Riverside City College
A Public Junior College

58-9
GOVERNING BOARD

Riverside City 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
Richard B. Hampson, Jr., Vice-President

Mrs. E. M. Bonnett, Jr.
Dr. James A. Mitchell

BRUCE MILLER
Superintendent of Schools

Burris E. Taylor
Assistant Superintendent

Harry K. Young
Ass't Superintendent: Business

Paul Lockhart
Ass't Superintendent: Special Services

ADMINISTRATIVE STAFF OF RIVERSIDE CITY COLLEGE

Orland W. Noble
- - - - - - - President
Mrs. Betty Breault
- - - - - - - Secretary to President
Earl A. McDermont
- - - - - - - Vice-President, Registrar
Mrs. Mary Sanford
- - - - - - - Secretary to Registrar
Miss Alice Smith
- - - - - - - Recorder
Ralph H. Bradshaw
- - - - - - - Vice-President-elect
Philip S. Black
- - - - - - - Dean of Admissions-elect
Mrs. Mary E. Wallace
- - - - - - - Dean of Women
Mrs. Dorothy Carlson
- - - - - - - Secretary to Dean of Women
Leonard Metcalf
- - - - - - - Acting 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

Cover Designed by Jan Goodsite

RIVERSIDE CITY COLLEGE BULLETIN

BULLETIN

1957 - 1958

WITH ANNOUNCEMENTS FOR

1958 - 1959

RIVERSIDE, CALIFORNIA

Published by the College

MARCH, 1958

Riverside Community College Library
4800 Magnolia Avenue
Riverside, CA 92506
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PHILOSOPHY OF THE COLLEGE

Because Riverside City College is a junior college and therefore locally controlled by a Board of Trustees, it is a community college. Riverside City College is responsive to the needs of the area it serves. In its endeavor to satisfy the educational desires of students, both youth and adult, it has flexibility; it tries to anticipate the intellectual and cultural needs of the area and to plan accordingly. The students who enroll at Riverside may wish to take lower division work or a one-year terminal, vocational, or liberal arts program; they may wish short-term courses to satisfy immediate needs. The college therefore is ever alert to help all segments of our college-age and adult population to find satisfaction in and profit from college offerings. By being cognizant of the needs and desires of the people of this community, we believe Riverside City College can then help to produce socially, civically, and vocationally competent citizens.
The Quad
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 post high-school education which meets the needs of all the people.

PURPOSES

1. Occupational Education
   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 an individual, 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. This program is carried on primarily through college evening classes. It includes occupational and general education as well as lower division college work.
## College Calendar

### 1958

**JULY**

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### COLLEGE CALENDAR

#### 1958 - 1959

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<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>June 23</td>
<td>Summer Session</td>
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<tr>
<td>June 23</td>
<td>Administration of Tests for New Students (See Schedule Page 24).</td>
</tr>
<tr>
<td>August 1</td>
<td>Registration for First Semester</td>
</tr>
<tr>
<td>September 11</td>
<td>Registration for First Semester Closes</td>
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<tr>
<td>September 12</td>
<td>Freshman Orientation</td>
</tr>
<tr>
<td>September 15</td>
<td>Instruction Begins</td>
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<td>September 17</td>
<td>Fall Convocation - 10:30 a.m.</td>
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<td>November 10</td>
<td>B. I. E. Day - School Holiday</td>
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<td>November 11</td>
<td>Veterans' Day</td>
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<td>November 14</td>
<td>Last Day to Drop Courses without Penalty. Mid-term Grade Reports to Students.</td>
</tr>
<tr>
<td>November 27</td>
<td>Thanksgiving Day - Legal Holiday</td>
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<td>November 28</td>
<td>School Holiday</td>
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<td>Dec. 22</td>
<td>Christmas Recess</td>
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<td>Final Examinations</td>
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<td>Registration for Second Semester</td>
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<td>Registration for New Students for Second Semester Closes</td>
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<tr>
<td>January 30</td>
<td>End of First Semester</td>
</tr>
<tr>
<td>February 2</td>
<td>Second Semester Begins</td>
</tr>
<tr>
<td>February 4</td>
<td>Spring Convocation - 10:30 a.m.</td>
</tr>
<tr>
<td>February 12</td>
<td>Lincoln's Birthday - Legal Holiday</td>
</tr>
<tr>
<td>February 23</td>
<td>Washington's Birthday - Legal Holiday</td>
</tr>
<tr>
<td>April 3</td>
<td>Last Day to Drop Classes without Penalty. Mid-term Grade Reports to Students.</td>
</tr>
<tr>
<td>April 10</td>
<td>Spring Recess</td>
</tr>
<tr>
<td>June 16</td>
<td>Final Examinations</td>
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<tr>
<td>June 17</td>
<td>College Commencement</td>
</tr>
<tr>
<td>June 19</td>
<td>End of Semester</td>
</tr>
</tbody>
</table>
DIRECTORY

QUADRANGLE – 3608 Terracina Drive
Library
Cafeteria
Student Lounge
Auditorium
Classrooms

ADMINISTRATION OFFICES – 3650 Fairfax Avenue
President
Vice-President
Dean of Admissions
Dean of Women
Dean of Men
Dean of Extended Day

AUTO MECHANICS SHOP – Terracina Drive at Saunders Street

COSMETOLOGY DEPT. – 4699 Olivewood Avenue

ELECTRONICS SHOP – Terracina Drive at Saunders St.

PHYSICAL EDUCATION BUILDING – Saunders St.

COLLEGE SWIMMING POOL – Saunders Street

DEPARTMENTS OF INSTRUCTION

Rooms are numbered consecutively beginning at the archway turning east.

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

SECOND LEVEL
Spanish – 101
French, German – 102
Physics, Engineering, Mathematics – 103 - 108
Engineering Drawing – 107 - 108
Physiology, Anatomy, Bacteriology – 111
English – 112
Speech: Public Speaking, Dramatic Arts – 113
Listening Lab – 114
Student Body Office – 115
Business Education – 116 - 119

THIRD LEVEL
Chemistry – 201 - 205
Zoology, Biology – 206 - 207
History, Sociology – 208 - 211
Nursing – 220
Home Economics – 212 - 214
Music – 215 - 216
Psychology – 210
FACULTY

Black, Philip S.
2041 Arroyo Drive - OV. 3-7552
English, Speech
A.B., M.A., University of Southern California. At Riverside City College since 1946.

Blackmun, Rupert B.
6674 Valley Drive, Arlington
Auto Mechanics
OV. 9-1001
Undergraduate work, University of Arkansas. A.B., M.A., San Jose State College. At Riverside City College since 1957.

Bradshaw, Ralph H.
4069 Elmwood Court - OV. 3-5848
Vice-President-Elect
A.B., M.A., Washington University. St. Louis, Mo.; graduate work at Claremont Colleges. At Riverside City College since 1946.

Brauti, T. Martin
4401 Maplewood Place - OV. 6-1412
Chemistry
A.B., Willamette University; M.S., University of Southern California; graduate work at Oregon State College. At Riverside City College since 1946.

Bucknell, LeRoy
7232 Orchard - OV. 8-1584
Commerce
A.B., San Jose State College; M.S., University of Southern California; graduate work at University of California. At Riverside City College since 1950.

Burke, Glennis E.
5158 Sierra Vista Street, Arlington - OV. 9-4345
Professional Nursing

Burton, Howard A.
4667 Wellesley Way
English
A.B., with honors in English, Howard College; M.A., University of Virginia; Ph.D., University of California. At Riverside City College since 1956.

Cooper, Lawson P.
2893 Ivy Street - OV. 3-3124
Art
A.B., Pomona College; M.A., Claremont Colleges. Graduate student, Bureau of University Travel, Harvard University. At Riverside City College since 1937.

Cooper, Ruth
6770 Palm Avenue - OV. 3-5837
Botany, Chemistry Laboratory
A.B., University of California. Graduate student, University of California, University of Wyoming, and Harvard University. At Riverside City College since 1931.

Cottle, Edward L.
3632 Ramona Drive
Physics, Chemistry, Mathematics
B.S., University of California. Graduate work at University of California and San Francisco State College. At Riverside City College since 1957.

De Francisco, Nathan
8215 Magnolia Avenue - OV. 8-3222
Physical Education
A.B., University of California at Los Angeles; graduate work University of California at Los Angeles. At Riverside City College since 1950.

Denham, Philip R.
4274 Oakwood Place - OV. 6-6159
Physics, Engineering, Mathematics
B.S., M.S., University of Colorado. At Riverside City College since 1956.

Dohr, Robert J.
4135 Adams Street - OV. 9-7125
Health Education, Physical Education, Football, Baseball
B.S., La Crosse State College. M.S., University of Wisconsin. At Riverside City College since 1957.

Duncan, James K.
1957 Blenheim Street - OV. 4-0746
Mathematics, Physics
B.A., Hastings College; M.Ed., Marquette University. Graduate work, Claremont Graduate School. At Riverside City College since 1953.

Faber, Lehman B.
6658 Clifford Avenue - OV. 3-0281
Spanish, German, English

Flanagan, Mary Jane
3520 Elmwood Drive - OV. 4-5762
Speech, English, Guidance
B.A., University of California at Santa Barbara. Graduate work at University of California at Riverside and University of Redlands. At Riverside City College since 1957.

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

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

Guin, John A.
6057 Lawson Way - OV. 3-5069
Music, English
Mus. B., University of Redlands; Mus. M., University of Redlands. Graduate study at University of Southern California and at Redlands University. At Riverside City College since 1957.
Hallock, Robert J. 5869 Grand Avenue - OV. 6-0828
Physical Education
B.S., Springfield College. Graduate work, University of Southern California. At Riverside City College since 1946.

Haslam, James H. 3587 Lime Street - OV. 3-9792
Chemistry
B.S., Rhode Island State College. Graduate student Claremont Colleges. At Riverside City College since 1946.

Hata, Grace 4670 Beatty Drive - OV. 3-1653
Professional Nursing
B.S., Public Health Nursing, University of California at Los Angeles. Graduate work, University of California; Diploma in Nursing, Los Angeles County General Hospital; Graduate work, University of California at Riverside. At Riverside City College since 1957.

Hess, Chester E. 4268 Via San Jose - OV. 9-1567
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 City College since 1950.

Horstman, Rudolph W. 3668 Castle Reach Place - OV. 3-2050
Mathematics, Engineering
B.S., M.S., University of Southern California. At Riverside City College since 1954.

Horton, John R. 4670 Beatty Drive - OV. 3-1653
History
B.A. (Magna cum Laude) Long Beach State College; M.A., Long Beach State College. At Riverside City College since 1956.

Howell, Jeanelle R. 5989 Grand Avenue - OV. 3-8465
Physical Education
B.S., North Texas State College. Graduate work at East Texas State Teachers College. At Riverside City College since 1955.

Huntley, Catharine S. 3668 Beechwood Place - OV. 6-4958
Physical Education
B.S., University of Nevada; M.A., Columbia University. At Riverside City College since 1926.

Johnson, Cecil E. 3006 Cimarron Road - OV. 3-8609
Zoology, Biology, Psychology
B.S., University of Southern California, M.A., Los Angeles State College. At Riverside City College since 1952.

Kincell, Dorothy M. 3811 Mt. Rubidoux Drive - OV. 6-4305
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 City College since 1942.

Knopf, Arthur C. 4056 Bandini Avenue - OV. 4-4546
English, History, Advisor to annual newspaper staffs, 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 City College since 1950.

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

Lehman, Katherine B. 5113 Palisade Circle - OV. 6-3151
Professional Nursing
Diploma as graduate nurse, Duke University School of Nursing, BSN, with honor, Duke University. Graduate work University of California, University of Redlands, and Claremont Graduate College. At Riverside City College since 1957.

Long, Bennett A. 4475 Bandini Avenue - OV. 4-7870
Engineering, Mathematics
B.S., University of Southern California. Graduate work University of Southern California and Long Beach State College. At Riverside City College since 1956.

Longmire, Norma 3484 Skylane Drive - OV. 3-5306
Commerce
B.S., Western Michigan College, Kalamazoo, Michigan. At Riverside City College since 1955.

MacCuish, David E. 5181 Wroxton Drive - OV. 4-5581
English, Drama
A.B., New Mexico; M.A., Claremont Colleges; graduate work, University of Pennsylvania. At Riverside City College since 1954.

MacKenzie, Maurice Russell 4579 Ninth Street - OV. 4-1144
Economics, Political Science
B.S. (Cum Laude) Harvard University; Ed.M., Harvard University. Graduate student, University of Chicago, University of Southern California, Columbia University. At Riverside City College since 1926.

Matulich, John M. 3560 Gay Way - OV. 9-3675
Physical Education, Basketball
B.S., University of California at Los Angeles. Graduate work at University of California at Los Angeles. At Riverside City College since 1955.

May, David A. 3026 Bautista Drive - OV. 3-6503
Law Enforcement
Counter Intelligence School, Harrisburg, Pa., Graduate work at University of Washington and University of California at Los Angeles. At Riverside City College since 1956.
McCulloch, Lucille M. 2307 Prince Albert Drive - OV. 4-2629
College Nurse
R.N., St. Helena Hospital, San Francisco; P.H.N., University of California at Los Angeles. At Riverside City College since 1951.

McDermott, Earl Alexander 3709 Washington Street - OV. 3-7140
Vice-President, Registrar
A.B., Occidental College; M.A., Columbia University. Graduate student, University of California and University of Montpelier, France. At Riverside City College since 1921.

McFadden, Mary 7440 Garden Street - 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 City College since 1954.

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

Metcalf, Leonard C. 7321 Limonite Avenue - OV. 5-5621
English, Guidance
B.A., Houghton College; M.S., Syracuse University. Graduate work at University of California at Berkeley and Redlands University. At Riverside City College since 1956.

Miller, Joe B. 4036 Canterbury Road - OV. 9-1964
Physical Education, Health Education, Track, Football
B.A., University of Washington. Graduate work, University of Washington, University of California. At Riverside City College since 1957.

Neal, Alice K. 8425 California Street - OV. 9-6209
Cosmetology
Graduate of Johnson's School of Cosmetology. Graduate work Frank Wiggin's School, Los Angeles. Hair Styling, Roberta Tate. Registered Cosmetologist. Vocational graduate, University of California at Los Angeles. At Riverside City College since 1947.

Newstead, John E. 4592 Granada - OV. 4-5216
Director of Student Business, Commerce
B.S., State University of New York; M.A., University of Redlands. Graduate student of Syracuse University and University of California. At Riverside City College since 1947.

Nidetsky, Eleanor R. 136 E. Prospect - PY. 6-3042
Professional Nursing
College of Medical Evangelists, School of Nursing, Loma Linda, California; B.S. La Sierra College, Arlington, California; M.A., Stanford University, Palo Alto, California; Graduate work, Teachers College, Columbia University, New York City. At Riverside City College since 1957.

Noble, Orland W. 1765 Prince Albert Drive - OV. 6-4712
President
B.P.E., George Williams College; B.S., M.S., University of Southern California. Graduate work, Whittier College, Redlands University, University of Southern California, University of California. At Riverside City College since 1943.

Ohmen, John C. 1738 Gratton Street - OV. 9-6867
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 City College since 1946.

Patton, Robert L. 4070 Jurupa Avenue - OV. 3-1928
Consultant in Journalism, City Schools Director of Information Services
A.B. (Cum Laude) Stanford University. At Riverside City College since 1931.

Peck, Elmer W. 453 E. Highland Avenue, Redlands - PY. 3-5763
Geology, Geography, Anthropology
A.B., Yale University. Graduate work, University of California, University of Redlands and Claremont Graduate School. At Riverside City College since 1946.

Peterson, Louise M. 1580 Main Street - OV. 4-6342
Home Economics
B.S., Brigham Young University. Graduate study, University of California at Los Angeles, Berkeley, Redlands University, and Oregon State College. At Riverside City College since 1956.

Pittendrigh, Mabel S. 4961½ Strong Avenue - OV. 8-0989
Professional Nursing

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

Sayre, Edwin D. 2976 Las Flores, Arlington - OV. 9-3274
Music
A.B., DePauw University; Mus.B., DePauw University School of Music; M.A., Teachers College, Columbia University. Ed.D., Teachers College, Columbia University, Westminster Choir College. Vocal training: Karle}\textsuperscript{ton} Hackett, Robert Elwyn, Percy Rector Stephens, Dr. John Finley Williamson. Choral training: Dr. Harry Robert Wilson, Dr. John Finley Williamson, Dr. T. Frederick H. Cardlyn, Robert Shaw. At Riverside City College since 1946.
FACULTY

Sharp, Selby S. 3441 Tipperary Way - OV. 4-7910
Chemistry, Engineering, Mathematics
B.S., North Texas State College. Undergraduate work at University of California at Los Angeles and University of Southern California. M.A., Fresno State College. Graduate work at Texas A & M, and University of California. At Riverside City College since 1957.

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

Spaulding, Helen H. 4458 Orange Grove - OV. 6-3552
Commerce
B.B.A., University of Washington, M.A., Teachers College, Columbia University. Graduate work at Montana State University. At Riverside City College since 1957.

Spivey, Doris 4086 Royalty Road - OV. 3-2412
Cosmetology
Graduate of Weber College School of Cosmetology, Ogden, Utah. Vocational Graduate, University of California at Los Angeles. Graduate work at Los Angeles Junior College, Al Tate's Advanced School of Hair Styling. At Riverside City College since 1957.

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 City College since 1946.

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

Stevens, Gordon W. 3920 Oakwood Place - OV. 6-5140
English, History
A.B., Eastern Washington College, M.A., San Jose State College. At Riverside City College since 1957.

Stone, Don P. 5869 Clifton Boulevard - OV. 9-9361
Music, French
A.B., Occidental College, Mus. M., University of Southern California. Graduate study Occidental College and University of Redlands. At Riverside City College since 1948.

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

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

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

Wallace, Mary E. 4250 Glenwood Drive - OV. 4-8701
Dean of Women, 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 City College since 1954.

White, Howard R. 8141 Garfield - OV. 9-4593
History, Physical Education, Health Education, Football
B.S., M.S., University of Southern California. At Riverside City College since 1957.

Wiley, William B. 4736 Dewey Avenue - OV. 6-5255
English, History
A.B., Wabash College; M.A., University of California at Los Angeles. Graduate work at Claremont Graduate School and University of California at Los Angeles. At Riverside City College since 1956.

*Leave of Absence 1957-58.

OTHER STAFF MEMBERS

Mr. Harry Dangerfield - College Bookstore
Mrs. Margaret Fuller - Switchboard
Mrs. Freda Gunn - Clerk, Cosmetology
Mrs. Olena Garley - Accounting Clerk
Mrs. Marian Porter - College Bookstore
Mrs. Marjorie Rosenberg - Attendance Clerk
Mrs. Dorothy Summers - Library Assistant
Miss Bertha Brittian - Nursing Secretary
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 City College accepts special students under two classifications: (1) An individual who is not a graduate of high school but is 18 years of age, and, (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.

Matriculation

Matriculation is the process of becoming a fully enrolled student at Riverside City College. It includes acceptance of application for admission, filing of official transcripts, completion of the matriculation tests and final registration.

Tests

A.C.E. Test

The A.C.E. test is a widely used measure of general college aptitude and is required of all students entering Riverside City College for full matriculation. It is normally administered to students in the high schools of Riverside County during their senior year. Any new student who has not taken the A.C.E. test as a high school senior should take it at the earliest possible time after he has decided to come to Riverside City College. (See schedule below). The information obtained from the test is used in counseling students and planning programs, particularly when transfer to a four year college is planned. Although no student is denied admission to the college on the basis of A.C.E. scores, the scores are used by several departments in determining qualifications to enter individual courses.

This test may be taken only once unless special permission is obtained from the Counseling Center.

Arithmetic Test

Any student who is working toward an AA degree and who does not enroll in a mathematics course during his first year in college must take the arithmetic qualifying test. If he does enroll in a mathematics course and fails to complete it with a passing grade, he must also take the qualifying test. A student who does not receive a satisfactory score on the test will be required to enroll in and complete Mathematics 90 during his first year in college. Mathematics 90 is a non-credit course.

English Tests

All students who wish to register for English 1A must qualify in one of three ways: (1) A sufficiently high score on the Linguistic portion of the A.C.E. test; (2) Subject A certification or comparable evidence from a collegiate institution may be presented to the English Department for determination of the student's qualification for English 1. (3) A satisfactory score on both sections of the English Qualifying test. This test may be taken as many times as necessary provided that it is not taken more than once in any 60-day period. Students who fail to qualify are advised to register in English 51 for help in grammar, punctuation, spelling and sentence structure, or in English 50B for help in reading.

Other Testing

Certain tests of general intelligence, vocational interest, and vocational aptitude are administered by the Guidance Department through the course in Psychology 49. The student should consult his Psychology 49 instructor for further information.
SCHEDULE FOR TESTS

All tests are given in Room 117

1958

June 23 (Monday) 9:00 a.m. A.C.E. Test
11:00 a.m. Arithmetic Qualifying Test
1:00 p.m. English Qualifying Test

July 23 (Wednesday) 9:00 a.m. A.C.E. Test
11:00 a.m. Arithmetic Qualifying Test
1:00 p.m. English Qualifying Test

The above test schedule will be repeated every Wednesday through September 3rd. They will also be given on Saturday, August 30th and September 6th.

November 19 (Wednesday) 3:00 p.m. English Qualifying Test
Arithmetic Qualifying Test

December 17 (Wednesday) 3:00 p.m. A.C.E. Test

1959

January 7 (Wednesday) 3:00 p.m. A.C.E. Test
Arithmetic Qualifying Test
English Qualifying Test

January 14 (Wednesday) 3:00 p.m. A.C.E. Test

January 21 (Wednesday) 3:00 p.m. A.C.E. Test
English Qualifying Test

January 29 (Thursday) 9:00 a.m. A.C.E. Test
11:00 a.m. Arithmetic Qualifying Test
1:00 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. Counselors will 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 registration 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 (Page 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 49) 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 throughout 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 subscription 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.

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 possible, 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 98 also.

No one may enroll for more than 18 units (including physical education) without permission from the Registrar. Students are cautioned against enrolling 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 16-17 units.

The student who has made an average grade of B for all work undertaken 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.
MATRICULATION

College, however, will recognize for graduation in its own curricula all units which have been approved officially by the Registrar's Office. California's State Colleges will accept a maximum of sixty-four semester units of lower division credit taken in the junior college.

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. Approved 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 ninth 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 textbooks 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 3-7560.

VETERANS' EDUCATION

Riverside City 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' Education Institute. Prospective students may inquire at the main college office or of the veterans' counselor for information concerning any of the above programs.

COLLEGE EVENING CLASSES

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 such a 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 such flexibility, Riverside may be opened at any time of the school year and may well vary in length with proper selection of courses. A program of study leading to transfer to City College is 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

The office of the Dean of Extended Day 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 nights from 7:00 p.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, vocation, or G.E.D. tests may be made through the office of either.

GRADUATION

Degree of Associate in Arts

Riverside City 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. General Requirements

A. 64 units of college work including the requirements listed above, but whose average grade is lower than C.

B. A major of at least 20 semester units.

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

D. Satisfy State requirement in American History and Institutions.

II. Physical Education and Health Education. The requirement is fulfilled by completing one of the following:

1. 4 semesters of Physical Education.

2. 4 units of Health Education.

3. 2 units of Health Education.

III. Satisfy State requirement in Citizenship.

IV. American History and Institutions: a study of American history, the United States and 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.


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 fine arts, or any combination of these.

Group 3. Social science, or philosophy, 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.

Departmental Certificate

Students, who are unable to take the full course leading to the Associate in Arts degree, may become special students with permission of the Registrar and need not enroll for certain required academic courses. Upon satisfactory completion of the curriculum for the department, these students may receive the departmental certificate.

Official Transcript and Copy of Record

In the interest of the student who desires to continue his studies elsewhere, the College issues an official transcript. This is a duly certified record of all work completed or undertaken by the student at the College. It is forwarded direct to the institution designated by the student, but only if there is a reasonable presumption that he will be admitted. One official transcript and one copy of record are furnished free upon request.
**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 Student Body dues 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. 15 through Jan. 30</td>
<td>Oct. 1 through Jan. 30</td>
<td>$5.00</td>
</tr>
<tr>
<td>Sept. 15 through Mar. 31</td>
<td>Feb. 2 through Mar. 31</td>
<td>$2.00</td>
</tr>
</tbody>
</table>

No refunds will be made after March 31st regardless of the date of withdrawal. Dues of $10.00 a semester will be charged for students attending on a semester basis.

The student dues for those 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 $5.00 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 dues. Student Body identification card must be surrendered before refund will be made.

**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 separate bulletin in September, 1958.

**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.

**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 application 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. Failure to do so may indicate lack of serious purpose. A student will be dropped from a course for excessive absence, regardless of cause, if in the opinion of the Deans the number of absences is having an adverse effect upon his success in college. ABSENCE, BECAUSE OF ILLNESS, MUST BE ACCOUNTED FOR IN THE REGISTRAR'S OFFICE BEFORE A STUDENT RETURNS TO CLASSES AFTER THE ILLNESS. Requests for leave to be absent from a class for other reasons, or explanations 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 "WP" 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, is given for (1) unsatisfactory work in a completed course; (2) withdrawal from a course after the ninth week; (3) all courses following unofficial withdrawal from college. If a student is subsequently reinstated in the College and completes one or more semesters satisfactorily with an average of C for all work completed at Riverside College, he may petition for removal of the F penalty for unofficial withdrawal.

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 student who receives a grade of D in a year course may be denied admittance to the second semester of that course. He may also be denied admission to a course if he receives a grade of D in a prerequisite subject.

A regular student who makes a grade point average substantially below C in any semester will be placed on probation and be made subject to the conditions set by the Deans or Registrar in regard to his study load. If at the end of a second semester his grade point average has not improved, he may be allowed to enroll only upon recommendation of the Dean, and if permission is granted, he must then maintain an acceptable grade point average or be denied admission the following semester.

A special student who is taking eight or fewer 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) 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 on each attempt.

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.
HONOR SOCIETY

Riverside City 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 3.0 (All 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 City 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 temporary membership, (exclusive of Physical Education) required for graduation, in 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 3.3 or above, or who has a grade point ratio of 3.5 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

ASB Outstanding Student Awards

Cups awarded to three sophomores for outstanding service and contributions to the college. Awarded to Frank Adams, Anita Marcy and Richard Speck in 1957.

AWS Service Club Awards

Awards presented to the outstanding freshman woman and sophomore woman who have given the greatest number of hours of service to the college. Awarded to Ethel Chavez and Clara Zietz in 1957.

Bank of America Awards

A $100 cash award and a certificate of recognition to a student with a major in the field of Banking or Business Administration. Awarded to Alex Neil in 1957.

A $100 cash award and a certificate of recognition to a student with a major in the field of Secretarial or Clerical work. Awarded to Janet Troxel in 1957.

Mary Jaskey Award

An award to provide financial assistance to worthy graduates of Riverside City College who plan to continue their education at any branch of the University of California. Awarded to William Derryberry in 1957.

Panhellic Cup Award

A cup awarded to the club or organization on campus which has given outstanding service to the college and the community during the year. This cup may be awarded permanently to the organization winning it three years in succession. Awarded to Gamma Nu in 1957.

Sigma Phi Kappa Scholarship Award

A scholarship award granted to the organization having the highest grade point average on campus. Grade points are computed for the Spring Semester of the previous year and the Fall Semester of the current year.

Pompon Awards

Awards to pompon girls at the end of a satisfactory year of service.

Executive Board Service Pins

Pins awarded to the retiring officers of the Executive Board at the end of their terms of office.

Women's Athletic Association Scholarship

A scholarship award granted to the organization having the highest grade point average on campus. Grade points are computed for the Spring Semester of the previous year and the Fall Semester of the current year.

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 academic ability, character, and personal need.

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 Miss Rosa McKusick, Riverside City College.
Riverside City 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 City 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 City 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. In the Fall of 1957, Mr. and Mrs. Scott Thursby established a trust fund, the interest from which, in the years to come, will be used to defray the cost of this award. Awarded to Janet Troxel in 1957.

Don Phillips Memorial Award
An award presented by Mr. Russell Krinard in memory of Don Phillips, a former baseball player at Riverside City College. The award is presented to the baseball player rated most valuable by his team mates. Awarded to Gerald Delmont in 1957.

Robert Vanderzyl Memorial Tennis Award
This award is made annually to a member of the Riverside City 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 Gordon Maloney in 1957.

RIVERSIDE CITY COLLEGE AWARDS
These are grants of money made to Riverside City 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:

American Legion 40 et 8, Voiture 394
An award given to a woman or women in the Professional Nursing Program in the amount of $300. Awarded to Jane Murphy and Barbara Mason in 1957.

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

A. C. Brown, Jr.
An award of $50.00 is made available to a deserving student.

Bourns Laboratories
Two awards of $50.00 are made available to deserving students.

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

Gene Fisher Awards
Two awards of $50.00 each are made available to deserving students.

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.

Perez Hayden
An award of $50.00 is made available to a deserving student.

Hayes Hertford
An award of $50.00 is made available to a deserving student.

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.

Harvey Lynn
An award of $50.00 is made available to a deserving student.
McDermont Fruit Co.
An award of $50.00 is made available to a deserving student.

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.

W. J. Mazetti
An award of $50.00 is made available to a deserving student.

National Secretaries Association
An award of $50.00 is made available to a deserving woman student in the secretarial field.

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.

Arlington Rotary Club
Two awards of $50.00 each are made available to deserving students.

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

Soroptimist Club
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 at Polytechnic High School who plans to attend Riverside City College.

Zonta Club
An award of $50.00 is made available to a deserving student.
(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 70,000. 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 education 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 covered with wrought iron balustrade. In style the buildings represent the best period of the Italian Renaissance. The gray walls of reinforced concrete with red tile roofing are reminiscent of Spanish missions.

On the north side of the quadrangle are grouped the Library and faculty offices, 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 nursing.

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 23,000 books, regular displays of more than 150 current periodicals, over 300 reels of microfilm, and a 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 competent to offer students frequent individual assistance in the 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, and from 6:00 p.m. to 9:00 p.m. Monday through Thursday.

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, upright practice pianos, custom built record players, recording machines to register progress of students throughout the year, a large library of choral music, operas, oratorios, cantatas, piano and vocal music, instrumetal 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 1950 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 underneath 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 oppor-
tunity 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 analyses. The Riverside County Tuberculosis Asso-
ciation provides the service each year to take X-rays for all students desiring
them.

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
a 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 pro-
gram while under the necessity of self-support.

Associated Student Body

The Associated Student Body is the official organization of the students
of Riverside City 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; Presi-
dent, Associated Men Students; President, Associated Women Students; Rep-
resentatives-at-large. Official acts of the executive board are subject to review
by the President of the College.

Associated Student Body Officers, 1957-58

President—Kenneth Carter
Vice-President—Robert Stapleford
Secretary—Mildred Salmans
Treasurer—Carolyn Henson
Representatives-at-Large—Ronald Garland, Ted Ash,
                        Shirley Chiunionatta, Mary Lou Walbert
Athletic Commissioner—Robert Fisher
Assembly Chairman—David Clark
Rally Chairman—Edward Bereal
Social Chairman—Thomas Longmire
Publicity Chairman—Sylvia Nickles
Editor, Tiger Tales—Jean Butcher
Editor, Tiger Times—Richard Martin
Editor, Tequesquite—Joseph Kennedy
Student Advisor—Leonard Metcalf

Associated Men Students

President—Virgil Michael
Vice-President—Charles Peck
Secretary—Ronald Mayer
Business Manager—Gerald Thompson
Treasurer—Franz Schulte
Historian—Barry Barber

Associated Women Students

President—Jean Butcher
Vice-President—Gail Mothersbaugh
Secretary—Dorothy Kraemer
Treasurer—Mary Ann McMillan
Social Chairman—Linda Repp
Publicity Chairman—Rebecca Nestor

Other Organizations

A.W.S. Service Club
Cosmos
Delta Chi Delta
Engineers Club
Future Teachers of America
Gamma Iota Alpha
Gamma Nu
International Relations
Kapp Upsilon
Pan-American
Sigma Phi Kappa
Sigma Phi Chi
The Egglestonites
Women’s Athletic Association
Publications

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

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 City 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-off contests are awarded suitable trophies. No individual awards are made except in track and field.
Athletics for Women

Riverside City 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 the 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.

Requirements for Transfer to Four-Year Colleges

The Divisions of the University of California

All University requirements for admission to freshman standing have been set up as follows:

Subject Requirements for Method I

(a) English (Composition and Literature), 3 units; 
(b) History (U.S.), 1 unit; (c) Mathematics (Algebra and Geometry), 2 units; (d) Science (Year course in eleventh and twelfth year with laboratory), 1 unit; 
(e) Foreign Language (one language), 2 units; 
(f) Advanced course in Mathematics, Science, or Foreign Language in addition to (c), (d), or (e) above, 1 unit.

Additional electives to complete a total of 15 units.

Other Methods of admission (3) are available in special cases although most students will have to use the foregoing pattern of subjects.

Scholarship Requirements

A grade average of B is necessary in the subjects (a) to (f) taken in grades 10-12. Passing grades are acceptable in the ninth grade and in electives. After the ninth grade a course is not acceptable with a grade of D.

High School Requirements for Junior College Transfers

A high school graduate, unqualified to enter the University out of high school, must present 30 units of transferable courses from a junior college with a grade point average of 2.4 (C equals 2) and remove all high school admission deficiencies in the pattern listed above.

General Education Requirements for a Degree in the Division of Letters and Sciences

English 1A or 1AB (See divisional catalogues)
Physical Education - four semesters (2 units)
Foreign Language
A. At U.C.L.A., Berkeley, Davis, and Santa Barbara. 16 units in not more than two languages. If a new language is begun in college, a year must be completed.
B. At U.C.R. and Santa Barbara. 12 units in one modern language.
C. High School language counts on this requirement at the rate of four units for the first two years with C grade or better, and four units for each additional year in the same language.

A proficiency examination may cancel the subject requirements in all divisions.

Mathematics
Algebra and Geometry if not completed in high school.
No credit.
Natural Science
A. At U.C.L.A. and Santa Barbara both life and physical sciences are required. (See catalogues).
B. At Berkeley and Davis 12 units from a selected list of courses with two units of laboratory are required. (Include high school physics and chemistry, 3 units each).
C. At U.C.R. a one-year laboratory course is required.

Humanities and Social Sciences
A. At Berkeley and Davis – a sequence of 5 or 6 units in each of four of these groups: (1) English and Speech, (2) Additional Foreign Language, (3) Mathematics, (4) Social Sciences, (5) Philosophy, (6) Fine Arts and Literature.
B. U.C.L.A. – a six unit course in History plus a total of six units in two other social sciences, plus 4-6 units from each of two of these groups: Literature Philosophy, and Fine Arts.
C. U.C.R. – Humanities 1 and 2 plus a year course from Group A (Literature, Philosophy, and Arts) plus a year course from Group B (Social Sciences).
D. Santa Barbara – Art and Music, 8 units plus Philosophy, 3 units plus Psychology IA, 3 units plus other Social Sciences, 12 units (at least six in the lower division).

Normally the above requirements should be completed in the lower division, although some courses may be postponed to the junior and senior years. The majority of majors are taken in the Colleges of Letters and Sciences. However, there are other colleges and schools in the University which grant degrees such as Applied Arts, Engineering, Agriculture, Business Administration, Medicine, Dentistry, Pharmacy, etc. Such schools may have variations in these requirements in general education. University catalogues should be consulted for the details.

A maximum of 70 units of credit may be transferred to the University from a junior college.

THE CALIFORNIA STATE COLLEGES
(San Diego, Long Beach, Los Angeles, San Jose, Fresno, San Francisco, etc.)

Admission to Freshman Standing
(a) Completion of 70 semester periods (7 Carnegie units) of course work (excluding physical education and military science) with grades of A or B during the last three years of high school.
OR
(b) Completion of 50 semester periods (5 Carnegie units) as in (a) and attainment of the twentieth percentile on the national norm of a standard college aptitude test.

Junior College Transfers
A student who was ineligible to enter a State College on his high school record may transfer from a junior college on completion of 24 units of credit with a C average on a 4-point scale. 64 units is the maximum allowed in transfer from a junior college.

General Education Requirements
45 units are required for the degree in addition to those offered in the major. They should be distributed as follows:
(a) Social Sciences 9 units
Include instruction in U. S. History, Constitution and American ideals and courses in two other fields.
(b) Natural Sciences 9 units
One course must be selected from a life science and one course from a physical science. One course must have a laboratory unit.
(c) Literature, Philosophy, or the Fine Arts 6 units
At least three units in Literature or Philosophy. Fine and Practical Arts may be used but not to exceed three units.
(d) Physical Education and Health Education 2 units
(e) Oral and Written Expression 3 units
(f) Psychology 2 units
(g) Additional units in general education 14 units
These may be distributed among the foregoing areas as determined by the college or many include courses in family life education, mathematics, and a maximum of 6 units in a foreign language. A foreign language is not required in general education degree requirements in a State College. (See State College Catalogues for special applications of the listed courses).

Although the courses listed above are baccalaureate degree requirements, most of them should be completed in the lower division in addition to the pre-major subjects.

OTHER COLLEGES
Most of the students who transfer from Riverside City College to four-year colleges will enter one of the divisions of the University or the State College systems. However, there are many other colleges in California and elsewhere for which City College is qualified to give lower division preparation. The Dean of Admissions will furnish information upon inquiry since it is impractical to supply such material in this bulletin.
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 ** 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-Tree Crops

Anthropology

Apparel
  Apparel Design
  Apparel Merchandising

Architecture

Art
  Appreciation and History of Art

Astronomy

Bacteriology

Botany

COURSES OF INSTRUCTION

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

Chemistry
  Pre-Chiroprapy
  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
  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(—) 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
Cosmetology
Education, General
Electronics
Journalism and Newspaper Work
Merchandising and Salesmanship
Printing
Professional Nursing
Secretarial
Tool Engineering
Vocational Nursing

ORGANIZED CURRICULA FOR TRANSFER

The following are some examples of lower division programs for students who plan to transfer to four-year colleges and universities. The Dean of Admissions has many others that are available upon request. Complete copies of Organized Curricula and Lower Division Requirements for transfer students are on file in the Library. These programs lead to the degree of Associate in Arts at Riverside City College and to the Bachelor's Degree at the four-year college mentioned.

ART

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<td>18</td>
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| Sophomore Year         |                        |
| Physical Education     | Physical Education     |
| 1                      | 1                      |
| Chemistry 5            | Art 59                 |
| 4                      | 2                      |
| Humanities             | Art 69A                |
| 2                      | 2                      |
| Social Science         | English IA             |
| 3                      | 3                      |
| History 3A             | Psychology 1A          |
| 2                      | 2                      |
| Physics 2A             | History 3A             |
| 4                      | 2                      |
| Bacteriology           | Elective               |
| 4                      | 2                      |
| 16-17                  | 18-19                  |

| **PRE-BUSINESS**       |                        |
| Freshman Year          |                        |
| First Semester         | First Semester         |
| Physical Education     | Physical Education     |
| 1                      | 1                      |
| English IA             | Art 1A                 |
| 3                      | 3                      |
| Foreign language       | Art 4A                 |
| (Completion of Course 2)| 2                      |
| Physical Science       | Art 54A                |
| 4                      | 2                      |
| Math D. or 1           | Business Course        |
| 3                      | 3                      |
| Psychology 49          | Architecture 50A       |
| 1                      | 3                      |
| 17                     | 18                     |

| Sophomore Year         |                        |
| Physical Education     | Physical Education     |
| 1                      | 1                      |
| Business 1A            | Art 1B                 |
| 3                      | 3                      |
| Economics 1A           | Art 4B                 |
| 3                      | 2                      |
| Humanities             | Art 22                 |
| 3                      | 2                      |
| Humanities             | Art 54B                |
| 3                      | 2                      |
| History 6A             | Business Course        |
| 3                      | 3                      |
| 2-3                    | Architecture 50B       |
| 3                      | 3                      |
| 18                     | 18                     |

| **PRE-DENTAL**         |                        |
| For transfer to University of Southern California |                        |
| Freshman Year          |                        |
| First Semester         | First Semester         |
| Physical Education     | Physical Education     |
| 1                      | 1                      |
| English 1A             | English 1A             |
| 3                      | 3                      |
| Chemistry 1A           | Chemistry 1B           |
| 5                      | 5                      |
| Zoology 1A             | Zoology 1B             |
| 5                      | 5                      |
| History 4A             | History 4B             |
| 3                      | 3                      |
| Psychology 49          | Psychology 49          |
| 1                      | 1                      |
| 18                     | 17                     |

| Sophomore Year         |                        |
| Physical Education     | Physical Education     |
| 1                      | 1                      |
| Physics 2A             | Art 1B                 |
| 4                      | 3                      |
| History 3A             | Art 4B                 |
| 2                      | 2                      |
| Art 1 or Music 20      | Art 22                 |
| 3                      | 2                      |
| Psychology 1A          | Art 54B                |
| 3                      | 2                      |
| English 1A or 6A       | Business Course        |
| 2-3                    | 3                      |
| Health Ed. 1           | Architecture 50B       |
| 2                      | 3                      |
| 17-18                  | 18-19                  |
### Engineering

**University of California**

#### Freshman Year

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
<th>Units</th>
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<tbody>
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<tr>
<td>Engineering 1A</td>
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<td>Psychology 49</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>17</strong></td>
</tr>
</tbody>
</table>

#### Sophomore Year

| Physical Education | Physical Education | 1 |
| Engineerign 45 | Engineering 35 | 3 |
| Math 4A | Math 4B | 3 |
| Physics 4B | Physics 4C | 4 |
| *Chemistry 1A | Chemistry 1B | 3 |
| **Total** | | **16** |

*Not required in all engineering programs. Chemistry units vary with the engineering specialty. Engineering 10 (UC) is not offered here but 1A is usually accepted as a substitute. Commonly 12-18 units in general education must be included in the Baccalaureate Degree program. See your counselor for necessary modifications in this basic engineering transfer curriculum.*

### Home Economics: General

#### Freshman Year

<table>
<thead>
<tr>
<th>Units</th>
<th>Second Semester</th>
<th>Units</th>
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<tbody>
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<tr>
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<td>Psychology 49</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

#### Sophomore Year

| Physical Education | Physical Education | 1 |
| Home Ed. 1A | Home Ed. 1B | 3 |
| Physiology 1A | Physiology 1B | 3 |
| Child Care | Fine Arts | 3 |
| Fine Arts | Psychology 1B | 3 |
| Psychology 1A | Sociology 2 | 3 |
| **Total** | | **18** |

### Journalism

#### Freshman Year

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<th>Units</th>
<th>Second Semester</th>
<th>Units</th>
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<td>English 1A</td>
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<tr>
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<tr>
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<td>History 6B</td>
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<tr>
<td>Political Science</td>
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<td>Psychology 49</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

#### Sophomore Year

| Physical Education | Speech 1A | 1 |
| Science | Science | 5 |
| History 4A | History 4B | 3 |
| Philosophy 6A | Philosophy 6B | 3 |
| Fine Arts | | |
| **Total** | | **18** |

### Pre-Medicine

#### Freshman Year

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</tr>
<tr>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>18</strong></td>
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#### Sophomore Year

| Physical Education | Physical Education | 1 |
| Chemistry 5 | Chemistry 8 and 9 | 6 |
| Physics 2A | Physics 2B | 4 |
| History 6A | History 6B | 3 |
| Language | Health Ed. 1 | 2 |
| **Total** | | **17** |
### Psychlogy

#### Freshman Year

<table>
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<th>Units</th>
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<tbody>
<tr>
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<td>English 1A</td>
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<td>English 1B</td>
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<td>Zoology 1A</td>
<td>4</td>
<td>Zoology 1B</td>
<td>4</td>
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<td>History 6A</td>
<td>3</td>
<td>History 6B</td>
<td>3</td>
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<td>Health Ed. 1</td>
<td>2</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>Psychology 49</td>
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#### Sophomore Year

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<td>3</td>
<td>Psychology 1B</td>
<td>3</td>
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<td>Sociology 1B or Anthropology 1B</td>
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<tr>
<td>Philosophy 6A</td>
<td>3</td>
<td>Philosophy 6B</td>
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### Pre-Elementary Education

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<td>Psychology 1A</td>
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<td>Geography 1B</td>
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<td>English 1A</td>
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<td>Music 1</td>
<td>3</td>
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<td>2-3</td>
<td>History 3B or 6B</td>
<td>2-3</td>
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<td>Psychology 49</td>
<td>1</td>
<td>Education 1</td>
<td>3</td>
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<tr>
<td>Art 3</td>
<td>3</td>
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#### Sophomore Year

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<td>Social Science</td>
<td>3</td>
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<tr>
<td>Speech 1A</td>
<td>3</td>
<td>History of Music or Arts</td>
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<td>Phys. Ed. 44</td>
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<td>Physical Science</td>
<td>2-5</td>
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<tr>
<td>Biological Science</td>
<td>4-5</td>
<td>Phys. Ed. 28</td>
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<td>Phys. Ed. 27</td>
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<td>Literature or Philosophy</td>
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<td>Elective</td>
<td>2</td>
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*Recommended: Psychology 6, Speech 1A, Economics 2

### Specialized Courses

The following is a selection of two-year specialized programs of study at City College in which complete training in the major field is offered leading to the degree of Associate in Arts and, in some cases, preparation for a State Board Examination. In all cases the student is qualified to seek employment in his specialty.

#### Accounting

#### Freshman Year

<table>
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<th>Second Semester</th>
<th>Units</th>
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<tr>
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<td>Physical Education</td>
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<td>English 1A or 50A</td>
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<td>English 1B or 50B</td>
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<tr>
<td>Business 50A</td>
<td>2</td>
<td>Business 50B</td>
<td>2</td>
</tr>
<tr>
<td>Business 63</td>
<td>3</td>
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<td>3</td>
</tr>
<tr>
<td>Business 97A</td>
<td>3</td>
<td>Business 97B</td>
<td>3</td>
</tr>
<tr>
<td>Business 81</td>
<td>3</td>
<td>Business 68</td>
<td>2</td>
</tr>
<tr>
<td>Psychology 49</td>
<td></td>
<td></td>
<td>1</td>
</tr>
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#### Sophomore Year

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<th>Units</th>
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<td>1</td>
<td>Physical Education</td>
<td>1</td>
</tr>
<tr>
<td>Business 52</td>
<td>2</td>
<td>Business 53</td>
<td>2</td>
</tr>
<tr>
<td>History 3A</td>
<td>2</td>
<td>History 3B</td>
<td>2</td>
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<tr>
<td>Business 18A</td>
<td>3</td>
<td>Business 18B</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>5</td>
<td>Health Ed. 1</td>
<td>2</td>
</tr>
<tr>
<td>Business 54</td>
<td>3</td>
<td>Business 54</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
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<td><strong>Total</strong></td>
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#### Auto Mechanics

#### Freshman Year

<table>
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<th>Units</th>
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<td>History 3A</td>
<td>2</td>
<td>History 3B</td>
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<td>English 1A or 50A</td>
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<tr>
<td>Psychology 49</td>
<td></td>
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*Recommended: Psychology 6, Speech 1A, Economics 2
## COURSES OF INSTRUCTION

### Sophomore Year

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<td>Health Ed. I</td>
<td>2</td>
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<td>Business 97A</td>
<td>3</td>
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<tr>
<td>*Auto Mechanics 2A</td>
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<td><strong>Total</strong></td>
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*Pre-requisite: Aptitude test.

**Recommended electives: Business 63, Speech 1AB, Business 59AB, Economics 3AB, Sociology 2, 3.

### General Business

#### Freshman Year

<table>
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<td>English IA or 50A</td>
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<tr>
<td>Business 97A</td>
<td>3</td>
</tr>
<tr>
<td>Business 59A or 50A</td>
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</tr>
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<td>Business 63</td>
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<td>Business 81</td>
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</tr>
<tr>
<td>Business 97A</td>
<td>3</td>
</tr>
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<td>Psychology 49</td>
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<td><strong>Total</strong></td>
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#### Sophomore Year

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<tr>
<td>Business 98</td>
<td>3</td>
</tr>
<tr>
<td>Business 68</td>
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<tr>
<td>Economics 3A</td>
<td>2</td>
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<td>Business 91</td>
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*Recommended electives: Speech 1AB, English 14AB, English 49, Psychology 1AB, 2AB, Sociology 1AB, 2.

### General Clerical

#### Freshman Year

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<td>Business 60A</td>
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<td>Business 81</td>
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<tr>
<td>History 3A</td>
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<td><strong>Total</strong></td>
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#### Sophomore Year

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<td>Business 70</td>
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<td>Business 61</td>
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<td>*Electives</td>
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<td>Business 18A</td>
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<td>Business 83</td>
<td>3</td>
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<tr>
<td><strong>Total</strong></td>
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</table>

*Recommended: Economics 2; Psychology 2AB; Home Economics; Music; Income Tax Accounting; English 1AB; Sociology 2.

### Cosmetology

Cosmetology is a full day program (8 a.m. to 4:30 p.m.) and is normally completed in approximately 14 months with three weeks in summer for vacation. The total hours required are 1600. This training provides preparation for the California State Board Examination. Students desiring the A.A. degree will have to continue an additional semester to complete the required subjects.

<table>
<thead>
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<th>Units</th>
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<tbody>
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*Recommended: Speech 1AB, English 13AB, Economics 3AB, Sociology 1AB, 2.
### DRAFTING

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<tr>
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<td>2</td>
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<td>Business 97B</td>
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<td>English 50A</td>
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### GENERAL EDUCATION

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<td>English 1B or 50B</td>
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<tr>
<td>Sociology 1A, 2 or 3</td>
<td>Sociology 1B, 2 or 3</td>
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<tr>
<td>Music 20A</td>
<td>Music 20B</td>
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<td>History 3B</td>
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<tr>
<td>Psychology 1A or 2A</td>
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<td>Psychology 49</td>
<td>Health Ed. 1</td>
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*Men should select another course to replace this.

The purpose of the program outlined here is to develop understanding and skill in everyday activities of the social and personal type. It is meant for students who do not plan to transfer to the upper division of a four-year college.

### ELECTRONICS

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<tr>
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### ENGINEERING AID

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## HOME ECONOMICS

**Freshman Year**

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### Sophomore Year

| Physical Education | 1     | Physical Education | 1     |
| History 3A | 2     | History 3B | 2     |
| Home Economics 5A | 3     | Home Economics 5B | 3     |
| Art 51A or 1A | 2-3   | Home Economics 51 | 2-3   |
| Speech 1A | 3     | Speech 1B | 3     |
| Health Education 1 | 2     | Business 81 | 3     |
| Sociology 2 | 3     | Sociology 3 | 3     |

### Units: 16-17

## JOURNALISM AND NEWSPAPER WORK

**Freshman Year**

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### Units: 16

### Sophomore Year

| Physical Education | 1     | Physical Education | 1     |
| Business 97A | 3     | Business 97B | 3     |
| English 53A | 2     | English 53B | 2     |
| English 14A | 2     | English 14B | 2     |
| Science | 4     | Science | 4     |
| History 4A | 3     | History 4B | 3     |
| English 54A | 2     | English 54B | 2     |

### Units: 17

## CLINICAL LABORATORY TECHNICIAN

**Freshman Year**

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<td>Psychology 49</td>
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### Units: 16

### Sophomore Year

| Physical Education | 1     | Physical Education | 1     |
| Chemistry 5 | 5     | Chemistry 8, 9 | 5     |
| Physics 10 | 3     | Bacteriology 1 | 4     |
| Sociology 1A | 3     | Sociology 1B | 3     |
| History 3A | 2     | History 3B | 2     |
| *Electives | 3     | Electives | 3     |

### Units: 18

---

This program qualifies a candidate for the State Board Examination after three years of experience.

*Recommended electives: Philosophy 6AB, Art 1AB, English 6AB, 14AB, Music 20AB.

## LAW ENFORCEMENT - PRE-SERVICE

**Freshman Year**

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<th>Units</th>
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<td>Physical Education</td>
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<td>English 1A or 50A</td>
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<td>English 1B or 50B</td>
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### Units: 16

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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

### Sophomore Year

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* *Sociology 1B, 2; Chemistry 3; Business 18AB.*

Qualifications for this curriculum: 18 years of age; proof of good character; satisfactory scores on all tests required by the College; IQ 112 or more; excellent health and physical condition; height - man 5 ft. 9 in. or over; woman, 5 ft. 0 in. or over.

### MERCHANDISING AND SALESMA NSHIP

#### Freshman Year

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<td>Business 81</td>
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#### Sophomore Year

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<td>Business 96B or 1A</td>
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<td>History 3B</td>
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*Recommended: Literature, Speech, Social Science, Drama.*

### PRINTING MANAGEMENT

#### Freshman Year

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<td>Art 3</td>
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<td>Business 98</td>
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<td>Psychology 49</td>
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<td>Art 54A</td>
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#### Sophomore Year

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<td>Art 54A</td>
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### MUSIC

#### Freshman Year

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<td>English 50B or 1B</td>
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#### Sophomore Year

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*Recommended: Literature, Speech, Social Science, Drama.*
### Professional Nursing

#### Freshman Year

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#### Summer Session

| Nursing 2 | 3     | English 1A | 3   |
| Sociology 1A | 3 |               |     |
| **Total** | **9** |             |     |

#### Sophomore Year

| Physical Education | 1     | Physical Education | 1     |
| Speech 1A | 3     | These courses | 1     |
| Nursing 4 | 10    | either semester | 1     |
| Nursing 3 | 12    | as schedule permits | 1     |
| Nursing 5 | 3     |                 |       |
| **Total** | **16** | **18** |       |

#### Theater Arts

#### Freshman Year

| Physical Education | 1     | Physical Education | 1     |
| Speech 1A | 3     | English 1A or 50A | 3     |
| History 3A | 2     | English 1B or 50B | 2     |
| Speech 7A | 3     | History 3B | 2     |
| Speech 60A | 1     | Speech 7B | 3     |
| Speech 59A | 2     | Speech 60B | 2     |
| Psychology 49 | 2     | Speech 59B | 2     |
| *Electives | 2     | Speech 2 | 2     |
| **Total** | **16** | **16** |     |

#### Sophomore Year

| Physical Education | 1     | Physical Education | 1     |
| Speech 1A | 3     | Speech 1B | 3     |
| Speech 10A | 2     | Speech 10B | 2     |
| Health Education 1 | 2     | Speech 13 | 2     |
| English 6A | 3     | English 6B | 3     |
| English 60C | 1     | English 60D | 1     |
| *Electives | 4     | Music 20B | 3     |
| **Total** | **16** | **17** |     |

---

*Recommended: Speech 62A, B, C, D, E (Tutorial courses in Drama). Music 48, plus performance courses, Sociology 1 or 2, Psychology 1 or 2.
## COURSES OF INSTRUCTION

### VOCATIONAL NURSING

**Freshman Year**

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<td>Personal and Vocational Relationships</td>
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<td>Related Science</td>
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<td>Nursing Communication</td>
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<td>Child Growth and Development</td>
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<td>*Field Practice 16</td>
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<td>*Nursing Care 6</td>
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*Seven months term.*

Completion of first year prepares for State Board Examination for Licensed Vocational Nurse.

### Sophomore Year

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Qualifications: Tenth grade education or equivalent; a citizen of the United States; between 18 and 50 years of age; evidence of good character; and physical fitness.

### ANATOMY

(Physiology and Anatomy, See Page 102)

### ANTHROPOLOGY

1-A, 1-B. Introductory Anthropology: (2-A, 2-B, U.C.) (3-3) Yr. Mr. Peck

1-A. Introductory Anthropology I


1-B. Cultural Anthropology II

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.

2. Anthropology 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.

### ARCHITECTURE

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

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.

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

Prerequisite: 1-A or consent of instructor. Renaissance and Modern periods.

51-A. Appreciation of Art (3) I Mr. Cooper

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

51-B. Appreciation of Art (3) II Mr. Cooper

Renaissance and Modern periods.

3. Art for Elementary Teachers (3) I 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.

4-A, 4-B. Composition in Drawing and Painting (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.

22. 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. Offered alternate years.

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.
COURSES OF INSTRUCTION

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

61-A, 61-B. Practical Interior Decoration (3-3) Yr. Mr. Cooper
A workshop for practical application of interior room arrangements, background and accessories.

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. Offered alternate years. Not offered 1957-58,

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.

ASTRONOMY

1-A, 1B. Introductory Astronomy (1-A, 1B, U.C., U.C.L.A.) (2-2) Mr. Peck
Prerequisite: Astronomy 1A or approval of instructor.
A beginner's non-mathematical course in the astronomy of the sun, moon, planets, comets and meteors. Possibilities of space flight will be discussed.

29. Economic Institutions and Problems (2-2) Yr. Mr. Mackenzie
(See Page 83 also)

BIOLOGY

1. General Biology (4) I, II Mr. Johnson
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 one laboratory period weekly.

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; Geography 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.

2. Plant Morphology (2-2 U.C.L.A.; 14 U.C.) (4) II 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.

BUSINESS

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.

18-A, 18-B. Business Law (18-A, 18-B, U.C.) (3-3) Yr. 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. Mr. Mackenzie
(See Page 83 also)
COURSES OF INSTRUCTION

66-A, 66-B. Advanced Shorthand and Transcription (3-3) Yr. Mrs. Longmire
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
vocabulary is learned for business, medical, legal, and scientific stenography.
Mailable business letters are transcribed at a rate equal to 2/3 of typing speed.
*Students may not accumulate more than twenty (20) units in shorthand.

68. Calculating Machines (2) I, II Miss Spaulding
Prerequisite: Business 61 or Mathematics 90.
A laboratory course designed to give business majors the fundamental operation
and application in machine procedure. The course is especially helpful
to clerical and accounting students. The machines offered are Comptometer,
Burrowses 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 book-
keeping 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 Miss Spaulding
Prerequisite: Typing.
A finishing course for secretarial, stenographic, clerical and business adminis-
tration 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 class-
room.

70. Filing (1) I Miss Spaulding
A course in fundamentals and basic procedures of filing. A study of Alpha-
betical, 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
Prerequisite or taken concurrently: Business English No. 83 and Secret-
arial Practice No. 69.
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.

72. Machine Bookkeeping (2) I, II Miss Spaulding
Prerequisite: Business 1A, 50A, or 59A, 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 book-
keeping machine, and operation of the National Cash Register Book-
keeping machine, Model NCR 3000. Application is given in accounts receivable,
accounts payable and payroll accounting.

73. Advanced Office Machines (2) I, II Miss Spaulding
Prerequisite: Business 68.
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.

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

83. Business Communications (3) I Miss Spaulding
Prerequisite: Typing.
Practice in letter writing and business communications, report writing and a
study of the mechanics of business letter forms. A review of grammar funda-
mentals, sentence structure, punctuation, vocabulary building and spelling.

91. 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.

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 organizations, expansion and maintenance of the enter-
prise, credits and collections, planning the budget, store location, store layout,
interior decoration, what records to keep, what merchandise to buy, how to
promote business, personal qualifications for managing a small business, per-
sonnel management and problems, advertising problems, inventory and stock
control procedures, types of stores, consumer surveys, merchandise resources,
partnerships, corporations, contracts, legal relations. Organization charts pre-
pared, 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. Whole-
sale 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) Mr. Bucknell

Pre requisite: Business 81, or may be taken concurrently.

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, promotion 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 4; Mathematics 1; and a reading knowledge of German. This work may be completed, in part, in the upper division.

1-A, 1-B. General Chemistry (1-A, 1-B, U.C.) (5-5) Yr. Mr. Brauti, Mr. Sharp

Pre requisite: High school chemistry or physics with not less than a C grade; satisfactory score on chemistry aptitude test.

1-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.

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

2. Introductory General Chemistry (2-A, 2-B, U.C.) (5) I, II

Mr. Brauti, Miss Cooper, Mr. Cottle, Mr. Sharp

Recommended Prerequisite: High School Algebra or Math A.

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 (2 U.C.L.A.) (3) Mr. Brauti

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.

4. Introductory General Chemistry (4) Mr. Sharp

Identical to Chemistry 2, but with one laboratory. Three hours of lecture and one three-hour laboratory each week. This course may be taken for credit in Physical Science by students following curricula requiring only one unit of laboratory work.

5. Quantitative Analysis (4-5) I

Pre requisite: Chemistry 1-A, 1-B.

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.

8. Elementary Organic Chemistry (8 U.C.L.A.) (3) II Mr. Brauti

Pre requisite: Chemistry 1-A, 1-B. with a C grade.

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.

9. Organic Laboratory (9 U.C.L.A.) (3) II Mr. Brauti

Pre requisite: 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 109)

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

The approach is less theoretical than that followed in Economics 1; there is greater emphasis upon economic institutions and current economic problems. Not designed for Business and Economics Majors. Open to both freshmen and sophomores.
EDUCATION

**1. Introduction to Education** (57, Santa Barbara) (3) II Mr. Faber
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 Girl Scout or Boy 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 are 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 observation period.

**Open to sophomores only and teaching majors.**

ELECTRONICS
(See Page 110)

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 67 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.

**22. Engineering Drawing** (22, U.C.) (2) I or II Mr. Denham, Mr. Long
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 based on industrial practices.

**23. Descriptive Geometry** (23, U.C.) (2) I or II Mr. Horstman, Mr. Larson
Prerequisite: Engineering 22 and Mathematics C. Open only to engineering majors whose grade point average is 2.5 or higher for the first semester.
The fundamental principles and application to the solution of space problems arising in engineering. Two laboratory periods weekly.

**24. Advanced Engineering Drawing** (24, U.C.) (2) I or II Mr. Long
Prerequisites: Engineering 22 and 23.
Detail drawings of machine parts, gears and cams, complete working drawings of fairly complex layouts production illustration.

**35. Statics** (35, U.C.) (3) II Mr. Larson
Prerequisite: Mathematics 4-A and Physics 4. Open to second-year engineering majors only.
Force and equilibrium problems, displacement, and their applications to engineering; algebraic and graphical methods. Three lectures weekly.
45. Materials and Processes (8 U.C., plus one lab) (3) I Mr. Sharp
   Prerequisites: Open to second year engineering majors only.
   Structural properties and adaptability of various materials. Study of materials
   of engineering and processes of manufacturing and fabrication. Elementary
   heat treatment of metals and elementary physical testing of metals, and occa-
   sional field trips.

50. Mechanical Drawing (2) I or II Mr. Horstman
   Fundamentals of mechanical drawing. Open to students who have had less
   than one year of mechanical drawing in high school.

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 1-A or English 50-A may elect to
complete the English requirement with public speaking only with the recom-
menation of his composition instructor.

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

1-A. Composition, with emphasis on exposition. Reading of essays and
writing of themes, including a research paper.

1-B. Composition, with emphasis on description and narration. Reading
of poetry, drama, short stories, and the novel. Some critical expository writing
included.

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 should 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. Burton
   Prerequisite: English 1. Required for English majors.
   Survey of English literature from its beginning, covering the important histori-
   cal 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.

11-A, 11-B. Creative Writing (2-2) Yr. Mr. MacCuish
   Studies in narrative, descriptive and expository writing. The short story,
   magazine articles and play writing will be emphasized. During the second
   semester, special emphasis will be placed on marketing material, and manu-
   scripts will be submitted to publishers.

14-A, 14-B. American Literature (30-A, 30-B, U.C.) (2-2) Yr Mr. Wiley
   Prerequisite: English 1, or may be taken concurrently.
   A study of the achievements in American letters from Colonial times to the
   present, outstanding literary personalities, memorable work, and reflections
   of American thought in literature. Lectures, discussions, collateral readings,
   and oral reports.
   Either half of the course may be taken independently.

50-A, 50-B. English (3-3) Yr. Mr. Burton, Mr. Block, Mr. Faber,
         Mr. Hess, Miss Flanagan, Mr. MacCuish,
         Mr. Wiley, Mr. Stevens, Mr. Gum

   English 50-A. Composition
   Principles of effective communication applied to problems of students com-
   pleting their college work in two years or less. Emphasis is placed upon
   practice in writing exposition, narration, description and argumentation.

   English 50-B. Reading and Speech
   Emphasis is placed upon speech and literature, the short story, drama, and
   poetry are studied. Some writing is required. Either half may be taken inde-
   pendently.

51-M. English (2) I, II Mr. Faber, Mr. Wiley
   A review course stressing sentence structure, grammar, spelling, and punctua-
   tion.

51-R. English (2) I, II
   Designed primarily for students who are slow and ineffective readers and who
   need to increase their vocabulary and speed of comprehension in reading. It
   is required of anyone who has failed the reading portion of the English
   Qualifying Test.

52. Improvement of Reading (2) I, II Mr. Burton
   Prerequisite: Qualification for English 1A or consent of instructor.
   Practice in reading for increased speed and comprehension. This course is
   intended primarily for students intending to transfer. Speed reading films,
   tachistoscope drill, reading problems and exercises.

53-A, 53-B. Publications
   Yearbook Production (2-2) Mr. Knopf
   College Paper and Publicity (2-2) Mr. Knopf
   Prerequisites: English 1, English 3, or consent of instructor.
   The qualified student may choose his major affiliation with college publica-
   tion staffs. Emphasis is placed upon both theory and practice in producing
   college publications. General publicity matters are also considered, and students
   may be assigned to this type of work from time to time at the option of the
   instructor.
54-A, 54-B. Journalism Internship
Prerequisite: Employment by a participating newspaper; concurrent enrollment in another journalism course, and permission of the instructor. On-the-job training in either the editorial or advertising departments of local newspapers. Detailed reports on the student's progress are made to the college and special assignments are given in the on-campus class as the need is indicated.

49. Modern Literature (2) I, II
A course in the study of modern popular literature. Emphasis will be placed upon the short story and the novel.

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. Mr. Hess
A non-grammatical approach to reading and speaking French with emphasis on conversation. A beginning course.

GEOLOGY
1-A, 1-B. Introductory Geology (1, 3, U.C.) (4-4) Yr. 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 Historical Geology (2) I or 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.

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

1-A. Introductory Physical Geography (1, U.C.) (1) Mr. Peck

1-B. Introductory Cultural Geography (2, U.C.) II Mr. Peck

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 1A, 1B.
Further study of correct gramatical and idiomatic usage of German; reading of fairly difficult German literature.

50-A, 50-B. Conversational German (2-2) Yr. Mr. Hess
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. White, Mr. Dohr, Mr. Miller
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 3A, 3B; History 53A, 53B; Political Science 1A 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. White, Mr. Mackenzie, Mr. Stalder, Mr. Horton, Mr. Knopf, Mr. Stevens

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. Horton
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.

53-A, 53-B. History of the United States (2-2) Yr.  Mr. Horton, Mr. Mackenzie
The course meets the state requirements of American History and Institutions for the Associate in Arts title. A more elementary course than History 3-A, 3-B.

HOME ECONOMICS

1-A. Food Study and Preparation (3) I  Mrs. Peterson
The study of the fundamental principles of nutrition and the preparation of basic foods. Two lectures and two 2-hour laboratories weekly.

1-B. Food Study, Preparation and Table Service (3) II  Mrs. Peterson
Prerequisite: Home Economics 1A 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.
Home Economics 1-A, 1-B open to both men and women.

4. Nutrition for Nurses (2) I  Mrs. Peterson
Deals with normal nutrition and its 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 weekly.

5-A, 5-B. Clothing Construction (3-3) Yr.  Mrs. Peterson
Concerns a college woman's clothing problems in relation to her interests and needs. Includes a study of style trends, clothing selection, clothing care, construction techniques, fitting and proper selection of accessories. One lecture and three 2-hour laboratory periods weekly.

7. Child and Adolescent Psychology (2) I, II  Mrs. Peterson
A study of pre-natal growth, the birth, and child development through the years of adolescence. Emphasis made on physical, mental, social, and emotional development. Two lectures weekly.

50. Nutrition for Vocational Nurses (2) I  Mrs. Peterson
Designed to meet the needs of the Vocational Nurse. A scientific study covering the basic principles of food composition, of preparation and of the bodily use of food. Course includes therapeutic diet planning and preparation. Two lectures weekly.

51. Interior Decoration (2) II  Mrs. Peterson
Course offers opportunity to work through the planning of a home from the idea or blueprint stage to the decorating of the ready-built home. Emphasis on coordination of period or contemporary designs, colors and textiles in suitable house furnishings. Two lectures weekly.
### COURSES OF INSTRUCTION

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Credit</th>
<th>Instructor(s)</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>52. Child Growth and Development (1)</strong></td>
<td></td>
<td>Mrs. Peterson</td>
<td>A basic study of the principles of normal child development. Offered second nine weeks of the first semester.</td>
</tr>
<tr>
<td><strong>53-A, 53-B. Advanced Clothing (2-2) Yr.</strong></td>
<td></td>
<td>Mrs. Peterson</td>
<td>Continuation of work and application of principles of clothing construction given in first year, with special emphasis placed on pattern alteration, fitting, tailoring and renovation of garments. Three 2-hour laboratory periods weekly.</td>
</tr>
<tr>
<td><strong>54. Home Management (1) I</strong></td>
<td></td>
<td>Mrs. Peterson</td>
<td>Designed for the Home Economics major; stresses the efficient use of time, tools and talents in the management of the modern home. One lecture weekly.</td>
</tr>
<tr>
<td><strong>56. Modern Host and Hostess (1) I, II</strong></td>
<td></td>
<td>Mrs. Peterson</td>
<td>Deals with the problems of social etiquette, party planning, coordination of patterns in silverware, glassware, china and etiquette of the wedding. Open to men as well as women. One lecture weekly.</td>
</tr>
</tbody>
</table>

### HUMANITIES

**Humanities Colloquium (Honors) 3-3 Yr.** Mr. Gladden, Mr. Horton, Mr. Wiley  
In this course a dozen or more books (or parts of books) influential in the development of Western civilization are to be read and discussed each semester.

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### LAW ENFORCEMENT

1. **Crime and Criminal Justice (3) I** Mr. Barnett, Mr. Mundy  
   An overview of the administration of criminal justice in the United States. The definition of crime and the impact of criminality upon society. The development and function of law enforcement in the United States. The relationships between various agencies involved in the administration of justice. The responsibility of society in law enforcement.

2. **Penal Code and Related Laws (3) I** Mr. Mundy  
   **Prerequisite:** Law Enforcement I  
   The sources of criminal law. Discussion of the “elements” of crime and their importance of prosecution. Examination of the more common penal statutes of the United States and of California. The place of county and municipal ordinances in law enforcement.

3. **Arrest, Search and Seizure (3) II** Mr. Barnett  
   **Prerequisite:** Law Enforcement I  
   The laws governing the cases and manner in which arrests may be or must be made. Warrants of arrest and search warrants. Discussion of the rights of defendants and duties and responsibilities of arresting persons. The practical mechanics of taking a person into custody with emphasis on the safety of the officer and others.

4. **Criminal Evidence (2) II** Mr. May  
   **Prerequisite:** Law Enforcement I, II  

5. **Patrol Practices and Techniques (3) I** Mr. Stanley  
   **Prerequisite:** Law Enforcement I  
   The purposes of beat patrol. The identification of police hazards and effective techniques to cope with them. Observation of persons, places, and incidents. The operation of emergency vehicles. Field note taking. The preparation of adequate reports. (The “modus operandi” report and its importance), vice control, and public relations. The processing of routine complaints such as prowler and noise reports, domestic difficulties, and civil problems as landlord-tenant troubles, mental illness, missing persons, etc.

6. **Criminal Investigation (3) I** Mr. May  
   **Prerequisite:** Law Enforcement I  
   Discussion of the problems involved in the investigation of specific offenses with emphasis upon the felonies. Sources of information. Cooperation with related agencies. Review of evidence as applicable to the specific crime.
7. **Traffic Control and Accident Investigation** (2) II Mr. Fagan
    Prerequisite: Law Enforcement 1
    Basic accident investigation. The use of the State Accident Report Form. The principles of "selective" enforcement. Parking and intersection control. The basic provisions of the California Vehicle Code governing the operation of motor vehicles upon the highways. The responsibilities of the community in traffic control.

8. **Delinquency Control and Prevention** (3) II Mr. Hughes
    Prerequisite: Law Enforcement 1
    The place of the juvenile in the community. Legislation prescribing the special treatment of juveniles. Related agencies interested in children. A study of crimes committed upon or by minors. Investigation of such crimes and the relationship of the officer to the juvenile and the parents.

9. **Problems of Physical Evidence** (2) I Mr. Clark
    Prerequisite: Law Enforcement 1
    The collection, identification, preservation, transportation of physical evidence found at crime scenes. The use of photography, molds, casts, moulage masks to preserve evidence. Sketching and photography to locate evidence as found. Fingerprint examinations and preservation of prints. Footprints, tool mark impressions. Identification of handwriting and typewriting. Fire-arm identification. Importance of hair, fibers, dust, blood as evidence. Importance of laboratory examination and discussion of available facilities.

**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, II Mr. Denham
    The equivalent of high school algebra, designed for those students who do not receive credit for algebra in high school.

B. **Plane Geometry** (3) I, II Mr. Sharp
    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 Mr. Long, 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.

**COURSES OF INSTRUCTION**

1. **College Algebra** (1, 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.

2. **Analytic Geometry and Calculus** (3-A, 3-B, U.C.) Mr. Larson
    Prerequisite: Math A, B, C, D, and Math 1 or consent of instructor.
    High school grades must be B or better and college grades C or better. Mathematics 1 may be substituted for 4th year high school mathematics. Open to all students; required of those taking Physics 4. Plane analytic geometry and calculus, including conic sections, general equations of the second degree, elements of calculus with applications to geometry and mechanics.

3. **Solid Analytic Geometry and Calculus** (4-A, 4-B, U.C.) (3) Yr. Mr. Long
    Prerequisite: Mathematics 3.
    Continues the development and application of calculus; includes vectors, quadratic surfaces, partial derivatives, multiple integrals, series, and ordinary differential equations.

4. **Slide Rule** (1) I, II Mr. Long
    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.

5. **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.

6. **Music**

   **Structure of Music**

   Designed for elementary teacher candidates. Provides basic musical skills necessary for work in elementary school music. Emphasis is given to the reading of elementary music materials. Notation, keys, terminology, elementary keyboard facility, autoharps, song flute, tone bells, and other rudiments.

   *On leave 1957-58.

   **Elementary Music Reading and Dictation** (3-3) Yr Mr. Stone, *Mr. Vail, Mr Guin

   *On leave 1957-58.
COURSES OF INSTRUCTION

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.

7. 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.

Musical Culture

20-A, 20-B. History and Appreciation of Music (3-3) Yr.
Dr. Sayre
Music 20-A or consent of instructor is prerequisite to 20-B.
Designed primarily for the general college student. Music in the general culture, appreciation and enjoyment of musical masterworks. Assigned readings and term papers. Reviews of concerts.

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.

Music 48. Survey of Jazz (2) II
Mr. Guin, *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.
*On leave 1957-58.

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, B, C, D. Elementary Class Piano (1-1-1-1) 1 to 4 semesters
Mr. Stone
Development of keyboard facility and sightreading. Repertory of simple piano material. Either half may be taken independently.

33-A, B, C, D. Secondary Class Piano (2-2-2-2) 1 to 4 semesters
Mr. Stone
Prerequisite: Consent of instructor.
Fundamentals of serious piano technique. Scales, dexterity, sightreading, ensemble, memory. 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.

36-A, B, C, D. Secondary Class Organ (2-2-2-2) 1 to 4 semesters
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.

40-A, B, C, D. 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.

41-A, B, C, D. Vocal Ensemble (1-1) Yr.
Dr. Sayre
Performance of music particularly adapted to small vocal ensembles. Two rehearsals weekly. Admission with consent of instructor.

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

43-A, B, C, D. Dance Band (1-1) Yr.
Mr. Guin, *Mr. Vail
Practical dance band experience. Admission with consent of director. Two hours rehearsals weekly.
*On leave 1957-58.

44-A, B, C, D. Instrumental Ensemble (1-1) Yr.
Mr. Guin, *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.
*On leave 1957-58.

47-A, B, C, D. Opera Workshop
Dr. Sayre
Technique of singing and acting in light or serious opera. For advanced students. Enrollment by audition only.
NURSING

The course in professional nursing for prospective registered nurses was reestablished in the Fall of 1957.

In addition, the College offers a 12 months program designed to prepare students as licensed vocational nurses.

See page 111 for descriptions of these programs.

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.

PHOTOGRAPH

63-A, B, C, D. Photography (1-1) Yr. Mr. Bauman

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. Each student is required to enroll for a 2-hour section of physical education. In addition to the 2-hour section, each student is required to select a third hour of activity different from that in which he is enrolled in the 2-hour section.

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.

Students receive instruction in the rules and techniques in the various activities. Opportunity is provided for participation in order that students may improve their skills and receive an added degree of enjoyment and pleasure.

UNIFORMS

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

Uniforms for men: Orange shorts, supporter, white "T" shirt, rubber soled athletic shoes, and white athletic socks.

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

LOCKERS

A lock, locker and towels, for which student is responsible, will be issued to each student. A $2.00 charge will be assessed for a lost lock.

INTRAMURAL SPORTS

The Intramural Program for men at Riverside City College is sponsored by the Department of Physical Education. The program tries to give every student and faculty member an opportunity to participate in some sport or recreative activity as regularly as his time and interest permit.

Competition is offered in individual and dual activities as well as team sports. The activities in which one may engage are: Badminton, Touch Football, Basketball, Bowling, Handball, Table Tennis, Softball, Track and Field, Tennis and Volleyball. If student interest warrants, additional activities will be provided.

The Department of Physical Education furnishes the staff, facilities, and equipment. In addition, the Department also attempts to lay the groundwork for the Intramural program through activity classes which are offered as part of the curriculum. The need for activity is recognized and through stimulation of interest and increasing skill in a diversified sports program, a real service is being rendered to all of those wishing to participate.

New students, as yet unaffiliated with any group, are cordially invited to participate in all activities by registering in the Intramural office.

PREPARATION FOR MAJOR

Preparation for the Major, University of California, Berkeley: Required: Chemistry, Biology 1; Physiology 2; Psychology 1; Physical Education (4 semester units); Principles of Healthful Living (P.E. 44); and training in the various athletic activities. Recommended: Bacteriology 1.

Preparation for the Major, University of California, Los Angeles: Required: Chemistry 2; Physiology 2; Biology 1; Principles of Healthful Living (P.E. 44); Physical Education (4 semester units); and training in the various athletic activities.
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. This course meets the general physical education requirement.

28. Rhythmical Activities for the Elementary School  
(1) I (Men and Women)  
Mrs. Howell  
Offers participation in creative and free rhythms, fundamentals of rhythmical activities designed for the elementary school child. Three meetings weekly. This course meets the general physical education requirement.

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

GENERAL COURSE REQUIREMENTS

Physical Education for Men  
Mr. De Francisco,  
Mr. Dahr, Mr. Gilkeson,  
Mr. Matulich, Mr. Miller,  
Mr. Steponovich, Mr. White  
Includes the two hour section of physical education for which a student registers plus the additional different single hour activity.

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

COURSES OF INSTRUCTION

The activities offered men are:
- M-1 Badminton and Apparatus and Tumbling
- M-2 Handball and Touch Football
- M-3 Tennis and Volleyball
- M-4 Golf
- M-5 Bowling

Third hour activities may be selected from the following areas: Handball, Tennis, Volleyball, Touch Football, and Basketball.

Coeducational activities are offered in the following: Social Dancing, Square Dancing, Tap Dancing, Fencing, and Swimming.

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.

One unit of credit in physical education is given for the three-hour program.

Physical Education for Women  
Mrs. Huntley, Mrs. Howell  
The following courses are offered women in the Physical Education Department:
- W-1 Archery
- W-2 Badminton
- W-3 Bowling
- W-4 Golf
- W-5 Modern Dance
- W-6 Tennis
- W-8 WAA (Team sports)
- W-9 General (Professional Nurses Only)

Third hour activities may be selected from the following: Recreational Games, Body Mechanics, Archery, Badminton, Tennis, Golf, Bowling, and Tigerettes.

Coeducational activities are offered in the following: Social Dancing, Square Dancing, Tap Dancing, Fencing, and Swimming.

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.
PHYSICS


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

4-A. General (4-A, U.C.) (4) II. Mr. Denham
Prerequisites: Math 3-A plus high school physics or chemistry. Both high school physics and chemistry are recommended.

Mechanics and sound. Primarily for students who expect to major in physics, and for students in engineering, physics, chemistry, and architecture. Three lectures and one laboratory period weekly.

4-B, 4-C. General (4-B, 4-C, U.C.) (4-4) Yr. Mr. Denham
Prerequisites: Physics 4-A.

Electricity and magnetism are covered during the first semester. Heat, light, and modern physics are studied in the second semester. Primarily for students who expect to major in physics, and for students in engineering, physics, chemistry, and architecture. Continuation of physics 4-A. Three lectures and one laboratory period weekly.

10. Elementary Phenomena (U.C., Berkeley Physics 10) (3) I, II. Mr. Denham
A presentation of some of the important phenomena in Physics with experimental demonstrations. No laboratory and requires a minimum of mathematics.

Prerequisites: Elementary Algebra and Geometry.

50. Technical Physics (3) II. Mr. Duncan
Designed 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. Not open to students having credit for high school or college physics.

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.

1-A, 1-B. General (1-A, 1-C, U.C.) (3-3) Yr. 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). Mr. Mackenzie
The first half of the course deals with the principle 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.

PRINTING

(See Page 144)

PSYCHOLOGY

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

1-A, 1-B. General Psychology (1-A, 1-B, U.C.) (3-3) Yr. 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.

2-A, 2-B. Psychology (3-3) Yr. Mr. Cooper, Mr. Gladden
This course is designed to provide the general student with a non-technica introduction to selected problems in the field of applied psychology. Topics covered include personality, mental health, marriage and family, school, vocation, and large scale social problems as those involving human adjustment. Lectures, discussion, reports on special topics, and collateral readings.

6-A, 6-B. Psychology (23, U.C.L.A.) (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.
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49. Psychology (1, I, II) Mr. Black, Miss Flanagan, Mr. Hess, Mr. Duncan, Mr. Haslam, Mrs. Wallace, Mr. Metcalf, Mr. Matulich

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. Metcalf

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

1-A, 1-B. Introduction to Sociology (1-A, 1-B, U.C.L.A.) (3-3) Yr. 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 potentialities 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 Relation (3) I, II Mr. Haslam, Mrs. Peterson

Prerequisite: Sociology 2.

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

SPANISH

Préparation for the Major: Required: Spanish 1, 2, 10; 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. An additional one-hour period for laboratory work is required weekly.

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. Miss Flanagan, Mr. Black

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.

2. Introduction to Drama (2) II Mr. MacCuish
   Offered alternate years. Not offered 1958-59.
   Lectures and discussions presenting the basic philosophy underlying the various areas of drama. Required of all drama majors or minors.

7-A, 7-B. Oral Interpretation (3-3) Yr. Mr. MacCuish
   Offered alternate years. Not offered 1958-59.
   Performance training in the oral reading of prose, poetry, and drama. Practice in speaking and reading with training in principles for effective delivery.

10-A, 10-B. Principles and Theory of Acting (10-A, 10-B, U.C.L.A.) (2-2) Yr. Mr. Hess, Mr. MacCuish
   This course includes exercises in pantomime, characterization, interpretation, movement, and voice for the stage.

13. Radio Speech (2) II Mr. Hess, Mr. MacCuish
    Offered alternate years. Offered 1958-1959.
    Fundamentals of studio broadcasting including voice training and placement, proper breathing, diction, pronunciation, interpretation of materials, and microphone work.

59-A, B, C, D. Stagecraft (2-2) Yr. Mr. MacCuish
   Theory of stage design, set construction, and stage lighting. Practical work in connection with college dramatic productions.

60-A, B, C, D. Play Production (1) I, II 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, Mrs. Howell
   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.

ZOLOGY


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 development stages. Two lectures and two laboratory periods weekly.
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. Blackmun

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. Blackmun

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

Cosmetology Mrs. Neal, Mrs. Judd, Mrs. Spivey

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, capacitive reactance and resonant circuits. Properties and functions of vacuum tubes. T.R.F. and superheterodyne receivers, theory, and servicing techniques. Test equipment, including multimeter, tube checkers, signal generators, oscilloscopes. Generation of radio frequency power. Five lectures and ten laboratory periods weekly.

Electronics 2A. (6)  Mr. Williams
Black and White Television.
Prerequisites: Electronics 1-AB, Math 52.
Principles and Servicing techniques for black and white television. Three lectures, three laboratory periods per week.

Electronics 3. (4)  Mr. Williams
Frequency Modulation.
Prerequisites: Electronics 1AB, Math 52.
Principles of frequency modulation. Servicing and alignment procedures for broadcasts FM receivers, two-way FM transmitting and receiving equipment, fixed and mobile. Two lectures, two laboratory periods per week. May be taken concurrently with Electronics 2A.

Electronics 2-B. (6)  Mr. Williams
Color Television.
Prerequisites Electronics 2A, 3.
Principles, servicing techniques, and alignment procedures for color television. Three lectures, three laboratory periods per week.

Electronics 4. (4)  Mr. Williams
Industrial Electronics.
Prerequisites: Electronics 1AB, Math 52.
Industrial control systems, electronic calculators, special circuits. Two lectures, two laboratory periods per week.

Electronics 52. (3)  Mr. Cottle
Electronics Math.
Recommended for all Electronics majors. This is not a substitute for Math 50, but may be taken concurrently. Practical applications of Ohm’s Law, resonance and impedance formulae, vectors, vacuum tube constants and other related math will constitute content of course.

Electronics 7. (3)  Mr. Williams
Communications.
Prerequisites: Electronics 1A.
Will cover material necessary for obtaining Second Class Commercial radiotelephone license. No laboratory.

ENGINEERING

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

52. Introduction to Design (2)  I, II  Mr. Long
Prerequisites: Engineering 22, 23 and mathematics through trigonometry, or consent of the instructor. Completion of, or current enrollment in, Math 3, Physics 2 or 4, and Engineering 8 desirable.
How to analyze problems, make selections of mechanisms, materials and stresses. Elementary design of mechanisms, gears, cams and springs. Consideration of machinery in motion. Two laboratory periods weekly.

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.

PROFESSIONAL NURSING

The program in professional nursing enables a student to complete all of the requirements set up by the California State Board of Nurse Examiners
and qualifies the graduate to write the examination to become a Registered Nurse. At the same time she will qualify for the Associate in Arts degree from Riverside City College.

This course is college centered, thereby enabling the student to be an integral part of the student body.

The college has affiliation with Riverside Community Hospital, Riverside County General Hospital, and Brentwood Veterans' Hospital.

**Requirements**

1. Applicants must be between 18 and 35 years of age.
2. Recommendations as to character and general ability must be submitted.
3. Applicant must be a graduate of an accredited high school.
4. A medical examination is required.

**Expenses**

1. The student furnishes her own uniforms, and the cost is $50.00.
2. The cost of books, supplies, and student body dues will approximate $80.00 a year.

**SUPERVISORY TRAINING**

51. **Elements of Supervision** (2) Mr. MacFarlane
   A basic introductory course covering in general terms the total responsibilities of a supervisor in industry, such as organization, duties and responsibilities, human relations, grievances, training, rating, promotion, quality-quantity control, and management-employee relations.

52. **Basic Psychology for Supervisors** (2) Mr. MacFarlane
   Course to assist the supervisor in understanding the people with whom he works, with emphasis on the psychological aspects, perceptions, learning processes, emotions, attitudes and personalities.

53. **Human Relations** (2) Mr. Bradley
   (Developing Supervisor Leadership) (Prerequisite: Basic Psychology for Supervisors) To show the practical application of basic psychology in building better employer-employee relationships by studying human relations techniques.

54. **Labor-Management Relations** (2) Mr. Bodell
   The history and development of the Labor Movement. Development of the National Labor Relations Acts, the Wagner Act, the Taft-Hartley Act. The supervisor's responsibility for good labor relations. The union contract and grievance procedure.

55. **Safety Training and Fire Prevention** (2) Mr. Cunningham
   Problems of accidents and fire in industry. Management and supervisory responsibility for fire and accident prevention. Accident reports and the super-

**VOCATIONAL NURSING**

The Vocational Nursing Program is a 12-month course designed for qualified women to prepare themselves to become licensed vocational nurses. During the first semester, which is spent on the college campus, emphasis is
placed on learning basic nursing principles and skills. Units of instruction offered in the first semester are described below.

The remaining seven months of the course are spent at the Riverside Community and Riverside County General Hospitals in supervised nursing practice. Classroom instruction is offered concurrently with clinical practice in order to assist the student in the application of nursing theory to actual nursing situations.

Graduates of this program are eligible to write the State Board Examination, which completed successfully, leads to licensure.

**Nursing Care (9-22) Miss McFadden**
A study of the nursing principles and skills necessary for the vocational nurse. This unit is the core of the curriculum and includes nursing procedures, home nursing, care of children, mothers and infants, the aging, care in medical and surgical conditions and diversional and rehabilitative activities.

**Personal and Vocational Relationships (2) Miss McFadden**
A unit stressing vocational relationship problems and their solutions, psychology of the sick, personality development, and interpersonal relationships.

**Related Sciences (2) Miss McFadden**
A study of the structure and function of the human body, and essential knowledge of physical, chemical, and bacteriological principles which promote better understanding of nursing principles and disease conditions.

**Nursing Communications (2) Mrs. Wallace, Mr. Faber, Miss McFadden**
A unit designed to help the student communicate more effectively in speech, writing, social relationships and nursing charting.

**Nutrition for Vocational Nurses (2) Mrs. Peterson**
A basic study of nutrition. In addition, simple and therapeutic diet planning and preparation are included.

**Child Growth and Development (1) Mrs. Peterson**
A basic study of the principles of normal child development.

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**VOCATIONAL PRINTING**

**1-A, 1-B. Printing (7) Yr. Mr. Epp**
Vocational Printing endeavors to develop skills, knowledge, 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 casting machines; lock-up for presses; bindery operations; power paper cutter; perforator; paper drill stapler and padding press. Three lectures and five laboratory periods weekly.

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**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 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.

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**THE SOUTHERN CALIFORNIA PEACE OFFICERS' TRAINING SCHOOL**

This school was established in Riverside under the administration of Riverside City College in the spring of 1953. It is a cooperative venture with the following three agencies participating: 1) Riverside City 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 City College Southern California Peace Officers' Training School, address communications to the Registrar.

RIVERSIDE CITY COLLEGE GRADUATES 1957

Frank H. Adams
Evangeline Naomi Allen
Humphrey J. Amedeo
Lydia C. Arias
Linda Aumes
Nancy Ann Asbell
Irene Kay Atwood
David A. Bailey
Patricia Lynn Barbour
Curtis Best
Richard Leland Bohannon
Andrew Gilbert Boyd
Bertha V. Brittian
Darryl E. Canady
Patricia Robert Canady
Eugene S. Carney
Lyle Leroy Christensen
Oscar W. Clark
Arthur Leslie Conn
Melville L. Correa
Jack R. Crabbe
Martha Laura Crother
Freddie Wayne Crowe
Joan Cunningham
Sarah Brandfield Del Guzzo
Gerald Ross Delmont
William A. Derryberry
Robert Eugene Dinsmore
Mary Corinne Dreitelbis
Lydia Ruth Durdin
Virginia Ann Durdin
Mack Henry Edwards
Theresa Faye Ellerd

Susana Esquibel
William LaVerne Fariester
Floyd Fenex
Margaret Ellen Fisk
William Fay Fuller
William C. Gallagher
Richard F. Gardner
Mary Louise Golden
Ronald C. Grable
Douglas R. Graham
Richard N. Graves
Phyllis Jean Guza
Leah Nellie Hateman
Michael R. Halliday
Raymond Donald Hamlin
David L. Hester
Martha Hill
Max Hill Jr.
Kathryn M. Hollmen
Joanna Hostetler
Richard R. Ilas
Kelley Jennings, Jr.
Harry W. Jensen
Walter Jungmichel
Elizabeth K. Jones
James D. Kabel
Lynette Kierce
William A. Kinsinger
Amy Yoshiko Kisaka
Stuart Donald Kringer
Gary R. Lamberson
Barbara J. Linthicum
Jerry Wayne Lockwood
MEMBERS RIVERSIDE CITY COLLEGE
CHAPTER ALPHA GAMMA SIGMA
JUNE, 1957

Heinz Oskar Rutzki
Valedictorian
Frank Harvard Adams
Amy Yoshiko Kisaka

Loren Eugene Smith
Salutatorian
Vincent Paul Lawton
Janet Sue Troxel

VOCATIONAL CERTIFICATE OF COMPLETION
DEPARTMENT OF COSMETOLOGY
1957

La Vern Andress
Angelo Lunetta
Victor Andress
Barbara McCormack
Mary Alcarez
Donna McIntosh
Dorothy Archer
Joan McMillan
Rusell Baker
Ysidra Marquez
Jeanne Banos
Madge Mathews
Esperanza Berroteran
Velma Mathews
Shirley Bissett
Wilma Maxwell
Phyllis Bruno
Diego Messina
Joyce Cadenhead
Doris Metzener
Edna Coleman
Mary Mornbito
Norma Jean Deleo
Martha Murphy
Pat Denham
Betty Newell
Ruby Dickenson
Jack Pope
Donald Dosher
Ida Raye
Vimeta Dunford
Ruth Robbins
Vineta Dunford
Ramona Romero
Carolyn Emerson
Jeanette Smith
Pete Espinoza
June Smith
Zo Ann Face
Susana Sulea
Pearl Falmestock
Kathleen Tait
Lupe Felix
Mildred Thompson
Lenore Finney
Frances Vega
Lucina Flores
Edith Wagner
William Roy Waite
John Walczak
Andrew Louis Wall
Ethel Weaver
Carol Marie Walther
Polly Webb
Elbert Lee Williams
Ruth Wright
Hebert Lee Williams
Tony Ybarra
Ronnie La Rue Williams
Mary Yoshimura
Jan L. Winterbourne
David Lawrence Young
John Lamprey Sanborn
Dallas Richard Yost
Susie Ann Sanders
Clara Louise Zeitz

Michael Louis Santon
Richard E. Scalzi
John Herrick Schnur
George P. Scholl
Lawrence Schwieger
Donald R. Shiftlett
Leon S. Shockley
Ronald Erik Sjogren
Daisy Anne Smith
Loren Eugene Smith
Grace Lucille Stevens
Thomas O. Stewart
Robert Lee Swartling
Lowell R. Taylor
Joseph Edward Tomazin
Jerry Beryl Towner
James Allen Townsend
Robert E. Townsend
Ross Townsend Jr.
Janet Sue Troxel
Richard David Van Deman
Alvin Eugene Vaughan
William Roy Waite
Andrew Louis Wall
Elbert Lee Williams
Ronnie La Rue Williams
Jan L. Winterbourne
David Lawrence Young
Dallas Richard Yost
Clara Louise Zeitz

MARGARET MAE OUTLAW

JAMES E. PATTESON

CHARLES C. FEEK

DOROTHY M. PENDLETON

CURTIS POOLE

MARY JOYCE POWELL

MARILYN KAY REPP

ADRIAN A. ROBERTS

ETHEL M. ROBERTS

MYRTLE DORIS ROSSITER

HEINZ RUTZKI

RAYMOND F. SALAZAR JR.

DENNIS M. SALGADO

ANTHONY DONALD SAMSON

JOHN LAMPREY SANBORN

SUSIE ANN SANDERS
VOCATIONAL CERTIFICATE OF COMPLETION
DEPARTMENT OF VOCATIONAL NURSING
JUNE, 1957

GRADUATES

Carl Allinder
Geneve Beer
Grace Chapman
Ruth Cragg
Janice Delay
Isabel Dominguez
Alice Fox
Mary Gurrola
Elizabeth Jarvis
Janet Kiehlo
Sharon Keenan
David Kuhn
Frances Lear

Martha Lee
Barbara Mason
Vernice Might
Mary Louise Millerd
Angeline Morda
Jackie Romero
Elouise Stephens
Cynthia Tidmore
Mabel Veath
Margaret Waiters
Lillian Williams
Betty Jo Williams
Helen Wood

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Riverside City College Newsletter - - published occasionally during the year

Occasional Papers: Presenting the results of original research - - at intervals

Copies of these publications may be obtained upon request.

Address: Registrar, Riverside City College

Riverside, California