

**Junior College District  
Of  
East Central Missouri**



**BULLETIN For 1969-70**

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# Course Descriptions

## Art

- Art 101 Introduction to Art ..... 3 hours  
Prerequisite: None  
An introduction to the subject and field of art, to the basic visual elements, and to the processes of perception and organization.
- Art 102 Appreciation of Art ..... 2 hours  
Prerequisite: None  
An introduction to masterpieces of art, emphasizing awareness of form, content, purpose, and techniques as the key to appreciation.
- Art 103 Drawing 1 ..... 3 hours  
Prerequisite: None  
An introduction to drawing the figure, still life, and landscape in various line and value media, designed to teach the student to see, model, and express form and space.
- Art 104 Drawing II ..... 3 hours  
Prerequisite: Art 103  
Advanced problems in drawing.
- Art 105 Painting 1 ..... 3 hours  
Prerequisite: One previous studio course.  
An introduction to painting the figure, still life, and landscape in oil, with emphasis

placed on learning to control the medium to create convincing images.

Art 106 Painting II..... 3 hours  
Prerequisite: Art 105  
Advanced problems in painting.

Art 107 Crafts and Design..... 2 hours  
Prerequisite: None  
An introduction to various craft techniques with emphasis on design and individual creativity. This course is especially recommended for pre-education majors.

Art 108 Color and Composition..... 3 hours  
Prerequisite: None  
An introduction to the phenomena and composition of color, designed to teach the student to use various color media expressively and purposefully.

Art 109 Advertising Design..... 3 hours  
Prerequisite: One previous studio course  
An introduction to art as related to the field of advertising, dealing with the use of layout, lettering, and imagery for persuasive communication.

## ***Biological Science***

Biol 100 General Biology..... 5 hours  
Prerequisite: None  
An introductory course involving fundamental biological principles of both plant and animal life. It is designed to be used as a

general education requirement. Not open to students with credit in botany or zoology or students expecting to major in the biological sciences. Four hours lecture and two hours laboratory per week.

Bot 101 General Botany ..... 5 hours

Prerequisite: None

An introduction to the plant kingdom, structure, physiology, life histories, economic importances, and the evolution of plants. Laboratory will include dissection and observation to verify and enhance classroom lecture and recitation. Three one-hour lecture recitation periods and two two-hour laboratory periods a week.

Zoo 101 General Zoology ..... 5 hours

Prerequisite: None

A survey of the animal kingdom, animal structure, life processes, development, ecology, and the evolution of animals. Laboratory will include structure and taxonomic relationships as shown by dissection of representatives of the various animal groups. Three one-hour lecture recitation periods and two two-hour laboratory periods a week.

Hygiene 101 Personal and Community

Hygiene ..... 2 hours

Prerequisite: None

A general course designed to develop proper attitudes and practices which will contribute to the fine art of living. Health problems which require community action are given consideration. It aims to give an appreciation for the benefits derived from good physical fitness and personal appearance.

## *Business*

Bus 100 Introduction to Business ..... 3 hours

Prerequisite: None

A survey course, designed to give the student a general knowledge of the modern business world, a better basis for choosing his specialty, and information not covered in more concentrated business offerings.

Bus 101 Office Machines ..... 2 hours

Prerequisite: None

This course is designed to give basic training in the operation and use of office calculating and adding machines. It will also acquaint the student with the terminology and mechanization of machine computation in problem solving and in numerical concepts.

Bus 102 Elementary Typewriting ..... 2 hours

Prerequisite: None

Techniques in touch typewriting; development of basic skill and speed; form, style, and arrangement of typewritten material.

Bus 103 Intermediate Typewriting ..... 2 hours

Prerequisite: Business 102 or speed of at least 40 wpm for five minutes with a maximum of five errors.

Further development of typewriting skills with special attention given to speed building and control. Continued instruction in letter styles, tabulations, reports, and forms.

- Bus 104    Advanced Typewriting ..... 2 hours  
           Prerequisite: Business 103  
           An intensive continuation of Business 103  
           with development of higher speed and accu-  
           racy in all forms of typewritten work.
  
- Bus 105    Elementary Shorthand ..... 3 hours  
           Prerequisite: Business 103  
           A study of the principles of Gregg short-  
           hand theory and the taking of shorthand dic-  
           tation at moderate rates.
  
- Bus 106    Intermediate Shorthand ..... 3 hours  
           Prerequisite: Business 105 and Business  
           103. Development of speed and accuracy in  
           writing shorthand from dictation and further  
           development of ability to transcribe.
  
- Bus 107    Advanced Shorthand ..... 3 hours  
           Prerequisite: Business 104 and 106  
           Emphasis on ability to take dictation and  
           transcribe 'mailable copy in conformity with  
           occupational standards.
  
- Bus 201    Accounting 1 ..... 3 hours  
           Prerequisite: None  
           Basic principles and procedures of bus-  
           ness accounting, including debits and cre-  
           dits, journals and ledgers, the balance sheet  
           and income statements.
  
- Bus 202    Accounting II ..... 3 hours  
           Prerequisite: Business 201  
           A continuation of Accounting 1, including

depreciation, taxation and problems of the partnerships and corporations.

Bus 203 Business Communications ..... 3 hours  
Prerequisite: None

A course which will give the student a meaningful educational experience in communications skills. A comprehensive review and intensive drill in the fundamentals of English grammar, diction, punctuation, and paragraph construction.

Bus 204 Secretarial Practice ..... 3 hours  
Prerequisite: Business 107 or equivalent  
Difficult reading and dictation matter; study of nature of secretarial work.

Bus 205 Office Procedures ..... 3 hours  
Prerequisite: None  
Business information and skills applicable to the secretarial or clerical profession with emphasis on the following areas: mailing, filing, communications, reports, office equipment and supplies, machine transcription, travel, and job information and applications.

## Chemistry

Chem 100 Introductory Chemistry ..... 5 hours  
Prerequisite: None

A basic introduction to the elemental levels of inorganic, organic, physical, and analytical chemistry. This course does not satisfy the prerequisites for any chemistry course

except Chemistry 101. Three periods of lecture and two two-hour laboratories each week.

Chem 101 General Chemistry I ..... 5 hours

Prerequisite: Either 1 1/2 units of high school algebra or Chemistry 100 with a grade of C or better.

Course covers the basic principles of inorganic, physical, analytical, and organic chemistry with fundamental laws and their applications in practical computations. Three periods of lecture and two two-hour laboratory sessions each week.

Chem 102 General Chemistry II ..... 3 hours

Prerequisite: Chemistry 101 with a grade of C or better

A continuation of Chemistry 101, dealing with descriptive chemistry, introduction and application of mass laws, equilibrium, and the ionic theory. Three periods of lecture per week.

Chem 103 Qualitative Analysis ..... 2 hours

Prerequisite: Chem 102 or taken concurrently

Qualitative separation and detection of various cations and anions. Four hours of laboratory per week.

## *Drafting and Design Technology*

Draft 101 Engineering Drawing ..... 3 hours

Prerequisite: None

Instruction in this course is designed as the foundation for all engineering and technical design courses. Topics covered include:



equipment and supplies; applied geometry; lettering; multi-view drawing and sketching; pictorial drawing and sketching; auxiliary views; sections and conventional practices; dimensioning and notations; and screw threads and fasteners.

Draft 102 Descriptive Geometry ..... 3 hours  
Prerequisite: Drafting 101

A study of the graphic analysis and solution of typical three-dimensional space problems through the application of the principles of multi-view projections. Fundamental problems are related to points, lines, planes, intersections and developments of plane and curved surfaces, revolutions, and vector geometry.

Draft 103 Technical Drawing ..... 3 hours  
Prerequisite: Drafting 101

This course provides an introduction to specialized areas of drafting. Topics covered include: architectural drawing; structural drawing; electrical drawing; pipe drawing and welding drawing.

Draft 104 Machine Drawing ..... 3 hours  
Prerequisite: Drafting 101

Problems involved in making drawings for casting, forging, machining and forming processes will be studied. Also, the methods of making working and assembly drawings will be included providing depth in the area of machine drawing.

Draft 105 Principles of Metallurgy ..... 3 hours  
Prerequisite: Physical Science 100

Physical aspects of both ferrous and non-ferrous metals are studied in this course. Basic metallurgy as it applied to the atomic and crystalline structure, constitution diagrams, physical properties, heat treatment and corrosion is covered. Laboratory work includes the microscopic study of metallic specimens for identification and analyzation.

Draft 106 Basic Electricity  
and Electronics ..... 3 hours

Prerequisite: None

Fundamentals of AC and DC circuits and their application to power transmission and control is presented. Emphasis is placed on the selection and application of power transmission components and control systems.

Draft 201 Graphic Kinematics .....3 hours  
Prerequisite: Drafting 102

A graphic study of motion without regard to forces causing that motion. Covered are displacement, velocity and acceleration of linkages and cams. These mechanisms are treated in the strictest geometric form, therefore, making graphic solutions fast and practical. Mathematical solutions are kept to a minimum, but are used when graphics become too involved or confusing.

Draft 202 Machine Design ..... 3 hours  
Prerequisite: Sophomore Standing

This course is designed to bring together in practical applications the skill and knowledge developed in courses covering mechanics and drafting. Instruction provided will per-

mit logical organization of facts for economical solution of machine design problems. Standardization, use of stock parts, and using manufacturers' catalogs is emphasized.

Draft 203 Tool and Die Design ..... 3 hours

Prerequisite: Drafting 105

Lectures, classroom discussions and actual drawing board work are combined to give the student knowledge necessary to design the less complicated tools used in modern manufacturing. The work consists of laying out simple jigs, fixtures, cutting tools, gages, and dies. Mass production methods are discussed so that this knowledge may be applied in the practical work of tool designing.

Draft 204 Statics and Strength of Materials.... 3 hours

Prerequisite: Trigonometry 102

A study of stress and strain experienced by machine parts and structural members in service. Includes statics and vector analysis as applied to structures, properties of materials review, beam theory, beam design theory of columns, and formulae. Emphasis is placed on application of theory and problem solving.

Draft 205 Materials and Processes..... 3 hours

Prerequisite: Drafting 105

A survey of engineering materials and the various processes used to shape them is the purpose of this course. Materials studied include: A review of ferrous and non-ferrous metals, plastics, rubbers, and ceramics. Emphasis placed on the advantages and

limitations of the various casting, forging, machining, grinding, forming, molding, welding, heat treating, and powder metallurgy processes used to shape materials. New materials and processes and up-to-date process cost analysis are also studied.

Draft 206 Principles of Fluid Power .....3 hours  
Prerequisite: Science 100

Principles of hydraulics and pneumatics fundamental to fluid power system design and component selection and application are presented. The physical properties of hydraulic fluids, and operational and constructional features of pumps, motors, valves, seals, packing and conductors are covered giving the student an overview of the components in a fluid power system.

## *Economics*

Econ 201 Principles of Economics I .....3 hours  
Prerequisite: None

A basic course of economics, including price theory and national income theory.

Econ 202 Principles of Economics II .....3 hours  
Prerequisite: Economics 201

A continuation of Economics 201, emphasizing the application of economic principles to specific areas, such as agriculture, international trade, labor, business regulation, fiscal policy, and monetary policy.

## Education

- Ed 101 Introduction to Education.....3 hours  
Prerequisite: None  
An introduction to all facets of American education including historical background, its role in today's world, organization and administration, areas of education, personnel in education, provisions for educational materials and environment, and interpretation of education.

## Engineering

- Engr 101 Engineering Drawing..... 3 hours  
Prerequisite: None  
A course in orthographic projections (multiview, sections, auxiliaries), isometric and oblique drawing and simple dimensioning. Emphasis is given to interpretation of drawings, technique of sketching, care and use of drafting instruments, and preparation and interpretation of graphs and charts.
- Engr 102 Slide Rule.....1 hour  
Prerequisite: None  
Course deals with the use and care of the slide rule and involves practical and industrial calculations.
- Engr 103 Descriptive Geometry.....3 hours  
Prerequisite: Engineering 101 or Drafting

- Spe 102 Public Speaking .....3 hours  
 Prerequisite: Speech 101 or one unit of high school public speaking  
 An introduction to the basic elements of public speaking and platform performance. Materials and activities are used to make the course practical.
- Eng 110 Introduction to Literature ..... 3 hours  
 Prerequisite: None  
 An introduction to literature on the collegiate level, emphasizing appreciation but including a study of types of literature.
- Eng 201 Technical Writing ..... 2-3 hours  
 Prerequisite: English Composition 101  
 Introduction to the practical aspects of preparing reports. The emphasis is on the techniques of collecting and presenting scientific data by means of formal and informal reports. Also included are other elements of communication concerning science and industry.

## Geography

- Geog 101 Principles of Geography ..... 3 hours  
 Prerequisite: None  
 A study of the physical elements of the natural environment and the pattern of their distribution over the earth, with emphasis upon the effect of these patterns upon man's health, culture, and economic development in various environmental locations. Designed to acquaint the student with some of the natural causes for cultural conflicts in today's world

and to provide a broader understanding of the opportunities available and the limitations imposed by environmental factors in both developed and underdeveloped areas.

## *History and Political Science*

- Hist 100 American Institutions ..... 3 hours  
Prerequisite: None  
A study of American history, institutions and government. Special consideration will be given to the Constitutions of the United States and Missouri and special historical emphasis will be placed on the twentieth century. Intended primarily for students in career curricula.
- Hist 101 Western Civilization I ..... 3 hours  
Prerequisite: None  
A survey of Ancient Near Eastern Civilization, including Egypt, Mesopotamia and Israel; the classical civilizations of Greece and Rome; Christianity and Medieval Europe; Islam; and the cultural and religious changes of the Renaissance and Reformation. Attention given to political developments, cultural achievements, and literary sources of each area.
- Hist 102 Western Civilization II ..... 3 hours  
Prerequisite: None  
A survey of the cultural, economic, intellectual, political, and social forces which have shaped Western Europe and its areas of influence, since the end of the fifteenth century.

Technology 101

A course covering the fundamental theories of space relations with respect to points, lines, and surfaces, with application to practical industrial problems.

## *English and Speech*

Eng 10    Communications 1 ..... 3 hours  
    . Prerequisite: English 11 must be taken concurrently

A course dealing with the fundamentals of grammar and language usage. This course in composition will partially fulfill the English requirement for the technical education student or may prepare a student to enter English 101.

Eng 11    Reading Laboratory ..... 1 hour  
    Prerequisite: None

A course designed to improve a student's reading efficiency through the use of reading films, timed readings, and vocabulary exercises. This course is required of all students in English 10 and is open to other interested students.

Eng 12    Communications II ..... 3 hours  
    Prerequisite: English 10 and 11

A continued study of communication with an expanded emphasis on grammar, language usage, and writing skill.

Eng 101    English Composition 1 ..... 3 hours



Prerequisite: Demonstrated proficiency on the Missouri English Placement Test

A basic course in expository writing dealing with the fundamentals of English usage, structure and organization of themes.

Eng 101 H English Composition (Honors) . . . . . 3 hours

Prerequisite: Demonstrated high proficiency on the Missouri English Placement Test.

An intensified composition course open to freshmen who qualify as evidenced by their high school ranks and placement test scores. The student who received a grade of A or B will not be required to take English 102 but may take a Literature course to complete his 6 hour English graduation requirement.

Eng 102 English Composition II . . . . . 3 hours

Prerequisite: English 101

A continuation of English Composition I with emphasis on the application of the fundamentals mastered in English 101 and to the writing of a term paper.

Spe 101 Fundamentals of Speech . . . . . 2 hours

Prerequisite: None

A study and practice of basic rudiments of generating, designing, delivering, and evaluating ideas for speech situations facing adults of our society. This beginning course is both for speech majors and others who need an introductory course in speech. Persons with one unit of high school speech may enter Speech 102 directly.

Hist 103 American History I ..... 3 hours  
Prerequisite: None  
A survey of the cultural, economic, institutional, political, and social forces and events which have shaped the United States through the Civil War.

Hist 104 American History II ..... 3 hours  
Prerequisite: None  
A survey of the cultural, economic, institutional, political and social forces and events which have shaped the United States from the Civil War to the present.

Pol S 101 American National Government ..... 3 hours  
Prerequisite: None  
An introduction to the basic principles and structures of American National Government. Emphasis will be placed on constitutional development and interpretation, the place of government in the social process, the nature of political organization, the processes of the machinery of popular control in the exercise of authority and freedom, and the function of the executive, legislative, and judicial branches. Successful completion of Political Science 101 and 102 meets the State of Missouri requirements in American history and institutions and state and national constitutions.

Pol S 102 American State and  
Local Governments ..... 3 hours  
Prerequisite: None  
An introductory survey of state constitutions, legislative, executive and judicial or-

ganization, and powers and principal activities of the states. Emphasis will be upon state-local relations, county-municipal governments, and the growth and problems of metropolitan areas.

## Mathematics

Math 50 Basic Algebra.....No Credit  
Prerequisite: None

A beginning course primarily developmental in nature which will satisfy certain terminal program requirements but is not acceptable as degree or transfer credit. Programmed instruction is employed in this course with two class meetings weekly. This course is open only to those students with less than one year of high school algebra.

Math 60 Technical Mathematics I..... 3 hours  
Prerequisite: None

Treatment of measured data, significant figures, applications in geometry, basic algebra, ratio, proportion and variation.

Math 70 Technical Mathematics II..... 3 hours  
Prerequisite: Mathematics 60

Numerical trigonometry of the right angle, analytic trigonometry, oblique triangles, and application of numerical trigonometry.

Math 100 Business Mathematics..... 3 hours  
Prerequisite: None

Commercial and financial applications of

basic arithmetic and algebraic processes. This course is intended for students in commercial education and distributive education. Does not meet mathematics requirement for Associate of Arts Degree.

Math 101 Intermediate Algebra ..... 3 hours

Prerequisite: None

A preparatory course covering the fundamental principles of algebra designed to prepare the student to take college algebra and in the case of certain degrees to satisfy the mathematics requirement. This course is recommended for those students who have only one year of high school algebra and for those students who have more than one year of high school algebra but score low on the Missouri Placement examination. Topics covered include the following: Sets and Integers, Algebraic Expressions, Simple Equations, Factoring and the Solution of Quadratic Equations, Fractions and the Solution of Fractional Equations, Functional Relationships, Measurement and Logarithms.

Math 102 College Algebra ..... 3 hours

Prerequisite: 1 1/2 years high school algebra and satisfactory score on the Missouri Placement Examination

A course designed to provide the student with a study of algebra from the modern approach. Topics covered include the following: Sets, Numbers as a Logical System, Inequalities, Functions, Polynomials, and Inverse and Logarithmic Functions.

Math 103 Trigonometry ..... 2 hours

Prerequisite: Math 101 or 102

A course designed to provide the student with a study of the trigonometric functions and their applications. Topics covered include the following: Angles, the Trigonometric Functions, Approximate Numbers and Tables of Trigonometric Functions, Application of Right Triangles, Fundamental Identities, Trigonometric Functions of Several Angles, Graphic Representation of the Trigonometric Law of Sines and the Law of Cosines, Law of Tangents, Trigonometric Equations and the Inverse Functions, and Complex Numbers.

Math 104 Analytic Geometry and Calculus ..... 5 hours  
Prerequisite: Math 102 and Math 103

A first course in a sequence of courses including plane analytic geometry, differential calculus, and integral calculus. This series is recommended for majors in engineering, the physical sciences, and mathematics. Topics covered include the following: The Derivative, The Integral, Plane Analytic Geometry, The Trigonometric Functions, and the Logarithmic and Exponential Functions.

Math 105 Modern Mathematics ..... 3 hours  
Prerequisite: None

This course is designed to make students who are potential elementary teachers or general education students familiar with the basic concepts and principles of modern mathematics. Topics are presented in such a manner that they can be mastered by anyone even though he has not had previous training in modern mathematics. Topics covered include the following: Sets and

Numeration Systems, The Base Seven Numeration System, Duodecimal and Binary Number Systems, More on Sets, Venn Diagrams, The Number Line, Our Numeration System, Properties and Laws, Equations and Inequalities, Graphing of Solution Sets on the Number Line, Ordered Pairs and the Cartesian System, and Equations and Inequations in Two Variables.

## Music

- Mus 100 Fundamentals of Music ..... 3 hours  
Prerequisite: None  
A basic study of music, including notation, scales, intervals, chords, and rhythms, intended for the elementary education major and those not majoring in music.
- Mus 101 Music Appreciation ..... 3 hours  
Prerequisite: None  
A survey of the development of music, intended to provide a background for the understanding and appreciation of music.
- Mus 102 Music Theory I ..... 4 hours  
Prerequisite: None  
A beginning course in music theory, study of intervals, triads, four-part diatonic harmony, connection of triads and their inversions. Sight singing, dictation and elements of music; aural recognition of all diatonic intervals, melodic phrases and rhythms.
- Mus 103 Music Theory II ..... 4 hours  
Prerequisite: Music 102

A second course in music theory, continuing the subject matter of Music 102 and extending into areas of seventh chords and non-harmonic tones. A continuation of sight singing, dictation, ear training and keyboard harmony.

Mus 110, 111, 210, 211  
Vocal Ensembles ..... 1 hour  
Prerequisite: None

Open to all students interested in singing in the college chorus or college choir. Credit will be given for participation each semester in accordance with the course numbering shown.

Mus 115, 116, 215, 216  
Instrumental Ensembles ..... 1 hour  
Prerequisite: None

Open to all students interested in participation in instrumental ensembles. Credit will be given in accordance with the numbering shown for participation in successive semesters.

Mus 117 A, B - 218 A, B  
Applied Music ..... 2 hours  
Prerequisite: None

Applied music is offered in the following areas: Piano, Voice and Brass and Woodwind instruments.

## *Physical Education*

PE 101-102 Physical Education for  
Men 1 and 11 ..... 1-1 hours

Prerequisite: None  
Participation in various games and sports.  
Course is required of all freshman men.

PE 105-106 Physical Education for  
Women I and II ..... 1-1 hours  
Prerequisite: None  
Participation in various games and sports...  
Course is required of all freshmen women.

PE 110 Introduction to  
Physical Education ..... 2 hours  
Prerequisite: None  
A consideration of the principles of health  
and basic theories of physical education.  
Course is designed for physical education  
majors.

PE 111 Community Recreation ..... 2 hours  
Prerequisite: None  
Study and practice of adults sports adapt-  
able to junior and senior high school facil-  
ities and to recreational centers.

## Physics

Phys 100 Physical Science ..... 5 hours  
Prerequisite: One year of high school  
algebra or Math 101  
A demonstration, lecture, reading course  
in physical science designed for students who  
do not expect to take the traditional courses  
in laboratory science. This course covers  
some of the fundamental concepts from the



areas of physics, chemistry, and geology. does not count toward a major or minor in any of the fields of science.

## Psychology

Psyc 101 General Psychology .....3 hours  
Prerequisite: None

A survey of theories and facts dealing with various aspects of human behavior, such as development, perception, motivation and emotion, learning, and personal adjustment.

Psyc 201 Educational Psychology ..... 3 hours  
Prerequisite: Psychology 101 and sophomore standing or permission of the instructor

The application of theories and facts concerning human behavior in such areas as motivation, learning, and social development, to the educational process.

## Retail Mid-Management

Retail 101 Principles of Marketing..... 3 hours  
Prerequisite: None

A study of the flow of goods and services through the various marketing channels, types of middlemen and their functions, and costs of distribution.

Retail 102 Salesmanship ..... 3 hours  
Prerequisite: None

A study of proper sales techniques for presenting merchandise to the consumer, for

making the sale, methods of organization, training, and management of the sales force.

Retail 103 Advertising ..... 3 hours

Prerequisite: None

A course in selecting, mixing, and utilizing the advertising media and in the techniques of layout construction, copy writing, and in evaluating the results.

Retail 104 Financial Procedures ..... 3 hours

Prerequisite: None

The financial structure of business organization, capital structure, methods of raising capital, and the problems of credit and collection.

Retail 201 Display ..... 2 hours

Prerequisite: None

A study of the types and the role of visual merchandising in the retail store including creation, color and principles of design.

Retail 202 Retailing ..... 3 hours

Prerequisite: None

General principles of retail store operations including organization, location, layout, buying, pricing, personnel problems, and inventory control.

Retail 203 Personnel Management ..... 3 hours

Prerequisite: None

An evaluation and comparison of private and public personnel practices and techniques of recruiting, selecting, transferring, promotion, classifying, and training workers.

Retail 204 Internship ..... 3 hours

Prerequisite: None

This phase of the student's mid-management training will include actual work experience in a retail business with weekly discussions of the problems involved in applying classroom principles to the job.

## Sociology

Soc 100 Human Relations ..... 3 hours

Prerequisite: None

This course is designed as an introduction to the basic principles of sociology, general psychology, and industrial psychology. Major emphasis is placed on such topics as the origin and development of the social body, group behavior, and the problems attendant to leadership and cooperation. Designed to develop a thorough understanding of good human relationships in the industrial complex. The course also proposed to aid in the formation of sound citizenship.

Soc 101 General Sociology ..... 3 hours

Prerequisite: None

An introductory course in the field of sociology with special emphasis on the scientific study of the social relations, social organizations, social institutions and social dynamics as related to human behavior.

Soc 102 American Social Problems ..... 3 hours

Prerequisite: Sociology 101

A study of select social problems, including consideration of proposed lines of ac-

tion in dealing with them. Problem areas include population, the affluent society, poverty, urban renewal, delinquency and crime, automation, the aging, ethnic and racial relations, and the role of the United States in relationship to the underdeveloped areas of the world.

## *Spanish*

Span 101 Elementary Spanish .....5 hours

Prerequisite: None. Students with two units of high school Spanish may take Spanish 101 for 3 hours credit

Presentation of basic written and oral aspects of Spanish. Additional practice in aural comprehension through use of the language laboratory.

Span 102 Intermediate Spanish ..... 5 hours

Prerequisite: Spanish 101 or two units of high school Spanish. Students with three units of high school Spanish may take Spanish 102 for 3 hours credit

Review of basic grammar, with increased practice in conversation, reading, and composition. Additional practice in aural comprehension through use of the language laboratory.

Span 103 Spanish Reading ..... 3 hours

Prerequisite: Spanish 102 or the equivalent.

Reading skill cultivated with an introduction to Spanish Literature.

Span 104 Spanish Composition .....2 hours  
Prerequisite: Spanish 102 or the equivalent.

A review of Spanish grammar with practice in composition.

Span 105 Spanish Conversation .....3 hours  
Prerequisite: Spanish 102 or the equivalent.

Practice in conversation with emphasis on perfecting pronunciation.

