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UNIVERSITY OF DAYTON
GRADUATE CATALOG ISSUE

1964-1965

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THE UNIVERSITY OF DAYTON BULLETIN

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The provisions of the various issues of this Bulletin are to be considered directive in character and not as an irrevocable contract between the student and the University. The University reserves the right to make any changes that seem necessary or desirable.

The current number of any of these publications may be obtained by applying to the Dean of the University.

The University of Dayton Bulletin

The Graduate Catalog Issue 1964-65

Graduate School of Arts and Sciences
School of Business Administration
School of Education
School of Engineering

DAYTON 9, OHIO



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Academic Calendar

1964-1965

First Term

August	29	Saturday	Registration (8:30 a.m.-11:30 p.m.)
September	1	Tuesday	Registration (6:00 p.m.-9:30 p.m.)
September	2	Wednesday	Registration (6:00 p.m.-9:30 p.m.)
September	3	Thursday	Registration (6:00 p.m.-9:30 p.m.)
September	8	Tuesday	Day and Evening classes begin.
September	12	Saturday	Last day for late registration.
September	14	Monday	Last day for change in schedules.
September	28	Monday	Last day for withdrawal without record.
November	21	Saturday	Teacher Education Examination Program and Graduate Record Examination. (File applications two weeks in advance.)
November	25	Wednesday	Thanksgiving recess begins after last class.
November	30	Monday	Classes resume.
December	8	Tuesday	Feast of Immaculate Conception. (No classes.)
December	19	Saturday	Term ends after last class.

Second Term

January	5	Tuesday	Registration (6:00 p.m.-9:30 p.m.)
January	6	Wednesday	Registration (6:00 p.m.-9:30 p.m.)
January	7	Thursday	Day and Evening classes begin.
January	12	Tuesday	Last day for Late Registration.
January	13	Wednesday	Last day for change in schedules.
January	16	Saturday	Teacher Education Examination Program and Graduate Record Examination. (File application two weeks in advance.)
January	26	Tuesday	Last day for withdrawal without record.
April	13	Tuesday	Easter recess begins after last class.
April	20	Tuesday	Classes resume.
April	24	Saturday	Term ends after last class.
April	25	Sunday	Graduation Exercises.

Third Term—First Half

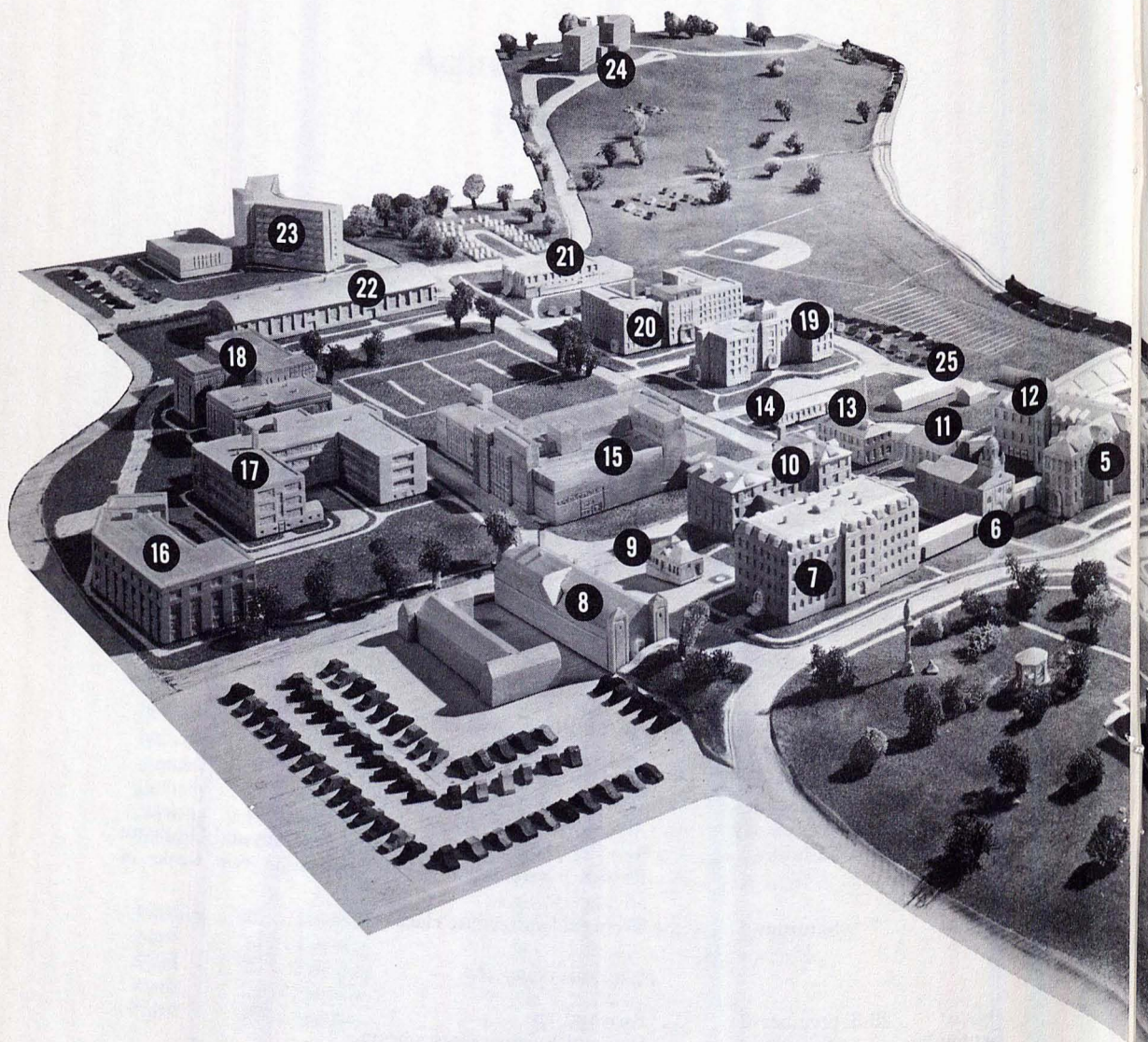
April	30	Friday	Registration (6:00 p.m.-9:30 p.m.)
May	1	Saturday	Day and Evening classes begin.
May	15	Saturday	Teacher Education Examination Program. (File application two weeks in advance.)
May	4	Tuesday	Last day for late registration.
May	5	Wednesday	Last day for change in schedules.
May	10	Monday	Last day for withdrawal without record.
May	27	Thursday	Ascension Thursday. (No classes.)
June	19	Saturday	Term ends after last class.

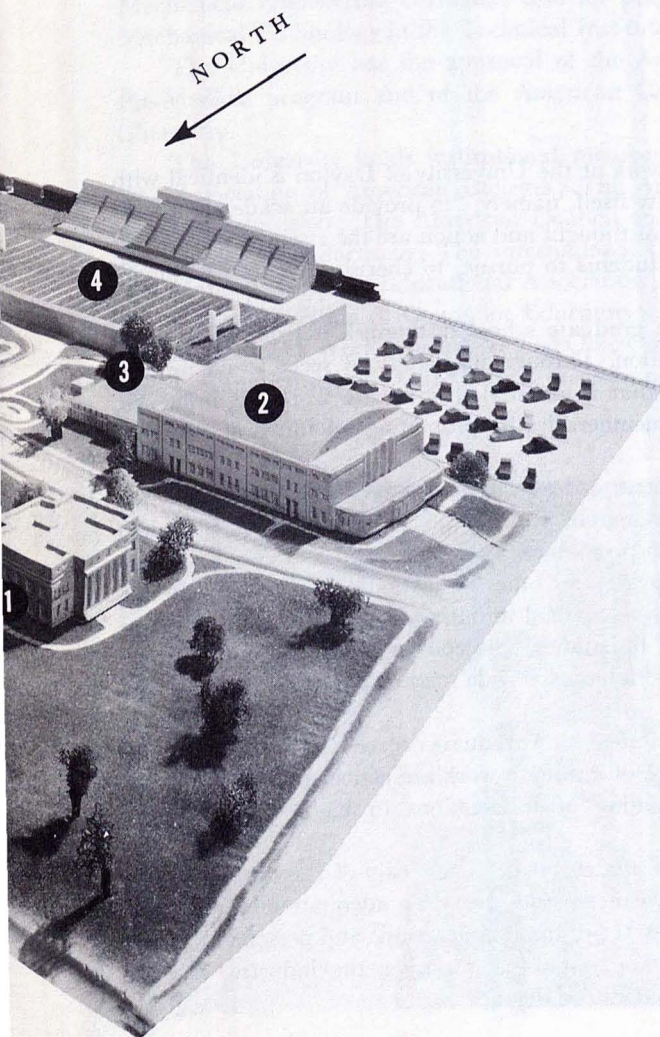
Third Term—Second Half

June	19	Saturday	Registration (8:30-11:30 a.m.)
June	21	Monday	Day and Evening classes begin.
June	23	Wednesday	Last day for late registration.
June	24	Thursday	Last day for change in schedules.
June	30	Wednesday	Last day for withdrawal without record.
July	10	Saturday	Teacher Education Examination Program and Graduate Record Examination. (File application two weeks in advance.)
August	7	Saturday	Term ends after last class.

First Term 1965-66

August	28-September	2	Registration
September	7	Tuesday	Day and Evening classes begin.





MAIN CAMPUS

LEGEND

1. Albert Emanuel Library
2. Fieldhouse
3. Flyers Hangar
4. Baujan Field
5. St. Joseph Hall
6. Chapel of the Immaculate Conception
7. St. Mary Hall
8. Women's Gymnasium, Music Building
9. Post Office
10. Chaminade Hall
11. Liberty Hall
12. Zehler Hall
13. Power House
14. Religion Building
15. John F. Kennedy Memorial Union
16. School of Business Administration
17. Sherman Hall of Science
18. Wohlleben Hall
19. Alumni Hall
20. Founders Hall
21. ROTC Building
22. Mechanical Engineering Laboratory
23. Marycrest Residence Hall
24. Stuart Hall
25. Maintenance and utility buildings

General Information

STATEMENT OF PURPOSE

The ultimate purpose of graduate work at the University of Dayton is identical with the general purpose of the University itself, namely, "to provide an academic atmosphere in which Christian principles of thought and action are the essential integrating and dynamic forces impelling the students to pursue, to cherish, and to disseminate what is true, good and beautiful."

The immediate objectives of a graduate school distinguish it from every other type or level of educational institution. Through its faculty, it seeks to create and maintain an academic atmosphere that is essential to graduate work. Its influence, therefore, extends first to its own membership, by promoting all forms of scholarly activity.

It labors further to give its students a thorough grasp of a chosen field of knowledge, special skills in methods of research, and sharpened powers of independent thought. Under the guidance and inspiration of a scholarly staff, students are given the constant use of library, laboratories, and other educational facilities. Above all, a graduate student is expected to bring marked initiative to his work and to assume full responsibility for the progress of his studies. The courses of instruction can be no more than the point of departure and a basis for wide reading and personal investigation.

The number of credit hours demanded for a graduate degree is merely the material requirement; the form and substance of graduate work are conceived as the mastery of a subject-matter with understanding of its relations to kindred branches of knowledge.

In short, graduate work, for the student at the University of Dayton, has for its purpose an integrated program of advanced study based on adequate undergraduate preparation in a specific field of study. It presupposes academic and personal maturity and makes more than average demand upon the initiative, the industry, and the scholarship of the candidates for an advanced degree.

ACCREDITATION

The University of Dayton is officially accredited by the following agencies:

The State of Ohio, Department of Education.

The North Central Association of Colleges and Secondary Schools.

The National Council for Accreditation of Teacher Education (for preparation of elementary and secondary school teachers).

The Engineers' Council for Professional Development for Civil, Electrical, and Mechanical Engineering curricula; also for programs of Electrical, Industrial, and Mechanical Technology in the Technical Institute.

The University has the approval of the American Medical Association for its Pre-Medical program and of the American Chemical Society for its program in Chemistry.

The University holds institutional membership in the following associations: The Association of American Colleges; The American Association of Colleges for Teacher Education; The American Council on Education; The American Society for Engineering Education; The International Council on Education for Teaching; The National Catholic Educational Association; The National League for Nursing; The Ohio Association of Counselor Educators; The Ohio College Association; The Council on Social Work Education; The Ohio Council for the Advancement of Educational Administration; Ohio Council on Advanced Placement.



Academic Information

ADMISSION

Men and women graduates of approved colleges or universities with a bachelor's degree are eligible for admission. Applicants must have had an adequate undergraduate preparation in their proposed field of study and must show promise for pursuing higher studies satisfactorily.

APPLICATION FOR ADMISSION

Inquiries concerning admissions and requests for application forms should be addressed to the Dean of the school in which the applicant wishes to become a candidate for a degree, that is, the Dean of the Graduate School of Arts and Sciences, the Dean of the School of Business Administration, the Dean of the School of Education, or the Dean of the School of Engineering.

The application for admission to graduate work should be submitted by August 1 for the fall term, by December 1 for the second term, by April 1 for the third term, and by June 1 for the second half of the split third term. It is the responsibility of the student that his application, with all the necessary supporting documents, be complete and in order before registration if he is to be admitted as a graduate student.

Students from foreign countries may be admitted to graduate courses for which they are prepared, and, if found capable, to pursue a program leading to a degree. In addition to the information required of all students, the foreign student must submit with his application for admission :

1. A statement from a qualified official that the applicant can read, write, speak, and understand English sufficiently to pursue a program of graduate work in the field of his choice (exception being made for those whose native language is English).
2. A statement certified by a responsible person or group that his finances are sufficient to maintain him while in residence.

3. A statement by a responsible medical authority certifying to the student's physical, mental, and emotional balance adequate for the work he intends to undertake.

CLASSIFICATION OF STUDENTS AFTER ADMISSION

Regular Students

Regular students are those who have met satisfactorily all the general requirements of the school in which the student is accepted and the specific requirements of the Department in which he is working.

Special Students

Special students are those who belong to any of the following categories :

1. Those on conditional status, that is to say, applicants who must fulfill some prerequisite imposed by the specific School and Department, before their admission to regular status.
2. Non-programmed students who fulfill all requirements and are taking courses for credit, but are not seeking a degree.
3. Auditors, that is, properly qualified students who wish to follow graduate courses without working for credit. Auditors may be admitted to graduate courses with the permission of and under the conditions required by the Dean. Tuition for auditors is the same as for regular students.
4. Those properly qualified students working toward a degree in another institution who have written authorization from the Dean of that institution to take specific courses at the University of Dayton, for transfer of credit. Such students must satisfy all the registration requirements in the given course that are mandatory for students working toward a degree at the University of Dayton.

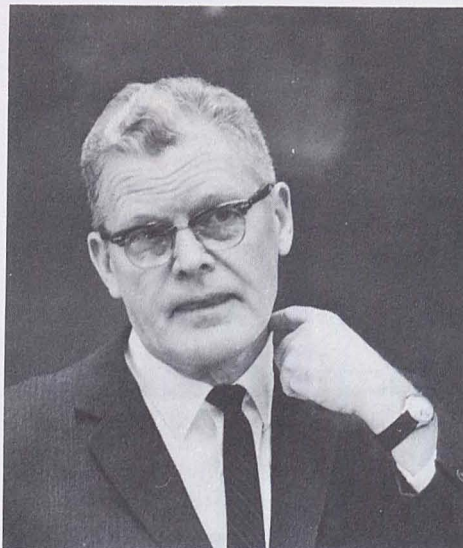
DEGREES

The University of Dayton offers advanced studies leading to a degree of Master of Arts, Master of Business Administration, Master of Science, Master of Science in Education, and Master of Science in Engineering.

SPECIFIC REQUIREMENTS FOR ALL DEGREES

Course Requirements

To date the Schools of Arts and Sciences, Business, Education, and Engineering offer programs variously distributed in time, leading to the Master's degree. Specific requirements are listed in those sections of this Bulletin which describe these degrees. Each School also provides through a particular course-offering, a philosophical orientation to the over-all intent of the graduate programs in order to insure correlation with the general purposes of the University.



Residence Requirements

Residence requirements at the University of Dayton call for the equivalent of time normally demanded by the successful completion of twenty-four credit hours of graduate work. During the initial years of operation of any program, exceptions to this limitation may be made with the approval of the Dean concerned.

Time Limit

All requirements for a Master's degree must be satisfied within five calendar years from the time of admission to candidacy.

Graduate Work in Other Institutions

A maximum of six semester credit hours of graduate work may be allowed in transfer from other accredited institutions provided the work be of "B" grade quality or better. During the initial years of operation of any new program, exceptions to this limitation may be made with the approval of the Dean concerned.

Registration of Undergraduate Students for Graduate Courses

An undergraduate student may register for graduate courses only under the following conditions:

1. Approval must be obtained from the Graduate Committee of the particular Graduate School offering the course.
2. The student must be within fifteen (15) semester hours of completing the credit hour requirements for graduation in his undergraduate program.
3. The student's total load must not exceed seventeen (17) hours.
4. Credit obtained for the graduate courses may not be counted toward both the Bachelor's and the future Master's degrees.
5. The graduate tuition rates must be paid when registering in graduate courses.

Language Requirement

A reading knowledge of a foreign language may be required for a Master's degree at the discretion of the Department. Language courses for the convenience of graduate students can be had by special arrangement on a class or tutorial basis, through the Chairman of the Language Department. No graduate credit is allowed for the fulfillment of these language requirements.

Grades and Examinations

Grades are expressed on the student's permanent record in the following manner:

A—Excellent	4 quality points
B—Good	3 quality points
C—Passing	2 quality points
F—Failing	0 quality points
I—Incomplete	0 quality points
W—Withdrawal	0 quality points

Graduate students must maintain a general three-point average to be eligible for candidacy and for the comprehensive examinations.

Admission to Candidacy

It is the student's responsibility to apply for admission to candidacy. Application blanks may be obtained from the Dean's office. The most important consideration in the admission of a student to candidacy is the qualitative standard of the student's record in his graduate work. Applicants who are deemed unqualified at this point will be advised to discontinue their program.

Comprehensive Examinations

A comprehensive examination is required by all Schools for the Master's degree. The examination may be oral or written, or both. Applications for all comprehensive examinations must be approved by the Chairman of the student's major department at least two weeks prior to the examination. Students who fail in a comprehensive examination may on the recommendation of the Chairman of the Department, be admitted to a second examination, but not sooner than the next term or summer session, and no later than one calendar year. If a second examination is unsatisfactory, no further trial may be granted.

Thesis

In those departments requiring a thesis or an equivalent project, the work may not be undertaken without the approval of the Departmental Chairman or of an advisor delegated by the Dean; both the form and the content of the thesis must have the approval of three members of the Department, including the faculty advisor and the Chairman.

Three final copies of an approved thesis in correct form must be submitted by the student.

Theses may not be published, in whole or in part, without the approval of the Administration of the University.

Withdrawals from Courses

Any withdrawal or change of course after the last date of late registration is allowed only with written permission. Any change of course or withdrawal must be filed with each office that has a record of the student's admission form.

Use of Advanced Undergraduate Courses in the Graduate Program

1. Normally not more than six semester credit hours of the student's total graduate program may be selected from designated upper-division (300-400) courses.
2. When upper-division courses are permitted for credit on the graduate level, the work done in such courses shall be of "B" grade or better.

REGISTRATION

Registration is required each term or session of all students who enter course work for credit; and of all students who wish to audit courses. Graduate students register on the regular registration days on the dates and at the times assigned to the evening school. The written approval of the proper Dean is required for admission to any course.

LIBRARY RESOURCES

The Albert Emanuel Library houses all general holdings plus the concentration of titles in the field of Electrical Engineering.

Graduate students have the privilege of open access to the stacks in the Albert Emanuel Library upon presentation of their registration card to the librarian.

Specialized libraries are also open to graduate students as follows:

1. Departmental Libraries
 - a. Biology, Mathematics, Physics, Psychology . . . Sherman Hall Library, third floor.
 - b. Chemistry, and Chemical, Mechanical, and Civil Engineering . . . Wohleben Hall Library, third floor.
 - c. Mariology . . . Marian Library on second floor of Albert Emanuel Library.
 - d. Education . . . Curriculum Library on second floor of Chaminade Hall.
2. Other Libraries in the Area:

There are several other libraries in the area available to graduate students. These include the public libraries, the Engineers' Club, Miami Valley Hospital, certain local industries, certain areas at Wright-Patterson Air Force Base, and the libraries of the affiliated institutions.

SEPARATION FROM THE UNIVERSITY

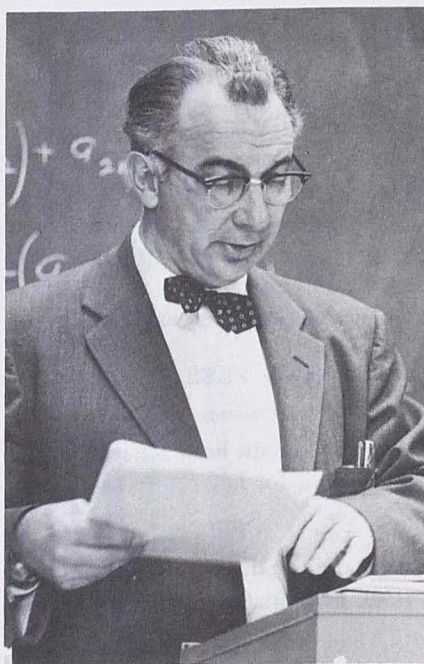
Separation from the University may follow upon graduation, withdrawal by the student, or dismissal.

The admission of candidates, their continuance and status, the awarding of academic credits, and the granting of a degree, are all subject to the ordinary regulatory powers of the University. It reserves the right to cancel, at its discretion, any of these privileges for reasons considered sufficient by its own governing body.

The various Deans reserve the right to review at intervals the work of their graduate students, and, in consultation with the Chairman of the Department, to recommend that those who are not doing work of a high caliber be advised to discontinue courses leading to a degree.

The disciplinary authority of the University is vested in the President by right, and in the Deans and other officers on whom jurisdiction may be conferred for specific cases and in restricted areas.

For transcripts of records, application should be made to the Office of the Registrar of the University. Transcripts are issued only as requested by the student. In normal periods of the calendar year, excluding principally registration or examination periods, a time allowance of a week should be made for the preparation of a transcript. The first copy requested after graduation will be issued gratis. For each additional record, a fee of \$1.00 will be charged.



Financial Information

GENERAL REGULATIONS

It is a general rule of the University that tuition and laboratory fees are payable before attendance at any instructional or laboratory period, unless exceptional arrangements have been made with the Business Manager of the University and cleared by him in writing through the office of the Treasurer.

All fees are subject to change at the discretion of the Trustees of the University.

Applications for refunds on any kind of fees will be given consideration only within the limits of time and amount set by the general rules of the University.

Where voluntary withdrawal, dismissal, illness, physical disability, or any extraordinary contingencies require a student to leave, he must notify the Dean of the School in which he is enrolled.

VETERANS

Veterans admitted to graduate courses must submit with their formal registration the Certificate of Eligibility for studies by the V.A. under Title 38, United States Code. Lacking the necessary document applicable to his case, the prospective student must register as a non-veteran and pay the required tuition and fees.

Application for benefits under Title 38, United States Code, is made at the Veterans Administration in Cincinnati. Advice and consultation for veterans may be had at the Veterans Service Office of the University of Dayton in St. Mary's Hall.

TUITION AND FEES

Tuition for Courses Taken for Undergraduate Credit

Per registered credit hour for lecture course	\$21.00
Per clock hour for laboratory course	\$14.00

Tuition for Courses Taken for Graduate Credit

Per registered credit hour for lecture course	\$24.00—\$30.00
Per clock hour for laboratory course	\$18.00

Fees

Registration	\$ 2.00
Penalty for late registration.....	\$ 5.00
A second comprehensive examination	\$25.00
A second language examination	\$10.00
A deferred semester examination.....	\$ 5.00
Graduation	\$25.00
Transcripts: First transcript.....	No charge
Each subsequent transcript.....	\$ 1.00

FELLOWSHIPS, SCHOLARSHIPS, ASSISTANTSHIPS

A limited number of Research Fellowships and of Research or Teaching Assistantships are available to students who are qualified. These carry a stipend and tuition refund provision which enables the recipients to complete the requirements for the degree in a two-year period.

Detailed information and forms for making application may be secured from the Dean of the School in which study is to be done.

