

First Meeting: Tuesday, January 3, 12 noon

Instructor: *To be announced*

GSC 210-3, *Introduction to Fiction*

First Meeting: *To be announced*

Instructor: Charles Helwig

GSD 108a-3, *Fundamentals of Mathematics*

First Meeting: *To be announced*

Instructor: *To be announced*

TGSB 201a-3, *Culture, Society & Behavior*

First Meeting: *To be announced*

Instructor: *To be announced*

Spring Quarter

TGSA 101c-3, *Introduction to Physical Science*

TGSC 203-3, *Drama & the Arts of the Theater*

GSD 108b-3, *Fundamentals of Mathematics*

Summer Quarter

GSD 108c-3, *Fundamentals of Mathematics*

MENARD

State Penitentiary

Fall Quarter

GSB 101b-3, *Survey of Western Tradition*

First Meeting: Monday, September 26, 12 Noon

Instructor: Kenneth Blum

GSC 102-3, *Problems of Moral Decision*

First Meeting: Thursday, September 22, 8 A.M.

Instructor: Keith David

GSD 103-3, *Oral Communication of Ideas*

First Meeting: *To be announced*

Instructor: *To be announced*

GSD 101-3, *English Composition*

First Meeting: Friday, September 23, 12 noon

Instructor: Charles Helwig

Winter Quarter

GSB 211a-3, *Political Economy*

GSB 101c-3, *Survey of Western Tradition*

GSD 108a-3, *Fundamentals of Mathematics*

GSD 102-3, *English Composition*

First Meeting: *To be announced*

Instructor: Charles Helwig

TGSC 202-3, *Introduction to Poetry*

Spring Quarter

GSD 101-3, *English Composition*

TGSD 108b-3, *Fundamentals of Mathematics*

GSB 211b-3, *Political Economy*

GSC 103-3, *World Literature for Composition*

First Meeting: *To be announced*

Instructor: Charles Helwig

TGSC 209-3, *Modern Literature—Form and Idea*

Summer Quarter

GSB 211c-3, *Political Economy*

GSD 108c-3, *Fundamentals of Mathematics*

MT. CARMEL

Wabash Valley College

Fall Quarter

Recreation and Outdoor Education 520-4, *Recreation Program Workshop*

First Meeting: Thursday, September 22, 6:30 P.M.
Instructor: William Ridinger and Staff

Fall Semester

Educational Administration and Supervision 432-4, *Education and Social Forces*

First Meeting: Wednesday, September 21, 6:00 P.M.
Instructor: George Counts

Spring Semester

Educational Administration and Supervision 424-4, *School Administration*

First Meeting: Wednesday, February 1, 6:00 P.M.
Instructor: Dale Kaiser

MT. VERNON

Junior College

Fall Semester

Elementary Education 415-4, *Improvement of Instruction in Arithmetic in the Elementary School*

First Meeting: Monday, September 26, 6:30 P.M.
Instructor: Donald Paige

Spring Quarter

Secondary Education 562-4, *The High School Curriculum*

First Meeting: Tuesday, March 28, 6:30 P.M.
Instructor: Nelson Bossing

MURPHYSBORO

Jackson County
Housing Authority
420 N. 17th Street

Fall Semester

Home and Family 302-4, *Basics of Family Living*

First Meeting: Monday, September 26, 2-5 P.M.
Instructor: Arlene Heisler

Spring Semester

Home and Family 302-4, *Basics of Family Living*

OLNEY

Richland County
Farm Bureau
201 E. Chestnut

Fall Semester

Home and Family 302-4, *Basics of Family Living*

First Meeting: Tuesday, September 27, 2-5 P.M.
Instructor: Joyce Crouse

QUINCY

Fall Semester

Home and Family 302-4, *Basics of Family Living*
First Meeting: Wednesday, September 28, 2-5:00 P.M.
Instructor: *To be announced*

SPARTA

High School

Fall Quarter

Educational Administration and Supervision 500-4, *Research Methods*
First Meeting: Wednesday, September 21, 6:30 P.M.
Instructor: Jacob Bach

Fall Semester

Instructional Materials 417-4, *Audio-Visual Methods in Education*
First Meeting: Wednesday, September 21, 6:30 P.M.
Instructor: Donald Inqli

Spring Semester

Guidance 442-4, *Basic Principles of Guidance*

SPRINGFIELD

Franklin Jr. High School

Fall Quarter

Elementary Education 437-4, *Problems in Reading*
First Meeting: Monday, September 26, 6:30 P.M.
Instructor: Paul Gitchoff
Guidance 541-4, *Occupational Information and Guidance*
First Meeting: Tuesday, September 27, 6:30 P.M.
Instructor: Halice Wiggs

Fall Semester

Home and Family 302-4, *Basics of Family Living*
First Meeting: Thursday, September 22, 2-5:00 P.M.
Instructor: *To be announced*

VALMEYER

High School

Fall Quarter

Instructional Materials 417-4, *Audio-Visual Methods in Education*

First Meeting: Monday, September 26, 6:30 P.M.

Instructor: Olin Hileman

VANDALIA

High School

Fall Quarter

Educational Administration and Supervision 525-4, *Personnel Administration*

First Meeting: Wednesday, September 21, 6:30 P.M.

Instructor: Nels H. Havens

VIENNA

State Penitentiary

Fall Quarter

GSC 102-3, *Problems of Moral Decision*

First Meeting: *To be announced*

Instructor: Keith David

Johnson County
Housing Authority

Fall Semester

Home and Family 302-4, *Basics of Family Living*

First Meeting: Thursday, September 22, 2-5 P.M.

Instructor: Leone Maurer

Spring Semester

Home and Family 302-4, *Basics of Family Living*

WEST FRANKFORT

Franklin County
Housing Authority

Fall Semester

Home and Family 302-4, *Basics of Family Living*

First Meeting: Wednesday, September 21, 2-5 P.M.

Instructor: Leone Maurer

Spring Semester

Home and Family 302-4, *Basics of Family Living*

3

Course Descriptions

EDUCATIONAL ADMINISTRATION AND SUPERVISION

424-4 School Administration. Designed primarily for those who look forward to positions as supervisors, principals, or superintendents. C

432-4 Education and Social Forces. Analysis and classification of propaganda. Designed to show how public opinion is formed by a use of current materials from the different channels of communication. Differences between propaganda and indoctrination.

500-4 Research Methods.

525-4 Personnel Administration. E

539-4 Community Development Through the School. C

ELEMENTARY EDUCATION

415-2 to 4 Improvement of Instruction in Arithmetic in the Elementary School. Items to be taught, the grade placement of content, newer instructional practices and materials of instruction, and means of evaluating achievement.

437-4 Problems in Reading. Practices and trends in the teaching of reading; materials of instruction in reading, particularly remedial materials; techniques and materials for prevention of reading difficulties; diagnosis and remediation of reading difficulties.

442-4 Science for the Elementary Teacher. Study of content and methods of elementary school science.

505-4 Improvement of Reading Instruction. First course in the reading sequence, survey of reading problems, aspects of the reading process, modern practices in teaching reading.

542-3 to 4 Language Arts in the Elementary School. The practical bearing of investigation and theory on the improvement of current practices in the teaching of the language arts, other than reading. Attention given to evaluation of teaching materials in these areas.

543-4 Teaching the Social Studies in the Elementary School. Organization of material for teaching purposes, techniques of classroom presentation, bibliographies or materials, use of audio and visual aids to instruction, and techniques for evaluating student progress. Readings, lectures, and discussions related to required teaching experience. No credit for students who have had 544.

ENGINEERING

412b-3 Engineering Practice. The law of contracts with enough emphasis on legal procedure to enable students to understand decided cases. The study of the legal material will be followed by practice in applying some of the principles. C

GENERAL STUDIES

GSA 101a-3 Energy & Particles I—Physics. The basic physical and chemical principles necessary to understand energy, and the properties and behavior of matter.

GSA 101b-3 Introduction to Physical Science. The basic physical and chemical principles necessary to understand energy, and the properties and behavior of matter.

GSA 101c-3 Introduction to Physical Science. The basic physical and chemical principles necessary to understand energy, and the properties and behavior of matter.

GSB 101a-3 Man and Culture in Time and Space. A general survey of the geographic setting in which Western civilization developed. Physical, economic, and historical geography of past and present Europe.

GSB 101b-3 Survey of Western Tradition. A general survey of the political, economic, social, and intellectual development of Western Europe from the Middle Ages through the French Revolution.

GSB 101c-3 Survey of Western Tradition. A general survey of the political, economic, social, and intellectual development of Western Europe since the French Revolution.

GSB 201-3 Culture, Society, and Behavior. An examination of the anthropological, sociological, and psychological contributions to the understanding of human behavior.

GSB 211-9 (3,3,3) Political Economy. The functioning of the economy, the theory, organization, and operation of government, and the making of public policy in the economic sphere.

GSC 102-3 Problems of Moral Decision. An introduction to contemporary and perennial problems of personal and social morality, and to methods proposed for their resolution by great thinkers of past and present. C

GSC 103-3 World Literature for Composition. Reading in English, literary masterpieces of the Western world, to increase the student's competence in reading imaginative literature, to acquaint him with the great ideas and values of the best literature, and to train him to deal with literary materials in his writing. C

GSC 202-3 Introduction to Poetry. A variety of poems, from the simpler to the more complex, are read and discussed. Emphasis is upon enjoyment and upon heightened insight into human experience. Devices of artistic form, such as imagery and meter, are discussed as they are involved with the substance they express, human actions, feelings, and attitudes, including the poet's satisfaction in giving artistic form to his material. C

GSC 203-3 Drama and the Arts of the Theater. The study of drama as a literary type; the relationship with the theater audience, the role of the theater in Western culture and its relation to other creative arts.

GSC 209-3 Modern Literature: Form and Idea. Designed to give the student an interest in and an understanding of the forms, themes, and values of modern American, British, and Continental literature. C

GSC 210-3 Introduction to Fiction. A study of the chief techniques of fiction and of some of the acceptable criteria for judging fiction. Readings in some of the masterpieces among American and European short story and novel writers. C

GSD 101, 102-6 (3,3) English Composition. Basic rhetorical principles in expository writing. C

GSD 103-3 Oral Communication of Ideas. The basic principles and techniques of oral communication as applied to everyday speech activities.

GSD 108-9 (3,3,3) Fundamentals of Mathematics. An introduction to mathematical concepts and reasoning presented at a level appropriate for university students who have had high school courses in intermediate algebra and plane geometry. Topics include the number system, college algebra, analytic geometry, probability and statistics. C

GUIDANCE AND EDUCATIONAL PSYCHOLOGY

442-4 Basic Principles of Guidance. Introductory course on student personnel services. Survey of philosophy, principles, and organization of guidance services. C

541-4 Occupational Information and Guidance. Designed for school counselors, in-

dustrial supervisors, and teachers to give an orientation to and experience with occupational information and vocational adjustment. Prerequisite: 422.

HOME AND FAMILY

302-4 Basics of Family Living.

C

INDUSTRIAL EDUCATION

485-3 **Principles and Philosophy of Industrial, Vocational, and Technical Education.** An understanding of the nature and purpose of practical arts, vocational and technical education, their relationships and differences, and the place of each in preparing people for the world of work. C

491b-3 **Principles of Industrial Teaching.** Emphasis on methods of teaching trade subjects. C

494-3 **Organization and Administration of Industrial Education.** Principles and policies governing the administration of industrial education programs in elementary, junior, senior high schools; relation of federal and state supervision of industrial education to local administration. C

495-3 **Occupational Analysis.** Involves the fundamental steps for analyzing trades and other occupations with some thought toward establishing appropriate units of instruction for the apprentice or student. Jobs, operations, and essential related information are analyzed. C

INSTRUCTIONAL MATERIALS

417-4 **Audio-Visual Methods in Education.** Selection and utilization of instructional materials in the learning environment, elementary through adult levels. Audio and visual materials and procedures are emphasized with some attention given to bibliographies and reference books for teachers.

RECREATION AND OUTDOOR EDUCATION

520-4 Recreation Program Workshop.

C

SECONDARY EDUCATION

562-4 The High School Curriculum.

SECRETARIAL AND BUSINESS EDUCATION

414-6 (3,3) **Organization and Administration of Cooperative Vocational Business Education Programs.** Designed to prepare teachers and coordinators of in-school and cooperative vocational business education programs in accordance with the requirements of the Illinois State Plan for Administration of Vocational Education. Philosophy and objectives of cooperative vocational programs, methods of selecting students and work stations, placing and supervising students on part-time jobs, preparation of instructional materials, job analyses, conducting related information courses, evaluating workers and work stations, advisory committees, public relations aspects of cooperative programs. E

SPECIAL EDUCATION

410a-4 **Problems and Characteristics of the Emotionally Disturbed Child.** Diagnosis, screening, classroom management, placement consideration, goals and effective use of ancillary services. Emphasis on the understanding of maladaptive behavior through principles of learning and behavior dynamics. E



SOUTHERN ILLINOIS UNIVERSITY FOUNDATION

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