

Los Angeles State College

BULLETIN

1947 • 1948



*Circular of Information and  
Announcement of Courses*

FOR THE FIRST YEAR OF THE COLLEGE



MARCH • 1948

LOS ANGELES STATE COLLEGE  
EVENING DIVISION

*Virginia*

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LOS ANGELES STATE COLLEGE BULLETIN

VOLUME I

NUMBER I

*Circular of Information and  
Announcement of Courses*

FALL AND SPRING SEMESTERS  
1947-48

LOS ANGELES STATE COLLEGE  
P. VICTOR PETERSON, *Acting President*

*Los Angeles State College Established by the State of California and Administered, Supported and Maintained by the Governing Board of the Los Angeles Junior College District under Contract with the Director of Education of the State of California.*

LOS ANGELES STATE COLLEGE  
EVENING DIVISION



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## COLLEGE CALENDAR 1947-48.

## FIRST SEMESTER

- September 12, Friday—Last day to file applications for September 1947.  
 September 15, Monday—Registration of all third-year students according to appointments.  
 September 16, Tuesday—Registration to appointments.  
 September 22, Monday—Instruction begins.  
 October 3, Friday—Last day to file permanent record card without late fee.  
 October 3, Friday—Last day to add courses to study list.  
 October 24, Friday—Last day to drop courses without penalty of grade F.  
 November 11, Tuesday—Armistice Day (legal holiday).  
 November 21, Friday—End of midterm period.  
 November 25, Tuesday—Failure cards and midterm reports due in Registrar's office.  
 November 27, Thursday—Thanksgiving holidays.  
 November 28, Friday  
 December 22—January 2—Christmas vacation.  
 (inclusive)  
 January 5, Monday—Instruction resumed.  
 January 23, Friday—Last day to file applications for February 1948 semester.  
 January 22, Thursday—Final examinations begin.  
 January 30, Friday—Semester ends.

## SECOND SEMESTER

- January 23, Friday—Last day to file application for February 1948 semester.  
 February 2, Monday—Old students register (i.e. students in attendance first semester 1947-48) 8:00 a.m. to noon.  
 February 3, Tuesday—New students register—in accordance with appointments given by the Registrar's office.  
 February 4, Wednesday—Registration time given by the Registrar's office.  
 February 9, Monday—Last day for late registration.  
 February 9, Monday—Instruction begins.  
 February 12, Thursday—Lincoln's Birthday (legal holiday).  
 February 16, Monday—Last day for change of program.  
 February 17, Tuesday—Permanent programs must be filed by all students with the Registrar (Ad. 118).  
 February 18, Wednesday—Permanent programs must be filed by all students with the Registrar (Ad. 118).  
 February 23, Monday—Washington's Birthday (legal holiday).  
 March 22-26 (inclusive)—Easter vacation.  
 April 2, Friday—Last day to drop courses without penalty of grade F.  
 June 10-17—Final examinations for Spring Semester.  
 June 18, Friday—Semester ends.

## COLLEGE ADMINISTRATION

|                                    |                   |
|------------------------------------|-------------------|
| P. Victor Peterson, Ph. D. . . . . | Acting President  |
| Marie Young Martin, M. S. . . . .  | Registrar         |
| Helen Arnold . . . . .             | Credentials Clerk |
| Katherine Mitchell, B. A. . . . .  | Credentials Clerk |
| Alma Nyhus . . . . .               | Accounting Clerk  |

## FACULTY—1947-48

All members of the instructional staff for the school year 1947-48 have been selected from the staffs of the Los Angeles City College and the Los Angeles City School Department on a temporary part-time basis.

LOS ANGELES STATE COLLEGE  
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## GENERAL INFORMATION

## THE NEW COLLEGE

A four-year college was established in Los Angeles by act of the California State Legislature in 1947 and opened on September 19, 1947.

Although established by law as a four-year institution, the Los Angeles State College will not offer courses for lower division students during the year 1947-48, but will limit its program offerings to students who have attained upper division status. It is anticipated that fourth-year courses will be added in 1948-49, and provision made for the granting of the A.B. degree. Lower division programs may be offered later as funds and facilities become available for that purpose.

For the present, the new college will be administered, supported and maintained by the Governing Board of the Los Angeles Junior College District under contract with the Director of Education of the State of California, on the campus of the Los Angeles City College. It should be pointed out, however, that the Los Angeles City College will continue on the same basis as heretofore. It will in no way be a part of the Los Angeles State College, nor will the latter be a part of the Los Angeles City College.

The Los Angeles State College, for the present, will utilize certain plant facilities of the Los Angeles City College under contract between the Governing Board of the Los Angeles Junior College District and the Director of Education of the State of California. Thus the two colleges are separate and distinct institutions.

The Los Angeles State College was created by the following specific legislation—Assembly Bill No. 586—an act establishing a four-year state institution of higher education in the City of Los Angeles, County of Los Angeles.

The people of the State of California do enact as follows:

SECTION 1. There shall be established in the City of Los Angeles, County of Los Angeles, a four-year state institution of higher education beyond the twelfth grade.

SECTION 2. Said institution of learning shall be coordinated with and governed by such program of higher education as may be adopted by the Legislature after consideration of the report and recommendations made by the State Department of Education and the Regents of the University of California as required by the provisions of Chapter 57 of the Statutes of 1947.

SECTION 3. Pending final determination of the status and organization of said institution of higher education as herein provided, it shall not constitute a part or unit of the Public School System of the State as said Public School System is defined in Section 6 of Article IX of the Constitution, or of the University of California.

SECTION 4. The Director of Education is hereby directed to arrange by contract or agreement with the Los Angeles Junior College District for facilities at the Los Angeles Junior (City) College necessary to establish and conduct, and not later than the commencement of the



spring semester 1948 shall establish and conduct, at said institution of higher education courses of instruction of higher than the fourteenth grade of the standard given in state colleges.

SECTION 5. The Director of Education shall designate a name for said institution of higher education, and said institution shall be governed by the laws governing and regulating the state colleges insofar as such laws are applicable to said institution.

Assembly Bill No. 1498—An act making an appropriation for the administration, support and maintenance of a four-year state institution of higher education at Los Angeles, reads as follows:

The people of the State of California do enact as follows:

SECTION 1. Out of any moneys in the State Treasury not otherwise appropriated there is hereby appropriated the sum of two hundred thousand dollars (\$200,000), or so much thereof as may be necessary, to be expended during the 1947-1948 Fiscal Year by the Director of Education for the payment of compensation to the governing board of the Los Angeles Junior College District for the administration, support and maintenance of a four-year state institution of higher education at Los Angeles by said board pursuant to an agreement authorized by law entered into between the Director of Education and said board pursuant to an agreement authorized by law entered into between the Director of Education and said board for the administration, support and maintenance of a four-year state institution of higher education at Los Angeles.

#### STUDENT BODY ACTIVITIES

Students enrolled in the Los Angeles State College enjoy full use of all City College facilities, participate in the regular campus social activities, employment service, the religious center, art exhibits, concerts, lectures, and plays given on the campus. They are cordially invited to become members of the student body of the Los Angeles City College, and participate in its student government upon payment of a student body fee of \$6.50 each semester.

#### RECOGNITION

The Los Angeles State College has been approved by the California State Department of Education to offer courses leading towards the various teacher training credentials.

Credits earned in recognized programs may be transferred to the University of California and to the various state colleges.

*A student who wishes to transfer to any other collegiate institution should follow the degree and scholarship requirements of that college to avoid loss of time after transfer.*

#### VETERANS EDUCATIONAL COUNSELING SERVICE

The Veterans Educational Counseling Service for the Los Angeles City Schools is located on the campus of the Los Angeles City College. This

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organization is equipped to render complete service to all veterans desiring advisement or counseling.

### PROVISION FOR VETERANS

Provision has been made for educational benefits for veterans of World War II under two acts of Congress. Public Law 346 provides for twelve months of education, plus the number of months of service, for those men and women who served at least ninety days in the active military or naval service subsequent to September 16, 1940. Public Law 16 applies to veterans with disabilities. If such disability was incurred in service subsequent to September 16, 1940 and resulted in a vocational handicap, the veteran is entitled to vocational rehabilitation to overcome the handicap. The vocational program, however, must not extend over more than four years.

Benefits under either of the two laws apply both to part-time and full-time students.

Veterans may receive advice with respect to their benefits at the Veterans Affairs Office, Los Angeles City College, or at the Veterans Administration, 1031 South Broadway, Los Angeles.

Veterans who served at least 90 days subsequent to December 7, 1941 and were residents of California at the time of entering military service, may be eligible for the benefits provided by the California Veterans Educational Institute. Eligibility must be established at the State Veterans Welfare Office, 217 West First Street, Los Angeles.

Students entering under any one of these bills may receive advice by directing their inquiries to the Veterans Affairs Office, Los Angeles City College.

### CREDIT FOR MILITARY EXPERIENCE

In accordance with the recommendation of the California Committee for the Study of Education and The American Council on Education, and with the endorsement of the State Board of Education, the Los Angeles State College will grant credit for military experience. Such credit will be granted only upon completion of the military service and upon application to the proper State college administrator for evaluation. The application should be accompanied with proper evidence of military service, including honorable discharge.

### VOCATIONAL REHABILITATION

A Vocational Rehabilitation Officer is available at Los Angeles City College for interviewing applicants who have suffered a physical or mental disability, which renders them vocationally handicapped. Appointments may be made with this officer, or by contacting the regular Vocational Rehabilitation office at 811 Black Building, 357 South Hill Street; telephone, MADison 7631.

### ADMISSION

Admission to the Los Angeles State College for the year 1947-48 is



based on evidence that the student has completed at last sixty units of college work (or the equivalent) and has met the scholarship standard represented by at least an average of grade "C" in all college courses undertaken.

An applicant may not disregard any part of his college work in applying for admission. He should ask the registrars of all high schools and colleges attended to forward complete official transcripts direct to the Registrar, Los Angeles State College. A statement of honorable dismissal from the last college attended must also be presented.

Not more than 64 semester hours of work may be allowed for credit from junior colleges.

Students who do not qualify for admission may apply at the Registrar's office for advice on how best to remove entrance deficiencies.

### EVALUATION OF CREDENTIALS

Before an evaluation of credits can be made, official transcripts of high school and all college records must be sent to the Registrar by the registrars of the schools attended. Transcripts will not be accepted from students.

### LATE ADMISSION AND REGISTRATION

The student should consult the College calendar and acquaint himself with the dates upon which students are expected to register and be prepared to begin work promptly at the opening of the semester. Failure to register upon the stated registration day is certain to cause difficulty in the making of a satisfactory program.

A fee of \$1.50 is charge for late registration; this fee applies to both old and new students.

### REGISTRATION PROCEDURE

No student in the Los Angeles State College may attend any class either as an auditor or for credit unless he is properly registered for that course.

Each student must register *in person* at the Los Angeles State College on the day appointed for that purpose at the beginning of each semester.

Registration procedure includes the completion of admission forms; payment of fees; enrollment in courses; and presentation of the completed registration book to the adviser.

### CLASSIFICATION OF STUDENTS

Students are classified as follows:

1. Regular students are those who have been accepted in regular status.
2. Probationary students are those who have slight deficiencies in scholarship.
3. Limited students are those who carry 5 units of work or less. These students pay \$2.50 for each unit of work undertaken.

## EXAMINATIONS

Final examinations are required in all courses.

Examinations in the fundamental subjects for teaching credentials are given each semester through the department of education.

## GENERAL EXPENSES AND FEES

|   |        |
|---|--------|
| Student body fee (Optional) per semester . . . . .              | \$6.50 |
| Materials and Service fee, per semester . . . . .               | 4.00   |
| Tuition, per semester . . . . .                                 | 6.50   |
| Tuition for limited students (5 un. or less) per semester un.   | 2.50   |
| Materials & Service fees for limited students, per semester un. | .50    |
| Late registration fee . . . . .                                 | 1.00   |
| Failure to return registration book on required date . . . . .  | 1.00   |
| Transcript of record—duplicate . . . . .                        | 1.00   |

Auditors pay the same fees as regular students. There is no additional fee for nonresidents.

Upon withdrawal from college, a portion of the tuition fee will be refunded provided that an application is filed in the Registrar's office not later than two weeks after registration day.

Any unused portion of the materials and service fee will be refunded upon withdrawal from college provided written application is filed in the Registrar's office within four weeks after registration day.

Proportionate refunds of student body fee are made to students who withdraw before the end of the semester.

## LIVING ACCOMMODATIONS

Since there are no dormitories on the campus, students live at home or in boarding houses. Owing to the fact that living accommodations are inadequate, students should make inquiries about housing as early as possible before registration. Board and room may be obtained from \$15 to \$20 a week, and rooms range from \$5 to \$10 a week. Students may reduce the cost of board and room by some cooperative living arrangement.

## EVENING CLASSES

Los Angeles State College offers courses in the late afternoon and evening for those students who are unable to attend the day sessions. Many of the courses offered in the evening division are designed to meet requirements for the various teaching credentials.

## THE STUDENT PROGRAM

The regular student program is 15 or 16 units each semester. Students wishing to take more than 16 units or less than 12 units must file a petition with the Registrar during registration.



## TRANSCRIPT OF RECORD

Each student will be provided, upon request to the Registrar, with one official copy of his college record, without charge. After the first request, a minimum charge of \$1 is made for each additional transcript of record. Application for a transcript should be made directly to the Registrar well in advance of the time when the record will be needed by the applicant.

## GRADES AND GRADE POINTS

In the Los Angeles State College, the result of the student's work in each course is reported to the Registrar in one of the following scholarship grades:

|                  |                |
|------------------|----------------|
| A Superior       | 3 grade points |
| B Good           | 2 grade points |
| C Average        | 1 grade point  |
| D Barely passing | 0 grade points |
| E Conditional    | 0 grade points |
| F Failure        | 0 grade points |
| W Withdrawn      | 0 grade points |
| I Incomplete     | 0 grade points |

The Grade "I" is recorded for work of high character but which is incomplete for an acceptable reason. If the work is completed by the close of the next semester in which the course is offered, the grade is changed to that earned; otherwise, it is automatically changed to an "F."

The grade "W" is used to refer to the dropping of a course by petition before the end of the eighth week of the semester. Unapproved withdrawal from class after the first two weeks of the semester is interpreted as a failure in the course.

Course reports filed by instructors at the end of each semester are final.

Any student who desires to obtain his scholarship grades must deposit with the Registrar (at the end of each semester) a self-addressed stamped envelope for this purpose.

## PROBATION AND DISQUALIFICATION

The records of students who do not maintain a "C" average will be reviewed and appropriate action taken towards probation or disqualification.

## DEGREES

The requirements for the Bachelor of Arts or the Bachelor of Education degree as set forth in this catalog pertain to Los Angeles State College. Students who plan to transfer to another institution for a degree will find it advisable to consult with the transfer institution to obtain the specific degree requirements of that institution before undertaking work at Los Angeles State College.

## GRADUATION REQUIREMENTS

Pending legislative action on the final status of the Los Angeles State College, the minimum degree requirements for students who have enrolled or enroll before final action is taken are:

A minimum of 120 semester units in college courses, of an average "C" grade or better, must be offered by the candidate for the degree of Bachelor of Arts.

Approximately 60 units of upper division courses will be expected; but in no case will less than 40 actual upper division units be accepted.

Not more than 60 units in any subject field shall be accepted for the degree; when the degree is accompanied by a general teaching credential, the maximum shall be 40 units.

The degree program must include:

**SOCIAL SCIENCES** 12 semester units

(8 units must be in lower division courses)

Acceptable choices:

|                       |                     |
|-----------------------|---------------------|
| *History              | Social Anthropology |
| *Political Science    | Philosophy          |
| *Economics            | Sociology           |
| Public Administration | Geography           |

\*1 year course in one of the starred courses.

**\*\*NATURAL SCIENCES** 12 semester units

(8 units must be in lower division courses)

Acceptable choices:

|            |                       |
|------------|-----------------------|
| Chemistry  | Meteorology           |
| Physics    | Anatomy               |
| Physiology | Bacteriology          |
| Botany     | Physical Geography    |
| Biology    | Physical Anthropology |
| Astronomy  | Entomology            |
| Geology    | Paleontology          |
| Zoology    |                       |

\*\*This must include a lower division year course in a laboratory science in one subject.

**ENGLISH** 6 semester units

English composition

Public speaking may be substituted for three units under special conditions.

**PSYCHOLOGY** 3 semester units

General psychology

**PHYSICAL EDUCATION** 2 semester units

Activity courses

Required semester units of lower division work 60 semester units

Acceptable from junior college 64 semester units

Completion of one major and one minor.

A major is a combination in a prescribed field or fields of not less than 24 semester units, at least 12 of which must be upper division.



A minor is a combination in a prescribed field of not less than 12 semester units, at least 6 of which must be upper division.

American History and Government. It is required by law that all graduates shall have demonstrated a knowledge and understanding of the government of the United States and of United States history, including American institutions and ideals. The requirement may be satisfied by examination or by lower or upper division approved courses.

Resident requirement. At least 24 semester units of residence work completed after registration in the Los Angeles State College are required for the bachelor's degree.

## GENERAL ELEMENTARY CREDENTIAL

### I Lower Division Program

1. The following lower division requirements must be completed before clear upper division standing can be attained: (A limited number of lower division courses may be taken in the upper division.)
  - a. Social Sciences . . . . . 12 semester hours  
The requirement in American History and Constitutions may be satisfied in either the lower or upper division.
  - b. Natural Sciences . . . . . 12 semester hours
  - c. Psychology . . . . . 3 semester hours  
(Must be taken in lower division.)
  - d. English . . . . . 6 semester hours  
(Must be taken in lower division.)  
Speech may be used for 3 units of this requirement.
  - e. Physical Education . . . . . 2 semester hours  
(Must be taken in lower division.)
  - f. Lower division electives available for meeting major and minor requirements . . . . . 25 semester hours
  - g. Total number of lower division semester hours required . . . . . 60 semester hours
2. Courses required as preparation for the bachelor's degree major.
3. A grade-point average of 1.00 for the sophomore year.

### II Upper Division Program

1. The major may consist of satisfactory completion of a well-balanced program of courses suitable to the personal and professional needs of a teacher in the elementary schools, with 24 semester hours of upper division work carried in one broad subject matter area, exclusive of Education. Students wishing to major in Elementary Education will be required to complete a second minor.
2. The minor may consist of a satisfactory completion of 6 semester hours of upper division study (based on 6 units of lower division courses in the same field) in any department other than the major or the second minor, if the latter is required.

3. Completion of 24 semester hours in Education, with a grade of at least C in the required courses, and at least a 1.00 average on all Education courses, (Note:—\* indicates required courses, \*\* courses from other departments accepted as electives on this list.)

|  |    |
|--|----|
| Educ. 100: Introduction to Education . . . . .                                       | 2* |
| †Educ. 103: Elementary School Music . . . . .  | 3  |
| Educ. 107: History of Education . . . . .  | 3  |
| Educ. 110: Educational Psychology & Measurement . . . . .                            | 4* |
| Educ. 111: General Elementary School Methods . . . . .                               | 2* |
| (Prerequisite: 6 units in Education).  |    |
| Educ. 104: Elementary School Curriculum & Observation . . . . .                      | 2* |
| (Prerequisites: Educ. 100 & 110.)  |    |
| Educ. 102: Growth & Development of the Child . . . . .                               | 2  |
| Educ. 147: Audio-Visual Aids . . . . .   | 2* |
| Educ. 150: Practice Teaching—(Prerequisite: Educ. 104) . . . . .                     | 3* |
| Educ. 106: Principles of Elementary Education . . . . .                              | 2* |
| **Art 100: Art for Teachers . . . . .  | 2  |
| **English 112: Children's Literature . . . . .                                       | 2  |
| **Natural Science 120: Nature Study . . . . .  | 2  |
| †Music 1 or equivalent, or permission of the instructor, required as a prerequisite. |    |

4. Demonstration of adequate proficiency in the subjects required by law (Calif. Educ. Code Sect. 12130) and evidence of adequate preparation for teaching the statutory elementary school subjects. Evidence of proficiency will be interpreted as consisting of satisfactory scores on standardized achievement and/or aptitude tests administered at the college, or official transcripts of school study showing satisfactory completion of courses in the designated subjects.
5. Fulfillment of scholarship standards and recommendation of the appropriate faculty committee.

#### GENERAL SECONDARY CREDENTIAL

Preparation for the General Secondary Credential is based on a four-year liberal program leading to the A.B. Degree and a fifth year of at least 24 semester units of graduate, professional, and upper division courses. The curriculum permits the student, on advice of his counselor, to set up a program proper to his teaching needs and interests. The lower division program of general college requirements is listed on page 12. The upper division program will be outlined for each student by the Registrar. Students select a major and a minor in subject fields taught in high schools, and begin courses in education in the upper division.

#### LOWER DIVISION COURSES

The Los Angeles State College offers courses in the lower division by contract with the Los Angeles City College. A description of the lower division courses is given in the Los Angeles City College catalog.



## UPPER DIVISION COURSES

## ART

## 100. ART FOR ELEMENTARY GRADES (2)

Methods of techniques of painting, drawing, design and crafts for elementary and primary grades; art appreciation lectures and problems designed to give an enriched cultural background to elementary and primary teachers. No prerequisites.

## 102. BOOK ILLUSTRATION (2)

Prerequisites: Drawing, beginning life, advanced art structure.  
Illustration in pen and ink, woodcuts and color.

## 134. ADVANCED PAINTING (2)

Prerequisite: Beginning painting.  
An advanced study of transparent watercolor techniques.

## 164A. ADVANCED LIFE CLASS (2)

Prerequisites: Beginning and advanced life, and art structure.  
Drawing and painting from life. Emphasis on advanced problems in figure drawing and composition. A fee of \$2.75 is required for the course to provide models.

## 194. HISTORY OF ART (2)

A study of Renaissance Art and its influence upon the art of the 17th and 18th centuries. The study continues through the development of modern art in the transitional phases of the late 19th and early 20th centuries.

## BOTANY

## 105. CLASSIFICATION OF FLOWERING PLANTS (3)

Lecture, 1 hour; laboratory, 6 hours.  
Lectures, laboratory and field studies on the classification and distribution of seed plants and ferns, with emphasis in the laboratory on the collection and classification of wild flowers. The economic value of different species will also be included in the lectures.

## BUSINESS

## 120. MARKETING PROBLEMS (2)

Not open to students who have had LACC Business 70.  
Prerequisite: Economics of Marketing.  
Executive aspects of marketing, including the problems of sales, store, and advertising management.

## 124. OFFICE METHODS (2)

Not open to students who have had LACC Business 62.  
Prerequisite: Beginning typing.  
Lecture, 1 hour; laboratory, 2 hours.  
Procedure and terminology in various types of offices; development of skill in filing, mimeographing, operating transcription machines, duplicating, and general office duties.

## 126. CREDITS AND COLLECTIONS (2)

Not open to students who have had LACC Business 76.  
A study of the forms and classes of credit; sources of information about those who apply for credit; collection devices.

## 132. INVESTMENTS (3)

Not open to students who have had LACC Business 75.  
Prerequisite: Business 139 or permission of instructor.  
Principles of investment, various types of investments; operations of investment markets; sources of information.

## 135. ADVERTISING (3)

Not open to students who have had LACC Business 68.

Principles and practices of advertising; study of purpose; copy, layout, mechanics, media, research, and the complete campaign.

## 139. PRINCIPLES OF FINANCE (3)

Not open to students who have had LACC Business 73.

Forms of business organization; financial plan; promotion; types of securities; expansion; consolidation; and aspects of reorganization.

## 140. ADVERTISING COPY AND LAYOUT (2)

Not open to students who have had LACC Business 100.

Prerequisite: Business 135 or Journalism 84 or 184.

The function of copy, copy appeals, structural principles, suggestions for developing copy; types of copy are emphasized as well as the structural principles of layout. Identification and use of type; appropriate use of engraving and lithographic processes in advertising; keying the layouts.

## 153. PERSONNEL MANAGEMENT (3)

Not open to students who have had LACC Business 86.

A study of the functions and methods of the personnel department and a consideration of the principles involved in effective personnel control.

## 154. OFFICE ORGANIZATION AND MANAGEMENT (3)

Analysis of function of various office departments, their organization and management. Methods used in selecting and training office personnel, office planning layout; selection and care of office supplies and equipment! methods and devices used to improve operating efficiency types and uses of appliances, techniques of performing office duties.

## 159A-159B. INTERMEDIATE ACCOUNTING (3-3)

Not open to students who have had LACC Business 53a-53b.

Prerequisites: Business 1, 2, and 9, or consent of instructor.

Theory and practice, essentially problem technique. Topics include working papers, valuation of current and fixed assets, consignments, installment sales, intangible assets, investments, funds and reserves, corrections, analysis of statement, application of funds, etc.

## 160A-160B. ADVANCED ACCOUNTING (3-3)

Not open to students who have had LACC Business 54a-54b.

Prerequisites: Business 159a-159b.

Theory and practice, essentially problem technique. Topics include: ventures, insurance, statement of affairs, receivership accounts, branch accounts, foreign exchange, estate accounting, budgets, public accounts, bank and stock brokerage accounting, etc.

## 161. COST ACCOUNTING (3)

Prerequisites: LACC Business 9 and 2.

Factory accounting under cost and non-cost systems; types of cost systems; elements of cost; methods of accounting for labor, material, and indirect expenses; use of the factory ledger and departmental expense ledger, cost accounting practice set.

## 162. AUDITING (3)

Not open to students who have had LACC Business 72.

Prerequisite: Enrollment in or credit for Business 159a, or consent of instructor.

Principles of auditing and the steps followed in conducting an audit. Audit practice set and preparation of audit report.

## 187. BUSINESS ORGANIZATION (3)

Not open to students who have had LACC Business 87.

Functions of organization and principles of management. Includes a case study of typical business concerns.



## CHEMISTRY

## 108. BIOCHEMISTRY (4)

Prerequisites: Chemistry 7 with grade of at least C.

Lecture: 3 hours; laboratory, 3 hours.

A study of carbohydrates, fats, proteins, enzymes and vitamins, with special reference to the nutrition of the living cell. Analysis of milk, blood and urine are also included.

## DRAMA

## 152A. CHORAL SPEAKING (3)

Prerequisite: Permission of instructor.

Development of the voice by group interpretation and literature.

## 162A. ADVANCED APPLIED ACTING (3)

Prerequisite: Permission of instructor.

Principles of character motivation as applied to creative acting.

## 169A. REHEARSALS AND PERFORMANCE (3)

Prerequisite: Permission of instructor.

Acting, directing and producing plays.

## 172A. STAGE PLAYWRITING (3)

Prerequisite: Permission of instructor.

Fundamentals of effective stage playwriting.

## 185B. STAGE PLAY DIRECTION (3)

Prerequisite: Permission of instructor.

Principles of casting, aims of rehearsals, planning and designing of 3-act plays.

## ECONOMICS

## 135. MONEY AND BANKING (3)

Prerequisites: LACC Economics 1a-1b.

The elements of monetary theory. History and principles of banking, with special reference to the banking system of the United States.

## 140. STATISTICAL METHODS (3)

Prerequisite: LACC Mathematics A, B, and C or equivalent.

The nature and uses of statistical method in the social sciences. Practice in tabular and graphic presentation of data; analysis of frequency and time series; index number construction and study of correlation techniques.

## 150. LABOR PROBLEMS (3)

A study of labor organizations and their policies, wages, strikes, unemployment, social insurance, child labor, labor legislation, plans for industrial peace, and other labor problems.

## 177. POSTWAR RECONSTRUCTION (3)

The economic problems faced in rebuilding a peacetime economy; the role of private enterprise; regulation of industry; price controls; proposals for reconstruction.

## EDUCATION

## 100. INTRODUCTION TO EDUCATION (2)

A survey of the purposes, nature and accomplishments of education in our American democracy.

## 102. GROWTH AND DEVELOPMENT (2)

Prerequisite: Psychology 21 or consent of instructor.

A study of intellectual, emotional, and social development of the child. Emphasis is given to problems of mental hygiene during the critical growth periods.

## 103. ELEMENTARY SCHOOL MUSIC (3)

Prerequisite: Ability to read music and play the piano, or consent of instructor. A survey of public school music. Aims and procedures of teaching music in elementary grades. Audio-visual methods and materials appropriate in music. Study of the fundamentals of music for general elementary credential candidates.

## 104. ELEMENTARY SCHOOL CURRICULUM AND OBSERVATION (2)

Modern theory of education and concrete experience in practical application to classroom situations.

## 105A. EARLY CHILDHOOD EDUCATION (PRESCHOOL) (2)

*Methods of Guidance.* Techniques used by teacher and parent in guiding the physical, intellectual, social and emotional development of the child during nursery school years.

## 105B. EARLY CHILDHOOD EDUCATION (2)

Practical applications of modern educational theory in the primary grades. Special emphasis upon educational activities in kindergarten and the first three grades, with practical recognition of the strategic importance of this period of child experience.

## 106. PRINCIPLES OF ELEMENTARY EDUCATION (2)

An overview of the principles underlying the objectives, procedures, operations, and trends of the modern elementary school and its functions as a social agency in the community. Such important aspects as the principles of learning, guidance, evaluation, curriculum construction, and community relations will be considered.

## 107. HISTORY OF EDUCATION (3)

(2 units when taken in the Evening Division)

An inventory of the contributions made to the development of education from various sources. Modern education, its aims, methods and schools are evaluated.

## 108. NURSERY SCHOOL TECHNIQUES (2)

Observation and practice in meeting the needs of pre-school children. Development of skill in guiding child behavior.

## 110. EDUCATIONAL PSYCHOLOGY AND MEASUREMENT (4)

Tests and measurements as they relate to the elementary school program. Principles of psychology applied to learning process. Native capacities, individual differences, heredity, and environment. Kinds, theories, and laws of learning. Measurement of mental maturity, achievement, and diagnosis of difficulties. Study of statistical terms.

## 111. METHODS OF TEACHING ELEMENTARY SCHOOL SUBJECTS (2)

A general methods course dealing with the aims and general teaching methods applicable to the usual elementary curricular offerings.

## 112. CHILD PSYCHOLOGY FOR KINDERGARTEN TEACHERS (2)

## 113. GUIDANCE OF THE DEAF (2)

Techniques used in counseling the deaf.

## 114. TEACHING SPEECH TO THE DEAF (2)

Methods used in teaching speech to the deaf.

## 115. TEACHING LANGUAGE TO THE DEAF (2)

Methods used in teaching language to the deaf.

## 116. TECHNIQUES OF EXTENDED DAY CARE (2)

Observation and principles of meeting the needs in extended day care centers.



## 147. AUDIO-VISUAL AIDS (2)

Designed to acquaint teachers with theories and methods of visual instruction and to furnish experience in the utilization of audio-visual aids.

## 158. METHODS OF TEACHING SPANISH IN THE ELEMENTARY SCHOOL (2)

## 159. COUNSELING (2)

Purposes and program of guidance. How to organize and administer a counseling program. Techniques of counseling, interviewing, case studies, etc.

## 181. TECHNIQUES OF TEACHING AMERICANIZATION AND CITIZENSHIP (2)

## ENGINEERING

## C.E. 101. ROUTE SURVEYING (3)

Prerequisites: LACC C.E. 1 and 2.

Two lectures and one three-hour field section.

Reconnaissance, preliminary and location surveys; simple, compound and transition curves; calculations of earthwork and other quantities; correlated field problems.

## E.E. 102. ALTERNATING CURRENT CIRCUITS AND MACHINERY (4)

Prerequisite: E.E. 101.

Three hours of lecture and one three-hour laboratory per week.

A study of single-phase alternating current circuits and machinery. Emphasis is placed on the effects of resistance, inductance and capacity in alternating current circuits.

## G.E. 101A-101B. STRENGTH OF MATERIALS (3-3)

Prerequisites: LACC G.E. 2; Math 12; Physics 1 and 2.

Elastic and ultimate resistance of materials; stress analysis, deflections and combined stresses.

## G.E. 101C. ENGINEERING MATERIALS LABORATORY (1)

## G.E. 102A-102B. ANALYTICAL MECHANICS (3-3)

Prerequisites: LACC Physics 1 and 2; Math 12 may be taken concurrently.

An introductory course in applied mechanics; the work of this course is laid out for students in engineering.

## ENGLISH

## 100. INTRODUCTION TO THE ENGLISH LANGUAGE (3)

A study of contemporary accidence and syntax in English with comparison to Latin, German, and other languages to show the function of case, tense, etc.; and the peculiarities of the English sentence. Also a historical survey of the evolution of English grammar, spelling, pronunciation and vocabulary. Recommended for candidates for the teaching credential. Required of all candidates with a major or minor in English.

## 101. CLASSIC LITERATURE (3)

Through the Augustan period.

## 107. ADVANCED COMPOSITION (3)

Analysis of the patterns upon which exposition, narrative, description, drama and verse are organized, with practice in writing. The course will make some study of semantics and of the use and effect of different figures of speech.

## 110. CREATIVE WRITING (2)

With emphasis upon methods of teaching creative writing in elementary, junior high school, and senior high school classes and the evaluation of student work in poetry and prose.

## 112. CHILDREN'S LITERATURE (3)

Prerequisite: English 1 and 2.

A methods course which may be used for elementary teacher credential.

A survey of the literature available for children in the primary and intermediate grades. The function of literature in the child's development, and social patterns usually transmitted through this medium. Practice in the skill of reading aloud and extemporaneous story-telling.

## 116. SHAKESPEARE (3)

The aim is to present a picture of the Elizabethan pastoral and festival spirit in the pastoral comedies; the awakened interest in antiquity in the Roman tragedies; the popular revenge tragedy; and the sonnets. The method is the informal reading of a representative play from each group.

## 130A-130B. AMERICAN LITERATURE (3)

A study of American letters up to the conclusion of the Civil War, or during the period of acceptance and gradual adaptation of European models. A survey of American literature from the beginning to 1860, and from 1860 to the present day; a study of the chief American writers, with special reference to the development of literary movements and types.

## GEOGRAPHY

## 161. THE CONSERVATION OF NATURAL RESOURCES (3)

Prerequisite: Geography 1 or 4 or the consent of instructor.

The general principles of conservation and their application to soils, forests, minerals, and other natural resources.

## GEOLOGY

## 101. PRINCIPLES OF GEOLOGY (3)

Not open to students who have had Geology 1, 2, 3, or 5.

A survey of the principles of physical and historical geology.

## 103. GEOLOGY OF THE NATIONAL PARKS (3)

Not open to students who have had Geology 53.

Our national parks, with a few exceptions, are outstanding examples of geologic phenomena. This course is designed to show how each example was developed.

## GERMAN

## 101A. CONVERSATION AND COMPOSITION (3)

Prerequisite: German 4 or equivalent with a grade of at least C.

## HISTORY

## 111A. ANCIENT HISTORY (3)

Greek history to the Roman Conquest.

## 111B. ANCIENT HISTORY (3)

Roman history.

## 174. THE UNITED STATES SINCE 1900 (3)

The political, economic and social history of the United States since 1900.



## JOURNALISM

### 103. HISTORY AND ETHICS OF JOURNALISM (3)

Designed to acquaint the student with (1) The historical development of newspapers in England and America from the time of the earliest licensed pamphlets and corantos to the present era; (2) the ethics of journalism as reflected in its history; and (3) prominent journalistic personalities.

### 104A, B, C. FEATURE AND EDITORIAL WRITING. (3)

Prerequisite: LACC Journalism 1, 2, or consent of instructor.

Obtaining ideas for articles to sell to newspapers and magazines, and techniques for gathering the material are given. Stress is laid on market study and accurate "slanting."

### 105. THE NEWSPAPER AND PUBLIC OPINION (3)

Lectures and class discussion of public opinion and propaganda techniques. Analysis and review of content of Sunday papers, Sunday radio newsbroadcasts and current public opinion surveys. Particular attention will be given in each period to the previous day's news media.

### 184. NEWSPAPER ADVERTISING (2)

Functions and methods of operating the advertising department of a newspaper. Emphasis is given to the writing of copy and making layouts.

## LAW

### 103. REAL ESTATE AND PROPERTY (3)

Not open to students who have had Law 3.

Principles of property ownership and management in their business aspects. Special reference to the law of California as it applies to community property, conveyancing, deeds, trust deeds, mortgages, leases, etc.

### 107. NEGOTIABLE INSTRUMENTS (2)

Not open to students who have had Law 7.

The use of checks, notes, and other types of negotiable instruments as they are involved in the fields of banking, finance, collections, accounting, and elsewhere in the business world. Banking regulations concerning checks, liability of parties, etc.

## MATHEMATICS

### 108. THEORY OF ALGEBRAIC EQUATIONS (3)

Prerequisite: LACC Math 11.

An introduction to upper division mathematics, especially for those who look forward to secondary teaching. Required for a mathematics major at most institutions.

### 114. VECTORS AND ALLIED TOPICS (2)

Prerequisite: May be taken only in conjunction with, or subsequent to LACC Math 11.

Not open to students who have had Math 14.

The selection of topics for this course is made upon the basis of their usefulness in applications. They include: empirical equations, trigonometric series, least squares, complex numbers, and the elements of vector theory. Prescribed for bachelor's degree candidates in the mechanical and electrical curricula.

### 115. DIFFERENTIAL EQUATIONS AND APPLICATIONS (2)

Prerequisite: May be taken only in conjunction with, or subsequent to LACC Math 12.

A study of the simpler types of differential equations, with major emphasis on their applications in the sciences. Attention is given to the actual setting up of differential equations representing significant problems in physics, chemistry, electrical theory, etc. Prescribed for bachelor's degree candidates in the mechanical and electrical engineering curricula.

## 121. ADVANCED CALCULUS (3)

Prerequisite: LACC Math 12.

To be followed by Mathematics 122, the two courses constituting a year's work in Calculus beyond Mathematics 12. Should be taken by all who expect to do graduate work in mathematics or physics.

## MUSIC

## 114A, B, C, D. A CAPPELLA CHOIR (2)

Open by try-out.

## 115A, B, C, D. BAND (2)

Open to all qualified students.

## 116-117. COUNTERPOINT (2-2)

Prerequisite: LACC Music 5-6 or consent of instructor.

## 118. HISTORY AND APPRECIATION OF MUSIC (3)

Music in the classical and pre-classical periods. Emphasis on formal development of musical ideas and their relationship to cultural history.

## 119. HISTORY AND APPRECIATION OF MUSIC (3)

Consideration of the music of the romantic and modern periods.

## 120. CHROMATIC HARMONY AND INTRODUCTION TO MODERN HARMONY (3)

Prerequisite: LACC Music 5-6 or consent of instructor.

## 121A, B, C, D. ADVANCED VOICE CLINIC (2)

Survey of fundamentals of voice technique with the aid of recording.

## 122A, B. BRASS ENSEMBLE (2)

Open to all qualified students. Ensemble playing through the study of original works and transcriptions.

## 123. CHROMATIC HARMONY AND INTRODUCTION TO MODERN HARMONY (3)

Prerequisite: Music 120.

## 124A, B. WOODWIND AND SAXOPHONE ENSEMBLES (2)

Open to all qualified students.

## 127A, B, C, D. STRING ENSEMBLE (2)

Prerequisite: Audition by instructor.

## 128A, B, C, D. STRING QUARTET (2)

## 130. ADVANCED MUSICIANSHIP (2)

Prerequisite: LACC Music 1-2 or consent of instructor.

## 135A, B, C, D. ORCHESTRA (2)

Reading and study of standard repertory.

## 136A, B, C, D. ADVANCED PIANO (2)

Prerequisite: Audition by instructor. Selected compositions from the more difficult works of classic, romantic and modern composers.

## 138A, B, C, D. PIANO ENSEMBLE (2)

Prerequisite: Audition by instructor. Ensemble performance with 2 pianos, 4 and 8 hands. Original and transcribed works.



## 139A, B, C, D. ACCOMPANYING (2)

Designed for advanced piano students who wish to obtain experience in accompanying advanced students from the art song and opera courses in solo and ensemble works.

## 140A, B, C, D. BAND (1)

Performance of standard band literature.

## 144. INSTRUMENTAL CONDUCTING (2)

## 146A, B, C, D. WOMEN'S GLEE CHOIR (2)

Open by try-out. Standard and semi-classical literature in three- and four-part harmony.

## 147A, B, C, D. MEN'S GLEE CHOIR (2)

Open to all men by try-out. Standard and semi-classical literature in four-part harmony.

## 151A, B. ARRANGING (3-3)

Prerequisite: LACC Music 6 and 16 or consent of instructor.  
Instrumentation and arranging for all instrumental groups.

## 152. ADVANCED ARRANGING (3)

Prerequisite: Consent of instructor.

## 156A, B, C, D. DANCE BAND (3)

Prerequisite: Admission by consent of instructor.

## 157A, B, C, D. RADIO AND RECORDING ORCHESTRA (6)

Prerequisite: Consent of instructor. Experience in performance of varied types of studio and radio music; recording.

## 160. MUSIC APPRECIATION (2)

Designed to assist the student in understanding the literature of the art of music as it is presented in concert and radio.

## 170A, B, C, D. OPERA (3)

Study of standard opera, solo parts and ensembles.

## 171A, B, C, D. ART SONG (coaching and recording) (3)

Instruction in performing the art songs of different periods, with special regard to style and interpretation.

## 193A, B, C, D. FORMAL ANALYSIS AND COMPOSITION (2)

Prerequisites: One year of harmony and permission of instructor.  
Study and composition of the smaller homophonic forms.

## NATURE STUDY

## 120. NATURE STUDY (3)

Prerequisite: 6 units of natural history, or 3 units plus LACC Biology 12, taken concurrently.

Lecture, 2 hours; laboratory, 3 hours (i.e. demonstration or field).

The California environment of animal and plant communities in climatic-geographic setting and the effect of biological associates upon human economy and culture. This is a content and orientation course designed to aid prospective teachers in developing practical ways of presenting science material.

## PHILOSOPHY

## 104. ETHICS (3)

Prerequisites: 9 units from Anthropology 1, Sociology 1, 2, Economics 1, 2, Political Science 3, 4, Psychology 21, 22, Philosophy 20, 21.

Morality in theory and practice—the history and development of ethical theory.

## PHYSICAL EDUCATION

## 121. PRINCIPLES OF COMMUNITY RECREATION (3)

Not open to students who have had LACC P.E. 51.

The general principles of organization and direction of recreation activities.

## 123. GAMES OF LOW ORGANIZATION (2)

Classification, principles of organization, and technique and practice in teaching games and rhythmic activities suitable for playgrounds and elementary and nursery schools.

## 129. THEORY AND PRACTICE TEACHING OF GYMNASTICS (2)

Not open to students who have had LACC P.E. 59.

Theory, 1 hour; practice, 2 hours.

The theory of teaching gymnastics and selection of exercises suitable for mass participation. Posture training.

## POLITICAL SCIENCE

## 101. AMERICAN INSTITUTIONS (2)

This course satisfies the "Requirement of American Institutions." It is not open for credit to students who have had Pol. Sci. 10 at Los Angeles City College.

## 143A, B. PRINCIPLES OF PUBLIC ADMINISTRATION IN THE UNITED STATES (3-3)

A study of the development of executive agencies in the American Federal Government and the relationship between these agencies and the changes in American concepts concerning the proper field of governmental activity.

## 127. INTERNATIONAL RELATIONS (3)

An introduction to the study of international relations; international organizations, development of international law, the forces and motives which influence international politics. The first semester emphasizes European Relations; the second, Far Eastern relations.

## PSYCHOLOGY

## 105. PSYCHOLOGICAL TESTS, MEASUREMENTS AND INTERPRETATIONS (3)

Prerequisite: Psychology 21, 22.

## 108. MENTAL HYGIENE (2)

Prerequisite: Psychology 21 and 22.

A study of the mental hygiene movement, its aims, characteristics and significant applications to social and personal problems.

## 110. ABNORMAL PSYCHOLOGY (3)

Prerequisite: Psychology 21.

Disorders of sensation, perception, feeling, and thought; their nature, causation, effects on life, and amelioration.

## 145. PSYCHOLOGY OF SOCIAL LIFE (3)

Prerequisite: Psychology 21 or equivalent.

The psychological study of human social relationships, and an application of the basic laws in psychology to the solution of our own social problems. Problems to be given consideration: Morale in war and peace; the psychology of war behavior; the nature of laughter; the influence of fashion, fads, suggestions; the meaning of culture.



## SPANISH

## 101A. CONVERSATION AND COMPOSITION (3)

Prerequisite: Spanish 4 or equivalent with at least C grade.

## SPEECH

## 110. ADVANCED INTERPRETATION (3)

Prerequisite: IACC Speech 2 or consent of the instructor.

The application of the techniques of oral reading, the various forms of non-dramatic literature, story telling, etc.

## 155. INTERCOLLEGIATE DEBATE (3)

Prerequisite: LACC Speech 8 or consent of instructor.

A course giving credit for activity in debate under the direction of the instructor.

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