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The Graduate Program at Central Washington College of Education [1952]

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CENTRAL

**WASHINGTON
COLLEGE OF
EDUCATION**

Quarterly
Bulletin

GRADUATE STUDY PROGRAM

nineteen hundred and fifty-two

**ELLENSBURG
WASHINGTON**

*CWCE
Storage*

The Graduate Program
at
Central Washington College
of
Education

Quarterly Publication of the Central Washington College of Education

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College Calendar

1952-1953

Autumn Quarter

Reception for Students and Parents.....Sunday, September 21
Orientation and Registration of New Students.....
.....Monday, Tuesday, Wednesday, September 22, 23, 24
Registration of Former Students.....Wednesday, September 24
Instruction BeginsThursday, September 25
Last Day to Register With Late Fee or to Add a Course or to Drop
a ClassWednesday, October 8
Thanksgiving Recess
..Wednesday, November 26, 1:00 p. m. to Monday, December 1
Autumn Quarter Closes, Noon.....Friday, December 12

Winter Quarter

Pre-registration.....Monday through Friday, November 17-21
Registration of All Students.....Monday, January 5
Instruction BeginsTuesday, January 6
Last Day to Register With Late Fee or to Add a Course or to Drop
a Class.....Wednesday, January 14
Winter Quarter Closes, Noon.....Tuesday, March 17

Spring Quarter

Pre-registrationMonday through Friday, March 2-6
Registration of All Students.....Monday, March 23
Instruction BeginsTuesday, March 24
Last Day to Register With Late Fee or to Add a Course or to Drop
a ClassFriday, April 3
Baccalaureate ServicesSunday, May 31
Commencement Exercises.....Sunday, May 31
Spring Quarter Closes, Noon.....Friday, June 5

Summer Quarter

Registration of All Students.....Monday, June 15
Instruction BeginsTuesday, June 16
First Term ClosesWednesday, July 15
Second Term Begins.....Thursday, July 16
Second Term Closes.....Friday, August 14

Directory

Board of Trustees

Victor J. Bouillon, Chairman.....	Ellensburg
Bernardines K. Frick.....	Marlin
Charles A. Kennedy.....	Stratford
Don M. Tunstall	Yakima

Administration

Robert E. McConnell, Ph.D.....	President
Ernest L. Muzzall, Ed.D.....	Director of Instruction
E. E. Samuelson, Ph.D.....	Director of Student Personnel
Perry A. Mitchell, M.A.....	Registrar
Edward B. Rogel, M.A.....	Director of Public Service
Kenneth Courson, B.A.....	Business Manager

Committee on Graduate Study

Ernest L. Muzzall, Ed.D.....	Director of Instruction and Chairman of the Graduate Committee
Catharine Bullard, Ph.D.....	Chairman, Division of Languages, Literature and Speech
J. Wesley Crum, Ph.D.....	Professor of Education
Wayne S. Hertz, M.A.....	Chairman, Division of Music
Loretta M. Miller, Ed.D.....	Professor of Special Education
Charles W. Saale, Ph.D.....	Chairman, Division of Education and Psychology
E. E. Samuelson, Ph.D.....	Director of Student Personnel
Harold S. Williams, Ph.D...	Chairman, Division of the Social Sciences

General Information

Location

The Central Washington College of Education is located in the geographical center of the State of Washington and in Ellensburg, a city of 8,000 population. It may be reached by motor coach, air and two transcontinental railway systems. It is 100 miles southeast of Seattle and 36 miles north of Yakima. It is situated in a beautiful valley adjacent to the Cascade Mountains.

College Catalog

Additional information concerning the college and its program is to be found in the General Catalog. A copy may be secured by writing to the Director of Instruction.

Living Accommodations

Housing for single graduate students may be had in the college residence halls or in private houses in Ellensburg. Housing for married students is available to a considerable extent. All inquiries concerning college housing for students should be directed to the Business Manager.

Expenses •

Refundable Fees and Deposits

Payment of Fees. All fees except special 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.

Refunds. Students who withdraw during the first two weeks after enrollment are entitled to the return of the deposit if not subject to forfeit because of damage to college property, \$5.00 from the Student Government Association Fee, \$2.00 from the Library Fee, \$1.50 from the Health Fee, \$3.50 from the Miscellaneous Fee, and \$2.00 from the General Course Fee. **There are no other refunds on Fees.**

Associated Women Students. All women students pay a fee of \$.50 per quarter to the support of the 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 certain entertainment features each school year.

General Course Fee. A fee of \$2.50 is required of all students. There are special fees for bowling, fencing, skiing, P. E. 58 (Camp Leadership), and individual instruction in music.

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 college physician upon the recommendation of the school nurse. Students living off-campus are charged \$1.00 per day during the time they are confined to the infirmary.

Library Fee. The Library Fee is \$3.00 per quarter. This fee is non-refundable for special students.

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

* All expense items are subject to change.

Student Government Association Fee. The Associated Students' Fee is \$14.50 per quarter. The following charges are included in this fee for each quarter: Student Building Fund \$5.00; Alumni Fund \$.50; General Fees \$8.00.

Union Fund Fee. A fee of \$1.00 is used for financing the Union Building.

Non-refundable Fees

There are no refunds on the following fees:

Placement Fee. All graduates of four-year programs or of other terminal programs pay \$1.00. This amount goes to the support of the Placement Service.

Audit Fees.

CAMPUS DAYTIME CLASSES. Students enrolling for audit purposes only, pay a fee of \$2.50 per credit hour. Laboratory courses have an additional fee of \$.50 per credit hour.

CAMPUS EVENING CLASSES. The adult fee for evening classes offered on the campus is \$4.00 per credit hour.

EXTENSION CLASSES. Students wishing to audit extension classes pay \$4.00 per credit hour.

Binding Fee. This fee is charged all graduate students who submit a thesis as part of the requirements for the degree of Master of Education. \$4.00 for each copy. Three copies required.

Cap and Gown Fee. The fee for cap and gown rental for the Master of Education Degree is \$5.50 (including hood). Arrangements should be made with the College Book Store. Those who wish to purchase hoods may secure them at the Book Store for a standard price.

Change of Schedule Fee. Students changing their schedule of classes after the initial registration pay a fee of \$1.00.

Certificate Fee. A \$2.00 certificate fee is charged only when a student receives a certificate without at the same time receiving a degree. This fee is in addition to the \$1.00 fee required for registering the certificate.

Evening Classes. Registration fee for special students in campus evening classes only—\$4.00 per credit hour. The fee is the same for

Expenses

all students, whether enrolled for credit or on an audit basis. A laboratory fee of \$.50 per credit hour will be charged of special students in all laboratory courses taught as campus evening classes.

Extension Fee. The fee for all extension class work for audit or credit is \$4.00 per credit hour.

Graduation Fees. 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. The degree fee is \$5.00.

Fee for Late Health Examination. Students who fail to meet their first health examination appointment (**for insufficient cause**) 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 \$3.00 which is non-refundable.

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.

Transcript Fee. One transcript of record is furnished the student without charge. A fee of \$1.00 is charged for each additional transcript. Fee must be paid before transcript may be sent.

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

Board and Room

Board in the College dining hall is charged at the rate of \$10.25 per week. **Conditions make this item subject to change.**

Most rooms are \$3.50 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.**

Payment of at least one month's board and room is to be made in advance each quarter. The following payment can be made four weeks later and payment in full at the beginning of the eighth week.

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

Room Equipment and Furnishing

The following linen is furnished each student: two hand towels, one bath towel, one pillow cover, two sheets, two blankets and one bedspread. Laundering of linen is included in the charge for room rent.

Scholarships and Assistantships

Scholarships and Assistantships are available to a limited number of graduate students. Most of these carry a stipend of \$80.00 per month. Only those students who are working on Master's Degrees are eligible for either scholarships or assistantships. For further information address the Director of Instruction.

The Graduate Study Program

The Legislature in 1947 authorized the Colleges of Education to grant the Master of Education degree. In 1949 the program was expanded to include the preparation of secondary school teachers and specialists. The Master's program is designed for the professional preparation of master teachers, principals, supervisors, and specialists in several fields. One college year beyond the Bachelor's degree is the minimum residence requirement for the Master's degree.

Accreditation

The Central Washington College of Education is accredited by the Northwest Association of Secondary and Higher Schools and the American Association of Colleges for Teacher Education.

Organization

The Committee on Graduate Study is the policy-making or legislative body for graduate work, including the Master of Education and all other study beyond the Bachelor's degree.

Objectives

The Central Washington College of Education is primarily interested in the preparation of teachers, school administrators and supervisors. In order to qualify for the degree the student should be able to demonstrate the ability (1) to recognize and define educational problems, (2) to organize and weigh evidence and (3) to formulate valid conclusions. As evidence of the accomplishment of these objectives the student should be able to show at graduation competence in an area of specialization related to teaching, administration or educational services, and in independent work. The latter requirement may be satisfied by the completion of a thesis or research paper.

General Requirements

All graduate students admitted to candidacy after June 15, 1953, are subject to the following regulations. Students who have been admitted to candidacy prior to the above date may choose to continue under the provisions as stated in the 1952-53 catalog or they may elect to meet the requirements of the revised program.

The Graduate Study Program

Admission to Graduate Study

Admission to courses for graduate credit shall be restricted to

1. Students who hold an earned bachelor's degree from a teachers college, college, or university that is accredited by the appropriate regional accrediting agency.
2. Students who hold an earned bachelor's degree from institutions not on the accredited lists or approved lists. They may be admitted to graduate courses, but graduate status will be withheld until the student has completed one quarter of acceptable graduate work.
3. Students who require for a bachelor's degree less than one quarter's work. Students in this group shall not be permitted to earn graduate credit for more work than the difference between the amount necessary to complete the requirements for the bachelor's degree and the amount considered a normal full-time program (15 credits).

Admission to candidacy for the Master's degree shall be restricted to students who meet the requirements for admission to graduate courses and who have satisfactorily completed one quarter of work including Education 200. The Graduate Committee in passing upon an application will consider the following:

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 3.00 or higher. The student's record including courses taken during his undergraduate and/or graduate programs must include 25 quarter credits in education and psychology (in addition to Psychology 1).
2. The candidate's professional experience and other experiences indicating his ability to pursue graduate study.
3. The candidate's general maturity and professional promise.
4. The candidate's ability to define his goal and plan a program of study.
5. The candidate's rating on a standardized test of general ability.

The Graduate Study Program

At least one year of successful teaching experience is required before admission to candidacy for the degree of Master of Education.

The candidate should apply for admission to candidacy by the end of his first quarter of graduate work, and his application must be acted upon by the end of the second quarter of graduate study. This requires that the candidate be notified of his acceptance or rejection for graduate candidacy by the beginning of his third quarter of graduate study.

If the candidate is not admitted to candidacy for the degree 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.

Degree

The degree of Master of Education may be earned by fulfilling the requirements of either Plan 1 or Plan 2. In Plan 1 the student is required to present an acceptable thesis and in Plan 2 a satisfactory research paper.

Credits Required

The candidate must complete 45 quarter credits selected from courses in the 100 and 200 groups.

Plan 1

The candidate may elect to complete a thesis under the direction of his adviser. This project must be approved by a committee of three of which his adviser is chairman. The other two members participate only upon the request of the chairman when special problems arise and at the time of the oral examinations. The committee alone decides upon the adequacy of the study. It is also responsible for conducting the oral examinations and reporting the results to the Director of Graduate Study.

Those students whose work requires the acquisition of substantial research skills or those who intend to study for the doctorate should choose Plan 1.

The thesis must conform to the standards for typing theses set forth in a standard manual for thesis writing as approved by the

The Graduate Study Program

Graduate Committee. Three to six credits may be earned by the satisfactory completion of the thesis. Three copies of the thesis must be deposited with the Director of Graduate Study. After binding, one copy is filed with the Library, one with the Director of Graduate Study, and one is delivered to the student.

A fee of \$4.00 per copy is charged to cover the cost of binding.

Plan 2

Plan 2 provides that the student may choose to prepare a research paper in connection with one of his graduate classes (courses numbered in the 100 and 200 groups). This paper should deal with some phase of public education. This paper must be completed during the quarter in which the course is taken and filed with the Director of Graduate Study at the end of the quarter.

Final Examinations

After the thesis or research paper has been completed and filed in the office of the Director of Graduate Study, and after the required courses or seminars have been completed, the candidate must complete oral and/or written examinations. The examinations cover the thesis, courses and seminars. An application for final examination approved by the committee, must be filed in the office of the Director of Graduate Study at least two weeks in advance of the examination. Final examinations are conducted by the candidate's committee and are open to the faculty. However, the 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 committee in the office of the Director of Graduate Study. The final examination must be completed at least two weeks prior to Commencement in June and ten days before Commencement in August.

Application for Degree

Each candidate for the Master of Education degree is required to file an application. Application forms are available in the office of the Director of Graduate Study.

The Graduate Study Program

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 college quarter of their graduate work in another institution.

Transfer of Credit

A maximum of 15 quarter credits for approved courses may be transferred from other institutions. Transfers of such credit shall be made only upon presentation of a written request by the student. This transfer of credit does not reduce the residence requirements.

Correspondence and Extension Courses

No credit shall be given for courses taken by correspondence. No more than nine quarter credits of extension work may be allowed for the Master of Education degree. For such courses the standard of work must be equal to that of courses offered on the campus. Extension courses do not apply in satisfying the residence requirement.

Maximum Time Limit

Courses taken subsequent to admission to candidacy and five years before graduation shall be reviewed.

Employment

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

Time Limitation on Graduate Credit

Courses taken prior to June 16, 1947, shall not be counted as graduate credit.

Scholarship

A cumulative grade point average of 3.00 is required for work offered for the degree.

The Graduate Study Program

Attendance at Commencement Exercises

Candidates for degrees are required to be present at the Commencement exercises unless excused by the Committee on Admissions, Matriculation and Graduation.

Exceptions are made of those students who are graduated at the end of the autumn and winter quarters, and the first term of the summer session. Such students may request that they be included in the ceremonies if they choose.

Counseling

Students registering for the first time in the graduate program will have their programs approved by the general graduate counselors. At the end of the first quarter of work and upon admission to candidacy a committee of three will be appointed for those students who propose to write theses. An adviser will be appointed for those who choose Plan 2.

Responsibility of Students

Graduate students are expected to know the requirements for the Master's degree. The office of the Director of Graduate Study and faculty will try to aid in all possible ways but the responsibility for any errors of enrollment or interpretation of the requirements remains with the student.

Program for Master of Education Degree

Courses Required in Plan 1 and Plan 2

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

If Plan 1 is chosen, three to six credits in Education 250 must be completed.

A student may elect to work in one of the fields of specialization listed below or he may choose another with the approval of his committee if a thesis is involved or with the approval of his adviser if Plan 2 is chosen.

The courses listed in the fields of specialization are suggested only. **These courses should constitute a minimum of 15 credits.** With the guidance of his adviser the student should work out the program best suited to his needs. Elective courses should be selected with the approval of his adviser.

The Graduate Study Program

Specialization

Administration and Supervision

Select five hours from the following five courses:

	<i>Credits</i>
Education 109, The Elementary School Principal.....	5
Education 143, Junior High School Administration.....	5
Education 170, The High School Principal.....	5
Education 203, Seminar in Educational Administration.....	5
Education 204, Educational Administration	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 215, Elementary and Secondary School Curricula.....	5
Education 151, Administration of the Instructional Aids Program.....	3

Curriculum Directors

Education 116, Diagnostic Techniques and Measurements.....	3
Education 215, Elementary and Secondary School Curricula.....	5
Education 217, Procedures and the Program of Curriculum Improvement..	3
Education 220, Seminar in Curriculum.....	2
Sociology 120, The Community	2

Industrial Arts Specialization

Industrial Arts 234, Planning Instructional Materials.....	2
Industrial Arts 200, Shop and Tool Maintaining.....	2
Industrial Arts 135, Seminar in Industrial Arts Education.....	2 to 6
The remaining 5 to 9 hours will be taken from the following Industrial Arts courses as guided electives: Industrial Arts 100, 103, 105, 106, 110, 111, 113, 114, 116, 130, 131, 134.....	
	.5 to 9

Language Arts	15
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Master Teachers

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

Improvement of Instruction:

Education 117, Teaching of Reading.....	3
Social Science 117, Social Science Methods and Materials.....	3

Ten 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 133, 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
English 119, Children's Literature.....	2
Speech 110, Children's Drama.....	2
English 128, Secondary School Literature.....	2
Education 206, Evaluation of the School Program.....	3

The Graduate Study Program

Twenty-one to twenty-six credits of guided electives to be selected on the basis of the needs of the candidate. If the candidate follows Plan 1, from three to six credits must be taken in either Education 250 or Education 251.

2. Laboratory School Teachers:

Improvement of Instruction:	Credits
Education 117, Teaching of Reading.....	3
Education 207, Advanced Laboratory Experiences.....	3
Social Science 117, Social Science Methods and Materials.....	2
Education 208, Guidance and Supervision of Student Teachers.....	3

Ten 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 133, 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
English 119, Children's Literature	2
Speech 110, Children's Drama	2
English 128, Secondary School Literature.....	2
Education 206, Evaluation of the School Program.....	3

Personnel and Guidance

Psychology 103, Psychology of Adjustment.....	5
Education 116, Diagnostic Techniques and Measurements.....	3
Education 148, 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 Electives	3

Public School Health and Physical Education

Health Education 116, Program Planning in Health and Physical Education	3
Health Education 130, School and Community Health.....	3
Health Education 135, Seminar in Health and Physical Education....	2
Sociology 120, The Community.....	2
Guided Electives	5

Public School Music

Music 120, Music History and Appreciation.....	3
Music 200, Supervision of Public School Music.....	3
Music 201, Advanced Music Methods.....	3
Guided Electives	6

① 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

Science and Mathematics..... 15

Social Science 15

The Graduate Study Program

Teacher-Librarians	Credits
Library Science 101, Selection of Recreational and Instructional Materials	3
Library Science 102, Organization of Library and Audio-visual Materials	4
Library Science 103, School Library Administration	3
Library Science 120, Historical Survey of Books and Libraries	2
Library Science 175, Research and Bibliography	2
Library Science 150, Library Service	2

Guided Electives

Electives should be planned carefully on the basis of the needs of the candidate.

Guided Electives 15 or 24

Fifteen credits of guided electives to be selected on the basis of the needs of the candidate, under Plan 1; twenty-four credits of guided electives to be selected on the basis of the needs of the candidate, under Plan 2.

① To meet the requirements for a certificate in Remedial Education set by the State Board of 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