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STORAGE

CENTRAL WASHINGTON COLLEGE OF EDUCATION

ELLENSBURG



The GRADUATE PROGRAM

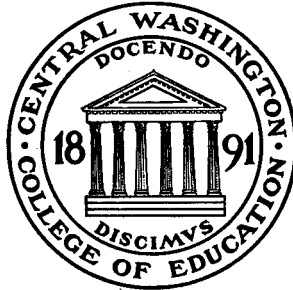
Quarterly Bulletin
1949-1950

THE GRADUATE PROGRAM 1949-1950

This College is accredited by the
American Association of Colleges for Teacher Education

and the

Northwest Association of Secondary and
Higher Schools



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CALENDAR FOR YEAR 1949-50

Autumn Quarter, 1949

September 26 to 29, Monday through Thursday, Autumn Quarter begins, Orientation and Registration.

September 30, Friday.....Classwork begins

October 12, Wednesday.....Last day for registration

December 16, Friday.....Autumn Quarter ends

Winter Quarter, 1950

January 2, Monday.....Winter Quarter begins, registration

January 3, Tuesday.....Classwork begins

January 13, Friday.....Last day for registration

March 17, Friday.....Winter Quarter ends

Spring Quarter, 1950

March 27, Monday.....Spring Quarter begins, registration

March 28, Tuesday.....Classwork begins

April 7, Friday.....Last day for registration

June 4, Sunday.....Commencement

June 8, Thursday.....Spring Quarter ends

Summer Quarter, 1950

June 14, Wednesday.....Summer Quarter begins, registration

July 15, Friday.....First term ends

July 17, Monday.....Registration for second term

August 15, Tuesday.....Summer Quarter ends

OFFICIAL DIRECTORY

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Don M. Tunstall.....	Yakima

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E. E. Samuelson, Ph.D.....	Director of Student Personnel
Harold E. Williams, Ph. D.....	Chairman, Division of Social Sciences and Professor of Economics

GENERAL INFORMATION

The Central Washington College of Education at Ellensburg is one of the five institutions supported and operated by the State of Washington. It is governed by a board of trustees appointed by the governor of the state and is supported almost entirely by legislative appropriations. No tuition is charged but students pay laboratory, student government and miscellaneous fees.

The first state legislature which met in 1890 passed a law establishing this institution and in 1891 the first appropriation for its maintenance was passed. The college opened on September 6, 1891. From then until 1937 the institution was known as the Washington State Normal School at Ellensburg. The state legislature of 1937 changed the name to The Central Washington College of Education. In 1933 the legislature authorized the college to grant the degree, Bachelor of Arts in Education, and the legislature of 1947 authorized the Bachelor of Arts degree in the Arts and Sciences and the Master of Education degree.

NATURE OF GRADUATE PROGRAM

Beginning with the summer session of 1947 the College has maintained a graduate program for the preparation of leaders in the fields of elementary and secondary education. The curricula developed by the faculty and administration are designed to fill the need for graduates with special competence in administration, supervision, teaching and special services in the elementary and secondary schools of Washington.

Graduate students in order to qualify for the Master's degree are expected to (a) demonstrate an understanding of and competence in dealing with the current thinking and problems of public education; (b) be able to interpret and apply the findings of educational research; (c) do independent work on field or thesis problems; and (d) manifest competence in a special field.

All of the regular and special facilities of the teacher education program of the college are available to graduate students. These include, among others, the college elementary school, the audio-visual education library, speech and remedial education clinics, and laboratories and shops.

COSTS FOR ACADEMIC YEAR

Health fee	\$9.00
Library fee	6.00
Miscellaneous fee	15.00
Student Activity fee.....	33.75
College Annual	5.00
Course fees (average).....	4.50
Board (average)	252.00
Room (average)	99.00
Test fee	1.00
Thesis Binding fee—\$3.00 per copy.....	6.00
Total	\$431.25

(The above figures are subject to change.)

FEES

Refundable Fees and Deposits

Payment of Fees. All fees except course fees are payable in full at the time of registration.

Deposits. A \$10.00 room deposit is made to the Business Office at the time of making room reservations by all students living in college residence halls. A \$5.00 damage deposit also is made by each student at registration time.

Refunds. Students who withdraw during the first two weeks of any quarter are entitled to the return of the deposits if not subject to forfeit because of damage to college property; \$7.50 from the Student Government Association Fee, \$1.50 from the Library Fee, and \$1.50 from the Health Fee.

There are no refunds on fees.

Health Fee. The Health Fee is \$3.00 per quarter. This fee entitles each student to a thorough health examination at the time of entrance, to the services of the school nurse and infirmary in case of illness, and to the service of the school physician upon the recommendation of the college nurse. Students living off-campus are charged \$1.00 per day during the time they are confined in the infirmary.

Library Fee. The Library Fee is \$2.00 for each of the autumn, winter, and spring quarters, and \$3.00 for the summer quarter.

Miscellaneous Fee. This fee of \$5.00 per quarter is used for the support of special lectures, assemblies, and other services.

Student Government Association Fee. The Associated Students' Fee is \$11.25 per quarter for the autumn, winter, and spring quarters, and \$8.75 for the summer quarter.

NON-REFUNDABLE FEES

There are no refunds on the following fees:

Appointment Fee. All applicants for certificates pay \$1.00. This amount goes to the support of the Appointment Service.

Associated Women Students. All women students pay a fee of \$.50 per quarter to the support of social activities of the College in which women are primarily interested. A portion of the fund so obtained also supports the yearly scholarships offered by this organization. In addition, the Associated Women Students sponsors several entertainment features.

Audit Fee. Students who wish to audit any classwork pay a fee of \$1.00 per credit hour, but not more than \$3.00 per course, nor more than a total of \$5.00. Laboratory courses may be audited.

Change of Schedule Fee. Students changing their schedule of classes after the initial registration pay a fee of \$.50.

Course Fees. Students enrolled in certain courses pay a fee which varies with the nature of the course. The courses which require a fee are listed in the respective divisions in the general college catalog.

Extension Fee. The fee for all extension class work is \$4.00 per credit hour. Students wishing to audit an extension class pay the regular fee as listed above.

Graduation Fees. The degree fee is \$5.00. The degree is not a certificate to teach, consequently all who are candidates for the degree pay the certificate fee also. A fee of \$1.00 is required by law for each certificate issued. This fee is forwarded to the county superintendent of the county in which the certificate is first registered.

Health Fee for Late Examination. Students who fail to meet their physical examination appointments will be required to pay a fee of \$5.00.

Hyakem Fee. All students who enroll for the autumn and winter quarters pay a fee of \$5.00 which entitles them to a copy of the Hyakem, the college yearbook.

Late Registration Fees. A fee of \$2.00 is charged all who pay fees or file registration booklets subsequent to certain dates in each quarter.

Special Student Fees. Students who register for five hours or less are considered to be special students and pay \$2.50 per credit hour. Such students also pay the library deposit fee of \$5.00, which is refunded upon withdrawal.

Student Benefit Fee. All students who apply for a degree pay the fee of \$1.00 at the time of application. This fee goes to augment the Student Benefit Fund.

Test Fee. A fee of \$1.00 is charged all students who enroll for the first time. This fee is used to purchase the test material and to pay for such help as may be necessary to grade the papers and to tabulate the test scores.

Transcript Fee. One transcript of record is furnished the student without charge. A fee of \$1.00 is charged for each additional transcript.

X-Ray Fee. All applicants for a teaching certificate must have had an X-Ray examination. Arrangements have been made with a local clinic for reduced rates for this service.

Thesis Binding Fee. Two copies of the thesis or field problem must be deposited with the chairman of the Graduate Committee; these are to be filed in the college library. A fee of \$3.00 per copy shall be paid through the Business Office to cover the cost of binding.

BOARD AND ROOM

Board in the college dining hall is charged at the rate of \$7.50 per week. Conditions make this item subject to change.

Rooms are \$3.00 per week. Most rooms are double with single beds. Students who wish to make a room reservation should send a \$10.00 deposit to the Business Manager, specifying the quarter for which the reservation is desired: namely, autumn, winter, spring, or summer. **Failure to notify the Business Manager of non-occupancy at least one month prior to the opening of any term will result in the forfeiture of the deposit.**

Upon receipt of the deposit by the Business Manager the reservation will then be made by the Dean of Men or Dean of Women. Reservations should be made early to insure accommodations. The applicant should designate the term for which he is applying.

ROOM EQUIPMENT AND FURNISHING

Each room is furnished with bed, mattress, mattress cover, two blankets, bed spread, pillow, dresser, and window curtains. Each individual is supplied with two hand towels, one bath towel, one pillow cover, and two sheets. Laundering of room linen is included in the charge for room rent.

PROCEDURES

The graduate program is directed by the Committee on Graduate Studies. Those desiring information concerning graduate work should write the Director of Instruction.

Admission to graduate school is based in part upon the student's previous record of college work. Prior to entrance a transcript of college credits should be sent to the chairman of the Graduate Committee.

Upon enrolling, the graduate student should confer with the Director of Instruction concerning his program. At this time he will secure an application of candidacy form which will be filed with the Director of Instruction at the beginning of the first quarter.

GRADUATE ASSISTANTSHIPS

A number of appointments as teaching assistants are available to graduate students. The compensation is usually \$240.00 per quarter, or \$720 for the academic year. The work averages two hours of teaching or assisting per day.

All holders of assistantships are expected to pay all fees that are paid by other students. All assistantships are for the summer quarter or for the academic year.

ADMISSION REQUIREMENTS

Graduate Status

Admission to courses for graduate credit is granted to:

1. Students who hold an earned degree from teachers college, college, or university that is accredited by the appropriate regional accrediting agency.
2. Students who hold earned bachelor's degrees from institutions not on the accredited lists or approved lists. They may be admitted to graduate courses but graduate status is not granted until their ability to do acceptable graduate work has been demonstrated during at least one quarter.
3. Students who require for a bachelor's degree less than the work of a quarter. Students in this group may earn graduate credit for an amount of work equal to the difference between the amount required to complete the requirements for the bachelor's degree and the amount considered a normal full-time program. The total of such scheduled work is not to exceed sixteen quarter hours.

CANDIDACY FOR THE MASTER OF EDUCATION DEGREE

Admission to candidacy for the master's degree is granted to students who meet the requirements for admission to graduate courses and who have satisfactorily completed one quarter of work. The Graduate Committee will consider the following evidence before acting upon applications:

1. The candidate's academic record, including his undergraduate record and his work in basic required courses in education. The average for the final undergraduate year and for the first quarter of graduate study must be B or higher.
2. The candidate's professional experience and other experiences indicating his ability to pursue graduate study.
3. The candidate's rating on a standardized test of general ability.
4. The candidate's ability to define his goal and plan a program of study.
5. The candidate's general maturity and professional promise.
6. At least one year of successful teaching experience.

The candidate should apply for admission to candidacy by the end of his first quarter of graduate work so that his application may be acted upon by the end of the second quarter of graduate study. Candidates are informed of Committee decisions by the beginning of their third quarter of graduate study.

If the candidate is not admitted to graduate candidacy on application at the end of his first quarter of graduate study he may be permitted to take another quarter on a probationary basis. If his work during the second quarter does not meet the required standards he shall be notified of his failure to qualify for graduate candidacy.

MASTER OF EDUCATION DEGREE

A total of forty-five quarter credits with a grade average of B is required. No grade below C will be accepted as graduate credit.

One academic year (three quarters) in residence is required, except for graduates of this college, who may do one-third of their graduate work in another institution.

The residence requirement of one college year is interpreted to mean three quarters and forty-five credit hours of credit with a B average. This requirement may be met by attendance during fall, winter, spring and summer quarters. Any combination of these is satisfactory. Two summer terms of one-half quarter each counts as one quarter.

Courses taken subsequent to admission to candidacy and five years before the time of graduating shall be reviewed to determine whether or not credit shall be granted.

Due to the difficulty of securing the necessary required courses in the short terms in the summer, it is recommended that graduate students make every effort to attend for the full quarter.

Not more than nine credits of extension work may be counted for the master's degree. This credit does not count as residence. For such courses, the standard of work must be equal to that of courses offered on the campus. No credit shall be given for courses taken by correspondence.

Students holding what would ordinarily be considered a full-time position shall not be permitted to register for more than six quarter hours. Twelve quarter credits so earned shall be accepted as a quarter in residence.

Courses included in the graduate program which were taken by the student prior to the time of authorization of the Master of Education program shall not be counted for graduate credit. However, there should be no repetition of such courses for the purpose of fulfilling requirements.

Not more than half of the number of hours required for the degree may be earned by a candidate in courses open to undergraduates.

Candidates for the Master of Education degree must complete all oral and written examination required by the Graduate Committee. The time, place, and nature of these examinations shall be determined by the Graduate Committee.

Plan I

Under Plan I the candidate must satisfy the following specific requirements:

Credits Required. The candidate must complete a minimum of forty-five quarter credits. Half of these must be in courses numbered above 200. Included in the forty-five credits are the three to six credits which may be earned for a field or research project.

Field or Research Project. The candidate must complete, under the direction of an adviser, a research project (thesis) or a field problem which must be approved by his special committee. The thesis or field problem must conform to the standards for typing theses. Three to six quarter credits may be earned upon the completion of the thesis or field problem.

Two copies of the thesis or field problem must be deposited with the chairman of the Graduate Committee; these are to be filed in the college library. A fee must be paid through the Business Office to cover the cost of binding.

Final Examinations. After the thesis or field problem has been completed and filed in the office of the chairman of the Graduate Committee, and after the required courses or seminars have been completed, the candidate must complete oral, and/or written examinations. The examination covers the thesis or field problem and the courses and seminars. An application for final examination, approved by the special committee, must be filed in the office of the chairman of the Graduate Committee at least two weeks in advance

of the examination. Final examinations are conducted by the candidate's special committee and are open to the faculty. However, the special committee alone shall decide upon the merit of the candidate's performance.

A report of each final examination shall be filed by the chairman of the special committee in the office of the chairman of the Graduate Committee.

Application for Degree. Each candidate for a Master of Education degree is to file an application for the degree. Application blanks are available in the office of the chairman of the Graduate Committee.

Residence. One academic year in residence is required. An academic year is considered to be three quarters, which need not be consecutive. Graduates of this institution may do one-third of their graduate work in another institution.

Correspondence and Extension Courses. No credit shall be given for courses taken by correspondence. Not more than nine quarter credits may be taken by extension.

Maximum Time Limit. Courses taken subsequent to admission to candidacy and five years before the time of graduation shall be reviewed.

Duplication of Graduate Credit. Courses taken in this institution prior to June 16, 1947, shall not be counted as graduate credit.

Plan II

Under Plan II, the candidate must satisfy the following specific requirements:

Credits Required. The candidate must complete a minimum of fifty quarter credits of course work or seminars. These fifty credits must include Education 222, in which the candidate will write an extensive paper on an approved problem.

Final Examinations. After the candidate has completed the minimum required courses or seminars, he must present himself for an oral, and/or written examination. The examination covers courses and seminars. An application for final examination, approved by the special committee, must be filed in the office of the chairman of the Graduate Committee at least two weeks in advance of the examination. Final examinations are conducted by the candidates special committee and are open to the faculty. However, the special committee alone shall decide upon the merit of the candidate's performance.

A report on each final examination shall be filed by the chairman of the special committee in the office of the chairman of the Graduate Committee.

Application for Degree. Each candidate for a Master of Education degree is to file an application for the degree. Application blanks are available in the office of the chairman of the Graduate Committee.

Residence. One academic year in residence is required. An academic year is considered to be three quarters, which need not be consecutive. Graduates of this institution may do one-third of their graduate work in another institution.

Correspondence and Extension Courses. No credit shall be given for courses taken by correspondence. Not more than nine quarter credits may be taken by extension.

Maximum Time Limit. Courses taken subsequent to admission to candidacy and five years before the time of graduation shall be reviewed.

Employment. Students holding a full-time position shall not be permitted to register for more than six quarter hours. Twelve quarter credits so earned shall be accepted as a quarter in residence.

Duplication of Graduate Credit. Courses taken in this institution prior to June 16, 1947, shall not be counted as graduate credit.

OUTLINE OF PROGRAM FOR MASTER OF EDUCATION DEGREE

I. Courses Required of All 9 Quarter Credits

	<i>Credits</i>
Education 200, Introduction to Graduate Study.....	3
Education 201, Education Foundations.....	3
Psychology 200, Human Growth and Development.....	3

Students may elect to work in one of the areas listed below. A student who has a special interest in any area not represented may present a program for approval by the Graduate Committee. The student is expected to select fifteen quarter credits in courses directly related to his field of specialization.

II. Specialization 15 Quarter Credits

Administration (Principals) and Supervision	
Education 109, The Elementary School Principal.....	5
or	
Education 143, Junior High School Administration.....	5
or	
Education 170, The High School Principal.....	5
Education 110, School Supervision	5
Education 206, Evaluation of the School Program.....	3
Guided Electives	2

Audio-Visual and Teaching Aids	
Education 139, Visual Instruction	5
Education 144, Radio and Recordings in the Classroom.....	2
Education 150, Visual Education Workshop.....	5
Education 151, Administration of the Instructional Aids Program....	3

Curriculum Directors' Program	<i>Credits</i>
Education 116, Diagnostic Techniques and Measurements.....	3
Education 215, Elementary and Secondary Curricula.....	5
Education 217, Procedures and the Program of Curriculum Improvement	3
Education 220, Seminar in Curriculum.....	2
Social Science 120, The Community.....	2

Master-Teacher Program

Candidates taking course work under this program may qualify for several kinds of positions: demonstration teachers in public schools, master classroom teachers, public school supervisors, and teachers for laboratory schools.

1. Demonstration and Master-Classroom Teachers, Public School Supervisors
 - Education 117, Teaching of Reading..... 3
 - Social Science 117b, Social Science Methods and Materials..... 3

Nine credits of course work or seminars to be selected from the following courses or related areas:

Improvement of Instruction:

Education 128, Teaching of Arithmetic.....	3
Education 103, Teaching Procedures in the Language Arts.....	3
Science 133a, Science Education in the Elementary School.....	3
Music 110, Music Methods and Materials.....	2
Art 104, Art Methods and Materials.....	2
Physical Education	2
Home Economics	2
Languages and Literature 119, Children's Literature.....	2
Speech 110, Children's Drama.....	2
Languages and Literature 128, Secondary School Literature.....	2
Education 206, Evaluation of the School Program.....	3

Twenty-one to twenty-six credits of guided electives shall be selected on the basis of the needs of the candidates. If the candidate follows Plan I, from three to six credits must be taken in either Education 250 or Education 251.

2. Laboratory School Teachers

Education 117, Teaching of Reading	3
Education 207, Advanced Laboratory Experiences.....	3
Social Science 117b, Social Science Methods and Materials.....	3
Education 208, Guidance and Supervision of Student Teachers.....	3

Nine credits of course work or seminars to be selected from the following courses or related areas:

Improvement of Instruction:

Education 128, Teaching of Arithmetic.....	3
Education 103, Teaching Procedures in the Language Arts.....	3
Science 133a, Science Education in the Elementary Schools.....	3
Music 110, Music Methods and Materials.....	2
Art 104, Art Methods and Materials.....	2
Physical Education	2
Home Economics	2
Languages and Literature 119, Children's Literature.....	2
Speech 110, Children's Drama.....	2
Languages and Literature 128, Secondary School Literature.....	2
Education 206, Evaluation of the School Program.....	3

Fifteen credits of guided electives to be selected on the basis of the needs of the candidate. If the candidate follows Plan I, from three to six hours must be taken in either Education 250 or Education 251.

Personnel and Guidance Program	Credits
Psychology 103, Psychology of Adjustment.....	5
Education 116, Diagnostic Techniques and Measurements.....	3
Education 146, Introduction to Guidance.....	3
Education 210, Administration of the Guidance Program.....	4
Public School Art	
Art 140, The School Art Program.....	5
Art 141, Art and Modern Living.....	2
Art 200, Administration of the School Art Program.....	3
Art 201, Seminar in Art Education.....	2
Guided Elective	3
Public School Health and Physical Education	
Health Education 116, Program Planning in Health and Physical Education	5
Health Education 130, School and Community Health.....	3
Health Education 135, Seminar in Health and Physical Education....	2
Social Science 120, The Community.....	2
Guided Elective	3
Public School Music	
Music 108, Advanced Choral and Instrumental Conducting.....	3
Music 120, Music History and Appreciation (3rd Quarter).....	3
Music 200, Supervision of Public School Music.....	3
Guided Elective	6
*Remedial Education	
Education 116, Diagnostic Techniques and Measurements.....	3
Education 125, Remedial Reading	3
Speech 124, Speech Correction Clinic.....	5
Psychology 103, Psychology of Adjustment.....	5
Teacher-Librarians' Program	
Library Science 120, Historical Survey of Books and Libraries.....	2
Library Science 103, School Library Administration.....	3
Library Science 200, Reference Bibliography	2
Library Science 101, Book Selection	3
Library Science 102, Classification and Cataloging.....	5

III. Guided Electives	15 Quarter Credits
IV. Thesis, Research and/or Electives	6 to 11 Credits
V. Total	Plan I 45 Quarter Credits
	Plan II 50 Quarter Credits

* To meet the requirements for a certificate in Remedial Education, the student must take these additional courses:

Education 126, Remedial Arithmetic.....	2
Education 127, Sight Saving.....	2
Education 106h, Directed Teaching in Remedial Class.....	5
Industrial Arts 100, Arts and Crafts (Remedial).....	5

† Those electing Plan I must include Education 250 or 251—Three to six credits. Those electing Plan II must include Education 222—Two credits.