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THE
UNIVERSITY
OF MISSOURI
Bulletin

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business
AND PUBLIC ADMINISTRATION

Announcement of the

**School of Business
and Public Administration**



The University of Missouri Bulletin

VOLUME 50, NUMBER 14

GENERAL SERIES NUMBER 11

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MAY 10, 1949

UNIVERSITY CALENDAR 1949-50

(For all divisions, except the School of Mines and Metallurgy)

1949

First Semester

- September 15—Thursday, Convocation for Freshmen, 8:30 a.m. (Attendance required.)
September 15-17—Thursday-Saturday, Orientation and Freshman Registration Period.
September 19-20—Monday-Tuesday, Registration for Sophomores, upperclassmen, graduate students, 8-12 a.m., 1-5 p.m.
September 21—Wednesday, Classwork begins, 7:30 a.m.
November 17—Thursday, Honors Convocation, 4:30 p.m.
November 23—Wednesday, Thanksgiving holidays begin, 12:30 p.m.
November 28—Monday, Classwork resumed, 7:30 a.m.
December 21—Wednesday, Christmas vacation begins, 12:30 noon.

1950

- January 4—Wednesday, Classwork resumed, 12:30 noon.
January 24—Tuesday, Examinations begin, 7:30 a.m.
February 1—Wednesday, First Semester closes, 5:30 p.m.
February 1—Wednesday, Mid-year Commencement, 7:30 p.m.

1950

Second Semester

- February 4—Saturday, Orientation Day for entering Freshmen, 8:30 a.m. (Attendance required.)
February 6—Monday, Registration.
February 7—Tuesday, Classwork begins, 7:30 a.m.
April 6—Thursday, Spring recess begins, 12:30 noon.
April 10—Monday, Classwork resumed, 12:30 noon.
May 29—Monday, Examinations begin, 7:30 a.m.
June 4—Sunday, Baccalaureate address, 7:00 p.m.
June 6—Tuesday, Second Semester closes, 5:30 p.m.
June 9—Friday, Annual Commencement, 10:00 a.m.

1950

Summer Session

- June 12—Monday, Registration.
June 13—Tuesday, Classwork begins.
July 4—Tuesday, Independence Day, holiday.
August 4—Friday, Eight Weeks' Summer Session closes, 4:30 p.m.
Summer Commencement, 7:30 p.m.
September 1—Friday, Summer Session in Law closes, 4:30 p.m.



Business and Public Administration Building.

OFFICERS OF ADMINISTRATION AND INSTRUCTION

FREDERICK A. MIDDLEBUSH, *President of the University, Professor of Political Science.*

A.B., 1913, A.M., 1914, Ph.D., 1916, Michigan; LL.D., Knox, 1937; Hope, 1937; Washington University, 1944.

WILLIAM L. BRADSHAW, *Dean of the School of Business and Public Administration, Professor of Political Science*

B.S. in Ed., 1917, A.M., 1924, Missouri; Ph.D., Iowa, 1930.

RUSSELL BAUDER, *Professor of Economics*

B.S., Knox, 1924; M.A., 1925, Ph.D., 1933, Wisconsin.

ROYAL D. M. BAUER, *Professor of Accounting*

B.S. in Bus. Admin., Missouri, 1923; C. P. A., State of Missouri, 1927; M.B.A., Northwestern, 1935.

LAWRENCE J. BENNINGER, *Acting Assistant Professor of Accounting*

B.A., 1937, M.A., 1940, State University of Iowa.

ROBERT EUGENE BRAY, *Instructor in Economics and Business*

A.B., University of Missouri, 1946.

HARRY GUNNISON BROWN, *Professor of Economics*

B.A., Williams, 1904; Ph.D., Yale, 1909; L.H.D., Williams, 1936.

WILLIAM N. CASSELLA, JR., *Instructor in Political Science*

A.B., University of Illinois, 1942; M. S., Syracuse University, 1943.

DURFEE LOUIS COMBS, *Instructor in Statistics*

B.S. in B.A., University of Missouri, 1949.

DOLPH CREWS, *Instructor in Marketing*

B.S. in Ed., 1940, Southwest Missouri State College; M.B.A., 1946, Northwestern University.

H. E. DONLEY, *Instructor in Accounting*

B.S. in Ed., 1946, Central Missouri State Teachers College.

MARTIN L. FAUST, *Professor of Political Science*

A.B., 1919, A.M., 1920, Gettysburg; Ph.D., Chicago, 1924.

EDWIN BLY FLIPPO, *Instructor in Business Management*

B.S. in B.A., University of Missouri, 1947; M.B.A., Ohio State University, 1948.

HARRY PELLE HARTKEMEIER, *Professor of Business Statistics*

B.S. in Econ., Louisville, 1927; M.A., Harvard, 1928; Ph.D., Chicago, 1930.

J. G. HEINBERG, *Professor of Political Science*

A.B., 1923, M.A., 1924, Washington; Ph.D., Brookings Graduate School of Economics and Government, 1927.

ROBERT W. HEMMINGSEN, *Instructor in Economics and Business*

B.S., Purdue University, 1943; M.B.A., University of Michigan, 1948.

CHESNEY HILL, *Professor of Political Science*

A.B., 1927, A.M., 1928, Missouri; M.A., 1929, Ph.D., 1932, Harvard.

THOMAS MARION HOWELL, *Instructor in Business Law*

A.B., 1943, J.D., 1948, Iowa.

- LOUIS G. KAHLE, *Instructor in Political Science*
B.A., B.S. in Educ., Texas, 1935; M.A., Texas, 1937.
- ROBERT F. KARSCH, *Assistant Professor of Political Science*
B.A., Westminster College, 1932; M.A., Vanderbilt University, 1934; Ph.D., University of Missouri, 1948.
- KINGSLEY H. KEIBER, *Instructor in Marketing*
B.S., University of Illinois, 1947; M.S.B.A., Washington University, 1948.
- REUBEN A. KESSEL, *Instructor in Economics and Business*
M.B.A., University of Chicago, 1948.
- PAUL A. KOHLER, *Assistant Professor of Accounting*
B.Ed., Illinois State Normal University, 1933; M.A., Colorado State, 1939.
- GEORGE S. LITTLE, *Instructor in Statistics*
B.S. in B.A., University of Missouri, 1948.
- ROBERT C. MANHART, *Associate Professor of Business Management*
B.S. in B.A., 1937, M.B.A., 1939, Ohio State.
- JOHN CORTLAND G. PERET, *Instructor in Economics and Business*
B.S. in B.A., University of Missouri, 1947.
- VALENTINE F. RIDGWAY, *Instructor in Statistics*
B.S., University of Missouri, 1948.
- JOSEPH SCHERER, *Assistant Professor of Economics and Business*
B.A., Brooklyn College, 1939; M.A., University of Chicago, 1948.
- DR SCOTT, *Professor of Accounting and Statistics*
A.B., B.S., in Journ., Missouri, 1910; Ph.D., Harvard, 1930.
- BERYL W. SPRINKEL, *Instructor in Economics and Business*
B.S. in P.A., 1947, Missouri; M.A., 1948, Chicago.
- FRANCIS L. STUBBS, *Instructor in Economics and Business*
B.S., Northwest Missouri State College, 1940.
- TRUMAN G. TRACY, *Assistant Professor of Economics and Business*
A.B., 1939, University of Illinois; M.A., 1940, University of Virginia; Ph.D., 1947, University of Illinois.
- ORBA F. TRAYLOR, *Assistant Professor of Economics and Business*
B.A., 1930, Western Kentucky State Teachers College; M.A., 1932, University of Kentucky; J.D., 1936, Northwestern University; Ph.D., 1948, University of Kentucky.
- PINKNEY C. WALKER, *Associate Professor of Economics*
B.B.A., Texas, 1939; M.B.A., Pennsylvania, 1940.
- WILLIAM LOWELL WASSON, *Instructor in Statistics*
B.A., Culver-Stockton College, 1947.
- S. G. WENNBERG, *Professor of Marketing*
B.S. in Com., 1929, M.B.A., 1932, Ph.D., 1937, Northwestern.
- THOMAS L. WHISLER, *Instructor in Economics and Business*
B.S. in Ed., 1941, Miami University; M.B.A., 1947, University of Chicago.
- ELMER WOOD, *Professor of Economics*
A.B., Missouri, 1916; A.M., Princeton, 1930; Ph.D., Harvard, 1937.

Program of the School

The School offers fundamental training in the principles of business and public administration. The student has a wide choice of curricula for preparation for various occupations in industry, government service, private business, public affairs, and in teaching. In all business curricula at least forty per cent of the work is in business and economic subjects in accordance with the requirements of the American Association of Collegiate Schools of Business, of which this School is a member. Students trained in the *General Business* curriculum enter such fields as transportation, real estate, insurance, Chambers of Commerce, and private business. Those intending to specialize in the various types of accounting work will follow the suggested curriculum in *Accounting*. To become a certified public accountant, one must meet the requirements of the State Board of Accountancy. For those interested in becoming analysts and statisticians in business organizations or in municipal, state, or federal agencies, the curriculum in *Statistics* is available.

Preparation may be obtained in the *Finance* curriculum for students interested in administrative or research work with commercial or investment banks, investment trusts, or financial divisions of the government. The *Marketing* curriculum is designed for those who expect to go into sales, administrative or research work in manufacturing companies or in wholesale and retail establishments. The *Industrial and Personnel Management* curriculum provides training for those interested in the management of industrial enterprises or in personnel relations.

The *Government Service* curriculum is open to those desiring to qualify for positions in many state and national departments as administrative assistants, personnel aides, analysts in labor and welfare divisions. Training in this curriculum is desirable for those planning to enter the diplomatic service.

Special curricula may also be arranged to meet the special need of any student. For example, a student interested in hotel and restaurant management may combine business courses with work in

Home Economics and other fields. Special curricula may be arranged for students interested in animal husbandry, chemistry, dairy husbandry, geology, and other professional fields. (Training of teachers of commercial subjects in high schools is under the direction of the College of Education.)

REQUIREMENTS FOR ADMISSION

The requirements for admission as a regular student to the School of Business and Public Administration are the satisfactory completion of (1) a four-year high school course or its equivalent, and (2) sixty hours and sixty points in Arts and Science, Agriculture, Engineering, or a combination thereof (exclusive of required work in physical training and basic military science) in the University of Missouri or in any college or university of recognized standing. Students in other divisions of the University or in some other accredited school or institution, who transfer to this school will receive credit for their work in so far as it covers the required and elective courses for admission or for a degree.

Students who are unable to present sixty credit hours and sixty points for entrance may be admitted with a condition of as much as six hours and six points. All students admitted to the school with credit of from fifty-four to eighty-four hours are given junior standing; those with eighty-four hours or more are given senior standing.

All communications regarding entrance credits should be addressed to the DIRECTOR OF ADMISSIONS, UNIVERSITY OF MISSOURI, COLUMBIA, MISSOURI. Inquiries regarding other matters may be addressed to the Dean of this school.

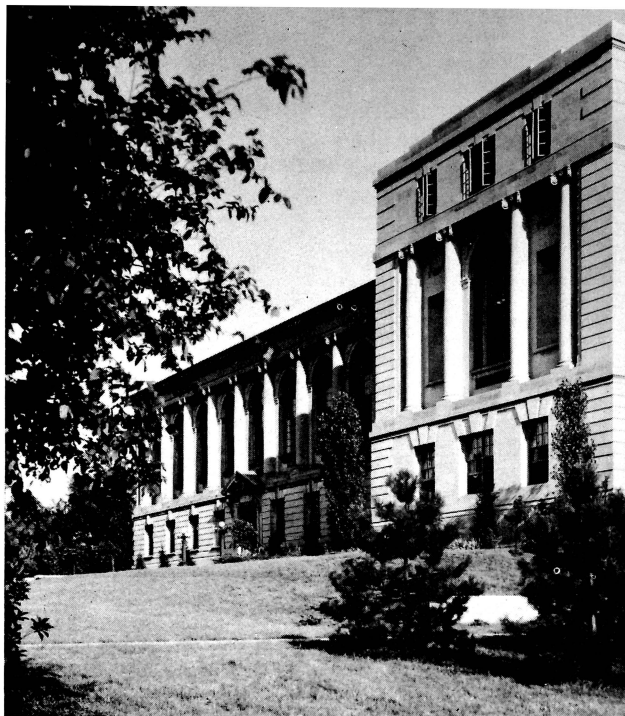
ADVANCED STANDING

The student who has gained more than sixty hours of credit before entering the School of Business and Public Administration may be given credit for such courses in excess of the sixty hours required for admission as are acceptable in the curriculum in which the student is enrolled. However, where a student presents more than sixteen normal credits of work during any semester in the freshman and sophomore years, no extra credit will be allowed for S and E grades.

REGISTRATION

Members of the faculty serve as advisers to the students and assist them in the selection of courses of study at the time of registration. The student is expected to select first the curriculum in

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which he is to enroll. He is then assigned to an adviser by the Dean. The student consults his adviser and arranges a trial program. This program is presented during registration as a basis upon which the student is admitted to the selected courses of study. A student, with the exception of a veteran, may not register for more than sixteen hours per semester; and may not, without the special permission of the Dean, carry less than twelve credit hours. Those who do not complete their registration by the end of the last registration day must pay a fee of \$5.00.

Full directions for registration will be found, during the days of registration, at the information desk located in the main corridor of Jesse Hall.

Students who have not filed their credentials with the Director of Admissions before the days of registration should present themselves with their credentials at the north entrance of the University Auditorium in Jesse Hall during the days of registration.

STUDENT EXPENSES

The amount of money spent during one semester by a student of limited means at the present time need not exceed \$350, although the expenses of the average student will probably be slightly in excess of that amount.

ESTIMATED EXPENSE FOR ONE SEMESTER

	<i>Minimum Expense</i>	<i>Average Expense</i>
Fees	\$ 52.00	\$ 62.00
Board	175.00	190.00
Room	56.00	84.00
Laundry & Cleaning	22.00	34.00
Books & Supplies	22.00	25.00
Miscellaneous	23.00	55.00
Total	\$350.00	\$450.00

This estimate shows the expenses of a male student. The expenses of women students are usually somewhat greater than this estimate. Non-resident students are required to pay an additional non-resident tuition fee the amount of which depends upon the residence of the student. The item for miscellaneous expenses covers amusements, organization dues, etc. No provision is made in the estimate for clothing and travel expenses.

PLAN FOR THE FRESHMAN AND SOPHOMORE YEARS

Students intending to enter the School of Business and Public Administration enroll ordinarily in the College of Arts and Science for the freshman and sophomore years. The following plan is offered for the guidance of such students in the selection of courses of study. Those who do not register under this plan should comply with the regular requirements of the College of Arts and Science.

Students who do not expect to enter this university until the beginning of the junior year are advised to conform to the following suggestions as far as possible and to take only standard courses in arts and science subjects when substitutions are necessary.

<i>Required Courses in All Curricula</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
English Composition	6	English 1 and 2
American Government	5	Political Science 1
Statistics	4	Accounting and Statistics 1
College Mathematics	3	Mathematics 7 or 10
Elementary Accounting	4	Accounting and Statistics 37
General Economics	5	Economics 51
American History	5	History 20

The required courses in basic military training and physical education.

<i>Suggested Courses</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
General Psychology or General Experimental Psychology	3 or 5	Psychology 1 or 2
Elementary Logic	3	Philosophy 1
Introductory Geography	3	Geography 6
Economic Geography	3	Geography 125
Applied Psychology	3	Psychology 30
General Sociology	3	Sociology 1
International Relations	3	Political Science 5
Mathematics of Finance	3	Mathematics 155
Additional Mathematics courses	5 to 15	
History	3 to 8	
Natural Science	5 to 10	
Foreign Language	5 to 10	
Home Economics or Art	4 to 5	
Speech	2 to 5	
Citizenship (Freshmen only)	2 to 4	

Free Electives, arts and science subjects sufficient to complete the requirement of sixty hours for admission. These free electives may include a maximum of four hours credit for Elementary Military Science.

Students intending to enter the curriculum in Government Service (IV) are advised to elect the courses in General Sociology and Psychology. Those intending to enter the curriculum in Finance (II), Accounting (III), or Statistics (VI) are advised to elect the course in Mathematics of Finance. Mathematics 9, Trigonometry, Mathe-

Students receive laboratory instruction in Accounting.



matics 10, College Algebra, Mathematics 11, Analytic Geometry, and Mathematics 25, Differential Calculus are available to students who expect to continue in statistics beyond the more elementary courses with a view to specializing in that field. Students interested in Textile Merchandising under Marketing (V) should elect Home Economics 15 and 16, Design I and II or Art 2 and 5, Theory of Drawing.

CURRICULA

Preliminary requirements for all curricula are as follows: American Government (5 hours), American History (5 hours), Statistics (4 hours), Elementary Accounting (4 hours), General Economics (5 hours) and Mathematics (3 hours). These should be completed by the student before he enters this school. If he has not completed all six courses, he will be permitted to take any two of the six courses as professional electives. If the other four have not been completed as a part of the first sixty hours, the student must complete them without credit unless he has completed during the freshman and sophomore years other courses which are acceptable as a part of the curriculum he selects.

The electives permitted in the curricula are intended to be a part of the student's professional preparation and are to be chosen primarily from the fields of business and public administration. Most of the available subjects in these fields are offered by the departments of this school but others may be selected from courses, not ordinarily available to freshmen, in other departments and divisions of the University with the consent of the student's adviser.

Students who have taken part of their curricular requirements in the sophomore year may have time for non-professional electives in the junior and senior years. Such electives are to be chosen only for good reasons and for definite purposes and with the approval of the student's adviser and the Dean. Students who have completed all the prerequisites at the time of admission to the school may take Advanced Military Training as an elective.

A student enrolled in the Naval Reserve Officers Training Course should be able to complete any curriculum in this school by taking part of the curricular requirements in the sophomore year and by counting appropriate naval courses as professional electives. It will be necessary to select the courses carefully throughout the four years, with the approval of an adviser and the Dean, in order to satisfy the requirements.

I. General Business

For students who desire broad non-specialized training in business administration.

<i>Required Courses</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
General Insurance	4	Econ. & Bus. 218
Business Law A	3	Econ. & Bus. 254
Industrial Management	3	Econ. & Bus. 302
Corporation Finance	3	Econ. & Bus. 303
Principles of Marketing	3	Econ. & Bus. 304
Labor Problems	5	Econ. & Bus. 310
Marketing Management or Retailing	4	Econ. & Bus. 312 or 314
Money, Credit and Banking	5	Econ. & Bus. 329
Personnel Management	3	Econ. & Bus. 336
Business Law B	3	Econ. & Bus. 355
Administrative Regulation of Business	3	Pol. Sci. 311
Intermediate Accounting	3	Acctg. & Stat. 317
Advanced Accounting or Industrial Accounting or Managerial Accounts and Statistics	3	Acctg. & Stat. 319 or 321 or 328
Punch-Card Methods or Multivariate Analysis ...	3	Acctg. & Stat. 208 or 309

Electives (professional courses acceptable in this curriculum) sufficient to complete sixty hours and sixty points required by this school.

II. Finance

For students intending to do administrative or research work with commercial or investment banks, brokerage houses, investment trusts, or the financial divisions of the government.

<i>Required Courses</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
Mathematics of Finance	3	Math. 155
Intermediate Accounting	3	Acctg. & Stat. 317
A second course in Statistics	3	Acctg. & Stat.
General Insurance	4	Econ. & Bus. 218
Business Law A	3	Econ. & Bus. 254
Corporation Finance	3	Econ. & Bus. 303
Transportation or Public Utilities	3	Econ. & Bus. 306 or 380
Public Revenues	4	Econ. & Bus. 315
Problems of Corporate Concentration and Control .	2	Econ. & Bus. 319
Money, Credit and Banking	5	Econ. & Bus. 329
Investments	3	Econ. & Bus. 333
Business Law B	3	Econ. & Bus. 355
Business Fluctuations or Cycles and Forecasting .	3-5	Econ. & Bus. 368 or Acctg. & Stat. 420

Electives (professional courses acceptable in this curriculum) sufficient to complete sixty hours and sixty points required by this school.

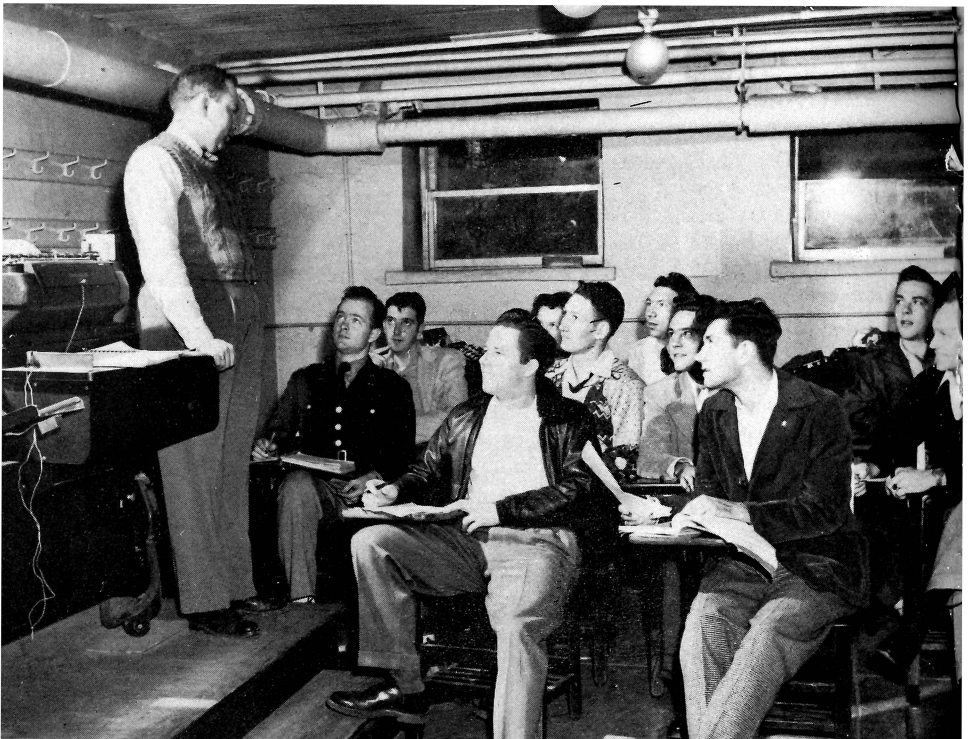
III. Accounting

For students preparing for the public practice of accounting or for the various types of accounting work connected with business enterprises and governmental agencies.

<i>Required Courses</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
Punch-Card Methods	3	Acctg. & Stat. 208
Intermediate Accounting	3	Acctg. & Stat. 317
Advanced Accounting	3	Acctg. & Stat. 319
Industrial Accounting	3	Acctg. & Stat. 321
Consolidated Statements	2	Acctg. & Stat. 323
Managerial Accounts and Statistics	3	Acctg. & Stat. 328
Auditing	3	Acctg. & Stat. 334
Tax Accounting	3	Acctg. & Stat. 373
CPA Problems	3	Acctg. & Stat. 390
Business Law A	3	Econ. & Bus. 254
Corporation Finance	3	Econ. & Bus. 303
Money, Credit and Banking	5	Econ. & Bus. 329
Investments	3	Econ. & Bus. 333
Business Law B	3	Econ. & Bus. 355
Mathematics of Finance	3	Math. 155

Electives (professional courses acceptable in this curriculum) sufficient to complete sixty hours and sixty points required by this school.

Students receive laboratory instruction in the use of modern business machines.



IV. Government Service

For students who wish to qualify for positions with national, state, or municipal governmental departments, governmental research agencies, and private firms engaged in governmental work.

<i>Required Courses</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
Local Rural Government	3	Pol. Sci. 201
European Governments	5	Pol. Sci. 303
Municipal Government and Administration	4	Pol. Sci. 306
Principles of Public Administration	3	Pol. Sci. 310
Administrative Regulation of Business	3	Pol. Sci. 311
The American Constitution	3	Pol. Sci. 320
Business Law A	3	Econ. & Bus. 254
Transportation	3	Econ. & Bus. 306
Public Revenues	4	Econ. & Bus. 315
Personnel Management	3	Econ. & Bus. 336

Electives (professional courses acceptable in this curriculum) sufficient to complete sixty hours and sixty points required by this school.

V. Marketing

For students who are particularly interested in sales or in administrative or research work in the marketing divisions of manufacturing, wholesale and retail establishments.

<i>Required Courses</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
Business Law A	3	Econ. & Bus. 254
Industrial Management	3	Econ. & Bus. 302
Corporation Finance	3	Econ. & Bus. 303
Principles of Marketing	3	Econ. & Bus. 304
Transportation	3	Econ. & Bus. 306
Marketing Management	4	Econ. & Bus. 312
Retailing	4	Econ. & Bus. 314
Credits and Collections	2	Econ. & Bus. 316
Money, Credit and Banking	5	Econ. & Bus. 329
Business Law B	3	Econ. & Bus. 355
Purchasing	2	Econ. & Bus. 358
Market Analysis	3	Econ. & Bus. 370
<i>Options—At least twelve hours from the following:</i>		
Foreign Trade	3	Econ. & Bus. 325
Personnel Management	3	Econ. & Bus. 336
Business Security Devices	2	Econ. & Bus. 356
Sales Control	2	Econ. & Bus. 372
Price and Price Policies	3	Econ. & Bus. 489
Advertising Principles and Practice	3	Journ. 120
Accounting for Small Business	2	Acctg. & Stat. 103
Multivariate Analysis	3	Acctg. & Stat. 309
Intermediate Accounting	3	Acctg. & Stat. 317
Managerial Accounts and Statistics	3	Acctg. & Stat. 328
Administrative Regulation of Business	3	Pol. Sci. 311

Electives (professional courses acceptable in this curriculum) sufficient to complete sixty hours and sixty points required by this school.

VI. Statistics

For students preparing to do statistical work for business organizations and municipal, state, and federal agencies. Students who are considering statistics as their field of specialization should take Accounting and Statistics 1, Statistics (4 hours), during the freshman year.

<i>Required Courses</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
Punch-Card Methods	3	Acctg. & Stat. 208
Multivariate Analysis	3	Acctg. & Stat. 309
Secular Trend	3	Acctg. & Stat. 340
Periodic Variation	3	Acctg. & Stat. 341
Univariate Analysis	3	Acctg. & Stat. 378
Intermediate Accounting	3	Acctg. & Stat. 317
Mathematics	8	Any Math. courses numbered above 7

Options—At least 14 hours from the following fields and courses, including 9 hours from Economics and Business, Accounting, and Political Science 311.

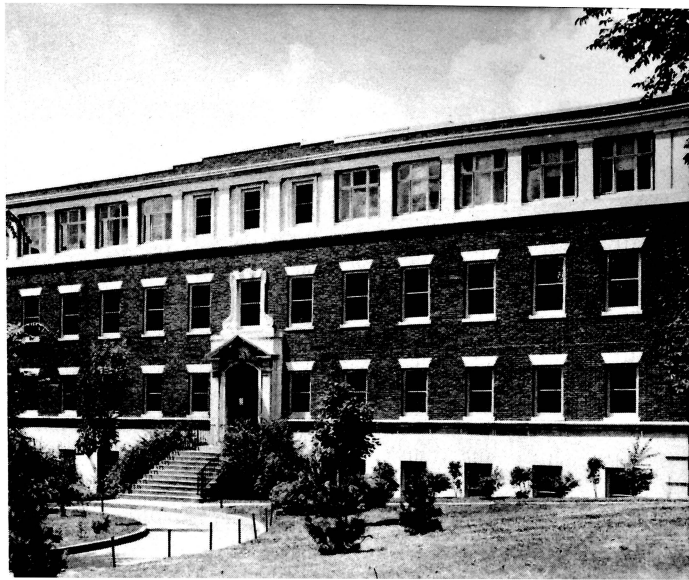
Banking, Finance and Insurance	Econ. & Bus.
Labor and Personnel Management	Econ. & Bus.
Management	Econ. & Bus.
Marketing	Econ. & Bus.
Public Administration	Pol. Sci. 310-311
Mathematics	Math.
Accounting	Acctg. & Stat.
Population Trends	Soc. 305
Social Security	S.W. 313
Engineering Drawing	Mech. Eng. 1
Elements of Electrical Engineering or Fundamentals of Electrical Machinery	E.E. 150, or 119 & 120
Greek for Students of the Sciences	Class. Lang. 75

Electives (professional courses acceptable in this curriculum) sufficient to complete sixty hours and sixty points required by this school.

VII. Industrial and Personnel Management

For students desiring training in the management of industrial enterprises or in personnel relations. It is recommended that students whose chief interest is personnel management take, during the Freshman or Sophomore years, Psychology 2, General Experimental Psychology, 5 hours.

<i>Required Courses</i>	<i>Credit Hours</i>	<i>Departmental Number</i>
Business Law A	3	Econ. & Bus. 254
Industrial Management	3	Econ. & Bus. 302
Corporation Finance	3	Econ. & Bus. 303
Principles of Marketing	3	Econ. & Bus. 304
Labor Problems	5	Econ. & Bus. 310
Personnel Management	3	Econ. & Bus. 336
Industrial Organization and Control	3	Econ. & Bus. 345



The Student Health Service is housed in this spacious building.

Wage and Salary Administration	3	Econ. & Bus. 347
Intermediate Accounting	3	Acctg. & Stat. 317
Industrial Accounting	3	Acctg. & Stat. 321
<i>Options—At least sixteen hours from the following:</i>		
Occupational Selection and Job Analysis	3	Psych. 303
Personnel and Vocational Psychology	3	Psych. 304
Social Security	2	Soc. 313
Industry and the Community	3	Soc. 318
General Insurance	4	Econ. & Bus. 218
Collective Bargaining	3	Econ. & Bus. 311
Marketing Management	4	Econ. & Bus. 312
Government and Labor	3	Econ. & Bus. 320
Money, Credit and Banking	5	Econ. & Bus. 329
Purchasing	2	Econ. & Bus. 358
Periodic Variation or Multivariate Analysis	3	Acctg. & Stat. 341 or 309
Managerial Accounts and Statistics	3	Acctg. & Stat. 328
Principles of Public Administration	3	Pol. Sci. 310
Administration Regulation of Business	3	Pol. Sci. 311

Electives (professional courses acceptable in this curriculum) sufficient to complete sixty hours and sixty points required by this school.

REQUIREMENTS FOR GRADUATION

The requirements for graduation are one hundred twenty hours and one hundred twenty points, and the fulfillment of the requirements of one of the curricula of the School of Business and Public Administration. Sixty of the one hundred twenty hours and points must be earned in the required and optional courses and professional electives of the student's curriculum.

Points are awarded upon the following basis: For each hour of E grade, 3 points; S grade, 2 points; M grade, 1 point. No points

are given for I and equivalent grades. Students whose grades at the time of entrance to the School of Business and Public Administration are below an M average, whether their credits have been earned at the University of Missouri or elsewhere, are required to make up the deficiency in points during the junior and senior years.

Only courses in which the student has been given the grade of F or I may be repeated. Double credit is not allowed for courses repeated but all points earned will be allowed.

Points commensurate with the quality of work done are allowed for credit earned in other institutions except that the total number of points awarded may not exceed the number of hours accepted.

Extra credit in hours is given for work of superior or exceptional quality, and diminished credit for work of inferior quality. Thus, while only one hour of credit is allowed for each scheduled hour of work of medium quality (grade M), 1.1 hours are given for each hour in which a grade of S is earned and 1.2 hours for each hour of E grade, provided excess credit shall not be substituted for any required course. For inferior work (grade I) the credit allowed is .9 per scheduled hour. Veterans who are permitted to register for more than sixteen hours per semester receive only normal credit hours.

Required Work in American History, Institutions, and National and State Constitutions: Each undergraduate must present for graduation at least one course in this area. The requirement can be satisfied by credit in History 20, American History, 5 hours, or by Political Science 1, American Government, 5 hours. Where the curriculum permits, both courses should be taken. If it appears desirable, seniors may meet the requirement by credit in History 171, American Constitutional History, 3 hours, or Political Science 320, The American Constitution, 3 hours; or during 1948-49 by completion of Citizenship, 199, 0 hours.

RESIDENCE REQUIREMENT

Ordinarily a candidate for a degree will have been registered in this school for two years, but a student with advanced standing who meets all other requirements may receive a degree if registered in this school throughout his senior year.

Any student who is deficient to the extent of no more than three hours or six grade points may be permitted to complete the requirements for a degree by correspondence courses in this university when acceptable courses are available or by courses approved in advance in residence in another university.

DEGREES

The degree of Bachelor of Science in Business Administration is conferred upon those students who have completed the requirements of one of the six curricula in business administration. The degree of Bachelor of Science in Public Administration is conferred upon those who have completed the requirements of the curriculum in government service. A student who has one bachelor's degree may receive a degree from this school upon completion of the requirements of any curriculum, provided the work completed includes at least twenty-four hours in addition to the minimum hours required for the first degree.

GRADUATE STUDY

Graduate instruction in accounting, economics, government, and statistics is under the supervision of the Graduate School of the University. No degree beyond that of bachelor of science is offered in the field of general business administration. For further information address the Dean of the Graduate School or the chairman of one of the departments.

HONORS AND PRIZES

ALPHA PI ZETA is an active organization for the study of the social sciences. It is composed of members of the faculty, graduate students, and a few undergraduates. Election to membership in the society is a distinction conferred on students of high standing in the departments of this school and in the social departments of the College of Arts and Science and the Graduate School.

BETA GAMMA SIGMA: Election to membership in the national honorary society of Beta Gamma Sigma is based upon the high scholastic attainment and is limited to students within the highest ten per cent of the graduating class in the School of Business and Public Administration.

HONOR RANK LIST: A list of the students of the School of Business and Public Administration whose grades are distinctly above average is published annually as an Honor Rank List.

THE FRANCIS SCHOLARSHIP IN PUBLIC AFFAIRS FOR MEN: An award of the annual value of one-half the annual income of \$10,000 is made to a student who has successfully completed three years of college work, and who has fundamental training in those subjects which, in the opinion of a committee, best qualify him for service through business and public affairs. The award is for two years, and is at present a loan.

PRENTISS ESSAY PRIZE: The University of Missouri through the

generosity of Mr. Henning W. Prentis, Jr., of Lancaster, Pennsylvania, offers a prize of \$100 for the best essay on the subject, "The Roots of American Liberty." The prize is open to all undergraduate students in residence at the University of Missouri during the academic year 1948-49 and will be awarded at the June, 1949, Commencement.

ALPHA KAPPA PSI AWARD: Upsilon Chapter of Alpha Kappa Psi, a professional fraternity in commerce, awards annually the Alpha Kappa Psi Scholarship Key to the male senior student pursuing a degree in the School of Business Administration, who has attained the highest scholastic average for three years of collegiate work in this university.

DELTA SIGMA PI PRIZE: The International Commerce Fraternity of Delta Sigma Pi offers a gold key to be awarded annually to that male member of the graduating class who has made the best scholastic record in one of the commerce curricula in the School of Business and Public Administration.

PHI CHI THETA PRIZE: The Omicron Chapter of Phi Chi Theta, professional sorority in the field of business administration, offers a gold key to be awarded annually to that woman member of the graduating class who has made the best scholastic record in one of the commerce curricula in the School of Business Administration.

PLACEMENT SERVICE

The School of Business and Public Administration undertakes to assist its graduates in finding suitable positions and offers this service to recent graduates and older alumni alike in so far as its facilities permit. Business establishments and governmental agencies co-operate in the development of the service by sending personnel representatives to the campus each year to interview seniors for positions, in addition to sending requests by letter and telephone for recommendations of qualified students.

CORRESPONDENCE COURSES

It is possible to gain some credit by taking correspondence courses through the Adult Education and Extension Service of this University. Only a limited number of such courses are offered by the departments of this school: General Economics, 5 hours; American Government, 2½ to 5 hours; International Relations, 3 hours; Elementary Accounting, 3 to 6 hours. Correspondence courses in related subjects are offered by other departments. Correspondence courses may not be counted as part of the one year required in residence and may not be taken in final completion of the requirements for graduation except upon approval in advance by the Dean.

Description of the Courses

Accounting and Statistics

Courses Accepted in the College of Arts and Science

1 Statistics (4) f, w.

Introduction to scientific study and interpretation of data; quantitative analysis; qualitative analysis; sampling; tests of homogeneity of experimental data and the reliability of computed values. MR. HARTKEMEIER; MR. WASSON; MR. COMBS; MR. LITTLE; MR. RIDGWAY.

37 Elementary Accounting (4) f, w.

Prerequisite, 18 points. A study of the fundamental principles of accounting and their application. Analysis of the balance sheet and income statement in their usual and special forms. MR. DONLEY AND STAFF.

425 Advanced Accounting Theory (5) w.

Prerequisite, 317 and consent of instructor. An orientation course presenting the cultural situation which gives importance to modern accounting. Critical appraisals of trends in theory and functions and current accounting discussions. MR. SCOTT.

Courses Not Accepted in the College of Arts and Science

103 Accounting for Small Business (1-2) f, w.

Prerequisite, 37. Solution and discussion of problems illustrating various accounting procedures, with emphasis on the requirements of business enterprises and other organizations operated on a small scale. MR. DONLEY AND STAFF.

200 Special Problems in Statistics (1-3) f, w.

Prerequisite, 1. Graduate students in other departments who are interested in selected types of statistical analyses should register for this course only after receiving individual approval from the instructor. MR. HARTKEMEIER.

208 Punch-Card Methods (3) f, w.

Prerequisite, 1 or junior standing. Organization of large volumes of data to facilitate analysis by modern methods involving International Business Machines and punch-card alphabetical equipment. MR. HARTKEMEIER; MR. COMBS; MR. RIDGWAY.

300 Special Problems in Statistics (1-3) f, w.

Prerequisite, 1. Graduate students in this department interested in selected types of statistical analyses not covered in formal courses should register for this course only after receiving individual approval from instructor. MR. HARTKEMEIER.

301 Special Problems in Accounting (1-3) f, w.

MR. BAUER AND STAFF.

309 Multivariate Analysis (3) f.

317 Intermediate Accounting (3) f, w.

Prerequisite, 37 and General Economics. Intensive study of the balance sheet of a going enterprise; its organization and interpretation; the classification and determination of the contents and values of accounts. MR. BENNINGER AND STAFF.

319 Advanced Accounting (3) f, w.

Prerequisite, 317. Applications of accounting principles to special topics, such as branch house accounting, fiduciary accounting, partnerships, installment sales, consignment sales, annuities, bonds, and accounting statements. MR. BAUER; MR. KOHLER.

321 Industrial Accounting (3) f, w.

Prerequisite, 317. The technique of accounting control as applied to industrial enterprise. Historical and critical appraisal of product, process cost systems and standard costs. MR. SCOTT; MR. BENNINGER.

323 Consolidated Statements (2) w.

Prerequisite, 317. Problems of adjusting accounting statements to current complex forms of business organization; holding company and partnership control over groups of corporations. Emphasis on working papers. MR. SCOTT.

325 Governmental Accounts and Auditing (3) f.

Prerequisite, 317. Principles and operation of fund accounting; financial reporting, budgetary control, and auditing for effective financial administration of governmental and non-profit institutions. MR. KOHLER.

328 Managerial Accounts and Statistics (3) f, w.

Prerequisites, 1 and 317. Accounting and statistical functions in the management of large-scale business; stressing the effects of big business upon accounts and statistics. Cost accounting for distribution costs. MR. SCOTT.

334 Auditing (3) f, w.

Prerequisite, 317. Principles underlying the verification, analysis, and interpretation of accounting records and statements, with emphasis on preparation of working papers and writing of audit reports. MR. BAUER; MR. BENNINGER.

340 Secular Trend (3) f.

Prerequisite, 1. Measurement of long-time movements, adjustment and smoothing of data spread over long periods of time, long waves in data, quantitative meaning of normal. Method of moving averages, least squares, selected points, etc. MR. HARTKEMEIER.

341 Periodic Variation (3) w.

Prerequisite, 340. Measurement of movements in data that repeat themselves in a constant pattern or a shifting pattern, quarterly, monthly, weekly, daily, hourly. Periodogram analysis. MR. HARTKEMEIER.

373 Tax Accounting (3) f, w.

Prerequisite, 317. Accounting principles and procedures involved in meeting the requirements of current laws and regulations relating to Federal and State income and social security taxes. MR. BAUER; MR. KOHLER.

378 Univariate Analysis (3) w.

Prerequisites, 1 and senior standing. Fitting the normal and skewed curves, Pearsonian system of frequency curves; harmonic, geometric, exponential, and other averages; transformations; logarithmic, probability, reciprocal, and other special types of charts. MR. HARTKEMEIER.

390 C. P. A. Problems (3) f, w.

Prerequisites, 317 and 319. Solution and discussion of problems taken from C. P. A. examinations, including brief studies of subjects such as accounting system installation, bonds, annuities and fiduciary accounting. MR. BAUER; MR. DONLEY.

393 Controversial Accounting Problems (2) f.

Prerequisite, 317 and consent of instructor. A study of numerous problems on which the views of accountants differ, noting especially divergencies between accounting theory and rules of thumb developed in practice. MR. BAUER.

400 Special Investigations in Statistics (1-3) f, w.

Only graduate students in this department who are interested in selected types of statistical analyses should register for this course. MR. HARTKEMEIER.

401 Special Investigations in Accounting (1-3) f, w.

MR. BAUER AND STAFF.

407 Statistical Methods for Research Workers (5) f.

Prerequisite, two courses in statistics. Design of projects and experiments; selection of appropriate methods; interpretation of results. MR. HARTKEMEIER.

415 Advanced Principles of Accounting (3) f.

Prerequisite, ten hours of accounting and consent of instructor. Technical accounting theory carrying further the theoretical aspects of undergraduate

In front of Jesse Hall stand the historic Columns from the first academic hall destroyed by fire in 1892.



courses with especial emphasis upon discussions of principles in recent accounting literature. MR. SCOTT.

420 Cycles and Forecasting (5) w.

Prerequisites, two courses in statistics. The theory, history, and statistics of business cycles, the problems of their prediction and control, and their relation to speculative and investment transactions. MR. HARTKEMEIER.

421 Advanced Cost Accounting Theory (3) f.

Prerequisites, 317 and 321. A study of current theoretical developments in cost accounting and their relationship to accounting as a whole. MR. BENNINGER.

428 Analysis of Variance (5) w.

Prerequisite, two courses in statistics. Analysis of variance and other selected topics. An examination of the implications of statistical methods used by research workers. MR. HARTKEMEIER.

490 Research (credit to be arranged) f, w.

THE STAFF.

Economics and Business

Courses Accepted in the College of Arts and Science

51 General Economics (5) f, w.

Prerequisite, thirty honor points. An introduction to the subject of economics with emphasis on certain fundamental principles and their application to questions of policy. MR. BROWN; MR. WALKER; MR. SPRINKEL.

199 Distinction (credit to be arranged) f, w.

300 Special Problems (credit to be arranged) f, w.

303 Corporation Finance (3) f, w.

Prerequisite, course 51 or 41 and one course in accounting. The methods, policy and institutions involved in financing the business corporation; financial analysis of corporations. MR. TRACY; MR. KESSEL; MR. STUBBS.

304 Principles of Marketing (3) f, w.

Prerequisite, course 51. A study of institutions, processes and problems involved in transferring goods from producers to consumers, with emphasis on economic and social aspects. MR. HEMMINGSEN.

306 Transportation (3) f, w.

Prerequisite, course 51. The development, operation, and regulation of railroads and other agencies of transportation with special emphasis upon transportation costs and rates. MR. TRAYLOR.

310 Labor Problems (5) f, w.

Prerequisite, course 51. A survey of the labor force, wages, unemployment, accidents, trade unionism and collective bargaining from the standpoint of public policy. MR. BAUDER.

311 Collective Bargaining (3) f.

Prerequisite, course 310. The content, negotiation and administration of collective labor agreements, and settlement of disputes. MR. BAUDER.

315 Public Revenues (4) f, w.

Prerequisites, eight hours of economics. The finance and financial methods

This beautiful Gothic Memorial Tower stands at the entrance to the East campus.



of governments, with special reference to taxation and to tariff policy. MR. BROWN; MR. WALKER.

319 Problems of Corporate Concentration and Control (2) f, w.

Prerequisite, course 303. The problems in the control of corporations; legislation and economic theory involving the corporation. MR. TRACY.

320 Government and Labor (3) f, w.

Prerequisite, course 310. A survey of the legal aspects of trade unionism and industrial relations emphasizing Fair Labor Standards Act and the law of labor relations. MR. SCHERER.

321 Tax Administration (3) f, w.

Prerequisites, Economics 51 and Political Science 1. Federal, state and local tax systems emphasizing organization of tax administrative problems. MR. TRAYLOR.

329 Money, Credit and Banking (5) f, w.

Prerequisites, course 51 and 303 or senior standing. The American monetary and banking systems and their influence upon economic activities. MR. WOOD; MR. PERET; MR. STUBBS.

361 Comparative Economic Systems (3) f, w.

Prerequisites, senior standing and 10 hours in economics. Consideration of the enterprise system, socialism, directed economies and economic planning. MR. SCHERER.

368 Business Fluctuations (3) f, w.

Prerequisite, course 329. The factual background together with an analysis of the causes of economic fluctuations. MR. SCHERER.

380 Public Utilities (3) f, w.

Prerequisite, course 306 or course 51, and senior standing. Economic and legal aspects of historic public utilities and the natural resource industries. Organization development, internal policies, public regulation. MR. TRAYLOR.

*Courses Not Accepted in the College of Arts and Science***41 Industrial Economics (3) f, w.**

Prerequisite, sophomore standing. Open only to students in the College of Engineering. An introduction to the study of economics designed for engineers. MR. MANHART; MR. WHISLER; MR. PERET; MR. STAINE.

218 General Insurance (4) f, w.

Prerequisite, junior standing. A study of the fundamentals of insurance, including fire and marine, casualty and surety, and life. MR. BRAY.

254 Business Law A (3) f, w.

Prerequisite, junior standing. Business relations in their legal aspects, based principally on the law of contracts. Cases and problems on contracts, agency, and business organizations. MR. HOWELL AND STAFF.

302 Industrial Management (3) f, w.

Prerequisite, junior standing. A study of the principles of industrial organization and management and their application to such fundamental matters as production, materials, and personnel. MR. MANHART; MR. WHISLER; MR. FLIPPO.

312 Marketing Management (4) f, w.

Prerequisite, course 304. A study of the problems of marketing from the point of view of the executives of a business enterprise. MR. WENNBERG; MR. CREWS.

313 Life Insurance (3) f, w.

Prerequisites, course 218 and Mathematics 155. Programming the personal life insurance estate; use of life insurance for business purposes; preparation for C. L. U. examinations. MR. BRAY.

314 Retailing (4) f, w.

Prerequisite, course 304 or junior standing. A study of the principles underlying operation of retail stores. MR. WENNBERG; MR. CREWS; MR. KEIBER.

316 Credits and Collections (3) f, w.

Prerequisites, course 51 and Elementary Accounting. The organization and operation of the credit department; including credit information and collection methods. MR. KOHLER.

318 Property and Casualty Insurance (3) f, w.

Prerequisite, course 218. Problems in property and casualty underwriting on a professional level. Attention is directed to preparation for C. P. C. U. examinations. MR. TRACY; MR. BRAY.

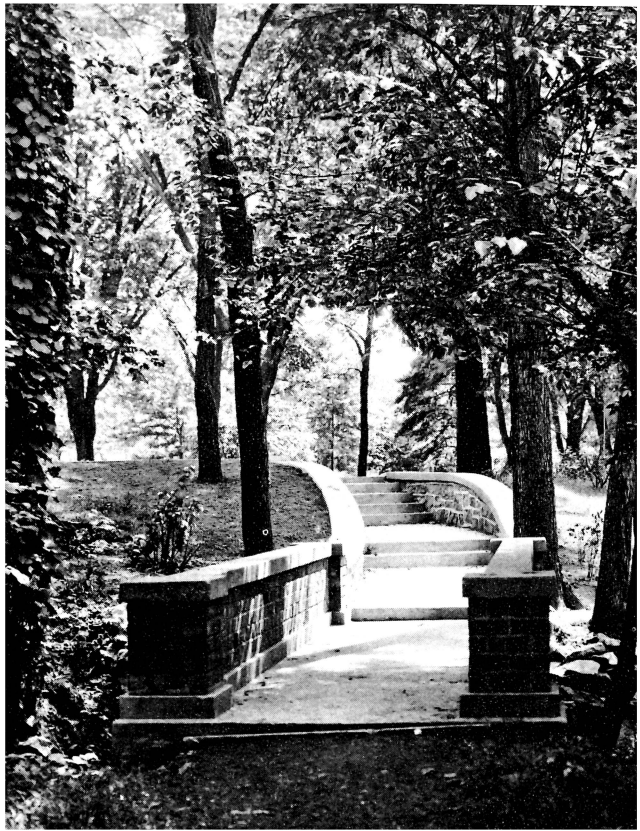
325 Foreign Trade (3) w.

Prerequisite, course 51. A survey of the theory of foreign trade; foreign exchange; export and import practices. MR. WENNBERG.

333 Investments (3) f, w.

Prerequisites, course 303 and Elementary Accounting. Classification and analysis of industries and securities; study of security markets, investment trusts;

A pathway on the West campus.



timing of purchases and sales; investment policy formulation. MR. KESSEL; MR. SPRINKEL.

336 Personnel Management (3) f, w.

Prerequisite, junior standing. Labor policies and procedures of business enterprises. MR. WHISLER; MR. FLIPPO.

340 Real Estate (3) f.

Prerequisite, senior standing. The real estate field with emphasis on its economic aspects. Principles underlying real estate value, the real estate market, appraisal, financing, taxation. MR. WALKER.

345 Industrial Organization and Control (3) f, w.

Prerequisite, course 302. A study of the principles of organization and control from the point of view of the management of an industrial enterprise. MR. MANHART.

347 Wage and Salary Administration (3) f, w.

Prerequisite, course 302, 336 or 310. Principles underlying the development and administration of wage and salary payment plans. MR. MANHART.

355 Business Law B (3) f, w.

Prerequisite, course 254. Cases and problems dealing with the law of personal property, sales, bailments, negotiable instruments and corporations. MR. HOWELL AND STAFF.

356 Business Security Devices (2) f, w.

Prerequisites, courses 254 and 355. Cases and problems dealing with various security devices in business transactions. MR. HOWELL.

358 Purchasing (2) f, w.

Prerequisite, course 304. A study of the organization and functions of purchasing departments, with particular emphasis on industrial purchasing. MR. KEIBER.

370 Market Analysis (3) f, w.

Prerequisites, course 312 and senior standing. The use of scientific method in the solution of marketing problems. Roundtable discussions and practice in field investigations. MR. WENNBERG.

372 Sales Control (2) f, w.

Prerequisites, courses 312 and senior standing. Marketing costs and the techniques available for controlling selling activities, increasing marketing efficiency and reducing distribution costs. MR. CREWS.

*Graduate Courses***400 Special Investigations (credit to be arranged) f, w.**

Graduate students may select topics for study and investigation from the fields suggested by the undergraduate courses listed above. THE STAFF.

411 Advanced Economic Theory (5) w.

A critical examination of the writings of leading modern economists, to the end of constructing a correct theory of value and distribution. MR. BROWN.

430 Advanced Money and Banking (4-5) f.

Prerequisite, course 329. Recent writings and government reports on monetary control. Special attention will be given to the problem of maintaining economic stability. MR. WOOD.

446 Advanced Industrial Management (2) w.

Study of the literature in the field of industrial organization and management in order to discover and evaluate trends in the development of a theory and philosophy for performing the management function. MR. MANHART.

470 Current Marketing Problems (3) w.

Prerequisite, course 312 or equivalent. An intensive study of selected sales and marketing problems. MR. WENNBERG.

479 International Finance (3) w.

Prerequisite, course 329 or equivalent. Balance of international payments; international lending; and the problem of international monetary equilibrium. MR. WOOD.

485 Industrial Relations (2-3) w.

Readings and library investigation in industrial relations. The class will work intensively on a specified topic which will be changed from year to year. MR. BAUDER.

489 Price and Price Policies (3) f.

An intensive study of the theory and practice of price determination in our present economic system. MR. WENNBERG.

490 Research (credit to be arranged) f, w.

Research in connection with the thesis offered for the degree of Master of Arts or Doctor of Philosophy. THE STAFF.

The following courses in Public Law may be taken for graduate credit with the approval of the student's major adviser and with the permission of the instructor in the course.

445 Taxation (3) f.

MR. HOWARD.

451 Labor Law (3) w.

MR. HOWARD.

Political Science

Course 1 is a prerequisite to all other courses except 5. Students in Arts and Science should elect the following courses for a major: Political Science 1, 5, 303, 310. Other courses are to be selected in consultation with the adviser.

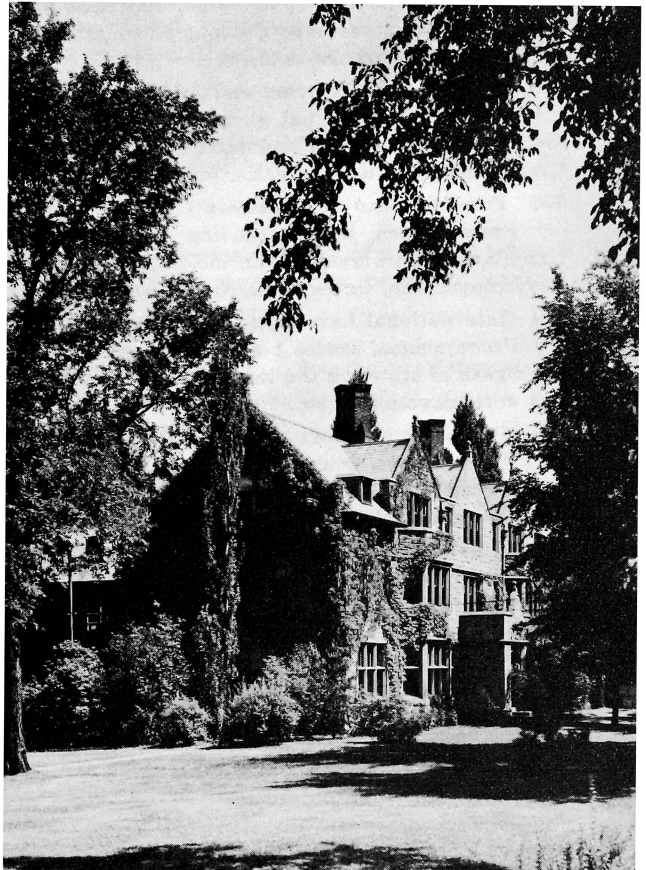
1 American Government (5) f, w.

A basic course dealing with the American federal system of government. Governmental organization, political institutions, and functions at national, state, and local levels are covered. STAFF.

5 International Relations (3) f, w.

Contemporary international affairs, including the family of nations, control of national foreign policies, and competition and cooperation between nations in the legal, political, economic, and social fields. MR. HILL.

Read Hall is the center of many of the student activities on the campus.



198 Distinction (1-3) f, w.

Special readings and reports in the several fields of political science. Limited to candidates for graduation with distinction in political science. STAFF.

200 Special Problems (1-3) f, w.

MEMBERS OF THE STAFF.

201 Local Rural Government (3) w.

The development, organization, and functions of the county, township, school district, and other rural units of government. MR. CASSELLA.

202 Administration of Justice (2) f.

A study of the organization and activities of national, state, and local governmental agencies and officials engaged in the administration of criminal law. MR. HEINBERG.

303 European Governments (5) w.

A comparative study of the constitutional development, organization and practical workings of the governmental systems of England, France, Germany, Italy and Russia. MR. HEINBERG.

304 Inter-American Relations (3) f, w.

Prerequisite, course 1 and junior standing. A survey of the bases of Pan-Americanism and the relations of the United States with Latin American powers. MR. KAHLE.

305 Political Parties (3) f, w.

The development, organization, functions and activities of major and minor political parties; pressure groups; and election administration, especially in the United States. MR. BRADSHAW.

306 Municipal Government and Administration (4) f, w.

A study of municipal government and administration in the United States, covering municipal law and politics, forms of city government, and administrative functions. MR. CASSELLA.

308 Pan-American Organization (2) f.

Prerequisites, junior standing and one course in the international field or Latin-American history. The institutional bases for political, economic and military cooperation in the western hemisphere. MR. KAHLE.

309 International Law (3) f.

Prerequisites, course 1 and junior standing. The legal systems which define the rights of states in the international community, illustrated by court decisions and state practices. MR. HILL.

310 Principles of Public Administration (3) f, w.

Prerequisites, course 1 and junior standing. A survey of public administration, with special reference to organization, financial administration, personnel management, and judicial control of the administrative process. MR. FAUST.

311—Administrative Regulation of Business (3) f, w.

Prerequisites, course 1 and junior standing. A study of the powers and procedures of the more important government agencies concerned with the regulation of business. MR. FAUST.

315 Foreign Service Organization (2) w.

Prerequisites, course 1 and junior standing. A survey of the conduct of foreign affairs in the United States and in selected foreign states. MR. HILL.

320 The American Constitution (3) f.

Prerequisites, course 1 and junior standing. A study of Supreme Court decisions dealing with the American federal system, federal and state legislative powers, and limitations upon them, including important Missouri cases. MR. HEINBERG.

353 Latin American Governments (5) w.

Prerequisites, course 1, junior standing, and Political Science 303 or 304, or a course in Latin American History. The development and present status of political institutions in Latin America. MR. KAHLE.

375 Legislation (3) w.

Prerequisites, course 1 and junior standing. The organization, procedure, and practice of American national and state legislative bodies. (Alternate years.) MR. BRADSHAW.

385 International Organization (3) w.

Prerequisites, course 1 and junior standing. The forms and functions of international organs, with special reference to the United Nations and the International Court of Justice. MR. HILL.

390 Democratic Theory (3) w.

Prerequisites, ten hours of Political Science, and junior standing. Constitutionalism, representation, individualism, social justice, and other ideological assumptions of American democracy. MR. KARSCH.

400 Special Investigations (credit to be arranged) f, w.

Opportunity is offered to graduate students who have completed the necessary prerequisite courses to choose topics in one of the fields of Political Science for individual study. STAFF.

402 Problems of European Government (3) f.

Prerequisite, course 303. Detailed individual studies of selected problems of English, French, German, Italian, and Russian governments, particularly in the field of administrative control. MR. HEINBERG.

403 Problems of Public Administration (3) w.

Prerequisite, course 301, 306, or 310. An intensive study of problems selected from any one of the following: budgeting, fiscal organization, personnel management, or administrative regulations. MR. FAUST.

405 Problems in Political Parties (2) f.

Prerequisite, course 305, or equivalent training. Specific problems in the field of party activities, pressure politics, public opinion, popular control, and election administration. MR. BRADSHAW.

409 Problems in International Law (3) w.

Prerequisite, course 309. A detailed study of certain specific problems in international law. MR. HILL.

411 Modern Political Theory (3) w.

A review of modern political theories, with some attention to their historical settings. Selections of the leading theorists and recent tendencies are critically examined. MR. KARSCH.

412 History of Political Thought (3) w.

A review of the history of political thought from Plato to Rousseau. Classic

masterpieces, such as Aristotle's Politics are read in full and discussed critically.
MR. HEINBERG.

490 Research (credit to be arranged) f, w.

A thesis is required of all candidates for advanced degrees majoring in Political Science. A student should confer with the instructor in whose field he wishes to do his research. STAFF.

The following courses in Public Law may be taken for graduate credit with the approval of the student's major adviser and with the permission of the instructor in the course.

425 Administrative Law (3) w.

MR. HOWARD.

445 Taxation (3) f.

MR. HOWARD.

451 Labor Law (3) w.

MR. HOWARD.

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Source information

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Notes	Original bound with others.

Capture information

Date captured	2017
Scanner manufacturer	Ricoh
Scanner model	MP C4503
Scanning software	
Optical resolution	600 dpi
Color settings	Grayscale
File types	Tiff
Notes	Tight binding caused some page curvature. Text on left side of cover not captured.

Derivatives - Access copy

Compression	LZW
Editing software	Photoshop
Resolution	600 dpi
Color	Grayscale
File types	Tiffs converted to pdf.
Notes	Image editing: lightened Background and darkened text.