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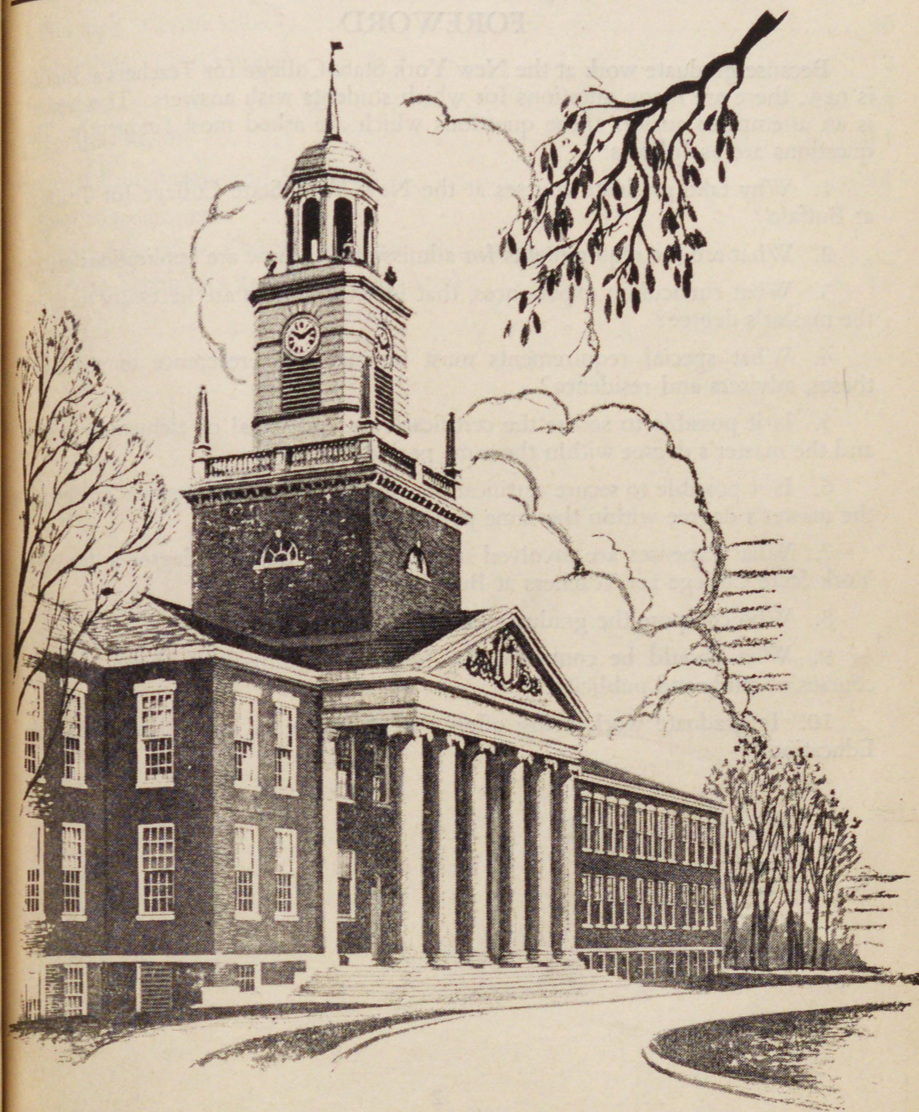
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New York State
COLLEGE for TEACHERS

BUFFALO

NEW YORK

THE GRADUATE DEPARTMENT



Bulletin No. 1
November, 1947

GENERAL INFORMATION

Teachers in service and properly qualified undergraduates will be admitted to Extension courses.

A fee of \$7.50 is charged for each semester hour. Special exceptions may be made in the case of regular students and faculty. No refunds will be made unless the course is discontinued. Fees are payable at registration.

While credit is granted for the completion of all credit courses the application of such credit to the specific program of any student is subject to the approval of the Registrar. Extension credit is available to other academic institutions in accordance with the regulations of such institutions.

If a student wishes to be considered a candidate for a degree he is expected to secure either by mail or by personal interview, examination of his program from the Registrar in order that he may be sure that work taken will fit his individual need.

Part-time courses will be organized in convenient centers where the demand is sufficient to justify it. Communication with the Director is urged.

Third year Buffalo State Teachers College graduates taking extension courses are warned not to expect credit toward degrees if such credits fall within the last sixteen hours of required residence. Extra credit does not count toward the residence requirement in the first three years' work of the candidates were taken elsewhere.

Classes under ten, as an absolute minimum, will not be organized except in exceptional cases of required subjects necessary for immediate graduation.

The right is reserved to make any necessary alterations in the courses already listed in this catalog without notice.

Any student who has questions relative to courses, requirements or other matters pertaining to extension work, please write to R. E. Albright, Director of Extension, New York State College for Teachers, Buffalo, N. Y.

APPLICATION FOR DIPLOMA

Students expecting to qualify for degrees in January or June of any year are required to make application in the Registrar's office for such degrees by November 1 of the year in which they expect to graduate. Degrees will not be ordered for students who fail to make application. The College cannot be responsible for the graduation of any who fail to make application. Students completing the requirements for the degree during the Summer Session are required to make application for the degree before the close of the Summer Session.

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NEW YORK STATE COLLEGE FOR TEACHERS
THE GRADUATE DEPARTMENT

FOREWORD

Because graduate work at the New York State College for Teachers at Buffalo is new, there are many questions for which students wish answers. This booklet is an attempt to answer those questions which are asked most frequently. The questions are as follows:

1. Why take graduate courses at the New York State College for Teachers at Buffalo?
2. What are the requirements for admission and how are applications made?
3. What curriculum experiences, that is what courses are necessary to secure the master's degree?
4. What special requirements must be met with reference to standards, theses, advisers and residence?
5. Is it possible to secure the certification as principal of elementary grades and the master's degree within the same period of time?
6. Is it possible to secure certification as supervisor of elementary grades and the master's degree within the same period of time?
7. What expenses are involved in attaining the master's degree at the New York State College for Teachers at Buffalo?
8. Who compose the graduate faculty?
9. Who should be contacted for help with admissions, theses, advisers, courses of study and publicity?
10. Is graduate work being offered in departments other than Elementary Education?

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I. *Why take graduate courses at the New York State College for Teachers at Buffalo?*

Graduate study is nearly always rewarding. First, the graduate student is likely to achieve satisfaction through study in the special fields where his professional and personal interests lie. The year of graduate study at the New York State College for Teachers at Buffalo offers to students the assistance of scholars and specialists in the planning and pursuing of professional interests in the special fields of education. Secondly, successful graduate study frequently leads to professional advancement in many schools where the candidates are working. One of the persistent trends in the development of salary schedules in New York State is that of awarding increments to teachers who engage in in-service education. The master's degree is excellent evidence of attempts on the part of teachers at in-service growth. Finally, the course of study leading to a graduate degree is designed to assist students to succeed better in teaching, administering and supervising the elementary schools of New York State. There is perhaps no higher satisfaction for the professional worker than a sense of achievement within his profession.

II. *What are the admission requirements and how are applications made?*

The following outline states, briefly: (a) Who is eligible to apply for admission to the Graduate Department, (b) Under what conditions a graduate student may apply for admission to candidacy for the master's degree, and (c) What steps must be taken by a student, prior to registration date, to gain admission to the Graduate Department.

A. *Admission to the Graduate Department is dependent upon:*

1. An approved bachelor's degree
 - a. from a teachers college accredited by the American Association of Teachers Colleges.
 - b. from a teachers college, college or university accredited by the appropriate regional accrediting agency, or on the accredited or approved list of either the state board of education or the state university of the state in which the institution offering the degree is located.
2. Eligibility to teach in the elementary field.
3. Undergraduate scholastic average of 2.30 or better, except in those cases where extenuating circumstances indicate justifiable modification.
4. An acceptable teaching record as determined by a confidential statement from the applicant's Superintendent or Principal.
5. Evidence from persons able to judge the candidate's fitness to undertake graduate study.
6. In administering the above regulations the Admissions Committee will be guided by the following statements:
 - a. All applicants meeting the requirements indicated above will be admitted to the Graduate Department.
 - b. In cases where it seems inadvisable to make exception to the undergraduate scholarship requirement, applicants will be advised to prove their

fitness for admission to graduate study by the completion of six semester hours of undergraduate study.

c. Students holding a bachelor's degree from institutions not on the above mentioned accredited or approved list may, when their qualifications are strong, be admitted to graduate courses, but graduate status will be withheld until ability to do acceptable graduate work has been demonstrated by at least one semester of four hours credit in extension or one Summer Session of six hours credit.

B. *Admission to Candidacy for degree is dependent upon:*

1. The completion of at least six semester hours in graduate courses.
2. A cumulative average of "B" in courses accepted for graduate credit. No courses in which a mark of "D" is received will be accepted for graduate credit. No more than nine (9) semester hours of "C" work will be accepted toward a degree.
3. A recommendation from the adviser of the candidate.
4. A comprehensive written or oral examination may be required upon the recommendation of the adviser or the Admissions Committee.

C. *Procedure for Admission is as follows:*

At least one month in advance of registration the applicant must:

1. File on a special form an application for Admission to the Graduate Department.
2. Arrange for the transmission of all official transcripts of all previous graduate and undergraduate study of collegiate status. An official transcript is interpreted as a record mailed directly from the college issuing it to the New York State College for Teachers at Buffalo.
3. Arrange for the confidential report from the Superintendent or Principal.
4. Request that three persons, able to judge the ability of the candidate to do graduate work, send a statement about the candidate to the Registrar of the College.

The above should be mailed to:

The Registrar
New York State College for Teachers
Buffalo (9) New York

III. *What curricula are offered for the Master of Education Degree in the New York State College for Teachers at Buffalo?*

A. Two curricula have been established for those desiring a Master's degree in Elementary Education.

1. One is for teachers desiring to improve their professional skill and efficiency. The curriculum required is as follows:
 - 6 hours Workshop in Elementary Education
 - 3 hours Seminar in Elementary Education
 - 3 hours Educational elective

- 6 hours English and/or Social Studies
- 6 hours Academic electives
- 4 hours Thesis
- 4 hours Unrestricted electives

2. The other is for those who wish to qualify for the Elementary Principal or Supervisor Certificate—both temporary and permanent. The curriculum required for such certificates is:

- 6 hours Workshop in Elementary Education
- 6 hours Seminar in Elementary Administration or Supervision
- 6 hours English and/or Social Studies
- 2 hours Academic electives
- 4 hours Thesis
- 8 hours Unrestricted electives

B. Curricula in Art Education, Education for the Handicapped, Home Economics and Industrial Arts are being developed. See special announcement page 14 of this bulletin.

DESCRIPTION OF COURSES IN ELEMENTARY EDUCATION APPROVED TO DATE

EDUCATION

EDUCATION 500. *Workshop in Elementary Education*. Restricted to graduate students and limited to thirty. Each participant is expected to work on an individual problem. Wide use is made of the demonstration school. Readings, reports, discussion and group lectures will characterize the workshop. Summer session only. Six semester hours credit.

EDUCATION 501. *Seminar in Elementary Education*. An attempt is made to guide the graduate student to increase his abilities and to extend his willingness to use scientific educational research in solving problems in elementary education. Problems to be considered are: (1) the nature of scientific educational research, and (2) special problems selected by individual students from the area of elementary education. Three semester hours credit.

EDUCATION 502. *Supervision in the Elementary School*. An analysis of the principles and practices of supervision as they are related to the improvement of teaching and learning in elementary schools, including specific techniques, objective analysis of classroom activities, and concrete applications to everyday problems. The course consists of readings, lectures, reports, discussions and tests, with an opportunity to work on individual projects. Three semester hours credit.

EDUCATION 503. *Elementary Principalship A*. Organization of the elementary school. The course deals with the kinds of over-all organization of the elementary school and the relationships of curriculum and organization. Three semester hours credit.

EDUCATION 504. *Elementary Principalship B*. Operation of the elementary school. Topics to be discussed will be as follows: The day to day problems of the school as its curriculum operates. The principal as the executive of the school board and the superintendent; State aid and budgeting, equipping the school plant; obtaining and using supplies and texts; movement of the children; policies and programs in using the school facilities, special services for special needs; resolving pupil maladjustment; making and using records; measuring the amount of overageness; normal ageness, and underageness; acceleration and retardation; evaluating the effectiveness of the school organization; school building standards; community leadership. Three semester hours credit.

EDUCATION 505. *Evaluation Techniques in the Elementary School*. Topics to be discussed will be as follows: Points of view and changing concepts concerning the nature and meaning of evaluation; development of a philosophy of guiding principles in the appropriate use of instruments for evaluating the different types of pupil growth and in studying educational problems; construction of valid and reliable informal teacher-made instruments for evaluating pupil growth and their proper use as educational aids. How to carry out an adequate program of evaluation in terms of modern instructional objectives; how to use appropriate statistical concepts and methods in handling and interpreting collected data; how to organize remedial programs based on the results of evaluation. Three semester hours credit.

EDUCATION 506. *Philosophy of Education*. An attempt is made to guide the student to study critically certain principles underlying educational practices and to formulate a philosophy for his own teaching procedures. Major problems considered are: (1) changing conceptions of education, (2) education's responsibility in a democratic society, (3) the nature of reflective thinking and its educational implications, and (4) some essential phases of a teaching procedure suggested by the democratic concept of education and other problems discussed. Three semester hours credit.

EDUCATION 507. *Personality Adjustment in the Elementary School*. This course deals primarily with the dynamics of human behavior, the prevention and the cure of maladjustments, and the formation of attitudes and habits, all of which will be considered in the light of recent clinical findings. The content of the course will be organized around many case materials. Two semester hours credit.

ENGLISH

ENGLISH 500. *Studies in the Structure and Functions of Language*. Fundamental principles basic to all languages. Among the topics included are theories of the origin of language, the nature and psychology of language, phonetics and phonetic change, alphabets and systems of writing, language types and families, the Indo-European family and its branches, the history of the English language, changes in the meaning of words, speech standards. Each student will engage in an independent study requiring direct use of language material within the scope of his linguistic equipment. Three semester hours credit.*

ENGLISH 501. *Epic, Legend and Myth as a Background to Children's Literature*. The course includes a study of the major epics—the Iliad, the Odyssey, Beowulf, The Niebelungenlied, Icelandic Saga, and selected readings in Ger-

manic, Celtic (including the Arthurian legends), and American folklore. Emphasis is placed upon the use of these materials in American and English literature, particularly those phases taught in the elementary school, with some attention to treatments in the allied fields of art and music. Three semester hours credit.*

ENGLISH 502. *Studies in American Literature.* Aspects of American literary culture studied on a seminar basis. Religious, political and social influences on American prose and poetry from the Colonial period to the Second World War. Principal literary forms and ideas. Romanticism, Realism, and Naturalism. Investigations and reports. Three semester hours credit.*

ENGLISH 503. *American Regional Literature.* An investigation of the literature of certain geographical areas of the United States; New England and Eastern, Southern, and Western. Folklore in American letters, local color, and the exploitation of regional materials, especially in poetry and fiction. Three semester hours credit.*

HISTORY AND SOCIAL STUDIES

SOCIAL STUDIES 500. *Studies in Twentieth Century American History.* Intensive analysis of selected aspects of American life since 1900, with emphasis on significant trends, policies, or ideas in the areas of politics, diplomacy, and national culture. Selection of topics for study is dictated by student needs and interests. Three semester hours credit.*

SOCIAL STUDIES 501. *Studies in Twentieth Century European History.* Lectures, class discussions, and student reports on one or two subjects such as modern political ideologies, problems of modern Germany, recent developments in Russian, or international relations. Three semester hours credit.*

SOCIAL STUDIES 502. *The United States and its Inter-American Relations.* A study of American policies toward the Latin-American republics and the Dominion of Canada, with emphasis on factors affecting the growth of hemisphere security; promotion of regionalism. Three semester hours credit.*

SOCIAL STUDIES 503. *History of Political Theory.* Study of the development of political thought as found in the writings of the chief modern contributors to the political ideologies of democracy, liberalism, conservatism, nationalism, socialism, communism, fascism, and nazism. Three semester hours credit.*

SCIENCE

SCIENCE 500. *Science in the Elementary Curriculum.* This course is designed to acquaint teachers of all elementary grades with the background, purposes and present scope of science in the elementary schools. A feature of the course is a professionalized review of subject matter with demonstrations, experiments and motion pictures, as well as by extensive outside reading. Opportunity is given the members of the class to prepare experiments and demonstrations in laboratory periods and to present them before the group. Three semester hours credit.*

SCIENCE 501. *Field Studies in Science.* Selected field studies, both group and individual, acquaint the participants with the various areas in which "field studies" may be used. Each individual is expected to cover one or more areas intensively, the emphasis of topics being governed by the needs of the State Elementary Science Syllabus. Ecological relationships bind the various field studies into one unified program. Three semester hours credit.*

GEOGRAPHY

GEOGRAPHY 500. *Geography of Eastern Asia.* The geography of Japan, Korea, eastern U.S.R.R., China, and the countries of Indo-China and the Malay Peninsula is organized on a regional basis. The study of each region includes the physical background, the people, and the cultural and economic adjustments of the people to the environment. Emphasis is given to the relationship between the geographic background and current problems. Two semester hours credit.

* * * * *

Additional graduate courses are contemplated in each field as the need develops.

* These courses are offered on a two hour basis in Extension and a two or three hour basis in summer session.

IV. *What special requirements must be met, with reference to standard, thesis, adviser and residence?*

A. *Standards*

1. The completion of thirty-two semester hours of graduate credit is required for the master's degree.
2. A minimum of a year's work in residence is required of those who have not completed previously a year's study at Buffalo.
 - a. Eight hours of graduate credit may be transferred from another accredited college or university.
 - b. The last sixteen hours, preceding the awarding of the master's degree, must be taken in residence at the New York State College for Teachers at Buffalo.
3. Five summer sessions of six weeks each are regarded as the usual period of attendance for the completion of the thirty-two hour requirement for the master's degree.
4. Not more than four semester hours in one semester of Saturday or Extension courses is allowed to students who are holding full time positions. Deviations from this limitation can be secured only through the special action of the Graduate Council.
5. After a lapse of seven years no credits will be allowed toward the attainment of the graduate degree.

B. *Thesis*

1. A thesis is required for the attainment of the master's degree. The thesis should give evidence of the ability of the candidate to:

- a. Work independently on an approved problem.
 - b. Demonstrate familiarity with the literature of the selected field of study.
 - c. Use acceptable research methods.
 - d. Draw defensible conclusions.
2. Upon the completion of twenty hours of credit, an outline of the subject and scope of the thesis should be presented to the Graduate Council for approval.
 3. Two months before the completion of the graduate work the Graduate Council will examine and approve the thesis.
 4. An oral examination of the candidate and his thesis may be required.

C. *Advisers*

1. When the student has taken at least six hours of graduate work and his total accumulative average is a "B", an adviser will be appointed by the Graduate Council.
2. The adviser will:
 - a. Recommend that the student be admitted to the candidacy for the master's degree.
 - b. Give the graduate student guidance toward the selection of a thesis problem, and submit the problem to the Thesis Committee whenever it seems desirable to do so.
 - c. Continue guidance of the candidate throughout his total graduate program.
 - d. Determine, with the candidate, the knowledge of research, skills, and techniques considered essential for a successful completion of the thesis.
 - e. Establish the individual requirements of the candidate for the acquisition of the necessary knowledge, skills and techniques of research for thesis writing.

V. *Is it possible to secure certification as Principal of Elementary Grades and the Master's Degree within the same period of time?*

- A. There are two stages to Elementary School Principal's Certification:
1. For *Provisional* Certification the candidate shall have completed:
 - a. Baccalaureate degree and certification to teach in the elementary schools of this state.
 - b. Six semester hours approved graduate courses.
 - c. Three years teaching experience.

The total work offered for certification must include four semester hours in approved courses in the field of elementary school administration.

For *Provisional* Certificate—Those who have had a minimum of four semester hours in courses in the field of elementary school administration before entering upon their graduate program may qualify for the Provisional Certificate by completing six semester

hours in approved graduate courses. These courses may fall in any division of the graduate curriculum and should not duplicate previous courses.

Those who have not had a minimum of four semester hours in the field of elementary school administration should complete two courses in this field, preferably one course in principalship and one in supervision. The course in supervision may be included as part of the seminar requirement, and the course in principalship as part of the "electives in any field". If these two courses do not total six semester hours of graduate credit, then other graduate work must be included to bring the graduate offerings for the elementary principal's provisional certificate to a minimum of six semester hours.

2. For *Permanent* Certification the candidate shall have completed:
 - a. Baccalaureate degree and 30 semester hours in approved graduate courses.
 - b. Five years appropriate experience.

The total work offered must include eight semester hours in approved courses in the field of elementary school administration. The following will explain how these requirements may be met in the graduate program.

For *Permanent* Certificate—In addition to the requirements for the elementary school principal's provisional certificate, the candidate for the permanent certificate must complete an additional twenty-four semester hours in approved graduate courses. In this additional total, sufficient credit hours in above mentioned courses must be included to bring the total offering in principalship specialization to eight semester hours. Selection may be made from the above offerings to meet this requirement.

The graduate courses offered for the permanent elementary principal's certificate may be taken in the following divisions of the graduate curriculum provided the student has unused credit hours in the division.

Unrestricted Electives.

Seminar in Elementary Administration and Supervision.

- B. The graduate offerings in the field of elementary school administration are:

Elementary School Principalship A.
Elementary School Principalship B.
Supervision of the Elementary School.

The above courses may be taken in any sequence.

- C. Other graduate courses which are accepted toward principalship certification requirements are:

General School Administration
Supervision of Elementary School Subjects
Evaluation Techniques in the Elementary School

VI. *Is it possible to secure certification as Supervisor of Elementary Grades and the Master's Degree within the same period of time?*

- A. There are two stages to certification as a supervisor of elementary grades:
 - 1. Provisional.
 - 2. Permanent.
- B. For *Provisional* Certification the candidate shall have completed:
 - 1. Baccalaureate degree and certification to teach in the elementary schools of this state.
 - 2. Six semester hours in approved graduate courses.
 - 3. Three years teaching experience.

The total work offered for certification must include six semester hours in approved courses in the field of elementary school supervision.

C. For *Provisional* Certificate

Graduate offerings in the field of elementary school supervision are:

- 1. Supervision of the Elementary School
- 2. Evaluation Techniques in the Elementary School
- 3. Supervision of Elementary School Subjects

D. Other graduate courses which are accepted toward certification as supervisor of elementary schools are:

- 1. Research in Elementary Education
- 2. An approved course in Guidance

E. For *Permanent* Certification the candidate shall have completed:

- 1. Baccalaureate degree and 30 semester hours in approved graduate courses.
- 2. Five years teaching experience.

F. For *Permanent* Certificate

In addition to the requirements for the supervisor's provisional certificate the candidate for the permanent certificate must complete an additional 24 semester hours in approved graduate courses. In this additional total, sufficient credit hours in above mentioned courses must be included to bring the total offering in supervision specialization to 12 semester hours. Selection may be made from the above offerings to meet this requirement.

The above offerings fall in the following divisions of the graduate curriculum:

- Unrestricted electives.
- Seminar in Elementary Administration and Supervision.

VII. *What expenses are involved in attaining the Master's Degree at the New York State College for Teachers at Buffalo?*

- 1. Fees in the Graduate Department either in summer session or in Saturday Extension classes are \$10.00 per credit hour.
- 2. During the summer session, accommodations at addresses recommended by the college may be secured at approximately the following rates:
 - a. Room and board \$12.00 per week for room and two meals a day.
 - b. Cooperative residence at \$4.50 for room and about \$3.00 for food costs.
- 3. All inquiries concerning residence should be addressed to the Housing Committee, New York State College for Teachers, Buffalo 9, N. Y. Because of the present difficulties in securing accommodations, inquiries should be sent in to the college as early as possible.
(Prices for room and board are quoted on 1947 level and are subject to rates current in Buffalo.)

VIII. *Who compose the Graduate Faculty?*

The following comprises the present graduate faculty:

- Harry W. Rockwell.....President of the College
- Ralph Horn.....Dean of the College
- Arthur L. Bradford.....Professor of English,
Chairman English Department
- H. Emmett Brown.....Professor of Science,
Chairman Science Department
- Sherman G. Crayton.....Professor of Education
- Raymond M. Fretz.....Professor of Science
- Oscar E. Hertzberg.....Professor of Education,
Chairman Education Department
- Lester B. Mason.....Assistant Professor of History
- Charles A. Messner.....Professor of Languages,
Chairman Foreign Language Department
- Harold F. Peterson.....Professor of History,
Chairman History Department
- Chester A. Pugsley.....Professor of Elementary School Administration:
Principal School of Practice
- Paul W. Sloan.....Professor of Education
- Harry J. Steel.....Professor of Education, Director of Training
- John Urban.....Professor of Science
- Katheryne T. Whittemore.....Professor of Geography,
Chairman Geography Department

Additions will be made to the graduate faculty as the program of graduate courses expands.

IX. *Who should be contacted for help with admissions, theses, advisers, courses of study, and publicity?*

The Graduate Council is composed of the following members:

President Harry W. Rockwell, Chairman
 Dean Ralph Horn
 Prof. Robert Albright
 Prof. Sherman Crayton
 Prof. Stanley Czurles
 Prof. Maurice Fouracre
 Prof. Oscar Hertzberg
 Prof. Charles Messner
 Prof. Irving Perkins
 Prof. Chester Pugsley
 Prof. Mildred Sipp
 Prof. Harry Steel

Many of the details of the Council are handled by committees, and the chairman should be contacted for help on problems arising in the following areas:

Admissions: Prof. Chester Pugsley
 Courses: Dean Ralph Horn
 Theses and advisers: Prof. Oscar Hertzberg
 Public Relations:

X. *Special announcement.*

Graduate curricula in the fields of Art Education, Education for the Handicapped, Home Economics, and Industrial Arts are being prepared.

For information regarding the graduate program of any of these departments, admission requirements, date of first class sessions, and schedules of offerings, write to the Director of the Department or to Robert E. Albright, Director of Extension Education, New York State College for Teachers, 1300 Elmwood Ave., Buffalo 9, N. Y.