RIVERSIDE COLLEGE

a public junior college

RIVERSIDE, CALIFORNIA

56-57
GOVERNING BOARD

Riverside College, a two year institution, is the highest educational unit of the Riverside City School System. Its governing board consists of the following members:

LEWIS P. ALABASTER
President
Mrs. Willard G. Babcock, Clerk
George C. Pooley, Jr., Vice-President
Mrs. E. M. Bonnett, Jr.
Richard B. Hampson, Jr.

BRUCE MILLER
Superintendent of Schools

Carl C. Cress
Assistant Superintendent

Harry K. Young
Business Assistant

ADMINISTRATIVE STAFF OF RIVERSIDE COLLEGE

Orland W. Noble .................................................. President
Mrs. Alice E. Breault ............................................ Secretary to President
Earl A. McDermont .............................................. Vice-President, Registrar
Miss Alice Smith ................................................ Recorder and Secretary to Registrar
Miss Frances M. Fraser ......................................... Dean of Women
Mrs. Marjorie Rosenberg .................................... Attendance Clerk, Secretary to Dean of Women
Ralph H. Bradshaw ............................................. Dean of Men
Mrs. Lois Erwin ................................................. Secretary to Dean of Men
John C. Ohmen .................................................. Dean of Extended Day
Miss Ida Walther .............................................. Secretary to Dean of Extended Day
Ernest W. Toy, Jr. ............................................... Librarian

RIVERSIDE, CALIFORNIA
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Riverside Community College
Library
4800 Magnolia Avenue
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OBJECTIVES

1. The junior college is committed to the democratic way of life.

2. The junior college recognizes the individual man, under God, as the highest value of the world and universe.

3. The junior college is committed to the policy of granting to the individual man the maximum amount of freedom, personal initiative and adventure consistent with equal opportunities on the part of his fellows.

4. The junior college is committed to the policy of providing for all the children of all the people, and for all the people too, post high-school education which will meet their needs.

PURPOSES

1. Occupational Education
   Complete training should be given to those students who will finish their period of formal education in the junior college. This training should be designed to achieve occupational competence and to give opportunities to achieve civic competence and personal adequacy of living.

2. General Education
   Every junior college student should be given that training which will prepare him to function effectively as a member of his family, his community, his state, his nation, and his world.

3. College Education (lower division)
   Each junior college should provide lower division or the first two years of college work for those students who plan transfer to a four-year college or university after completing two years in junior college. This training should be broad enough to include the lower division requirements in the liberal arts and in scientific, engineering, and other professional fields.

4. Guidance
   It is the specific responsibility of every junior college to assist its students to “find themselves.” A program of training and guidance should be provided so that every student may discover his aptitudes, choose a life work, and prepare for the successful pursuit of such work.

5. Community Service
   Every junior college should cooperate with other public educational institutions in providing instruction to meet the needs of all people living in the community. The program of training should include occupational and general education.
## College Calendar

### 1956 - 1957

#### June 18 - July 27
- Summer Session

#### April 28 - Sept. 5
- Administration of Tests for New Students

- See Schedule Page 16

#### August 1 - Sept. 10
- Registration for First Semester

#### Sept. 11
- Instruction Begins

#### Sept. 12
- Fall Convocation - 11:00 a.m.

#### Nov. 8
- Last Day to Drop Courses without Penalty

#### Mid-term Grade Reports to Students

#### Nov. 9
- B.I.E. Day - School Holiday

#### Nov. 11
- Veterans Day

#### Nov. 22
- Thanksgiving Day - Legal Holiday

#### Nov. 23
- School Holiday

#### Dec. 19 to Jan. 1
- Christmas Recess

#### Jan. 17 to Jan. 24
- Final Examinations

#### Jan. 2 to Jan. 25
- Registration for Second Semester

#### Jan. 25
- End of First Semester

#### Jan. 28
- Second Semester Begins

#### Feb. 12
- Lincoln's Birthday - Legal Holiday

#### Feb. 22
- Washington's Birthday - Legal Holiday

#### March 29
- Final Day to Drop Classes without Penalty

#### Mid-term Grade Reports to Students

#### April 1 to April 5
- Spring Recess

#### May 30
- Memorial Day - Legal Holiday

#### June 4 to June 11
- Final Examinations

#### June 12
- Extended Day Classes Close

### Extended Day Program

#### 1956
- Sept. 11
  - Instruction Begins

#### Nov. 11
- Veterans Day

#### Nov. 22
- Thanksgiving Day - Legal Holiday

#### Nov. 23
- School Holiday

#### Dec. 19 to Jan. 1
- Christmas Recess

#### 1957
- Jan. 25
  - First Semester Ends

#### Jan. 28
- Second Semester Begins

#### Feb. 12
- Lincoln's Birthday - Legal Holiday

#### Feb. 22
- Washington's Birthday - Legal Holiday

#### April 1 to April 5
- Spring Recess

#### May 30
- Memorial Day - Legal Holiday

#### June 7
- Extended Day Classes Close
RIVERSIDE COLLEGE – RIVERSIDE, CALIFORNIA
3608 Terracina Drive – Telephone OV 4-3240

DIRECTORY

NORTH SIDE OF QUADRANGLE:
West of Terracina archway
Administration Offices
President
Registrar
Dean of Women
Secretary to the President
Recorder
Veterans Information
Auditorium

East of Terracina archway
Guidance and Counseling Offices
Dean of Men
Guidance Office
Library
Office—Librarian, Assistant Librarian
Reference and reading room

SOUTH SIDE OF QUADRANGLE:
Home Economics Department
Commercial Department
Music Department
Bookstore
Cafeteria
Student Lounge
Director of Student Business

EAST SIDE OF QUADRANGLE:
Office of Adult Division—Room 500
Dean of Extended Day
Women's Lounge

WEST SIDE OF QUADRANGLE:
Art Department
Auditorium stage
Cosmetology Department

Auto Mechanics Shop – Terracina Drive at Saunders Street
Electronics Shop – Terracina Drive at Saunders Street

PHYSICAL EDUCATION BUILDING: Saunders Street
Director of Physical Education
Coaches’ Offices

DEPARTMENTS OF INSTRUCTION

Rooms are numbered consecutively beginning at the archway turning east.

FIRST LEVEL
Geological Sciences 20, 25
Physics, Photographic Laboratory 23, 24
Art 31
Journalism, Student Publications 28
Audio-Visual 29
Cafeteria
Faculty Lounge
Student Lounge
Bookstore
Nursing

SECOND LEVEL
Student Body Office 114
Architecture 107
French, German 102
Physics, Engineering, Mathematics 103 - 108
Physiology 111
Spanish 101
Commerce 116 - 119
Botany 109
Bacteriology 111
English 112 - 115
Speech: Public Speaking, Dramatic Arts 112

THIRD LEVEL
Chemistry 201 - 205
Zoology, Biology 206 - 207
History, Sociology 208 - 211
Cosmetology 120 - 220
Household Arts and Science 212 - 214
Music 215 - 216
Psychology 210
ADMISSION TO THE COLLEGE

Admission to the College in first-year standing may be granted to the applicant who is a certified graduate of a high school.

Admission requirements include: (1) written application on the form provided by the College; (2) complete official transcript of the applicant's high school record, including honorable dismissal from the school last attended.

The application for admission may be submitted either in person or by mail. The transcript of record is sent to the Registrar, on request of the applicant, by the principal of the high school from which transfer is made. If so desired, both application and transcript may be sent by the principal. To afford ample time for evaluation of credits and to insure against delay at time of registration, all credentials should be filed as soon as possible after graduation.

AUGUST 15 FOR THE FALL SEMESTER AND JANUARY 15 FOR THE SPRING SEMESTER ARE THE LAST DATES FOR THE RECEIPT OF CREDENTIALS WITHOUT INCURRING PENALTIES FOR LATE FILING OF APPLICATIONS AND TRANSCRIPTS.

In Advanced Standing

Admission in advanced standing may be granted to the student transferring from an institution of collegiate rank. Written application on the form provided and official transcripts of all high school and college work previously undertaken, including honorable dismissal from the institution last attended, are required.

Special Students

Riverside College accepts special students under two classifications: (1) An individual who is not a graduate of high school but is 18 years of age may enroll in the College. (2) An individual who wishes to enroll for 8 units or less.

Auditors

By special permission, students may attend as auditors, certain lecture or recitation classes in which they are not actively enrolled. Admission cards may be obtained at the Registrar's Office.

Auditors do not participate in class recitations or discussions; they do not submit material of any kind for reviews; they do not have laboratory privileges, nor do they receive any academic credit for the courses which they attend.
be on duty at the College or in the high schools to assist students in com-
tests referred to above. During designated periods in May counselors will
examination for new students. Each new student is assigned to a course in
ption is recommended as a means of getting a complete selection of courses.
transfer to a four year college, are urged to take advantage of this service
pleting the details of registration. Counselors will also be available during
January 31 (Tuesday) -

The above tests are repeated every Tuesday at 9:00 a.m., July 31 through Sept. 4

September 13 (Thursday) - 3:00 p.m. A.C.E. Test
September 14 (Friday) - 3:00 p.m. Arithmetic Qualifying Test
November 14 (Wednesday) - 3:00 p.m. A.C.E. Test
November 28 (Wednesday) - 3:00 p.m. English Qualifying, Arithmetic
Qualifying
December 12 (Wednesday) - 3:00 p.m. A.C.E. Test

1957
January 2 (Wednesday) - 3:00 p.m. A.C.E. Test, English Qualifying,
Arithmetic Qualifying
January 9 (Wednesday) - 3:00 p.m. A.C.E. Test
January 16 (Wednesday) - 3:00 p.m. A.C.E. Test, English Qualifying,
Test, Arithmetic Qualifying Test
January 24 (Thursday) - 9:00 a.m. A.C.E. Test
11:00 a.m. Arithmetic Qualifying Test
1:00 p.m. English Qualifying Test
3:00 p.m. A.C.E. Test
January 30 (Wednesday) - 3:00 p.m. Arithmetic Qualifying Test
January 31 (Thursday) - 3:00 p.m. English Qualifying Test

Final Registration

Students are ready for final registration only after they have filed
official high school transcripts at the College and have taken the required
tests referred to above. During designated periods in May counselors will
be on duty at the College or in the high schools to assist students in com-
pleting the details of registration. Counselors will also be available during
August for final registration. All students, particularly those planning to
transfer to a four year college, are urged to take advantage of this service
by telephoning or writing to the College for an appointment. Early registra-
tion is recommended as a means of getting a complete selection of courses.

For those who do not find it possible to arrange an early enrollment,
the appointed days set by the calendar (Pg. 11) at the beginning of the
college year will be the final opportunity to register for the fall semester.

Registration includes filling out the information forms, the selection of
a program of study, the payment of the student membership, and a physical
examination for new students. Each new student is assigned to a course in
college adjustment (Psychology 50) when his program of study is completed.

The instructor in this course becomes the student’s counselor and will aid
him in selection of study program and give him advice at intervals through-
out the year when social and academic problems arise. The student may
occasionally be called into conference with the counselor, but it is hoped
that the student himself will take the initiative and seek counsel whenever
occasion arises.

The student body card issued to the student serves as a certificate of
membership in the Associated Student Body. It includes a year's subscrip-
tion to the Tiger Times and a copy of the Tequesquite, and the privilege of
admission to all athletic contests of the College, as well as dramatic and
musical presentations.

After the first week of instruction the student must obtain the written
approval of each instructor in whose class he desires to enroll before pro-
ceeding with matriculation. Approval forms may be obtained at the Office.

After the second week of either the Fall or Spring Semester registration
is closed except to those students who transfer directly from other colleges
or universities.

No student will be permitted to enroll for a second semester until all
his records are complete.

Student Program Regulations

Official recognition is given only to those courses which have been
approved by the counselor and Registrar and duly entered upon the program
card.

All students should attempt to arrange their programs, so far as possi-
ble, for a full year.

Physical Education is required of all students. Exemption from Physical
Education may be granted (1) to the student who is registered for eight, or
fewer, units; (2) to the student who is 25 years of age or over; (3) see Page 65
also.

No one may enroll for more than 18 units (including physical education)
without permission from the Registrar. Students are cautioned against en-
rolling for more work than they can reasonably carry. For those who are in
good health and able to devote the major part of their time to college study,
the normal load is 16 units.

The student who has made an average grade of B for all work under-
taken in any one semester may enroll for 19 units in the following semester.

In the College of Letters and Science at the University of California no
undergraduate student in his first semester of residence may take more than
16 units of work in addition to physical education or military training. Again:
"seventy (sem.) units is the maximum amount of credit which a student may
count toward the bachelor's degree in the University for work completed in
a junior college, regardless of the College or University he wishes to enter."
"If, therefore, the study-list total of any junior college student transferring to
the University exceeds the University study-list maximums for any semester, or the maximum amount of credit allowed for work completed in a two-year college, such excess units will be deducted by the University. Riverside College, however, will recognize for graduation in its own curricula all units which have been approved officially by the Registrar's Office.

When a student is in doubt concerning his eligibility to enroll in any course, he should seek the written approval of the instructor concerned before making out his study-list.

The student who has received a mark of failure or who has attained less than a C average for all courses undertaken is restricted to 16 units (not including physical education or military training).

Courses Open to Transfer Students

Students transferring directly from other collegiate institutions during the year may enroll in such courses in the College as they are qualified to undertake.

Change of Program

Programs may be changed during the first week of a semester by securing written approval of the Registrar, the student's counselor, and instructors concerned. Approval forms may be obtained at the office. Changes during the second week of a semester are not encouraged.

At the end of the second week in the Fall and Spring Semesters, study programs are to be regarded as fixed. No course may be added thereafter. A course may be dropped by petition. Petition forms may be obtained at the Office.

A course discontinued for any cause after the seventh week of the semester remains upon the permanent record, the student receiving at the end of the semester whatever grade the work and circumstances warrant.

Courses are not considered officially dropped unless the office has been notified formally upon the forms provided. If a student discontinues a course without formal withdrawal he will automatically receive a grade of F.

State Vocational Rehabilitation

The Bureau of Vocational Rehabilitation, State Department of Education, offers its services to individuals, veteran or civilian, who have an employment handicap resulting from a medically diagnosable disability of any kind. Included are vocational counseling, the payment of tuition fees, the provision of text books without charge, and, in some instances, provision of medical care and maintenance.

Details may be obtained from the Riverside office of the bureau, located at 3587 Fifth Street, Telephone OV 5-7560.

VETERANS' EDUCATION

Riverside College is accredited to offer four different programs of education to veterans. These programs are: (1) the "G. I. Bill of Rights," (Public Law 346 for veterans of World War II), (2) Federal Rehabilitation Program, (Public Laws 16 and 894 for veterans who have service connected or aggravated disabilities), (3) Korean Veterans, (Public Law 550), and (4) State of California Veterans' Educational Institute. Prospective students may inquire at the main college office or of the veterans' counselor for information concerning any of the above programs.

EXTENDED DAY PROGRAM

All post-high school education is under the administration of the college. Through this administrative organization the Board of Trustees has planned an augmented program of education for all the youth and adults of the community.

By establishing an Extended Day Program, day college classes are extended into the evening hours, Anyone who is 18 years of age or over may carry on a program which leads (1) to a high school diploma (2) an A.A. degree or (3) with proper selection of courses a program of study leading to transfer to a four year college or university.

The college day is from 8:00 a.m. until 10:00 p.m., Monday through Friday. In order to continue to serve the needs of the community, classes may be opened at any time of the school year and may well vary in length depending upon the nature of the course. Because of the flexibility of an Extended Day Program, Riverside College will be better able to serve both youth and adult of post-high school age, without respect to their educational background, their experience, or their previous training.

Subjects Offered

Because of the desire of the college to meet the demands for educational opportunities as they arise, it is not possible to list all subjects which may be offered in a given semester. However, all courses published in this bulletin or in the supplemental bulletin which is issued each semester and approved by the governing board, are, unless designated, college courses of the thirteenth and fourteenth grade levels. They are part of the regular curricula and unless specifically noted carry credit, and can therefore be used toward the Associate in Arts degree.

Counseling and Guidance

The office of the Dean of Extended Day (Room 500) is open from 1:00 p.m. to 5:00 p.m. and 6:00 p.m. to 10:00 p.m., Monday through Thursday; Friday from 8:00 a.m. until 4:30 p.m.

Counseling is available on Monday, Tuesday, Wednesday, and Thursday mornings from 9:00 a.m. until 9:00 p.m., and Monday through Friday from 9:00 a.m. until 4:00 p.m., by appointment through the Dean or the Registrar. Arrangements for aptitude, vocational, or G.E.D. tests may be made through the office of either.

*Courses numbered 00 carry no credit.
GRADUATION

Degree of Associate in Arts
Riverside College is a two year institution

The degree of Associate in Arts will be conferred upon the student duly accredited as a high school graduate who completes satisfactorily not less than 64 semester units of college work, including at least 20 units to be taken in residence. Satisfactory completion means that a student must have a grade point average of not less than 2.00 (a C average) in all work attempted. A student must be in residence the semester preceding his graduation and fulfill the following general and specific requirements:

I. (1) English 1 AB or English 50 AB, or
   (2) A combination in proper sequence of English 1 AB and 50 AB, or
   (3) English 1A or 50A and Speech 1A or 1B.

II. Physical Education and Health Education. The requirement is fulfilled by completing Physical Education (4 semesters) and one of the following: Bacteriology 1, Health Education 1, Physiology 1 or 2.

III. Satisfy State requirement in First Aid and Safety Education.

IV. American History and Institutions: a study of American history, the United States constitutional system and ideals, and state and local governments. The requirement is fulfilled by completing one of the following:
   (1) History 3A-3B,
   (2) Political Science 1A and History 3B,
   (3) History 6A-6B,
   (4) History 53A-53B,
   (5) Examination, without unit credit. On written approval of the Registrar, ONLY.

V. A major of at least 20 semester units in one of the four groups of subjects:
   Group 1. Natural science, or mathematics, or mechanical drawing, or any combination of these.
   Group 2. English, or foreign language, or fine arts, or any combination of these.
   Group 3. Social science, or philosophy, or psychology, or commerce, or secretarial science, or home economics, or any combination of these.
   Group 4. Vocational Courses.

The degree of Associate in Arts does not necessarily qualify the student for admission to the upper division of the University, because the curriculum requirements established for graduation from Riverside, a two year college, are not identical with the lower division requirements of the University.

DIPLOMA

A certificate of graduation is given to students who complete 64 units of work including the requirements listed above, but whose average grade is lower than C.

* A unit represents one hour of passing work for a semester term of eighteen weeks; it may stand for one hour of classroom work and two hours of preparation, for three hours of laboratory work, or for such distribution as the particular course may demand. The requirement of 64 units became effective for the class entering in September, 1955.
EXPENSES

Student Body Membership

Student Body Membership dues are payable at the time of registration as follows: For students entering College at any time during the first semester, $15.00. For students entering College any time during the second semester, $10.00. This amount will pay the Student Body fee in full for the period of attendance.

In the event of a student's withdrawal within two weeks following his registration date, a refund will be made equal to the amount paid, less $1.00. Other refunds will be made as follows:

<table>
<thead>
<tr>
<th>Registration Date</th>
<th>Withdrawal Date</th>
<th>Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept. 11 through Jan. 25</td>
<td>Oct. 1 through Jan. 25</td>
<td>$5.00</td>
</tr>
<tr>
<td>Sept. 11 through March 29</td>
<td>Jan. 28 through March 29</td>
<td>$2.00</td>
</tr>
</tbody>
</table>

No refunds will be made after March 31st regardless of date of withdrawal.

A straight fee of $10.00 a semester will be charged for students attending on a semester basis.

The student fee for students carrying a unit load of less than 9 hours per semester will be $7.50 for two semesters if paid at the beginning of the first semester, or a straight $5.00 fee per semester for students attending on a semester basis. Refunds to these students will be in proportion to those granted full time students.

Refunds will be made only on written application to the Associated Student Body by the payer of the fee. Student Body identification card must be surrendered before refund will be made.

Towel Fee

Clean towels are required for each session of Physical Education. The College will furnish towels for $1.00 a year, or students may bring a clean one from home each time they take Physical Education.

Books and Equipment

The cost of books and equipment depends upon the courses elected and the amount of work undertaken. The average yearly expenditure for books is $25.00 to $75.00; for materials $10.00 to $35.00. If secondhand books are purchased, the cost will be materially reduced. A complete list of texts and materials required for all courses, together with costs, will be published in a separate bulletin in September, 1955.

Room and Board

The expense of room and board varies with the taste and resources of the student. Some students club together and reduce their expenses proportionally.

GENERAL REGULATIONS

College Residence

No dormitories are maintained by the College but lists of rooms and boarding places are kept in file at the Guidance office.

Automobile Parking

A large area, with individual lanes, has been set apart for student cars at the corner of Terracina Drive and Saunders Street.

GENERAL REGULATIONS

Bookstore

A cooperative bookstore is maintained at the College. The business is conducted by a manager who is selected by the College Board of Trustees and the Student Body Board. When books are ordered, a reasonable deposit is required.

Personal Conduct

Students whose personal conduct is unsatisfactory may be disqualified from certain activities or dismissed by the administration at any time. Unsatisfactory dismissals are issued to all students dismissed for misconduct, and a notation to this effect becomes a part of the student's permanent record.

All applications for readmission must be in writing and directed to the president of the college. Readmission will not be allowed sooner than one full semester after date of dismissal. This readmission application must be accompanied by evidence of seriousness of purpose toward maintaining a satisfactory record of conduct. Individuals readmitted will be placed on probation pending proof of seriousness of purpose.

Social Functions

All social functions are under the general supervision of the Dean of Women, and must be approved by her before any announcement concerning them is made. The time, place, and names of patrons must be submitted a reasonable time in advance.

ATTENDANCE

All students are expected to attend every session of every course in which they are enrolled. A student may be dropped from a course on the accumulation of four absences regardless of the cause. ABSENCE, BECAUSE OF ILLNESS, MUST BE ACCOUNTED FOR IN THE REGISTRAR'S OFFICE BEFORE A STUDENT RETURNS TO CLASSES AFTER THE ILLNESS. Request for leave to be absent from a class for other reasons, or explanation for having been absent should be made to the Deans. Work missed for unavoidable cause may be made up with the instructor's approval. Under no circumstances will absence for any reason excuse the student from completing all the work assigned in a given course. After an absence it is the responsibility of the student to check with his instructor about the completion of missed assignments.

When he has been absent from college for two consecutive weeks without previous explanation, a student's name is dropped from the rolls, and permission to be reinstated must be obtained from each instructor in whose class he is enrolled.

Withdrawal from College

Permission to withdraw from college will be granted to the student who makes application at the Registrar's Office and complies with the terms for honorable dismissal. Any student who withdraws from college and fails to do so officially receives an "F" as a dismissal grade in all courses and forfeits his right to receive honorable dismissal. These facts will be
recorded on his record and made a part of any transcript. Upon completion of withdrawal before the end of the first nine weeks of a semester, a notation of "dropped" will be placed upon the student's record. If withdrawal takes place after the ninth week of a semester a "WF" signifying his status will be recorded in all courses in which he has maintained a satisfactory grade, or a "WF" denoting failure.

Change of Address
It is the duty of the student to advise the Registrar's Office of any change in college address.

Use of Library
The services of the College Library are available to students and residents of this area without charge. Students have free access to any of the books and magazines in the collection, and are encouraged to use the library for their recreational reading as well as for academic pursuits. The circulation period is flexible, and is determined by the demand for the material in question. Usual loans are for two weeks, but shorter periods may be required for assigned reading in limited materials. Longer loans may be made upon request. Borrowers are held responsible for any library materials which might be lost while in their care. A quiet, studious atmosphere is conducive to reading, and should be observed by those who use the library.

GRADING SYSTEM

Grades
Grade reports are issued at the close of each semester to all registered students in good standing. The following grade marks are used:

A, excellent; B, good; C, satisfactory; D, below average but passing;
F, failed. C is the basic grade; A and B are marks of distinction.

F, failed, necessitates a repetition of the course, if credit is to be received.
W, withheld; given when a student's work is not complete at the end of a semester and then only when such incompleteness is the result of circumstances beyond his control. A withheld grade must be made up by the end of the third week of the semester in which the student is next enrolled, provided such enrollment occurs within one year of the granting of the W grade.

WP, Withdrawn passing: This grade is recorded if a student withdraws from college after the ninth week of a semester and is passing at the time of his withdrawal.
WF, Withdrawn failing: This grade is recorded if a student withdraws from college after the ninth week of a semester and is failing at the time of his withdrawal.

A course in which a mark of D has been received may be repeated to raise the grade, but no additional units will be allowed upon repetition. A special student who is taking eight or less units in a given semester and whose work has been unsatisfactory may be declared ineligible to register in the semester following.

Grade Points
On the basis of scholarship grades, grade points are awarded as follows:
A, 4 points per unit of credit; B, 3 points per unit of credit; C, 2 points per unit of credit; D, 1 point per unit of credit; F, no points per unit of credit.

The attention of students (particularly those who plan to continue their education at a senior college or university) is called to the fact that "The practical significance of scholarship grades is largely determined by their use in connection with grade points." To qualify for full junior standing in the College of Letters and Science at the University of California, the student must have acquired in the junior college at least sixty semester units of acceptable college work (no more than seventy are accepted by the University of California) and at least as many grade points as time units; that is, he must attain an average of C (2.0) for all courses completed in a junior college or he will not be admitted to the University.

Repeated Courses
In computing grade point averages, courses repeated because of F or D grades will be assigned the grade and grade points earned by the repetition.

No student will be required to undertake a curriculum leading to the degree of Associate in Arts, but only the student who completes such a curriculum with the proper grade point average (C) will be a candidate for the degree.

COURSES OF INSTRUCTION

Note of Explanation:
Following the title of each course its value in semester units is shown by a number in parenthesis: The semester in which the course is given is shown by Roman Numeral I for the Fall Semester and Roman Numeral II for the Spring Semester. Yr. indicates that the course extends throughout the Fall and Spring Semesters. A course which is designated by a double number, for instance, Geography 1A, 1B, is continued through two successive semesters, ordinarily running from September to June. In some instances, however, the first part of a course might be given in the Spring Semester. The first half of such a course is a prerequisite to the second half unless there is a definite statement to the contrary. General Information:

All the offerings of the college either academic or vocational are taught as college courses and therefore may be accepted for transfer credit by colleges and universities which recognize these subjects in their degree curricula. However, some courses are essentially terminal in nature and are not designed for transfer purposes.

Courses starred are not open to Freshmen.
Courses double starred are not intended to be transferred.
Accounting

Agriculture
  Pre-Agriculture: Economics
  Pre-Agriculture: Education
  Pre-Agronomy
  Pre-Animal Science — Pre-Veterinary

Plant Science
  Pre-Horticulture: Sub-Tropical Horticulture
  Pre-Food Technology
  Pre-Plant Pathology
  Pre-Truck Crops

Anthropology

Apparel
  Apparel Design
  Apparel Merchandising

Architecture

Art
  Appreciation and History of Art

Astronomy

Bacteriology

Botany

Business
  General Business
  Banking and Finance
  Industry
  Management and Industry
  Marketing
  Office Management

Chemistry

Pre-Chiropractic

Pre-Dental

Economics

Engineering
  Aeronautical Engineering
  Chemical Engineering
  Civil Engineering
  Electrical Engineering
  Mechanical Engineering
  Mining Engineering
  Petroleum Engineering

English
  English
  English and Speech (Teaching)

Pre-Entomology and Parasitology

Forestry

French

Geography

Geology

German

History

Home Economics
  General
  Clothing
  Dietetics
  Major for Teachers
  Promotional Work

Industry

International Relations

Journalism

Laboratory Technician: Medical Technician

Pre-Landscape Design

Pre-Legal

Office Management

Mathematics

Pre-Medicine

Pre-Metallurgy

Meteorology

Music

Nursing
  Pre-Nursing
  Public Health Nursing
  See page (63) also

Pre-Optometry

Pre-Osteopathy

Pre-Pharmacy

Philosophy
### Physical Education
- Men
- Women
- Physical Therapy

### Physics
- General
- Applied: Acoustics
- Chemical
- Electricity and Magnetism

### Political Science
- General
- Politics
- Public Relations

### Psychology

### Public Service
- Financial Administration
- Personnel Administration
- Public Management
- Public Welfare Administration

### Sociology (Teaching)

### Spanish

### Teaching Major (Elementary)

### Zoology
- Fish and Game
- Genetics: Museum work: Park Management: Teaching
- Physiology

#### Specialized Vocational Curricula
- Accounting
- Auto Mechanics
- Business, General
- Clerical, General
- Construction Technology
- Cosmetology
- Education, General
- Electronics
- Journalism and Newspaper Work
- Merchandising and Salesmanship
- Secretarial
- Vocational Nursing

The following are samples of the many organized programs and curricula offered at Riverside College. The courses lead to an Associate in Arts degree at Riverside College and to junior standing at the University of California.

Other sample courses are available in the College Office, which students may have upon request.

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### COURSES OF INSTRUCTION

#### BACTERIOLOGY

**Freshman Year**

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**Sophomore Year**

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### PRE-BUSINESS

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**Sophomore Year**

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## COMMERCIAL ART

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<td><strong>Total</strong></td>
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### Sophomore Year

| Physical Education | 1 | Physical Education | 1 |
| Art 21A | 2 | Art 21B | 2 |
| Art 59 | 2 | Art 60 | 2 |
| Art 69A | 2 | Art 69B | 2 |
| English 1A | 2 | English 1B | 2 |
| Psychology 1A | 3 | Psychology 1B | 3 |
| History 3A | 2 | History 3B | 2 |
| **Total** | **17** | **Total** | **15** |

## ART

### Freshman Year

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<td>Art 4B</td>
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<td>English 1A</td>
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<td>English 1B</td>
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<td><strong>Total</strong></td>
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### Sophomore Year

| Physical Education | 1 | Physical Education | 1 |
| Art 21A | 2 | Art 21B | 2 |
| Anthropology or Psychology | 3 | Anthropology or Psychology | 3 |
| Music 20A | 3 | Music 20B | 3 |
| Selected Art Course | 2 | Selected Art Course | 2 |
| Laboratory Science | 3 | Laboratory Science | 3 |
| English 6A | 3 | | |
| **Total** | **17** | **Total** | **17** |

## PRE-DENTAL

For transfer to University of Southern California

### Freshman Year

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<tr>
<td>Zoology 1A</td>
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<td>Zoology 1B</td>
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<td><strong>18</strong></td>
<td><strong>Total</strong></td>
<td><strong>17</strong></td>
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</table>

### Sophomore Year

| Physical Education | 1 | Physical Education | 1 |
| Physics 2A | 4 | Physics 2B | 4 |
| History 3A | 2 | History 3B | 2 |
| Art 1 or Music 20 | 3 | Chemistry 8 & 9 | 4 |
| Psychology 1A | 3 | Psychology 1B | 3 |
| English 14A or 6A | 2-3 | English 14B or 6B | 2-3 |
| Health Ed. 1 | 2 | Health Ed. 1 | 2 |
| **Total** | **17-18** | **Total** | **16-17** |

## MECHANICAL ENGINEERING

### Freshman Year

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<td>Engineering 22</td>
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### Sophomore Year

| Physical Education | 1 | Physical Education | 1 |
| Engineering 13 | 3 | Engineering 35 | 3 |
| Math 4A | 3 | Math 4B | 3 |
| Physics 1C | 3 | Physics 1D | 3 |
| Health Ed. 1 | 2 | Engineering 24 | 2 |
| Chemistry 1A | 5 | Chemistry 1B | 5 |
| **Total** | **17** | **Total** | **17** |
### COURSES OF INSTRUCTION

#### HOME ECONOMICS: GENERAL

**Freshman Year**

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<td>Health Ed. 1 Chemistry 8 &amp; 9</td>
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#### JOURNALISM

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#### PRE-LEGAL

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<td>Political Science</td>
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<td>History 4A</td>
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<td>Political Science</td>
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<td>Foreign language</td>
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<td>History 4B</td>
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### COURSES OF INSTRUCTION

#### MUSIC AND SPECIAL SECONDARY CREDENTIAL

**Freshman Year**

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<td>Piano or Voice or Organ</td>
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**Sophomore Year**

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<td>Music 5</td>
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<td>Music 21A</td>
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**Pre-Nursing - Public Health Nursing**

**Freshman Year**

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<tr>
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<td>Same language</td>
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### PHYSICS

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### PSYCHOLOGY

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<td><strong>Total</strong></td>
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### ELEMENTARY TEACHING - PROVISIONAL TRAINING AND TRANSFER

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16-17 16-17

**Sophomore Year**

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16 18

### SPECIALIZED COURSES

Upon completion of the following specialized courses, students are awarded the Associate in Arts degree. These courses are essentially terminal in nature and are not necessarily for transfer to institutions of higher learning.

### ACCOUNTING

**Freshman Year**

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<tr>
<td>or</td>
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<td>Business 63</td>
<td>3</td>
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<td>Business 81</td>
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### AUTO MECHANICS

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<td>Physical Education</td>
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</tr>
<tr>
<td>3</td>
<td>Auto Mechanics 50A</td>
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</tr>
<tr>
<td>3</td>
<td>Mathematics 50A</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>History 3A</td>
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**Sophomore Year**

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<td>2</td>
<td>Health Ed. 1</td>
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<td>3</td>
<td>Business 97B</td>
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<td>Auto Mechanics 52B</td>
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### GENERAL CLERICAL

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<tr>
<td>1</td>
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<td>English 1A or 50A</td>
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17 16
**Courses of Instruction**

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<td>Business 70</td>
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*Recommended: Economics 2; Business 18 AB (Bus. Law); Psychology 6; Home Economics; Music; Income Tax Accounting; English 12.*

### Drafting

#### Freshman Year

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<td>Business 97A</td>
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#### Sophomore Year

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### Electronics

#### Freshman Year

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### Journalism and Newspaper Work

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#### Sophomore Year

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Special emphasis is placed on participation in school publications and in the news service program of the college.
COURSES OF INSTRUCTION

MERCHANDISING AND SALESMAINSHIP

Freshman Year

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| Total Units | 16 |

Second Semester

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| Total Units | 15 |

Sophomore Year

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| Total Units | 19-17 |

SECRETARIAL

Freshman Year

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| Total Units | 17 |

Second Semester

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<tr>
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| Total Units | 15 |

Sophomore Year

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<tr>
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<td>Business 80</td>
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| Total Units | 15 |

ANATOMY

(Physiology and Anatomy, See Page 68)

ANTHROPOLOGY

1-A, 1-B. Introductory Anthropology: Cultural Anthropology

(2-A, 2-B, U.C.) (3-3) Yr.

1-A. Introductory Anthropology I

Mr. Peck


1-B. Cultural Anthropology II

Mr. Peck

A survey of the range of cultural phenomena of nonliterate peoples, including material culture, social organization, religion, language and other topics. Either half of the course may be taken independently.

7. Anthropological Problems (2) I or II

Mr. Peck

Prerequisite: A previous course in anthropology and permission of the instructor. Individual investigation of problems in anthropology. Conferences with the instructor. Periodic reports.

DEPARTMENT OF ARCHITECTURE AND CONSTRUCTION TECHNOLOGY

50-A, 50-B. Residential Design (3-3) Yr.

Mr. Horstman, Mr. Larson

Technical drafting for the building trades using original designs, including plans, elevations, plot plans, presentation drawings, study models, and theory.

ART

Preparation for the Major: Art 1, 4, 5, 21.

1-A. History and Appreciation of Art (1-A, U.C.) (3) I

Mr. Cooper

Survey of the history and appreciation of painting, architecture, sculpture and the minor arts. Prehistoric, Ancient, and Medieval periods.

1-B. History and Appreciation of Art (1-B, U.C.) (3) II

Mr. Cooper

Prerequisite: 1-A or consent of instructor.

51-A. Appreciation of Art (2) I

Mr. Cooper

Two illustrated lectures each week. Prehistoric, Ancient and Medieval periods.

51-B. Appreciation of Art (2) II

Mr. Cooper

Renaissance and Modern periods.

53-A, 53-B. Beginning Drawing and Painting

(2-2) Yr. Mr. Cooper

Creative experience in the composition of pictures, decorative designs, and the representation of natural objects. Problems in the teaching of art to children. For education majors, and others not majoring in art.

53-A, 53-B. Beginning Art (2-2) Yr.

Mr. Cooper

A terminal course offered simultaneously with 3-A, 3-B. For beginning students not majoring in art and not planning to transfer to upper division.
### COURSES OF INSTRUCTION

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title and Details</th>
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</thead>
</table>
| 4-A, 4-B. Form and Color (2-A, 2-B, U.C.) 2-2 Yr. | Mr. Cooper  
Prerequisite: Student must be majoring in art, architecture or related field. Others must have permission of the instructor and may be asked to show samples of their work.  
Basic studies of form, space organization, representation, color, and composition. Completion of a finished work required each week. Required of art and architecture majors.  
21-A. Intermediate Form and Color (3-A, U.C.) (2) I | Mr. Cooper  
Prerequisite: Art 3 or 4.  
Various techniques of drawing and painting.  
21-B. Intermediate Form and Color (3-B, U.C.) (2) II | Mr. Cooper  
Studies of light and shadows, perspective, color and composition.  
22-A. Decorative Design (16-A, U.C.) (2) I | Mr. Cooper  
Prerequisite: Art 3 or 4, or may be taken concurrently.  
Historical design sources, and modern decorative design. Various techniques in creating original designs.  
22-B. Decorative Design (16-B, U.C.) (2) II | Mr. Cooper  
Emphasis on application of original designs to textiles and other materials by means of block cuts, silk screens and free brush.  
23-A, 23-B. Elementary Ceramics (1) I, II | Mrs. Farran  
Working knowledge of basic ceramics techniques are taught. Emphasis is placed on creative work. Free form, coil and hammock methods are taught.  
24-A, 24-B. Advanced Ceramics (1) I, II | Mrs. Farran  
Individual projects are encouraged through the use of the potter's wheel, mold-making and advanced ceramic techniques. Glazing and firing are also taught.  
54-A, 54-B. Graphic Arts (2-2) Yr. | Mr. Cooper  
Prerequisite: Art 3 or 4, or may be taken concurrently.  
Techniques of pencil drawing, pen-and-ink, scratch board, block printing, silk screen printing. Preparation of copy for the photo-engraver.  
59. Lettering and Typography (2) I | Mr. Cooper  
Analysis and design of letters and type faces of various styles. Practice in lettering with pen and brush.  
60. Advertising Layout (2) II | Mr. Cooper  
Recommended prerequisites: Art 4 and 59.  
Rough and abstract layouts. Presentation layouts. Finished copy for the photo-engraver.  
61-A, 61-B. Practical Interior Decoration (3-3) Yr. | Mr. Cooper  
A workshop for practical application of interior room arrangements, background and accessories.  
66-A, 66-B. Art Studio (2-2) Yr. | Mr. Cooper  
Prerequisite: Permission of the instructor.  
Assistance given to students who are working on special art projects.  
67. Figure Drawing (2) II | Mr. Cooper  
Prerequisite: Permission of the instructor.  
Drawing and painting from the model. Studies of style in figure drawing by means of colored lantern slides.  
69-A, 69-B. Advanced Problems in Art (2-2) Yr. | Mr. Cooper  
For students of superior ability and experience who are capable of carrying out special projects in relation to some real need and purpose.  
72-A, 72-B. Elementary Weaving (1) I, II | Mrs. Farran  
The thorough study of the mechanics of the four-harness loom and the basic weaving patterns and materials. Techniques in simple traditional and modern weaving.  
73-A, 73-B. Advanced Weaving (1) I, II | Mrs. Farran  
Modern weaving techniques are studied and original patterns are developed. Finger weaving and the weaving of original and unusual materials is undertaken.  

### ASTRONOMY

<table>
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<tr>
<th>Course Code</th>
<th>Course Title and Details</th>
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</table>
A beginner's non-mathematical course in the astronomy of the sun, moon, planets, comets and meteors. Possibilities of space flight will be discussed.  
1-B. Introduction to the Stars (1-B, U.C., U.C.L.A.) II  
Prerequisite: Astronomy IA or approval of instructor.  
A beginner's non-mathematical course in the astronomy of the stars, star clusters, and outer galaxies.  

### AUTO MECHANICS

*(See Page 72)*

### BACTERIOLOGY

Preparation for the Major: Required: Bacteriology 1; Botany 1; Chemistry 1; Physics 2; Zoology 1; French or German. Recommended: Chemistry 5, 8, 9; Physiology 1; Economics 1.

<table>
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<tr>
<th>Course Code</th>
<th>Course Title and Details</th>
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</table>
| 1. General Bacteriology (2 U.C.), (4) I, II | Mr. Roby  
Recommended prerequisites: High school chemistry or chemistry II or a course in biological science.  
The fundamental concepts and principles of bacterial life are studied with emphasis on the environmental factors such as the more important physical and chemical agencies influencing the growth of bacteria; their biochemical and physiological activities; their biological and morphological identifications; their microscopic examination and cultivation; the bacteria of air, water, soil, milk and dairy products, other foods; industrial applications; and introduction to the disease causing bacteria with a study of prophylaxis, immunity and treatment. This course fulfills the requirement of bacteriology set up by the State Board of Nurse Examiners. Three lectures and one laboratory period weekly.  

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*Note: The above text is a digital representation of the original page, and any further questions or clarifications should be directed to the original source.*
COURSES OF INSTRUCTION

BIOLOGY

1. General Biology (5) I, II
   A study of life as revealed in plants and animals, including the basic principles of morphology, physiology, and classification; also a brief presentation of human physiology and metabolism. Three lectures and two laboratory periods weekly.

2. Microbiology (2) I
   An introductory course designed to give non-science majors a glimpse at the world of microbes. Included will be a brief study of protozoans, algae, fungi, yeasts, bacteria, viruses, and rickettsiae, with special emphasis on their relation to mankind. Lectures, demonstrations, field trips.

BOTANY

Preparation for the Major, U.C. (Berkeley) Required: Botany 1, 2, 16; Chemistry 1A, 8; Physics 2A-2B. Recommended: Zoology 1A, and elementary courses in other biological sciences.

Preparation for the Major, U.C.L.A. - Required: Botany 1, 2 (or 3); Chemistry 1A-1B, 8. Certain phases of botanical work require Bacteriology 1; Geology 1; Geology 1 or 5; Mathematics C, D, 1, 3A; Zoology 1A-1B.

1. General Botany (1: U.C., U.C.L.A.) (5) I or II
   Miss Cooper
   Prerequisite: none.
   An introduction to the plant sciences. Three lectures and two laboratory periods weekly.

   Miss Cooper
   Prerequisite: Botany 1
   The evolution of the plant kingdom, dealing with the comparative morphology of the principal plant groups. Frequent field trips. Two lectures and two laboratory periods weekly.

3. Field Botany (3: U.C.L.A.) (4) II
   Miss Cooper
   Prerequisite: Botany 1
   An introduction to the form, habit, and classification of native and ornamental plants. Frequent field trips. Two lectures and two laboratory periods weekly.

16. Comparative Plant Morphology (16: U.C.) (4) I
   Miss Cooper
   Prerequisite: Botany 1
   Two lectures and two laboratory periods weekly.

BUSINESS

   Mrs. McGovern

The work is concerned with the classification of accounts, recording in books of original entry, posting to ledgers, use of control accounts, preparation of worksheets, adjusting and closing entries, preparation of balance sheets, profit and loss statements and subsidiary manufacturing statements. Analysis of financial statements, and cost accounting are included. Three lectures and one laboratory period weekly.

   Mr. Smith

The principles of law which are essential to business men, contracts, agency, partnerships, corporations, negotiable instruments, bailments, suretyship and bankruptcy. Special emphasis is placed on real estate law, including mortgages, trust deeds and leases. Open to second year students only.

29. Economic Institutions and Problems (2-2) Yr.
   (See Page 50 also)
   Mr. Mackenzie

50-A, 50-B. Beginning Accounting (3-3) Yr.
   Mr. Marks, Mr. Newstead

Prerequisite: Business I-A, I-B, or 51.

The principles and fundamentals of accounting, intended for managers, accountants and bookkeepers. Basic principles of debit and credit, classification of accounts, use of journals, special journals, ledgers and subsidiary ledgers are covered. Correct banking procedure, keeping of the check register and the reconciliation of bank statements are included. Preparation, analysis and interpretation of financial statements and reports are taught. The first semester covers accounting methods for sole proprietors. The second semester covers accounting for partnership businesses.

51. Advanced Accounting (3) I
   Mrs. McGovern

Prerequisite: Business I-A, I-B (Principles of Accounting), 50-A, and 50-B (Beginning Accounting).

An advanced course in the principles and fundamentals of corporation and manufacturing accounting including working papers, valuation of current and fixed assets, investments, funds and reserves; ratios, profit and loss analysis, valuation of stocks and bonds; inventories, manufacturing statements and cost accounting. Special preparation is given to students desiring to become junior accountants.

52. Auditing (2) I
   Mr. Newstead

Prerequisite: Business I-A, I-B or Business 50-A, 50-B, or consent of instructor.

Basic theory and technique of auditing are covered, including the fundamental principles of audit practice and procedure; the verification of balance sheet, profit and loss items, the preparation of audit reports and working papers. One long audit case will be worked.

53. Income Tax Accounting (2) II
   Mr. Newstead

Prerequisite: Business I-A, I-B, and 2-A, 2-B or Business 50-A, 50-B.

A study of the theory and method of preparation of income tax returns for individuals, partnerships and corporations. Actual forms are studied and returns are prepared.

54. Cost Accounting (3) II
   Mrs. McGovern

Prerequisite: Business 1-AB, or 51.

The fundamental principles of Cost Accounting including the elements of production costs (Materials, labor and overhead), The Process system of cost accounting, The Standard Cost system and such topics as estimated costs, factory ledgers, spoiled and scrap materials in process, by-products and joint products, interest on investment, and distribution costs. Application of principles is made to one Manufacturing Practice set.
59-A, 59-B. Beginning Bookkeeping (3-3) Yr. Mr. Smith
This course is built around the activities of the general office worker rather than those of the accountant. It is recommended for those who wish to become secretaries, and those who wish to become general clerical workers. Content of the course includes: bank activities, bank statements, handling of cash transactions, checks, notes, charge accounts, statements, the cash journal, sales and purchases journals, payrolls, property records, depreciation, the theory of debit and credit, trial balances, and final statements.

60-A, 60-B. Secretarial Typewriting (2-2) Yr. Miss Loye, Mr. Smith
This course is designed for students who expect to enter the commercial field as private secretaries and general clerical workers. It is open to students who have had no previous training in typewriting, and also those who have had some typewriting, but wish to build up a greater speed and accuracy. The course stresses mastery of the keyboard, personal and business letter-writing, and tabulating of statistical information.

61. Intermediate Typewriting (2) I Mr. Marks, Mr. Smith
Prerequisite: 60-A, 60-B or equivalent.
This course is designed for those students who have had some typing, but wish to gain a higher speed and accuracy. Course consists of intensive drills, business letters, tabulation, and manuscript writing. Open to those students who have a typing speed ranging from 20 to 60 words per minute.

62. Advanced Typewriting (2) I Mr. Smith
Prerequisite: Business 61 or equivalent.
Business letters, typing from rough draft, manuscripts, reports, minutes of meetings, legal documents, business forms, and statistical work. Included also is a laboratory course in the preparation of stencils and operation of the mimeograph, standard duplicator, and mimeoscope.

63. Personal Typewriting (2) I or II Miss Loye, Mr. Smith
This course is designed primarily for the student who needs typewriting for personal and vocational use. Many times the ability to type means the difference in getting or not getting a certain job. The course aims to give a thorough mastery of the keyboard, and the attainment of a practical typing speed. Students pursuing a four-year college course will find typing ability a valuable aid in preparing term reports. Not open to students who have taken or are taking 60, 61, 62.

64-A, 64-B. Fundamentals of Gregg Shorthand (5-5) Yr. Miss Loye
Meets daily. A basic course in the theory and practice of Gregg Shorthand. A writing speed of 80 words a minute is developed.

65-A, 65-B. Intermediate Shorthand and Introduction to Transcription (5-5) Yr. Miss Loye
Prerequisite: ability to write Gregg Shorthand at a speed of 60 words a minute.
Meets daily. A writing speed of 120 words a minute is developed. Mailable business letters are transcribed.

*66-A, 66-B. Advanced Shorthand and Transcription (5-5) Yr. Mrs. McGovern
Prerequisite: ability to write Gregg Shorthand at a speed of 100 words a minute.
Meets daily. A writing speed of 160 words a minute is developed. Specialized vocabularies are learned for business, medical, legal, and scientific stenography. Mailable business letters are transcribed at a rate equal to 75% of typing speed.

Students may not accumulate more than twenty (20) units in shorthand.

68. Calculating Machines (2) I, II Mr. Marks, Mrs. McGovern
Prerequisite: Business 81, Business Mathematics.
A laboratory course designed to give business majors the fundamental operation and application in machine procedure. The course is especially helpful to bookkeeping, machine, and accounting students. The machines offered are Comptometer, Burroughs Key-driven calculator, Marchant, Monroe and Friden Rotary Calculators, Monroe, Burroughs and Clary Full Key adding machines, Underwood, Remington and Victor 10-Key Adding machines, Burroughs Table model bookkeeping machine, National Cash Register bookkeeping machine, and the Vari-typer. Practice is given in the calculation of discounts, interest, payrolls, invoices and inventories.

69. Office Practice (3) II Mrs. McGovern
Prerequisite: Typing.
A finishing course for secretarial, stenographic, clerical and business administration students in office procedure, routines, systems and decorum. It includes personality development, study of problems of human relations in offices, interviewing and job applications, practical office experience within the classroom.

70. Filing (1) I Mr. Marks
A course in fundamentals and basic procedures of filing. A study of Alphabetical, Numerical, Geographical and Subject filing. Instruction in the use of the Triple Check and Variadex filing systems.

71. Secretarial Work Experience (2) Yr. Mr. Bucknell
The student is assigned to a faculty member to act as Secretary and will have the opportunity to meet the same work production demands encountered in paid employment. A well-developed skill in typing is essential. Shorthand is not required but would be of value. Five hours a week is required to earn two units.
Prerequisite or taken concurrently: Business English No. 83 and Secretarial Practice No. 69.

72. Machine Bookkeeping (2) I, II Mr. Marks, Mrs. McGovern
Prerequisite: Business I-A, 50-A, or 59-A, or enrollment in one of these. Designed to train students in the posting of subsidiary ledgers by machine. The course includes operation of a Burroughs (non-automatic) table model bookkeeping machine, and operation of the National Cash Register Bookkeeping machine, Model NCR 3000. Application is given in accounts receivable, accounts payable and payroll accounting. 5 hours weekly.
73. Advanced Office Machines (2) I, II  
Prerequisite: Business 68.  
Mr. Marks, Mrs. McGovern  
A laboratory course designed to give a student advanced training in speed and accuracy on the Key driven calculator, Full key adding machine, 10-Key adding machine and the Rotary Calculator, also advanced training on the Vari-typer.  
5 hours weekly.

80. Vocational Adjustment (2) II  
Mr. Bucknell  
Open to second year students only who plan to seek full time employment upon graduation. The course includes the development of efficient work habits and constructive work attitudes, and an understanding of actual job requirements. The selection of local job opportunities in harmony with proven interests and abilities, and the mechanics of job applications.

81. Business Mathematics (3) I, II  
Prerequisite: Satisfactory score in arithmetic qualifying test.  
Mr. Marks, Mr. Newstead  
A review of the fundamentals of arithmetic necessary for competent participation in business. Fractions, decimals, percentage, interest, bank discount, profit and loss, cash and trade discounts, and denominate numbers.

83. Business Communications (3) I  
Mrs. McGovern  

89. Business Organization and Administration (3) I  
Mr. Bucknell  
Consideration is given to organization for ownership and organization for management. In the first part of the course the advantages and disadvantages of each type of organization for ownership are examined. This is followed by a study of the various types of administrative organization, including line, line & staff, functional, territorial, product committee, multiple management, and others. Each type is evaluated to determine its strengths and its weaknesses, and its adaptability to special types of businesses.

96-A, 96-B. Cooperative Retail Trades (5-5) Yr.  
Mr. Bucknell  
Five hours weekly in the retail laboratory of lecture, discussion, practice and laboratory work. An average of 15 hours weekly each semester in employment of a distributive business at the prevailing wage. The objective is to provide actual experience with laboratory practice and discussion of specific problems encountered by employed students.

97-A, 97-B. Small Business Organization and Management (3-3) Yr.  
Mr. Bucknell  
Designed for the student who plans to make a career in the management of a small business enterprise.

Distribution of commodities from the producer to the consumer, methods of procuring capital for organization, expansion and maintenance of the enterprise, credits and collections, planning the budget, store layout, interior decoration, what records to keep, what merchandise to buy, how to promote business, personal qualifications for managing a small business, personnel management and problems, advertising problems, inventory and stock control procedures, types of stores, consumer surveys, merchandise resources, partnership, corporations, contracts, legal relations, organization charts prepared, field trips to selected small businesses. Intensive case studies of selected small businesses.

98. Techniques of Selling (3) I  
Mr. Bucknell  
Designed for the student who plans to make a career in sales work. Wholesale and specialty selling, each student selects a sales proposition to analyze and sell to a qualified prospect in each of two fields.

Sales practice. Development of skill in the presentation of sales talks. Each student gains experience by developing and offering three complete sales presentations, one for each of the three fields of selling, wholesale, specialty, industrial. Practice is given in mastering the sales problems of how to secure prospects, gain favorable attention, create interest, arouse desire, obtain the prospect's order, and handle objections. Psychology of selling, gaining knowledge and understanding of consumer buying habits, how to influence people, how to aid people in achieving their desires through merchandise selection.

99. Retail Merchandising (3) II  
Mr. Bucknell  
Designed for the student who plans to make a career in the field of retail merchandising.

Problems of store location, store layout, store organization and management, merchandise control, pricing, ethical standards in retailing, methods of procuring capital for organization, expansion, maintenance of the business enterprise, credits and collections, principles and techniques of buying for retail organizations, including inventory and stock control procedures, merchandise planning, use and interpretation of buyers' reports and retail mathematics for buyers, advertising, promoting policies, adjustment procedures, personnel problems, forms of retail organization, equipment, financing, insurance, budgeting, governmental relations, legal relations, transportation. Organization charts prepared. Field trips taken to downtown stores. Intensive case studies of retail stores.

CHEMISTRY

Preparation for the Major: Recommended: Chemistry 1, and one or more of 5, 8, 9; Physics 1; Mathematics 1; and a reading knowledge of German. This work may be completed, in part, in the upper division.

Mr. Haslam  
Prerequisites: High school chemistry or physics with not less than a C grade or Chemistry 2; Mathematics through intermediate algebra with at least a C grade; satisfactory score on chemistry aptitude test.

I-A I A basic course in the principles of chemistry with special emphasis on chemical calculations. This course is required in colleges of engineering, chemistry, agriculture, and pre-dental, pre-medical, pre-optometry, and pre-pharmacy students; of those majoring in bacteriology, geology, and dietetics. Three lectures and two laboratory periods weekly.

I-B II A continuation of chemistry 1-A with special emphasis on the theory and techniques of qualitative analysis.
COURSES OF INSTRUCTION

2. Introductory General Chemistry (2-A, 2-B, U.C.) (5) I, II
   Mr. Brauti, Miss Cooper, Mr. Haslam
   An introductory course in the principles of inorganic chemistry with a brief introduction to organic and physiological chemistry. This course meets the chemistry requirements for nurses, for majors in physical education, and for majors in home economics. Three lectures and two laboratory periods weekly.

3. Introductory General Chemistry (3 U.C.L.A.) (3)
   Identical to Chemistry 2, but without laboratory. Three one-hour lectures. This course may be taken for credit in Physical Science by students following curricula not requiring laboratory work in such a field of study.

5. Quantitative Analysis (4-5) I
   Mr. Brauti
   The principles and methods of volumetric and gravimetric analysis and their applications to simple methods of commercial analysis. Recommended for students of chemistry, engineering, medicine, dentistry and certain agricultural students. Two lectures and two or three laboratory periods weekly.

6. Elementary Organic Chemistry (8 U.C.L.A.) (3) II
   Mr. Brauti
   Prerequisite: Chemistry 1-A, 1-B.
   Required of pre-medical and pre-dental students, of majors in chemistry, home economics, public health, pharmacy, some agriculture majors, and some engineering majors. An introductory study of the compounds of carbon. Three lectures weekly.

7. Organic Laboratory (9 U.C.L.A.) (3) II
   Mr. Brauti
   Prerequisite: Chemistry 8, either completed or taken concurrently.
   Required of pre-medical and pre-dental students, of majors in chemistry and pharmacy. Experimental study of physical properties and chemical reactions of the common classes of organic compounds. One hour lecture and quizzes; two laboratory periods weekly.

COSMETOLOGY
(See Page 73)

ECONOMICS

Preparation for the Major: Required: Economics 1; and at UCLA, Accounting. Recommended: History 4 or Political Science.

*1-A, 1-B. Principles of Economics (1-A, 1-B, U.C.) (3-3) Yr. Mr. Mackenzie
   A study of the principles of economics, stressing such fundamental theories as those of national income and employment, value, money and banking, prices and allocation of resources, control of resources, interregional trade, taxation and fiscal policy, and types of economic organization.

3-A, 3-B. Economic Institutions and Problems (2-2) Yr. Mr. Mackenzie
   A more elementary course than Economics 1 with greater relative emphasis upon economic institutions and current economic institutions and current economic problems. Designed for those who do not plan to take upper division work in Economics.

EDUCATION

1. Introduction to Education (57, Santa Barbara) (3) I
   Mr. Vail
   A survey of the field of education, including an understanding of the program and the purposes of elementary and secondary education in the United States. A consideration of the traits desirable in a successful teaching personality, the reasons for teacher education, and an appreciation of the obligations teachers are expected to assume. Problems associated with demand and supply of teachers, teacher rewards and tenure, and the organization, control and support of public schools. Class members are required to practice, under guidance, real teaching situations, such as direction of scout groups, Church School classes, Y.M.C.A. and Y.W.C.A. groups, or others. Guided observations of classes in local elementary and secondary schools is also a part of the course. This is a basic lower-division course designed to prepare interested students for later, specialized courses in education in the upper division. Two lectures and one observational period weekly.

ELECTRONICS
(See Page 74)

ENGINEERING

Instruction in the engineering major is based upon high school chemistry or physics, and four years of high school mathematics, including intermediate and advanced algebra and trigonometry. Only those students who have attained at least an average grade of B in these subjects are qualified for the engineering curriculum. Some, not meeting these requirements may have the specific prerequisites for certain courses, as Engineering 1 or 22 and may take such courses while making up other deficiencies. For the complete lower division curriculum in engineering, designed to prepare you for the upper division of an engineering college, see page 31 of this catalog.

1-A, 1-B. Plane Surveying (1-A, 1-B, U.C.) (3-3) Yr. Mr. Larson
   Prerequisites: Plane trigonometry with grade of A or B and one year of high school mechanical drawing.
   Field practice, calculations and mapping. Two lectures and one three-hour field or mapping period weekly.

*8. Materials and Processes (8 U.C., plus one lab.) (3) I
   Mr. Larson
   Prerequisites: Open to second year engineering majors, only.

22. Engineering Drawing (22, U.C.) (2 I or II Mr. Horstman, Mr. Larson
   Prerequisite: Engineering 50 or one year of high school drawing.
   Geometric construction; pictorial drawing; theory of orthogonal projection; freehand orthographic, isometric, and oblique sketching; mechanical isometric and oblique drawing; primary auxiliary views, sectioning; A.S.A. conventional practices; threads and fasteners; use of scale; dimensioning; and simple working drawings.
ENGLISH

Preparation for the Major: The student who wishes to make English his major subject must have completed, with an average grade of C or higher, English I followed by English 6.

At least one ancient and one modern foreign language should be studied in high school and continued in college. Philosophy and at least one foreign language should be elected in the lower division. A student who has not earned a grade of C or better in English I-A or English 50-A may elect to complete the English requirement with public speaking only with the recommendation of his composition instructor.

1-A, 1-B. Composition (1-A, 1-B, U.C.) (3-3) Yr. Mr. Black, Mr. Hess, Mr. Knopf, Mr. MacCuish, Mr. Stickney, Mr. Wiley

The chief forms of composition, oral and written, with outside reading and written reports. Theme writing and individual conferences.

3-A, 3-B. Practical News Reporting (3-3) Yr. Mr. Knopf

Theory of the correctly written news and feature articles combined with contacts in actual reporting fields. Members of class may expect work on the college paper, the Tiger Times.

6-A, 6-B. English Literature (36-A, 36-B, U.C.) (3-3) Yr. Mr. Hess

Prerequisite: English 1. Required for English Majors. Survey of English literature from its beginning, covering the important historical periods and movements, personalities, and individual literary works. Attention is given to all types of literature including examples of poetry and drama and fictional and non-fictional prose.

Either half of the course may be taken independently.
FRENCH

Preparation for the Major: French 1, 2; History 4, Philosophy 10, and Latin are strongly recommended. At UCLA Latin AB or its equivalent is required, and a second modern language recommended.

Prognostic tests are given to all students registering for a foreign language.

1-A, 1-B. Elementary French (1, 2, U.C.) (4-4) Yr. Mr. Stone
Study of French grammar, including pronunciation, conversation, composition, and reading of simple literary French. An additional one-hour period for laboratory work is required weekly.

2-A, 2-B. Intermediate French (3, 4, U.C.) (4-4) Mr. Stone
Prerequisite: French 1 or its equivalent.
Further study of correct grammatical and idiomatic usage of French, reading of fairly difficult French literature.

50-A, 50-B. Conversational French (2-2) Yr.
A non-grammatical approach to reading and speaking French with emphasis on conversation. A beginning course.

GEOGRAPHY

1-A, 1-B. Introductory Geography (1, 2, U.C.) (3-3) Mr. Peck

1-A. Introductory Physical Geography (1, U.C.) I Mr. Peck
A study of the basic physical elements of the earth sciences (geography and geology) — especially rock structures, land forms, weather, climates, soils, and natural vegetation. Particular study will be made of local physical features. Map projections will be discussed with inquiry into the implications of the atomic era upon mapping.

1-B. Introductory Cultural Geography (2, U.C.) II Mr. Peck
A study of the basic cultural elements of geography (population distribution and general land use patterns), and their correlation with the physical elements. Delimitation of the major geographic regions of the world.
Either half of the course may be taken independently.

GEOLOGY

1-A, 1-B. Introductory Geology (1, 3, U.C.) (4-4) Yr. Mr. Peck

1-A. Introductory Physical Geology I
The minerals and rocks that make up the earth's crust. Rock formations and their structures. Volcanoes and volcanic eruptions. Earthquakes, their causes, and high frequency zones. Occurrences of ore and petroleum. The problem of water resources. Extensive use will be made of motion pictures and colored slides in supplementing the instruction in this course. Field trips will be made to local points of geological interest. Three lectures and one laboratory period weekly.

1-B. Introductory Historical Geology II Mr. Peck
Theories of the origin of the earth. The geological history of the earth. The development of plants and animals. Extensive use will be made of colored slides in supplementing the instruction in this course. Field trips will be made to local points of geological interest. Three lectures and one laboratory period weekly.

5-A, 5-B. General Geology (2, 3, U.C.L.A.) (3-3) Mr. Peck

5-A. General Physical Geology I
Identical to Geology 1-A, with the exception that laboratory work is omitted. Three lectures weekly. Occasional field trips.

5-B. General Historical Geology II Mr. Peck
Identical to Geology 1-B, with the exception that laboratory work is omitted. Three lectures weekly. Occasional field trips.

7. Geological Problems (2) I or II Mr. Peck
Prerequisites: Geology 1 AB and permission of the instructor. Individual investigation into local geological problems. Conferences with the instructor. Periodic reports.

GERMAN

Prognostic tests are given to all students registering for a foreign language.

1-A, 1-B. Elementary German (1, 2, U.C.) (4-4) Yr. Mr. Faber
Study of German grammar, including pronunciation, conversation, composition, and reading of simple literary German. An additional one-hour period for laboratory work is required weekly.

2-A, 2-B. Intermediate German Reading (3, 4, U.C.) (4-4) Mr. Faber
Prerequisite: German 1-A, 1-B.
Further study of correct grammatical and idiomatic usage of German; reading of fairly difficult German literature.

50-A, 50-B. Conversational German (2-2) Yr.
A non-grammatical approach to reading and speaking German with emphasis on conversation. A beginning course.
HEALTH EDUCATION

1. Health Education (2) I, II
   Mr. Gilkeson, Mr. Steponovich, Mr. De Francisco, Mr. Roby, Mr. Matulich
   An elementary study of the human body, its activity, and its environment in relation to health. Fulfills the requirement in hygiene for the degree of Associate in Arts.

HISTORY

Preparation for the Major: Required: History 4, History 6, and Economics 1.
The following courses, or combinations of courses, will meet the state requirement of American History and Institutions: History 6A, 6B; History 5A, 5B; History 53A, 53B; Political Science IA and History 3B or 53B; History 6A and History 3B or 53B.

3-A, 3-B. American History and Political Institutions (2-2) Yr.
   Mr. Anderson, Mr. Mackenzie, Mr. Stalder, Mr. Wiley
   History 3-A. American Political Institutions.
   A general survey of the principles and practices of American government, with emphasis on the federal Constitution and the government of California and its principal subdivisions.

   History 3-B. American History.
   A general survey of American economic, social, and cultural history.
   Either half may be taken independently.

4-A, 4-B. History of European Civilization (4-A, 4-B, U.C,) (3-3) Yr.
   Mr. Anderson, Mr. Stalder
   The course covers a rapid survey of ancient and medieval civilization of the European area followed by a more intensive study of the political and cultural institutions of modern European society and their extension throughout the world. Attention is given to Oriental societies as they come in contact with western civilization.

   4-A. Early beginnings to 1650. 4-B. 1650 to present day.
   This course is required for degrees at certain institutions, e.g., U.C.R., Stanford, and U.S.C. It is recommended for majors in law, medicine, theology, and philosophy.

6-A, 6-B. Political and Social History of the United States
   (17-A, 17-B, U.C) (3-3) Yr.
   Mr. Stalder
   A detailed study of the political, social, and economic developments of the United States and their influence on American institutions and thought.

   6-A. The period 1300-1789 and a study of the principles of state and local government. 6-B. The period 1789 to the present.
   This course fulfills the state requirements in the study of the principles of national, state, and local government.

HOME ECONOMICS

I-A. Food Study and Preparation (3) I
   Mrs. Wilson
   The study of the fundamental principles of nutrition and the preparation of basic foods. One lecture and three 2-hour laboratories weekly.

   Pre-nursing students must enroll in Home Economics I A concurrently.

I-B. Food Study, Preparation and Table Service (3) II
   Mrs. Wilson
   Prerequisite: Home Economics IA or consent of instructor.
   The study of nutrition and the planning, purchasing, preparing and serving of meals including various types of entertaining. Includes a brief study of silver, china, crystal, and linens. One lecture and three 2-hour laboratories weekly.

4. Nutrition for Nurses (2) I
   Mrs. Wilson
   Deals with the principles of food preparation, normal nutrition and their application to people of all ages and conditions; the importance of nutrition and its changing concepts; specific food nutrients and how to make nutrition
information function; improvement that can be made in general health and efficiency by use of present day knowledge. Two lectures and three 2-hour laboratory periods weekly.

3-A, 5-B. Clothing Construction (3-3) Yr. Mrs. Wilson
Study of clothing problems in relation to students' interest and needs. Includes clothing selection, clothing care, construction techniques, fitting, and clothing accessories. One lecture and three 2-hour laboratory periods weekly.

53-A, 53-B. Advanced Clothing (2-2) Yr. Mrs. Wilson
Prerequisite: Clothing 5 or consent of instructor.
Continuation of work and application of principles of clothing construction given in first year, with special emphasis placed on pattern alteration, fitting, and renovation of garments. Two 3-hour laboratory periods weekly.

7. Child Growth and Development (2) II Mrs. Wilson
A study of pre-natal growth and care through the adolescent years. Emphasis on the physical, mental, social, and emotional development. Two lectures weekly.

51. Home Furnishing and Equipment (2) II Mrs. Wilson
Home planning and arrangement. Study of the selection, use and care of home equipment. Two lectures weekly.

MATHEMATICS
Preparation for the Major: Two years of high school algebra, plane and solid geometry, and trigonometry; Mathematics 3, 4. Recommended: physics and a reading knowledge of French and German.

A. Elementary Algebra (3) I Mr. Horstman
The equivalent of high school algebra, designed for those students who do not receive credit for algebra in high school.

B. Plane Geometry (3) II Mr. Horstman
The high school course in Plane Geometry designed for students who did not receive credit for it in high school, yet who must complete the work for lower division requirements.

C. Trigonometry (C, U.C.L.A.) (3) I, II Miss Cooper, Mr. Horstman
Prerequisite: Plane geometry; one and one-half years of high school algebra, or course D.

D. Intermediate Algebra (D, U.C.L.A.) (3) I, II Mr. Horstman, Miss Cooper
Prerequisite: One year of high school algebra or Mathematics A with a C grade or better. Intermediate algebra through simultaneous quadratic equations. Students who need extra drill will be required to attend class five times a week.

Mathematics A, B, C, D, may be repeated to make up a grade deficiency in high school, but no credit will be given toward graduation from college for such courses if a student received credit for them toward his high school graduation.

50. Technical Mathematics (3) I Mr. Duncan
A course in general mathematics for students who plan to enter the technical field. It includes algebra, applied plane geometry, and solution of right triangles and vectors from trigonometry.

59. Technical Mathematics (3) I Mr. Duncan
Prerequisite: High school algebra or mathematics A with a grade of C or better. Fundamental operations, simple equations, ratio and proportion, applications to commercial problems, exponents and radicals, quadratic equations, series, functions and graphs, logarithms, and elementary statistics.

1. College Algebra (I U.C.L.A.) (3) I, II Mr. Duncan
Prerequisite: Mathematics A, B, C, D, or high school equivalent.
Mathematics C may be taken concurrently.
An integrated treatment of algebra and trigonometry on the college level, with major emphasis on the analytical aspects of these subjects, designed to lay a suitable foundation for the study of more advanced mathematics.

8-A, 8-B. Analytic Geometry and Calculus (3-A, 3-B, U.C.) Mr. Larson
Continues the development and application of calculus; includes quadratic surfaces, partial derivatives, multiple integrals, and infinite series.

7. Slide Rule (1) I, II Mr. Horstman, Mr. Twogood
Theory of the slide rule, use of slide rule for problems of multiplication, division, squares, cubes, square root, and proportion. This course is designed to meet the needs of students of vocational shop courses.

32. Mathematics of Finance (2, U.C.) (3) II Mr. Duncan
Prerequisite: Mathematics E or D.
Simple and compound interest, discount, annuities, payment of debts by various methods, depreciation and capitalized cost, and related topics. Designed for students interested in commerce or business administration.

28. Methods of Teaching Arithmetic (3) II Designed primarily for prospective elementary school teachers. The course includes the study of fundamental operations of arithmetic on integers and fractions, with applications. Although efficiency in arithmetic skills is required, the emphasis is on the understanding of arithmetical procedures. This course is a prerequisite for a recommendation for an elementary teaching credential at some universities.

50. Technical Mathematics (3) I Mr. Duncan
A course in general mathematics for students who plan to enter the technical field. It includes algebra, applied plane geometry, and solution of right triangles and vectors from trigonometry.
MUSIC

Structure of Music

1-A, 1-B. Basic Musicianship (2-2) Yr. Mr. Vail
Designed for general elementary teacher candidates and general college students. Notation, terminology, scales, keys, intervals. An introduction to sight singing, simple melodic and harmonic dictation, and elementary harmony.

2-A, 2-B. Elementary Music Reading and Dictation (3-3) Yr. Mr. Vail

4-A, 4-B. Elementary Harmony (3-3) Yr. Mr. Stone
Prerequisite: To be taken with 2-A, 2-B concurrently.
Intervals, tonality, chords, inversion, progression, cadence, modulation, non-harmonic tones, analysis. Harmonization of melodies and basses in four voices and for keyboard.

5. Advanced Harmony (3) I Mr. Stone
Prerequisite: Music 4-A, 4-B.

6. Analysis and Form (2) I Mr. Stone
Prerequisite: Music 4-A, 4-B.
Tonality, nonharmonic tones, modulation. Units of musical form and cadences. Analysis of regular and irregular form in music literature.

7. Species Counterpoint (3) II Mr. Stone
Prerequisite: Music 4-A, 4-B.
Two-voice counterpoint in the five species. Strict and linear styles. Tonal and modal cantus firmi. Analysis.

21-A, 21-B. Survey of Music History and Literature (3-3) Yr. Dr. Sayre
Designed for music majors and minors. Historical, analytical and aesthetic approach to the music of great composers. Assigned readings and term papers, reviews of concerts.

22-A, 22-B. Broadcast Musical Programs (2-2) Yr. Dr. Sayre
Planning, script writing, and broadcasting of both recorded and "live" programs over local broadcasting stations. Admission by consent of instructor.

Music 48. Survey of Jazz (2) I, II Mr. Vail
The development of jazz from its origins to the present day. Ragtime, dixieland, blues, swing, boogie-woogie, be-bop, cool, progressive, and current trends in jazz will be examined. Popular songs, influential instrumentalists, singers, and the effect of jazz upon symphonic composers will be discussed. Lectures and recordings. Open to all students.

MUSICAL PERFORMANCE

Music majors are required to participate in a performance organization each semester (choir, concert band, dance band, opera workshop, vocal or instrumental ensemble.)

Because of lack of uniformity in amounts of credit granted in colleges for performance courses, the student is advised to investigate accreditation in the college to which he or she may wish to transfer.

30-A, 30-B. Elementary Class Voice (2-2) Yr. Dr. Sayre
Group work in voice production, diction and interpretation. Opportunity provided for individual attention and performance.

31-A, 31-B. Advanced Class Voice (2-2) Yr. Dr. Sayre
Prerequisite: Music 30-A, 30-B or its equivalent.
Continuation of Music 30-A, 30-B, with emphasis on solo performances and the building of repertoire. Recital performance required. Either half may be taken independently.

32-A, 32-B. Elementary Class Piano (1-1) Yr. Mr. Stone
Prerequisite: Music 4-A, 4-B.
Development of keyboard facility and sightreading. Repertory of simple piano material. Either half may be taken independently.

32-C, 32-D. Continuation of 32-A-B (1-1) Yr. Mr. Stone
Prerequisite: Consent of instructor.
Fundamentals of serious piano technique. Scales, dexterity, sightreading, ensemble, memory. Either half may be taken independently.

33-A, 33-B. Secondary Class Piano (2-2) Yr. Mr. Stone
Prerequisite: Consent of instructor.
Fundamentals of organ technique, pedalling, registration, hymn playing. Either half may be taken independently.

35-A, 35-B. Elementary Class Organ (2-2) Yr. Mr. Stone
Prerequisite: Ability in piano; consent of instructor.
Fundamentals of organ technique, pedalling, registration, hymn playing. Either half may be taken independently.
COURSES OF INSTRUCTION

36-A, 36-B. Secondary Class Organ (2-2) Yr.  Mr. Stone
Prerequisite: Consent of instructor.
Simple compositions of Bach and others, fundamentals of church organ playing. Repertory, technique, registration, improvisation. Either half may be taken independently.

36-C, 36-D. Continuation of 36-A-B (2-2) Yr.  Mr. Stone

36-A, 36-B. Class Stringed Instruments  Mr. Vail
Elementary instruction in the techniques and principles of playing stringed instruments. Limited number of school instruments available for use in this class. Recommended for students planning to teach instrumental music in the public schools and for students studying to be professional or semi-professional musicians, as it offers the opportunity to learn instrumental "doubles."

38-A, 38-B. Class Wind and Percussion Instruments  Mr. Vail
Elementary instruction in the techniques and principles of playing wind and percussion instruments. Limited number of school instruments available for use in this class. Recommended for students planning to teach instrumental music in the public schools, and for students studying to be professional or semi-professional musicians, as it offers the opportunity to learn instrumental "doubles."

40-A, 40-B. Choir (1 or 2) Yr.  Dr. Sayre
Study and performance of secular and sacred accompanied and unaccompanied choral music. Two rehearsals per unit of credit. Either half may be taken independently.

40-C, 40-D. Continuation of 40-A-B (1 or 2) Yr.  Dr. Sayre

41-A, 41-B. Vocal Ensemble (2-2) Yr.  Dr. Sayre
Performance of music particularly adapted to small vocal ensembles. Two rehearsals weekly. Admission with consent of instructor.

41-C, 41-D. Continuation of 41-A, 41-B  Dr. Sayre

42-A, 42-B. Band (2-2) Yr.  Mr. Vail
Study and performance of standard band literature. Appearances at college functions are made throughout the year.

42-C, 42-D. Continuation of 42-A-B (2-2) Yr.  Mr. Vail

43-A, 43-B. Dance Band (1-1) Yr.  Mr. Vail
Practical dance band experience. Admission with consent of director. Two hours rehearsal weekly.

43-C, 43-D. Continuation of 43-A-B (1-1) Yr.  Mr. Vail

44-A, 44-B. Instrumental Ensemble (1-1) Yr.  Mr. Vail
Performance of chamber music by small instrumental ensembles. Admission with consent of director. Two hours rehearsal weekly. Either half may be taken independently.

47-A, 47-B. Opera Workshop  Dr. Sayre
Technique of singing and acting in opera, leading to a full-scale operatic production. For advanced students. Enrollment by audition only. Either half may be taken independently.

NURSING

The College offers three programs in nursing. The one-year course enables the student to meet the requirements of some hospitals for entrance into their nurses training school. The student should enroll for Anatomy and Physiology, Bacteriology, Chemistry, Personal Hygiene and Elements of Nutrition.

The two-year course satisfies the requirements for pre-nursing, for the degree of Associate in Arts, and may satisfy the lower division requirements in the College of Letters and Science.

For description of Vocational Nursing see Page 75.

PHILOSOPHY

6-A, 6-B. Introductory Philosophy (6-A, 6-B, U.C.) (3-3) Yr.  Mr. Gladden
In this course philosophy is presented as an attempt to think reflectively and critically upon the problems of everyday experience. Emphasis is placed upon philosophical questions which arise in discussions concerning education, the arts, religion, and the social and natural sciences. Lectures, discussions, collateral reading, and reports on special topics.

PHOTOGRAPHY

63-A, 63-B. Photography (1-1) Yr.  Mr. Middleham
Techniques of photography with emphasis on learning to operate the camera; practice in picture taking, developing, and printing. Course is intended to be of assistance to those wishing to make use of photography either professionally or as a hobby. Some experience recommended but not required. Students will supply their own film and printing paper; school cameras and darkroom available for practice.

PHYSICAL EDUCATION

Physical education is required of all men and women under 25 years of age. Choice of activity is permitted. In addition to the 2-hour section of physical education for which a student registers he is required to choose one other different physical education activity which meets at another hour during the week. For example, if a student selects tennis as his two-hour physical education assignment, then he must also register for a third hour in a different activity.
A student who has reason to believe that he will be excused from physical education because of physical disability must register and report to a physical education class until he has had a conference with the head of the department and the College physician.

Preparation for the Major, University of California, Berkeley: Required: Chemistry; Biology 1; Physiology 2; Psychology 1; Physical Education (3 semester units); and training in the various athletic activities. Recommended: English 12; Health Education 1; Bacteriology 1.

Preparation for the Major, University of California, Los Angeles: Required: Chemistry 2; Physiology 2; Biology 1; Health Ed. 1; Physical Education (2 semester units) and training in the various athletic activities.

For Men

The physical education course for men comprises activities for groups and individuals. Group activities include bowling, handball, football, playground ball, basketball, and volleyball. Individual activities include golf, swimming, badminton, tennis, social dancing, square dancing, modern dancing, fencing, boxing, wrestling, and gymnastics.

A broad intramural program gives the student who is unable to make the varsity team a chance to participate in his favorite game. The activities in which he may engage are touch football, softball, basketball, tennis, bowling, handball, and track and field. The intramural program is open to any man who has not earned a varsity letter in that particular sport and who is a regularly enrolled student.

After registering in the physical education class assigned by the counselor, men students may substitute practice and participation in the major sport after they have been accepted by the coach and excused by their physical education instructor. However, they must report back to a physical education class within one week after the close of the season. Athletic candidates failing to register at the beginning of a semester, or to return at the close of an athletic season, will not be given a grade for the semester's work.

UNIFORMS

A regular uniform has been adopted to be worn by participants in physical education activities. Students are requested to supply themselves with the equipment described below before the opening of school.

Uniforms for men at Riverside College: White gymnasium shirt, orange shorts, and rubber soled athletic shoes.

LOCKERS

A lock, locker and towels, for which he will be responsible, will be issued to each student.

General Course Requirements

1-A, 1-B. Freshman Physical Education for Men

Mr. De Francisco, Mr. Gilkeson, Mr. Matulich, Mr. Steponovich

Meets the California requirement for physical education and includes the two hour section of physical education for which a student registers plus the additional different single hour activity.

Physical education for freshmen is divided into eight sessions of approximately four weeks in length. During these weeks students receive instruction in the rules and techniques of eight different activities. Opportunity is provided for participation in order that students may improve their ability and receive an added degree of enjoyment and pleasure.

This program assumes that each student will gain not only a knowledge of the activities, but will at the same time afford him the opportunity to improve physically, and add to his general good health. The carry-over value, sportsmanship, and general sports ethics are explained and emphasized.

The activities offered to each freshman are: tennis, handball, gymnastics, touch football, basketball, boxing, and wrestling.

Men who participate in an intercollegiate sport may use that as substitute for the regular physical education course during the term he participates in the sport. However, all men must be registered in a specific section of physical education and be released from that to the sport in which they participate.

In addition to the two hour section of physical education for which a student registers, he is required to choose one different, single hour activity. One unit of credit in physical education is given for the three-hour program.

2-A, 2-B. Physical Education for Sophomore Men

Meets the California requirement for physical education, and includes the two hour section of physical education for which a student registers plus the different single hour activity.

Sophomores have the opportunity to register for physical education classes which include individual and team sports, or to enroll in handball, golf, tennis, swimming, self defense activities, or gymnastics.

Any activity may not be taken for more than one semester.

Sophomores are required to follow the same regulations as freshmen if they participate in an intercollegiate sport. See page 95.

Professional Courses

27. Games for the Elementary School (1) I (Men and Women) Mrs. Huntley

Offers participation in physical education activities which are designed for the elementary school child; develops an understanding of principles of movement in fundamental skills and their application. Three meetings weekly.

28. Rhythmical Activities for the Elementary School (1) II (Men and Women) Mrs. Huntley

Offers participation in creative and free rhythms, fundamentals of rhythmical activities designed for the elementary school child. Three meetings weekly.

30. First Aid (2) I (Men and Women) Mr. Steponovich

The standard Red Cross course. Designed to teach the individual how to prevent accidents; to furnish him with sufficient knowledge to determine the nature and extent of an injury; and to train him as a first aider and to do the right thing at the right time. Students completing the course will have an opportunity to pass the tests for the Red Cross First Aid certificate.
32. Introduction to Physical Education (1) I (Men and Women) Mr. Gilkeson

An orientation course on the nature of physical education and the qualifications demanded of successful workers in this field. Opportunities for placement and methods of securing positions, as well as degree and credential requirements. Students wishing to pursue professional training in physical education will be assisted in formulating a program of study. Students planning to enter the field of physical education should take this course in their freshman year.

44. Principles of Healthful Living (3) I (Men and Women) Mr. Matulich

Provides the prospective elementary teacher with the fundamentals of healthful living by presenting scientific health information, promoting desirable attitudes and practices. Three lectures weekly.

Physical Education for Women

Physical Education I-A, I-B (1-1) Yr. Mrs. Huntley, Miss Estes

Physical Education II-A, II-B (1-1) Yr. Mrs. Huntley, Miss Estes

The following courses are offered women in the Physical Education Department. Any individual sport may not be taken for more than two semesters:

- Archery
- Bowling
- Modern Dance
- Tennis
- Badminton
- Golf
- Swimming
- W.A.A.

Though women may not participate in the same two hour sport for more than two semesters, they may, if they wish, elect a different sport each semester.

In addition to the two hour section of physical education for which a student registers, she is required to choose one different single hour activity. The single hour offerings may be chosen from the following: Archery, badminton, bowling, fencing, golf, posture, recreational games, social dance, square dance, tennis and Tigerettes. One unit of credit in physical education is given for the three hour program.

In addition to the individual sports offered in physical education, a more intensive training is given in team sports preparatory to interclass games, sports days and events sponsored by the Women’s Athletic Association. Three hours weekly.

Tigerettes

Drill and dance group organized to perform at athletic events and parades. Try-outs open to all women on campus, with enrollment limited to forty-eight. Class meets one evening a week. Single hour credit given in physical education. May be taken as third hour elective.

UNIFORMS

Uniforms for women at Riverside College: White cotton shorts, blouse, anklets and all white tennis shoes. Black leotards are required for Modern Dance.

LOCKERS

A lock, locker and towels, for which she will be responsible, will be issued to each student.

PHYSICS

Prerequisite for the major: Physics 1-A, B, C, D; Mathematics 3-A-B, 4-A-B. Chemistry 1-A-B.

1-A, 1-B. General (1-A, 1-B, U.C.L.A.) (4-4) Yr. Mr. Twogood

Prerequisite: The same as for Mathematics 3-A plus high school physics or chemistry with grade of B or better. Both physics and chemistry are recommended. Mechanics, properties of matter, heat and sound. Primarily for students who expect to major in physics, and for students in engineering, physics, chemistry, and architecture. Mathematics 3-A must be taken concurrently with Physics 1-A. Three lectures and one laboratory period weekly.

1-C, 1-D. General (1-C, 1-D, U.C.L.A.) (3-3) Yr. Mr. Twogood

Prerequisite: Physics 1-A, 1-B.

Magnetism, electricity, and light presented as a continuation of Physics 1. Primarily for engineering students and for those who expect to major in physics. Two lectures and one laboratory period weekly.

2-A, 2-B. General (2-A, 2-B, U.C.L.A.) (4-4) Yr. Mr. Duncan

Prerequisite: Mathematics A, B, C, D, or high school equivalent. Mathematics C may be taken concurrently. Properties of matter, mechanics, heat, wave motion, and sound are covered the first semester. Light, electricity and magnetism are covered the second semester. Meets the requirements for pre-medical or pre-dental students. Three one-hour lectures and one three-hour laboratory period weekly.

10-A, 10-B. (UC Berkeley Physics 10) (2-2) Yr. Mr. Twogood

A presentation of some of the some important phenomena in Physics with experimental demonstrations. No laboratory and requires a minimum of mathematics. Prerequisites: Elementary Algebra and Geometry.
50. (3) II  
Mr. Duncan

Described for the student who is majoring in technical courses and who desires an overview of the principles and methods of physics. Properties of matter, mechanics, heat, sound, wave motion, light, electricity and magnetism will be discussed and practical application will be stressed.

PHYSIOLOGY

Preparation for the Major: Required: Physiology 1; Physics 2; Chemistry 1, 8. Recommended: Zoology 1; Chemistry 5; a reading knowledge of French and German.

Physiology 1 or 2 is accepted in satisfaction of the requirement in hygiene for the degree of Associate in Arts.

Mr. Roby

Prerequisite: High school chemistry. Recommended: A high school biological science course, or chemistry 2, concurrently.

A study of the physiological processes in man. The relating of such functions to the muscular circulatory, respiratory, digestive, nervous, excretory, reproductive and endocrine systems of the body. Two lectures and one laboratory period weekly.

2-A, 2-B. Physiology and Anatomy (4-4) Yr.  
Mr. Roby

Same as Physiology 1, but with an additional laboratory period each week devoted to anatomy. Designed especially for majors in nursing, physical education, or dietetics. Two lectures and two laboratory periods weekly.

POLITICAL SCIENCE

1-A, 1-B. Political Science (1 and 2, U.C.) (3-3) Yr.  
Mr. Mackenzie

The first half of the course deals with the principles and problems of government, with emphasis on national government in the United States; the second half is a comparative study of the governments of Great Britain, France, Germany, Russia and Japan.

Either half may be taken independently.

Political Science 1-A may be taken in place of History 3-A.

PSYCHOLOGY

Preparation for the Major: Required: Psychology 1, and either Physiology 1 or Zoology 1. Recommended: French, German, Chemistry, Physics.

Mr. Cooper, Mr. Johnson, Mr. Gladden

The scientific study of human behavior and mental processes. Topics covered include a survey of the elements of intelligence and personality such as motivation, perception, learning, thought and emotion; and the relations of the psychological processes to the nervous, muscular, and glandular aspects of the organism, including the structure and functions of the sense organs.

6-A, 6-B. Psychology (23, UCLA) (2-2) Yr.  
Mr. Gladden

A practical introduction to the general theory of personality structure and development. Special emphasis is given to the use of psychological tests as a means of improving self-evaluation and personality growth.

50. Psychology (1) I, II  
Mr. Black, Mr. Bradshaw, Mr. Buckell, Mr. Duncan, Miss Fraser, Mr. Haslam, Mr. Roby, Mr. Vail, Mrs. Wallace

A study of problems involved in adjustment to college; vocational selection, study techniques, personal and social development. All students are required to register in this course in their first semester at Riverside College.

60-A, 60-B. Leadership (1-1) Yr.  
Mr. Bradshaw

A study of principles of democratic group action and techniques of group activity. The course includes parliamentary procedure, student government, committee procedure, group dynamics. Opportunity is afforded for frequent practice sessions.

SOCIOLOGY

Miss Fraser, Mr. Stalder

Deals with group behavior, the relationship among men, and the factors entering into and ensuing from these relationships. Through field trips the community and surrounding facilities are used as a laboratory. Outside speakers are used also. The study assists the individual to understand himself, his resources and limitations, his potentials, and his role in society.

2. Marriage and Family Relations (3) I, II  
Mr. Haslam, Mrs. Wallace

No Prerequisite.

This course offers a brief history of the family and seeks to develop a wholesome approach to marriage and family relations. Discussion develops the principles of courtship, engagement, marriage, and the first few years of married life. Problems relating to the economic and social status of the family will be discussed.

3. Marriage and Family Relations (3) I, II  
Mr. Haslam

Prerequisite: Sociology 2.

This course deals more specifically with problems relating to the adjustments in marriage in the areas of economics, religion, health, social living, and sex.

SPANISH

Preparation for the Major: Required: Spanish 1, 2, 10 (each course with not less than a C average); a minimum of two years of high school Latin, or Latin 1. Recommended: Spanish 11, French, Italian, and additional Latin.

Prognostic tests are given to all students registering for a foreign language.

1-A, 1-B. Elementary Spanish (1 and 2, U.C.) (4-4) Yr.  
Mr. Faber, Miss Kincell

The essentials of Spanish grammar with careful drill on pronunciation, reading, and writing, dictating and memorizing; translation of short stories and plays, with conversation based on Spanish texts. Collateral reading, with discussion in Spanish by the class. Open to students who have had no Spanish, or only one year of high school Spanish. An additional one-hour period for laboratory work is required weekly.
1. Introduction to Drama (2) II  
Offered alternate years.
Lectures and discussions presenting the basic philosophy underlying the various areas of drama. Required of all drama majors or minors.

2-A, 2-B. Intermediate Spanish (3 and 4, U.C.) (4-4) Yr.  
Miss Kincell
Prerequisite: Spanish 1, or two or three years of high school Spanish with grade of at least B.
Reading of Spanish novels, plays, short stories, periodicals with oral and written exercises based upon class work. Reports on collateral reading. Further study of Spanish grammar and syntax. Course is conducted largely in Spanish.

10-A, 10-B. Advanced Spanish (25-A, 25-B U.C.) (3-3) Yr.  
Miss Kincell
Prerequisite: Spanish 2, or four years of high school Spanish. The modern and contemporary Spanish novel and drama. The first semester is devoted to a study of the novel; the second semester to the drama. Selections from the works of important novelists and dramatists are read and discussed in class and as collateral work, with reports in Spanish. History of the Spanish novel and drama. Advanced theme writing upon selections read.

11-A, 11-B. Advanced Spanish Composition and Conversation (2-2) Yr.  
Miss Kincell
Prerequisite: Spanish 2, four years of high school Spanish, or approval of instructor.
A review of grammar, composition, and conversational practices. Individual projects. This course is designed to meet the requirements of two classes of students: (1) those desiring further preparation for courses in the university; (2) those desiring greater facility in the practical use of the language. Spanish majors are advised to take this course concurrently with Spanish 10.

12-A, 12-B. Advanced Spanish (1-1) or (2-2) Yr.  
Miss Kincell
Prerequisite: Spanish 10 or permission of instructor.
Directed reading in Spanish literature. Oral and written reports submitted at weekly conferences.

14-A, 14-B. Advanced Spanish (1-1) or (2-2) Yr.  
Miss Kincell
Prerequisite: Spanish 10 or permission of instructor.

50-A, 50-B. Conversational Spanish (2-2) Yr.  
A non-grammatical approach to reading and speaking Spanish with emphasis on conversation. A beginning course.

SPEECH-DRAMA

1-A, 1-B. Public Speaking (Speech 1-A, 1-B, U.C.) (3-3) Yr.  
Mr. Black, Mr. Hess, Mr. MacCuish
Prerequisite: English 1-A, or 50-A. Speech 1-A is a prerequisite to Speech 1-B.
The study of the general principles of voice and diction; the acquiring of correct posture, gesture and platform manner; and the development of the particular speech skill of each student. Throughout the year attention is given to the preparation of speeches for delivery in class and in public. The course is a second-year subject, but is also open to qualified first-year students who are specializing in public speaking.
60-A, B, C, D. Play Production (1) I, II Mr. Hess, Mr. MacCuish
Practical experience in stage productions, acting, make-up, costumes, and lighting. One unit credit for 36 hours class work.

62-A, B, C, D, E, F, G. Tutorial Courses in Drama (1) I, II Mr. Hess, Mr. MacCuish
A. Playwriting
B. Direction
C. Make-up
D. Little Theater Management
E. Church Drama
F. Fencing
G. Modern Dance
These courses may be selected by a student planning individual study on a tutorial basis. One unit for 18 hours of class work.

ZOOLOGY

1-A. General Zoology (4) I Mr. Johnson
An introduction to the principles of Biology with special reference to the structure, classification and evolution of invertebrates. Two lectures and two laboratory periods weekly.

1-B. General Zoology (4) II Mr. Johnson
An introduction to vertebrate zoology. The structure and function of vertebrates with special emphasis upon the early developmental stages. Two lectures and two laboratory periods weekly.

12. Entomology (4) II
Prerequisite: Biology 1 or Zoology 1, or equivalent. Open to students with the approval of the instructor. Anatomy, physiology, and life history studies of insects, with special reference to insects of economic importance. Lectures, conferences, laboratory, and field work.

VOCATIONAL COURSES
Students wishing to enroll in vocational courses should confer with the Registrar. Units received for work completed in shop courses will be counted in partial satisfaction of the requirements for the Associate in Arts title, but the evaluation of such units for transfer will be left to the institution to which transfer is made.

AUTO MECHANICS
1-A, 1-B. Auto Mechanics (7) Yr. Mr. Morris
Prerequisites: Satisfactory score on mechanical aptitude test and consent of instructor.

A vocational class for students who plan to enter the field of automotive maintenance and allied vocations. Students are required to become familiar with all units of the automotive chassis and their repair. Practical experience is supplemented by a study of the principles involved through lectures, the use of pictures, slide films, demonstrations and occasional field trips. Three lectures and five laboratory periods weekly.

2-A, 2-B. Auto Mechanics (4) Yr. Mr. Morris
Prerequisite: Auto Mechanics 1-A-B, or special permission of instructor. This course is a continuation of Auto Mechanics 1-A-B. Students will be encouraged to concentrate their efforts on a particular phase of maintenance such as engine overhaul, tune-up, automatic transmissions, etc. Two lectures and three laboratory periods weekly.

COSMETOLOGY
Mrs. Hager, Mrs. Judd, Mrs. Neal
The course in cosmetology trains students for positions as licensed operators in beauty shops. Those students who complete the course are eligible to take the state board examination in cosmetology. The regular course extends over a period of 1600 hours as required by the State Board of Cosmetology and includes such branches of the profession as permanent waving, hair styling and cutting, pedicuring, creative hair styling, hair tinting, facial work and manicuring. Consideration is also given to such related subjects as personal hygiene, public health, physiology, bacteriology, psychology, shop ethics and salesmanship.
**ELECTRONICS**

1-A, 1-B. Electronics (8) Yr.  Mr. Titus
Elementary electrical theory, both DC and AC, including Ohm's law, series and parallel circuits, inductive, capacitative reactance and resonant circuits. Properties and functions of vacuum tubes. T.R.F. and superheterodyne receivers, theory, and servicing techniques. Test equipment, including multimeters, tube checkers, signal generators, oscilloscopes. Generation of radio frequency power. Five lectures and ten laboratory periods weekly.

2-A, 2-B. Electronics (6) Yr.  Mr. Titus
Prerequisite: Electronics 1-A-B.
Antennas, F.M. receiver theory and servicing. Television theory and servicing. Industrial electronics, including special circuits, industrial control circuits, other applications. Three lectures and three laboratory periods weekly.

**ENGINEERING**

51. Blueprint reading (1) I, II
A beginning course in the study of blueprints and their interpretation. Types of projection, symbols and abbreviations.

**MACHINE SHOP**

1-A, 1-B. Beginning Machine Shop (1) I, II  Mr. Hicks
Instruction in the basic operations of the lathe, shaper, surface grinder and milling machine. Along with the machine operation students will perform bench work, tool grinding and elementary heat treating.

2-A, 2-B. Advanced Machine Shop (1) I, II  Mr. Hicks
During the second year the student will perfect the operation of the above machines and do additional work on the horizontal and vertical milling machine.

**VOCATIONAL NURSING**

The Vocational Nursing program is a 12-months course designed for qualified women to prepare themselves to become licensed vocational nurses. The first semester is spent at the college studying courses in Personal and Vocational Relationships, Personal and Community Health, Related Sciences, and Nursing Care. During this period basic nursing principles and skills are learned. Of the remaining seven months, six are spent at the Riverside Community Hospital and one at the Riverside County General Hospital in supervised nursing practice. Here the student continues to develop her nursing skills and through classroom conferences to gain further knowledge necessary to the Vocational Nurse in the care of the sick.

Students who graduate from this school in Vocational Nursing are eligible to apply for examination to become licensed Vocational Nurses.

Nursing Care (8-6)  Miss McFadden, Mrs. Rich
A study of the nursing principles and skills necessary for a Vocational Nurse and their application in actual nursing situations. Five lectures and three laboratory periods weekly during the first semester and five lectures and thirty-two hours in nursing experience weekly in the Community Hospital during the remaining seven months of the course.

In this course are included Nursing Procedures, Home Nursing, Care in Diseases, Care of Mothers and Infants, Care of Sick Children, Care of the Aging, and Diversional and Rehabilitative Activities.
COURSES OF INSTRUCTION

Personal and Vocational Relations (2) Miss McFadden, Mrs. Rich
A course for Vocational Nurses stressing vocational problems, psychology of the sick, personality development, and how to handle people.

Related Sciences (2) Miss McFadden, Mrs. Rich
A short course in the structure of the human body to aid in better understanding of nursing principles and disease conditions.

Home Management for Nurses (1) Mrs. Wilson
A study of home management methods of today, including the care and use of modern kitchen and laundry appliances and equipment, planning and using a budget, cleaning and spot removing, and short cuts in meal planning and preparation. One lecture a week.

Nutrition for Nurses (2) Mrs. Wilson
A basic study of nutrition in which nutritive requirements of the body and how to meet those requirements are stressed. Simple diet planning and interpretation will also be included. Two lectures weekly.

Child Growth and Development (2) II Mrs. Wilson
A study of pre-natal through the first years of childhood. Emphasis on physical, social, and emotional needs of the child. Two lectures weekly.

VOCATIONAL PRINTING

1-A, 1-B. Printing (5) Yr. Mr. Epp
Prerequisite: High School Printing.
Vocational Printing endeavors to develop skills, knowledges, and attitudes used in holding positions in the printing industry. The individual training enables the student to advance as quickly as his ability affords. The class is conducted as nearly like a printing establishment as possible.
Vocational Printing includes lectures and instruction on the use of platen presses, vertical and newspaper cylinder presses; composing room saws; proof presses, and linotype type casting machines; lock-up for presses; bindery operations; power paper cutter; perforator; paper drill; stapler and padding press. Two lectures and three laboratory periods weekly.

RADIO AND TELEVISION

50-A, 50-B. Fundamentals of Radio (1) I, II
Elementary radio and vacuum tube theory supplemented by laboratory work on the construction of a simple radio receiver.
51-A, 51-B. Television Repair, Elementary (1) I, II Mr. Martynec
The fundamentals of television receiver theory and operation. Particular attention is paid to the proper use of test equipment and the correction of receiver faults.

52-A, 52-B. Television Repair, Advanced (1) I, II Mr. Martynec
A continuation of 51-A-B planned for the person who is engaged in the servicing of television receivers or who wishes to get into this field.

WOODSHOP

1-A, 1-B. Elementary Woodshop (1) I, II Mr. Bronstrup
A beginning class in cabinetmaking. Safe and efficient operation of hand and power tools in the construction of simple cabinets and furniture. Operation of the lathe is also stressed.

2-A, 2-B. Advanced Woodshop (1) I, II Mr. Bronstrup
A continuation of 1-A-B with emphasis on the construction of better quality projects.

APPRENTICESHIP CLASSES

50-A, 50-B. Carpenter Apprenticeship (1-1) Yr.
An eight semester course in related carpentry for indentured apprentices.
51-A, 51-B. Electrician Apprenticeship (1-1) Yr.
An eight semester course in related electricity for indentured apprentices.

THE SOUTHERN CALIFORNIA PEACE OFFICERS' TRAINING SCHOOL

This school was established in Riverside under the administration of Riverside College in the spring of 1953. It is a cooperative venture with the following three agencies participating: (1) Riverside College, (2) California State Department of Education, (3) Riverside County Sheriff's Department.
College credit is granted for the 218 hour course. A Certificate of Completion is awarded when a student finishes the course. Transcripts of record are issued under the same conditions as described elsewhere in the catalogue.
The Sheriff's Department furnishes facilities which include a barracks, dining hall, classrooms, rifle and pistol range. The state department acts as consultant, furnishes a supervisor of the school, some of the instructors, and classroom supplies.
The course is offered twice each year for a five week period, once in the fall and again in the spring. This school serves eleven counties in Southern California.
The following individuals may enroll:
1. Officers of less than three years' experience;
2. Officers of more than three years' experience who have not completed training at a basic school;
3. Eligibles who have a letter of recommendation from their prospective chief or sheriff;
4. Experienced officers who are to conduct training programs in their own departments.
For full information regarding the Riverside College Southern California Peace Officers' Training School, address communications to the Registrar.
HONORS AND AWARDS

Riverside College had its own honor society from 1921 until 1953. In the spring of that year the college applied for membership in Alpha Gamma Sigma, the California Junior College Honor Society. Gamma Sigma chapter of Riverside College was granted its charter by Alpha Gamma Sigma on May 8, 1953.

Temporary Membership. Temporary membership in Alpha Gamma Sigma, California Junior College Honor Society, is awarded at the close of each semester to all students who have for that semester not less than twelve quantity units, and a grade point ratio of at least 2.0 (exclusive of Physical Education) in courses of recognized Junior College standing, having no grade lower than C, and who are, in all other respects, recommended by the faculty of Riverside College. Not more than 10% of the students, based on average daily attendance, shall be elected to temporary membership.

Permanent Membership. Any student who has completed the number of quantity units, (exclusive of Physical Education) required for graduation, or which are transferable to any recognized four-year college, and who has fulfilled the requirements for temporary membership during any three of four, or four out of five semesters, and who has a grade point ratio for all junior college work, (exclusive of Physical Education) of 2.8 or above, or who has a grade point ratio of 2.5 or above for all junior college work (exclusive of Physical Education) regardless of the number of semesters of temporary membership, may become eligible for election to permanent membership. The final selection shall be made by a faculty committee who shall consider the eligible students from the standpoint of three qualities: First, character as shown by conduct and general behavior; second, service as shown by loyalty and service to the school; third, leadership as shown by activity in student affairs.

HONORS AND AWARDS

Junior Lions Cup
The Junior Lions Cup has been presented each year since 1928 to the man of the graduating class who in the judgment of the Committee has rendered the greatest service to the College during the year. A similar cup is given to the woman of the graduating class who has been adjudged worthy of like honor. Awarded to Osira Cicela and Larry Schimpf in 1955.

Jack B. Crawford Memorial Award
The Jack B. Crawford Memorial Award was established in 1946 in memory of Jack B. Crawford who gave his life in the service of his country. This award is given annually to the man student who, in the judgment of the Committee, displays outstanding sportsmanship in the field of athletics. His attitude toward his fellow students and academic work will also be taken into consideration. The man so recognized receives an award to keep in his possession. His name is also engraved on a perpetual trophy which remain in the College trophy room. Awarded to Larry Schimpf in 1955.

Women's Athletic Association Scholarship
The Women's Athletic Association Scholarship of the annual value of $25 has been awarded annually since 1939 to the woman student who in the judgment of the Committee is the outstanding leader in athletics and sportsmanship for the year. The scholarship must be of at least C grade. The award is available only when the student who has been chosen enrolls for the succeeding autumn semester at the College.

Kiwanis Scholarship Fund
The Kiwanis Scholarship Fund was established in 1924. It is a revolving educational loan fund, administered in the interest of graduates of the College, who desire to continue their education at a senior college or university. In the selection of candidates emphasis is placed upon scholarship, character, and personal need. The following students were designated beneficiaries in 1955: Marion Alley and Marcia Tyler.

Alpha Gamma Sigma Scholarship Fund
Several cash awards plus a dozen or more scholarships to four year colleges and universities are available to members of the honor society. Inquiries may be addressed to Mr. Lawrence Larson, Riverside College.

Riverside College Loan Fund
This fund was established first in 1922 by Mrs. Genevieve Aberdien in memory of her nephew Donald Porteous, who was a student at Riverside College in 1920-22. Since that time small sums have been added to the fund. Specifically, money in memory of Miss Julia Campbell, for many years a teacher in the Glen Avon school district, was added to the fund in 1954. Both of these memorial funds are so noted in student body accounts, but are kept in one general loan fund.

Riverside City Teachers Association Loan Fund
This educational loan fund was established in 1947. In order to be eligible for a loan from this fund a student must be preparing to become a teacher, and, except in rare instances, must be a graduate of Riverside College. Scholarship and good character are emphasized. Application must be made by letter to the Riverside City Teachers Association.

Delta Kappa Gamma Scholarship Fund
A scholarship loan not to exceed $300.00 in any one year may be granted to a student who is preparing for the teaching profession upon completion of two successful years of college. All applications must be reviewed by the scholarship committee of Mu Chapter and presented to the organization by June 1st.

Joan Thursby Memorial
This award in memory of Joan Thursby, Riverside College student of 1948, is to be given annually to a second year woman student, who, in the judgment of a faculty and student committee, best exemplifies the attributes of womanhood, participates actively in campus organizations, and who has a "B" average. The name of the student winning the trophy will be engraved on a cup which will remain in the trophy room. A smaller replica of the trophy will be given to her to keep permanently. Awarded to LuAnne Dieterle in 1955.

Robert Vanderzyl Memorial Tennis Award
This award is made annually to a member of the Riverside College Tennis Team who displays outstanding sportsmanship, good citizenship, and acceptable scholarship. The man so honored has his name inscribed upon a perpetual trophy which remains at the college, and he is also given an individual trophy to keep in his possession. Awarded to Donald Harp in 1955.
RIVERSIDE COLLEGE AWARDS
These are grants of money made to Riverside College students and prospective students. They are awarded on the basis of need, character, and scholarship and are made possible by the following individuals and organizations:

Associated Student Body of Riverside College
Two awards of $50.00 each are given to deserving students.

Ian Fleming Memorial Award
In memory of this former student, the Circle K Club makes $50.00 available to the awards committee to be given to a deserving sophomore student who is majoring in science or engineering.

Riverside Exchange Club
An award of $100.00 is made available for a deserving student or students.

John Brunton Award
An award of $50.00 is made available to a deserving student.

George Reade Foundation
Four awards in the amount of $50.00 each are made to deserving students: two in the field of Auto Mechanics and two in the field of Secretarial Science.

Joseph Hunter Foundation
An award of $100.00 is made available to a deserving student or students.

Junior Chamber of Commerce (Roy Cunningham Memorial)
An award of $50.00 is made available to a deserving student.

Kiwanis Club of Riverside
Two awards of $50.00 each are made available to deserving students.

Magnolia Center Business & Professional Women's Club
An award of $50.00 is made available to a deserving student.

Magnolia Lions Club
An award of $50.00 is made available to a deserving student.

Pro-America
An award of $50.00 is made available to a deserving student.

Riverside Press and Enterprise
Two awards of $50.00 each are made available. One to a student majoring in printing and the other to a student majoring in journalism.

Riverside Lions Club (Roy C. Hunt Memorial)
Two awards of $50.00 are made available to deserving students.

Rubidoux Motors
An award of $50.00 is made available to a deserving student.

Wednesday Club
An award of $50.00 is made to a graduating senior of Polytechnic High School who plans to attend Riverside College.

Service Rock Company
Two $50.00 awards to a deserving student or students.

Zonta Club
An award of $50.00 is made available to a deserving student.

FACULTY
Anderson, Russell J.
History, Political Science
A. B., M. A., University of Kansas; graduate study, University of Wisconsin, University of Minnesota, and University of Kansas. At Riverside College since 1955.

Black, Philip S.
English, Speech
A. B., M. A., University of Southern California. At Riverside College since 1946.

Bradshaw, Ralph H.
Dean of Men, English
A. B., M. A., Washington University, St. Louis, Mo.; graduate work at Claremont Colleges. At Riverside College since 1946.

Brauti, T. Martin
Chemistry
A. B., Willamette University; M. S., University of Southern California; graduate work at Oregon State College. At Riverside College since 1946.

Bucknell, LeRoy
Commerce
A. B., San Jose State College; M. S., University of Southern California; graduate work at University of California. At Riverside College since 1950.

Cooper, Lawson P.
Art
A. B., Pomona College; M. A., Claremont Colleges. Graduate student, Bureau of University Travel, Harvard University. At Riverside College since 1937.

Cooper, Ruth
Botany, Chemistry laboratory
A. B., University of California. Graduate student, University of California, University of Wyoming, and Harvard University. At Riverside College since 1931.

De Francisco, Nathan
Physical Education, Football
A. B., University of California at Los Angeles; graduate work University of California at Los Angeles. At Riverside College since 1931.

Duncan, James K.
Mathematics, Physics
B. A., Hastings College; M. Ed., Marquette University. Graduate work, Claremont Graduate School. At Riverside College since 1953.

Estes, Jeanelle R.
Physical Education
B. S., North Texas State College. Graduate work at East Texas State Teachers College. At Riverside College since 1955.
Faber, Lehman B. 6469 Hillside Ave. - OV 3-1507
Spanish, German, English
A. B. (Cum Laude) Augustana College, Sioux Falls, So. Dakota, 1950;
M. A., University of Nebraska, 1954. At Riverside College since 1953.

Fraser, Frances M. 4570 Indian Hill Rd. - OV 4-1131
Dean of Women, Sociology
A. B., Vassar College; M. A., Columbia University; diploma, Oxford University. At Riverside College since 1923.

Gilkeson, Glenn 4423 Maplewood - OV 3-3637
Director of Athletics, Basketball, Hygiene, Physical Education
A. B., Nebraska State Teachers College; M. A., Teachers College, Columbia University, Graduate student, University of Southern California, and University of Wisconsin since 1939.

Gladden, Garnett Lee 3638 8th St. - OV 6-6440
Philosophy, Psychology
A. B., University of California; M. A., Claremont Colleges; graduate student, University of California. At Riverside College since 1946.

Hager, Birgit S. 9277 Magnolia
Cosmetology
Cosmetology course, Abraham Lincoln High School; Graduate work at Frank Wiggins, Los Angeles; Comer and Doran; University of California at Los Angeles. At Riverside College since 1955.

Hallock, Robert J. 5569 Grand Ave. - OV 6-0028
Physical Education
B. S., Springfield College. Graduate work, University of Southern California. At Riverside College since 1946.

Haslam, James H. Rt. 1, B. 288, Colton - OV 3-4278
Chemistry
B. S., Rhode Island State College. Graduate student Claremont Colleges. At Riverside College since 1946.

Hess, Chester E. 4670 Beatty Drive - OV 3-1658
English, Dramatics
A. B., San Jose State College; M. A., University of Redlands. Graduate work, University of California at Los Angeles, University of Southern California. At Riverside College since 1950.

Horstman, Rudolph W. 3615 Castle Reagh Place - OV 3-2050
Mathematics, Engineering, Construction Technology
B. S., M. S., University of Southern California. At Riverside College since 1954.

Huntley, Catherine S. 3608 Beechwood Place - OV 6-4958
Physical Education
A. B., University of Nevada; M. A., Columbia University. At Riverside College since 1926.

Johnson, Cecil E. 3006 Cimarron Rd. - OV 3-8609
Zoology, Biology
B. S., University of Southern California. Graduate work, University of Southern California and Los Angeles State College. At Riverside College since 1932.

Kincell, Dorothy M. 3811 Mt. Rubidoux Dr. - OV 6-4905
Spanish
A. B. (Cum Laude), Pomona College; M. A., Columbia University. Graduate student, University of California at Los Angeles, Pomona College, Stanford University, Columbia University, University of Mexico, L'alliance Francaise, University of Paris, France, Centro de Estudios Historicos, University of Madrid, Spain, Claremont Colleges. At Riverside College since 1942.

Knopf, Arthur C. 4056 Bandini Ave. - OV 4-4546
English, History, Advisor to student newspaper staff, Publicity
A. B., Carleton College; M. S., University of Southern California; graduate work at University of California at Los Angeles, University of Minnesota, and Claremont Colleges. At Riverside College since 1950.

Larson, Lawrence 4830 Riverside Ave. - OV 3-0869
Engineering, Mathematics
A. B., Minst State College, Minst, N. D.; M. Ed., University of Montana. Graduate work at the University of Southern California. At Riverside College since 1949.

Loye, Norma I. 4171 12th St. - OV 6-5797
Commerce
B. S., Western Michigan College, Kalamazoo, Michigan. At Riverside College since 1955.

Luce, John A. 4474 Highland Pl. - OV 6-1494
English, Drama
A. B., New Mexico; M. A., Claremont Colleges. Graduate work, University of Pennsylvania. At Riverside College since 1954.

Mackenzie, Maurice Russell 4579 Ninth St. - OV 4-1144
Economics, Political Science
A. B. (Cum Laude) Harvard University; Ed. M., Harvard University. Graduate student, University of Chicago, University of Southern California, Columbia University. At Riverside College since 1928.

Marks, William C. 2950 Fairmount Blvd.
Commerce
A. B., San Diego State College. Graduate work at San Diego State College. At Riverside College since 1955.
Matulich, John M. 3560 Gay Way - 9-9244-J
  Physical Education, Basketball, Tennis
B. S., University of California at Los Angeles. Graduate work at University of California at Los Angeles. At Riverside College since 1955.

McCulloch, Lucille M. 4272 Beatty Drive - OV 4-2629
  College Nurse
R. N., St. Helena Hospital, San Francisco; P. H. N., University of California at Los Angeles. At Riverside College since 1951.

McDermont, Earl Alexander 3700 Washington Street - OV 3-7140
  Registrar, Vice President
A. B., Occidental College; M. A., Columbia University. Graduate student, University of California and University of Montpellier, France. At Riverside College since 1921.

McFadden, Mary 7440 Garden St. - OV 3-4753
  Vocational Nursing
B. S., St. Francis Xavier College, Chicago; diploma in nursing, Mercy Hospital School of Nursing, Chicago; graduate work, New York University, St. John’s University, Brooklyn, N. Y. At Riverside College since 1954.

McGovern, Helen Elizabeth 6140 Olivewood Ave. - OV 6-4105
  Commerce
B. S., M. S., Iowa State College. Graduate work at Iowa State and Claremont Graduate College. At Riverside since 1952.

McKusick, Rosa A. 5244 Magnolia Ave. - OV 3-2289
  Assistant College Librarian
A. B., Whittier College; M. A., Columbia University; Certificate in Librarianship, University of California. At Riverside College since 1951.

Middleham, Kenneth L. 2035 Minnesota St. 2035 Minnesota St.
  Photography, Photographic Advisor to College Publication
B. A., Art Center School of Photography, Los Angeles. At Riverside College since 1951.

Morris, Herbert M. 7491 Potomac St. - OV 3-7892
  Auto Mechanics
A. B., University of California at Santa Barbara. At Riverside College since 1951.

Neal, Alice K. 8425 California St. - 9-1047-W
  Cosmetology
Graduate of Johnson’s School of Cosmetology. Graduate work Frank Wiggins School, Los Angeles. Hair Styling, Roberta Tate. Registered cosmetologist. Vocational graduate, UCLA. At Riverside College since 1947.

Newstead, John E. 4592 Granada - OV 4-5216
  Director of Student Business, Commerce
B. S., State University of New York. Graduate work at Syracuse University. At Riverside College since 1947.

Noble, Orland W. 1765 Prince Albert Dr. - OV 6-4712
  President
B. P. E., George Williams College; B. S., M. S., University of Southern California. At Riverside College since 1945.

Ohmen, John C. 1738 Gratton St. - 9-7988-R1
  Dean of Extended Day
A. B., University of California. Graduate student, University of California, Claremont Colleges, University of Southern California, and University of Redlands. At Riverside College since 1946.

Patton, Robert L. 4070 Jurupa Ave. - OV 3-1928
  English, Journalism, City Schools’ Coordinator of Press and School Relations, Advisor to year-book staff.
A. B. (Cum Laude) Stanford University. At Riverside College since 1931.

Peck, Elmer W. 453 E. Highland Ave., Redlands - 4-5768
  Geology, Geography, Anthropology
A. B., Yale University. Graduate work University of California, University of Redlands and Claremont Graduate School. At Riverside College since 1946.

Rich, Bettie R. 5062 Greenleaf 9-2299-J
  Vocational Nursing
B. S., Pacific Union College. Diploma in nursing, Glendale Sanitarium and Hospital, Glendale, California. California R. N. since 1943. At Riverside College since 1954.

Roby, Paul J. 5445 Sierra Street - OV 4-4391
  Anatomy, Physiology, Bacteriology, Hygiene, Baseball, Football
B. S., East Stroudsburg Pennsylvania State Teachers College, M. S., University of Pennsylvania. Doctoral Candidate, University of Southern California. At Riverside College since 1951.

Sayre, Edwin D. 2976 Las Flores, Arlington
  Music

Smith, Fleming L. 1911 Sepulveda Ave., San Bernardino - 81-7489
  Commerce
B. S., B. E., University of Cincinnati; M. Ed., University Pittsburgh. Graduate student, New York University, University of Pittsburgh, University of Southern California, and Claremont Colleges. At Riverside College since 1947.

Stalder, Cecil E. 3709 Larchwood Place - OV 6-1827
  History, English
A. B., University of California; graduate work, University of California, Claremont Colleges, and University of Southern California. At Riverside College since 1946.

Steponovich, Anthony 5186 Monterey Road - OV 4-5283
  Physical Education, Hygiene
B. S., University of Southern California; graduate work at University of Southern California; Coaching School, Stanford. At Riverside College since 1946.
FACULTY

Stickney, Clifford
919 Bussey St., San Bernardino - 82-4210
English, History
A.B., M.A., University of Illinois. Graduate work at University of Redlands. At Riverside College since 1946.

Stone, Don P.
5869 Clifton Blvd. - OV 4-1630
Music, French
A.B., Occidental College; graduate student, Occidental College, University of Redlands, and University of Southern California. At Riverside College since 1948.

Titus, Denton
4467 Rubidoux Ave. - OV 4-0359
Electronics
A.B., San Jose State College. Graduate work, University of Southern California. At Riverside College since 1952.

Toy, Ernest W., Jr.
5456 Wayman Ave. - OV 4-0517
Librarian
B.A., (magna cum laude) College of St. Thomas; M.S., University of California at Los Angeles; graduate work, UCLA. At Riverside College since 1954.

Twogood, Archie J.
32 Sycamore Dr., Mentone
Physics
B.S., University of California. Graduate student, General Electric Company, Schenectady, and University of California. At Riverside College since 1922.

Vail, Evan
6589 Mt. Diablo - OV 3-3077
Music
A.B., University of California at Los Angeles; M.A., Occidental College. At Riverside College since 1950.

Wallace, Mary E.
4250 Glenwood Dr.
History, Sociology
B.A., University of California at Los Angeles; M.A., University of California at Berkeley; Graduate study Mills College, Stanford University, University of Chicago, Columbia University, Claremont Graduate School. At Riverside College since 1954.

Wiley, William B.
4736 Dewey Avenue
English, History
A.B., Wabash College; M.A., University of California at Los Angeles. Graduate work at Claremont Graduate School and U.C.L.A. At Riverside College since 1956.

Wilson, Caroline K.
4774 Magnolia Ave. - OV 4-0351
Home Economics

OTHER STAFF MEMBERS

Mrs. Wanda Bode
Accounting Clerk
Mr. Harry Dangerfield
College Bookstore
Mrs. Freda Gunn
Clerk, Cosmetology
Mrs. Dorothy Summers
Library Assistant
Mrs. Johnnie Palevac
Switchboard

ORGANIZATION

Foundation

Riverside College was founded March 13, 1916, when, in response to a general petition of electors, the City Board of Education authorized the introduction of junior college courses in the Polytechnic High School. At the opening of the fall term, September 25, 1916, twenty-four such courses were offered in fifteen departments of study. The enrollment for the first academic year was one hundred ten.

Circumstances were favorable to the development of a junior college at Riverside. The Polytechnic High School had been recently built, and its equipment was suited to advanced work. Many of the faculty had taught in college. For the period from 1916 to 1921 the new institution functioned successfully as a department of the high school.

On May 27, 1921, the California State Legislature passed the Junior College Act which authorized the formation of junior college districts.

In accordance with this act, and by authority of the State Board of Education, the Riverside Junior College District was formed in 1921, and the institution became thereby a district junior college. As now constituted, the district embraces, in addition to the City of Riverside, the communities of Alvord, Ferndale, Glen Avon, Highgrove, Jurupa, Midland, Mira Loma, Moreno, Union Joint, and West Riverside. The City Board of Education constitutes the governing board. The College receives its financial support from the State of California on an A.D.A. basis, supplemented by a district tax. The College is therefore part of a state-wide system of regional colleges designated to popularize education in cooperation with the State University and under the advisory supervision of the State Board of Education.

The formation of the district suggested the advisability of erecting a separate group of buildings for the use of the College. Accordingly, property was purchased on Terracina Drive and Riverside Avenue as a site for the new campus. Two residences, which stood on the site (Gage Hall fronting on Terracina and the Collier cottage on Riverside Avenue), were used as temporary quarters. Bonds were voted on in 1922, 1927, 1945, and again in 1949, which have given the College its present physical plant on a separate campus, with its own library and laboratories, and its own faculty. Since 1927, certain other units have been added, the cost being defrayed by direct tax.

Management and Control

The management and control of the College are vested in a Board of Trustees of five members. These are chosen at the biennial city elections and hold office for four years.

Aims and Functions

The College has a two-fold aim and function:

1) To provide two-year college curricula complete in themselves which, so far as possible, shall meet the needs and objectives of the individual student without reference to preparation for upper division work in a senior college or university.
(2) To provide courses corresponding to lower division university courses which will enable students who wish to continue their studies elsewhere to transfer without loss of time or credit. As an integral part of the state system of education, the College aims specifically to satisfy the requirements of the University of California for admission to its upper division. Fulfilling the lower division requirements of the University of California is equivalent to fulfilling the lower division requirements of most standard colleges and universities.

The College Year

The College year begins in September and continues through two terms of eighteen weeks each.

Summer Session

A summer session of six weeks is held each year immediately following the spring semester. This session enables students to do additional academic work and to make up deficiencies. Both college and high school subjects are offered. A total of six semester units may be earned.

Location and Climate

The College is located at Riverside in the heart of the citrus belt — sixty miles east of Los Angeles. Riverside has an elevation of 871 feet and a population of more than 65,000. It is on the lines of the Union Pacific, Santa Fe, Southern Pacific, and Pacific Electric Railways. A seasonal rainfall of approximately 11 inches and a mean temperature of 59.3 degrees for the college year (September 15 to June 15) ensure climatic conditions which are exceptionally favorable for intensive study.

The main campus occupies a site at the junction of Terracina Drive and Riverside Avenue. It is about a mile from the business district. The academic buildings stand at the edge of a broad mesa overlooking an ancient water-course, which was known to the Indians as Tequesquite arroyo from the tequesquite or “soap soil” once found there in abundance. In this natural stadium the physical activities are centered. At the eastern end of the arroyo lies a five acre tract which is also part of the College campus. Half of this property was deeded to the College in 1932 by Mr. and Mrs. A. C. Lovekin. The other half was acquired by purchase in 1935. The land which is set with olive, walnut, and ornamental trees, has a frontage of 700 feet on Saunders Street.

Buildings and Equipment

The central group of academic buildings consists of one-and-two-story structures. The different units are grouped about an open court, and are connected by a continuous single or double-decked arcade except on the west side of the quadrangle. At this point the covered arcade of the upper tier gives place to an open deck with wrought iron balustrade. In style the buildings represent the best period of the Italian Renaissance. The gray walls of reenforced concrete with red tile roofing are reminiscent of Spanish missions.

On the north side of the quadrangle are grouped the Administration Offices and the Library; on the east and south most of the departments of letters and science; the commerce department, the home economics department, and the College cafeteria, student lounge, and bookstore; on the west the auditorium and the department of cosmetology.

Library

The library is a well-lighted, friendly place, conveniently located in the central group of academic buildings. It features a growing and thoroughly up-to-date collection of over nineteen thousand books, regular displays of more than 150 current periodicals, and a spacious and comfortably furnished reading room which will accommodate about one hundred readers. The library staff, which consists of two professional librarians, a library clerk, and student assistants, is adequate and competent to offer students frequent individual assistance in the use of library aids and facilities. During the school year, the library is open from 7:45 a.m. to 4:30 p.m. every day that school is in session.

Laboratories

Laboratories devoted solely to College work are maintained in bacteriology, botany, chemistry, engineering, geological sciences, physics, physiology, psychology, secretarial science and zoology. The value of apparatus and permanent equipment in the several departments is as follows: Astronomy, $4500.00; agriculture and botany $5700.00; auto mechanics, $6500.00; bacteriology, $6500.00; chemistry, $8500.00; cosmetology, $6000.00; electronics, $6500.00; engineering, $2250.00; geology, $4000.00; household science, $5300.00; physics, $15,000.00; physiology, $1000.00; psychology, $300.00; secretarial science, $20,000.00.

Art

Special equipment in the Art department includes a projection machine and 1000 lantern slides. Available also is a loan collection of 3000 additional slides, many of these in full color. In the ceramics division there is a large Denver kiln, a smaller kiln, and four potter’s wheels; in the glaze laboratory two ball mills for grinding ram glazes, and electric test kiln, scales, and incidental tools. In the fine art division are found many reproductions of paintings by masters. Special equipment for fine and commercial art includes etching and block printing presses, compressor, air brushes, and cutawl.

Music

The music department equipment includes a Steinway Grand piano, a Chickering Grand piano, an upright practice piano, custom built record players, a recording machine to register progress of students throughout the year, a large library of choral music, operas, oratorios, cantatas, piano and vocal music, and a constantly increasing library of recordings. The college has a pipe organ in the auditorium. Its two divisions include seven ranks (both flue and reed pipes) and tubular chimes. Both chambers
are under expression. The mobile console has two manuals and pedal. The organ can be made to serve the quadrangle through speakers. The instrument was rebuilt by Alfred G. Kilgen, Inc., and is electroneumatic throughout.

**Shop Equipment**

Two shop buildings with 8,500 feet of floor space located at the corner of Terracina Drive and Saunders Street were constructed in 1947. These buildings contain classrooms, electronics laboratory, auto mechanics laboratory, welding shop, study room, and audio-visual classroom.

**Auditorium and Stage**

The Auditorium, which is intended primarily as a student assembly hall, has a seating capacity of five hundred. The stage is unique in college architecture, opening, as occasion requires, either into the auditorium or upon the cloistered court, where open-air assemblies and commencement exercises are held. The indoor proscenium arch has a span of 20 feet 6 inches, the outdoor arch a span of 38 feet. The stage measures 41x44 feet.

**Memorial Chimes**

The automatic chimes are dedicated to former students who gave their lives in World War II. The Westminster chime signal is heard throughout the campus hourly. These chimes represent the culmination of a plan sponsored by the Associated Student Body, 1946-47. Businessmen and other citizens contributed generously to the first World War II memorial in the City of Riverside.

**Gymnasium**

The Gymnasium, completed in 1954, is located in the arroyo which forms a part of the campus. Construction is rigid steel frame and reinforced brick. The principal gym floor is 75x106 feet with shower and locker facilities for men adjacent to one end and for women at the other. In addition there are squad rooms, therapy, first aid, women's special exercise room, and counseling and office facilities for athletic directors. The building faces the college play fields which include a football field, a quarter mile track with a 220 yard straightaway, five tennis courts, basketball and volleyball courts, and six out-of-doors handball courts.

**Bleachers**

In the fall of 1930 reinforced concrete bleachers were built to accommodate spectators attending pageants, football games, and track and field meets.

To ensure safety, four main exits have been provided; one at each end of the bleachers, one at the lower center, and one at the rear, where a broad reinforced concrete bridge spans the gap between the bleachers and the hillside.

The front passageway is overhanging in design, and affords weather protection for contestants in track and field meets as well as for outdoor classes.

The space between the bleachers, which is divided by a tunnel into two equal parts, has been enclosed and furnished with offices and workrooms.

In 1952, steel bleachers were erected to bring the total seating capacity for the stadium to five thousand.
Health Control and Health Service

The College concerns itself with the maintenance of conditions favorable to the health of students and faculty, not only to safeguard the College community as a whole against epidemics, but also to guarantee to the individual student or instructor who enjoys normal health and physical vigor the opportunity to continue his college work under the most favorable circumstances. To this end, Physical Education is required. Exemption may be granted to the student who because of physical disability cannot engage in active exercise, provided a physician's certificate stating the cause of disability and fixing the time limit for the exemption is properly filed. In addition, a two-unit course in Health Education is required for each candidate for the degree of Associate in Arts.

The College also concerns itself with controlling the academic activities of students whose health and strength do not admit of a normal curriculum, and with giving such students advice and instruction in the hope that their physical and mental health may be improved.

At the beginning of the Fall Semester the new student and the student who plans to participate in any sport supervised by the College is given a physical and medical examination by the College medical staff. Cases needing professional attention are referred to the physician or medical service of the student's choice.

Emergency treatment may be administered on the campus, but only temporary and limited aid is given. The Bacteriology department renders service in making tests and analysis. The City and County Health Departments conduct a tuberculosis test of all College students who request the service. If necessary, x-rays are taken.

The College does not assume legal responsibility or obligation in the case of students who suffer injury while in athletic training or competition. Nevertheless, it is the policy of the College to pay, within certain limits, for the treatment of injuries thus received. This expense is normally covered by group insurance which is carried by the Associated Student Body, and paid in part by the student himself.

Employment Service

Many students who wish to attend school find it necessary to earn part or all of their expenses. The College cannot guarantee anyone employment, but it does undertake to assist worthy students in finding work suited to their abilities.

To this end (1) the Board of Education provides in its budget for the employment of a limited number of laboratory, clerical, and janitor assistants. (2) The College maintains a Placement Service Bureau, which attempts to find part-time jobs for students while in college and permanent positions after graduation.

Students are cautioned against trying to carry a heavy academic program while under the necessity of self-support.

Associated Student Body

The Associated Student Body is the official organization of the students of Riverside College. The management of its affairs is vested in an executive board consisting of the following officers, who are elected annually: President; Vice President; Secretary; Treasurer; Athletic Commissioner; President, Associated Men Students; President, Associated Women Students; Representatives-at-large. Official acts of the executive board are subject to review by the President of the College.

Associated Student Body Officers, 1955-56

President—Bill Noble, Jr.
Vice-President—Gil Lockwood
Secretary—Carol Yohonn
Treasurer—Millicent Bitzer
Athletic Commissioner—John Holland
Representatives-at-Large—Sandra Stalder, Janice Shackleford
Editor, Tiger Tales—Fleeta Mae Kimbrell
Editor, Tiger Times—Melvin Gauthier
Editor, Tequesquite—Sarah Kinnick, Paula Linrud
Assembly Chairman—Yvonne Bonsall
Rally Committee Chairman—Becky Hadley
Social Chairman—Susie Osborne
Student Advisor—Ralph Bradshaw

Associated Men Students

President—Marion Ashley
Board Members—Joe Watson, Robert Tebelski, Ronald Sutton, Ray Yoast, Don Bolster

Associated Women Students

President—Fleeta Mae Kimbrell
Vice-President—Ellie Kuoppamaki
Secretary—Leah Hageman
Treasurer—Dolly Pendleton
Social Chairman—Marilyn Cerda
Publicity Chairman—Virginia Lee Erwin

Other Organizations

A.W.S. Service Club
Circle "K"
Cosmos
Delta Chi Delta
Engineers Club
Future Teachers of America
Gamma Iota Alpha
Gamma Nu
International Relations
Junior Lions
Kappa Upsilon
Pan-American
Sigma Phi Kappa
Sigma Rho Chi
The Egglestonites
Women's Athletic Association
Zeta Phi

Publications

The Tequesquite is the Riverside College annual. The editor and business manager are appointed by the outgoing editorial board of the Tequesquite.
STUDENT ACTIVITIES

The Tiger Times, which is published weekly, contains current news of campus and college activities. The editors and manager are appointed by the outgoing editorial board of the Times.

Tiger Tales, which is published each fall, is the college student handbook. The editor is the President of the Associated Women Students.

Speech Activities

Riverside College is a member of the Eastern Conference Speech Activities Association.

Eastern Division: Chaffey, Fullerton, Mt. San Antonio, Orange Coast, Riverside, San Bernardino, Santa Ana.

Activities include debate, impromptu, extemporaneous, and panel discussions.

Dramatics

The interests of drama are served by the classes in dramatic art which sponsor the production of several three-act plays, and other dramatic programs during the year.

Music

Musical activities are given a large place in the life of the college. Operas, oratorios, choral programs, musical revues, and recitals are presented throughout the year. The various choral and instrumental groups and soloists are in demand throughout the year for engagements before social and professional organizations, for assemblies, and for commencement. Choral and instrumental groups represent the college at the annual Spring Festival of Music presented by combined Junior Colleges of Southern California.

Athletics for Men

The College is a member of the Southern California Junior College Association, Eastern Conference. Four Commissioners of Athletics, one for the Western Conference, one for the Eastern, one for the Metropolitan and one for the South Central Conference, are charged with the enforcement of all rules and regulations pertaining to the athletic activities of their respective sections.

The Association recognizes for intercollegiate competition the following activities: baseball, basketball, cross country running, football, golf, swimming, tennis, track and field, wrestling.

All institutions of the Association winning Conference championships through regularly arranged Conference schedules or play-offs contests are awarded suitable trophies. No individual awards are made except in track and field.

Athletics for Women

Riverside College is also a member of the Southern California Women's Athletic Association of Junior Colleges. Basketball, volleyball, indoor baseball, hockey, and tennis constitute the program of intercollegiate sports. Three junior college play days are scheduled each year.

Eligibility for Athletics

To be eligible to represent the College in any intercollegiate activity, a student must be passing in at least ten and one half units of work. In addition, all except first-year students enrolled in their first semester must have passed in at least ten and one-half units of work in their last previous semester. No student shall represent his institution in any athletic activity who registers later than the fourth Monday after the first day of instruction in the semester in which he desires to compete.
Riverside College Graduates

1955

Colombe Virginia Allen
Marion A. Alley
James O. Archer
Robert Lloyd Archibald
Robert R. Armstrong
Gerald Hartman Anderson
Ismael J. Arriaga
Gerald Quinton Barnhart
George J. Blatchford
Harold Herman Bode
Adelyn I. Bonin
Larry Gene Bowen
Dolores Mae Bowers
Donald La Rue Bowman
Barbara Mildred Boyne
Janice Arden Brown
Lucia Maria Carlos
Oisra Louise Cicala
Loretta Jean Cody
James L. Coll
Shirley Lorraine Cote
Kenneth M. Cox
Annette Crouch
Rodney Stephens da Silva
Marian Elaine Darton
Jay L. Davis
Anita Louise Deiss
La Anne Dieterle
James A. Doshier
Morris W. Eaton
Royce Allen Ernest
Nina Maria Escalanti
Sylvia Marilyn Farber
Robert R. Flores
Thomas J. Fox
Robert Kim Frimell
Gloria Ann Galloway
Frank Gonzalez, Jr.
Harry Alpin Grant
Lilly Elaine Gruber
Thomas W. Gunderson
Beverly Ann Griffith Hale
La Fern Ruth Harris
Leo Haven
Mary Ann Stanford Henderson

Loren Bruce Henley
Joyce Elaine Hester
Donald Leo Hibbard
Violet Hiemstra
Vern R. Hillyer
Henry Hodge
Bernard Honig
Patricia Ann Huber
Mary June Jackson
Raymond L. Jensen
James J. Johnson
Joan M. Johnston
Delbert Jones
Robert John Kaminski
E. Victor Karlidakes
Damon Clark Kirkpatrick
Lisa Kuoppamaki
Sydney J. Lansing
Dorothy Joan Lee
Margaret V. Lenart
Roger Martin Lewis
Olin Leon Lindsey
Gary L. Lundquist
R. Dean McColum
Janet Grace McMillan
Jack G. Marsden
James H. Martin
Kenneth Wayne Martin
Allee Mock
Barbara Joyce Morris
Grozy Morris
Douglas M. Morton
Shirley Ann Moss
Karlen Janet Moura
Robert Joseph Munoz
Charles Malcolm Nelson
Jerrold Charles Nelson
Martin Morris Newman
Sheila Ann Olson
Judith Maricella Painter
Joe Ryan Patterson
Roger A. Payton
JoAnn Peterson
Nancy Elizabeth Phillip
Gracie Mae Poole

Carol Anne Porter
Charlotte Ann Potter
James G. Powell, Jr.
Irene E. Radcliffe
Shirley Jean Ranke
Everett Reed
Kenneth Arthur Rendell
Arthur A. Ricke
Lois Irene Ritz
Joseph Carillo Rodarte, Jr.
Norma Jeanne Ross
Lois Jean Rule
Rex L. Salyer
Lonny Dale Scarbrough
Claude R. Scheibe
Charles B. Schenck
Lawrence Schimpf
Benito Ricardo Serenil
Grace Annette Shippee

Gussie Ruth Smith
Michael C. Spafford
Clyde Ovell Stephens
Tommy Harold Stephens
Judith B. Stevenson
Paul H. Strain
Shirley Sturdivant
Hong Ying Tom
James W. Traxel
Orville Tyndall
Richard Quentin Valencia
Albert Vanselov
Marsha Wade
C. D. Wellwood
Richard Charles Wilhelms
Edith H. Williams
Verla Ruth Wilson
Margaret Wolfe
VOCATIONAL CERTIFICATE OF COMPLETION
DEPARTMENT OF COSMETOLOGY

1955

Florence Bare
Mary Helen Bolieu
Elsie Bowman
Natalie Broughton
Yvonne Clegg
Letha De Witt
Donna Fickas
Margaret Goodman
Ruby Griffin
Joan Gross
Clarice Hacklander
Helen Louise Hall
Barbara Halteman
Janice Irish
Doris Jordan
Charlene Larkin
Ralph Luengas
Eleanor Radford
Patsy Schwirzke
Shirley Skaggs
Mary June Stringer

VOCATIONAL CERTIFICATE OF COMPLETION
DEPARTMENT OF VOCATIONAL NURSING

September, 1955

Lucille Alexander
Bonnie Boyles
Opal Callahan
Lela Clark
Helen Cox
Marguerite Claassen
Freda De Vries
Mary Dulany
Wilma Gove
Mary Hanson
Grace Keller
Miriam Knight
Frances McGrath
Ann Miller

January, 1956

Eleanor Irene Alberts
Ethel H. Brandon
Esther Helen Casarez
Lenore Dean
Marie Daubenspeck
Patricia Holt
Carrie Davis Hooker
Joan V. Houle
Williamia Malbrough
Grace Pratt
Myrtle Scheffel
Rosie Simmons
Zilpha Wells

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Elsie Bowman
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Yvonne Clegg
Letha De Witt
Donna Fickas
Margaret Goodman
Ruby Griffin
Joan Gross
Clarice Hacklander
Helen Louise Hall
Barbara Halteman
Janice Irish
Doris Jordan
Charlene Larkin
Ralph Luengas
Eleanor Radford
Patsy Schwirzke
Shirley Skaggs
Mary June Stringer
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